Epic

BIBLE COLLEGE
& GRADUATE SCHOOL

College
Catalog
2023-2024

4330 Auburn Blvd.

Sacramento, CA 95841

COME CHECK US OUT

Conveniently located just off Interstate 80 in northeastern Sacramento, EPIC Bible College & Graduate School welcomes you to visit our campus and spend some time with our students, staff and faculty.

With an intimate student population, personal attention is the hallmark of EPIC. Informal, friendly, accessible–that's how our students describe their college administration. From the staff working in the office, to the President of the college, we are available. Not sure what you want to study? Chat with one of our academic advisers about your personal, educational and occupational goals before enrolling. Curious about our professors? Sit in on a class. Not sure how to apply for financial aid? We'll walk you through it. Want a taste of our school spirit? Worship with us in Chapel.

Why not make an appointment today?

EPIC BIBLE COLLEGE & GRADUATE SCHOOL

College Catalog 2023-2024

Catalog effective dates: July 1, 2023 - June 30, 2024

While accurate at the time of publication, EPIC Bible College & Graduate School (EPIC) reserves the right to make necessary changes without further notice. The regulations, classes, personnel, and costs listed herein are subject to change after publication of this catalog through established procedures and do not constitute a contract or offer of contract with any person. EPIC Bible College & Graduate School will make every effort to notify interested parties.

It is important that students familiarize themselves with the regulations set forth in this catalog and assume proper responsibility concerning them.

EPIC Bible College & Graduate School

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(Approved by the EPIC Board of Trustees May 25, 2023)

COLLEGIATE ACCREDITATION

The following is the official written statement of Transnational Association of Christian Colleges and Schools:

Epic Bible College & Graduate School (EPIC) is a member of Transnational Association of Christian College and Schools (TRACS) [15935 Forest Road, Forest, VA 24551; Telephone: (434) 525-9539; e-mail: info@tracs.org], having been awarded Reaffirmation II of its Accredited Status as a Category IV institution by the TRACS Accreditation Commission on April 16, 2019. This status is effective for a period of ten years. TRACS is recognized by the United States Department of Education (ED), the Council for Higher Education Accreditation (CHEA), and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).

As a Category IV institution, EPIC is authorized to grant Associates, Bachelors, Masters and Doctoral degrees.

MEMBERSHIPS & RECOGNITION

EPIC Bible College & Graduate School is a private institution approved to operate by the California Bureau for Private Postsecondary Education. (Approved to operate in 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.)

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 North Market Blvd., Suite 225, Sacramento, CA 95834; P.O. Box 980818, West Sacramento, CA 95798-0818; www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax at (916) 263-1897.

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 member of the public may file a complaint about this institution with the Bureau for Private and Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet website at www.bppe.ca.gov.

United States Department of Veterans Affairs approved for the training of veterans and veteran's dependents under the various applicable public laws.

Association of Christian Schools International (ACSI)

National Association of Nouthetic Counselors

United States Department of Justice and Education approved for the training of foreign students.

NONDISCRIMINATION POLICY

EPIC Bible College & Graduate School does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

BANKRUPTCY STATEMENT

EPIC Bible College & Graduate School (EPIC) does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the last five years, and does not have 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 (11 U.S.C. Sec. 1101 et seq.).

CONTENTS

College Profile

Just as Jesus took His message to the masses and made it relevant to their everyday lives, EPIC strives to make Bible college easily accessible to people from every stage and walk of life. After all, students learn best when they study within the context of normal daily life.

INSIDE: College Profile

OUR HISTORY
YOUR FUTURE

The beauty of the gospel of Jesus Christ is that it meets you right where you are, right now. When you accept His gift of salvation, you have instant access to the Holy Spirit for life, power, and on-the-job training!

Here at EPIC Bible College & Graduate School we make every effort to follow that same model as we partner with the Church to train lives and build character. After all, students aren't seeking a piece of paper, they are seeking a relationship with God. That's the EPIC difference. It's personal, life-changing, and barrier-free to Educate People In Christ.

PERSONALITY

Christ delights in diversity. In fact, He invented it. At EPIC, our desire to make a place for every student God brings us shows up in everything we do–from our president's open-door policy, to our flexible class schedules, to our generous scholarship programs. At every turn, our students have access to individual attention and genuine love. "One of the unique things about EPIC is the sense of family," states Dr. Ronald W. Harden, college president. "The students God has entrusted to us are called by name, not by a number. They occupy a place in our hearts, not just a desk in our class."

CURRICULUM

Not only will your college experience be personal, it will be relevant based on current experience, not academic theories. In fact, every class at EPIC is taught by faculty members who participate in vital, real-life ministry, so they can bring fresh insights and applications to the Truth that has stood the test of time.

More importantly, our students gain practical ministry experience right alongside their studies, giving their course work context, purpose and perspective. Not unlike the model of a teaching hospital and a medical school functioning together, at EPIC students receive the best in academic preparation while obtaining practical, on-the-job training.

This hands-on approach is far from new, yet it breaks significantly from the traditional model, in which students are transplanted from a local church into a campus-based college environment, taught by those characterized more as academics and theorists than active ministers. Since 1974, EPIC has existed to provide a better alternative.

Guided by a passion to minister the Gospel of Jesus Christ.

HISTORY

Trinity School of the Bible began in the heart of Rev. Paul Trulin, DD when the school was founded in 1974. As pastor of Trinity Church, Dr. Trulin was guided by a passion to minister the Gospel of Jesus Christ and a deep desire to train people for Christian ministry. The church board and congregation shared his vision and approved the establishment of a church-based Bible college. Dr. Trulin served as pastor of the church as well as president of the Bible College until his retirement in 1982. Successive administrators have included Rev. Leroy Lebeck, DD; Rev. Kenneth Bluemel and current president Rev. Ronald W. Harden, MS, DD – each of whom has remained faithful to Dr. Trulin's original vision for training men and women for Christian ministry.

In 1990, the school name was updated to Trinity Life Bible College where we were Training Lives and Building Character for 20 years. Then, in 2010, the school was renamed EPIC Bible College; transitioning to EPIC Bible College & Graduate School with the addition of the graduate programs. The simplest definition of "epic" is "heroic, majestic or grand." It was as though the Lord was speaking to our hearts that He wanted our students and college to be prepared to live heroic, majestic and grand lives in Him.

With a new name and increasing enrollment, there came a new need – a new campus with space to provide for an ever-growing student population and expanding offices. After months of searching and exploring options for a possible site, one became a reality. It had been a long time coming, and the miracle happened on March 4, 2011, when EPIC acquired a new campus.

ACCREDITATION

During four decades of ministry, EPIC's influence has reached beyond any single church or denomination. Seeds of growth were planted in 1993, when college administrators sensed the Holy Spirit leading them to seek accreditation. In 1999, candidacy for accreditation was granted and began a process that culminated in 2004 with full accreditation from Transnational Association of Christian Colleges and Schools (TRACS). In 2009, EPIC was awarded reaffirmation of Accreditation status as a Category II institution. This status is effective for a period of ten years. November 2016, EPIC was approved to award Master of Divinity degrees and Doctor of Ministry degrees, and was recognized as a Category IV institution, which status is effective through November 2029.

Through this process, EPIC has developed in many areas. There have been academic improvements with the addition of the Division of General Education. Other developments include upgrades in technology, facilities, and expanded opportunities. EPIC also participates in Federal Student Aid Title IV programs, among others.

As a result of God's faithfulness, EPIC is able better than ever to build upon its rich heritage of offering the best in spiritual, practical and academic preparation for Christian life and ministry.

The programs of study at EPIC are recognized by more than 40 denominations and ministry organizations, allowing our graduates access to ministry opportunities worldwide.

STUDENT SERVICES

This global mind-set begins right here on campus. EPIC Bible College & Graduate School is located near downtown Sacramento, California's capital city, and between the excitement of San Francisco and beautiful Lake Tahoe. Here you will find a diverse student body made up of people of all ages, nationalities and religious backgrounds.

"Over the course of time I've been at EPIC, I truly believe that when our students come together, whether in class or in chapels, it is a true taste of Heaven," said Michael Gonzalez, EPIC ASB President 2014-15. "Though EPIC has over 200 churches and many denominations represented in our school halls, when we learn and worship together, it's not about our doctrine, it's about who we believe in, and it's all about Jesus. Our diversity gives me hope for a strong community in our generation and generations to come. That is stronger than any denomination or race."

Truly, the student body at EPIC is a taste of Heaven. In any given school year, we have students from more than 200 different churches. Our international students come from Fiji, Korea, Thailand, China, Kenya, Brazil and beyond – often returning to their home countries to minister with words of hope, encouragement and perseverance.

FAITHFUL GOD

Like countless students before, you may wonder how you will overcome the many obstacles that lie between you and the goal to which God has called you. And the answer is: you won't; God will do it for you! As Jesus encourages us, "I have told you these things that you might have peace. In this world you will have trouble, but take heart! I have overcome the world" (John 16:33, NIV). Certainly, if Christ has overcome the world, He can provide the time, the finances, the strength and the energy you need to go where He leads you. Like Paul, you can say with confidence, "I can do all things through Christ who strengthens me" (Philippians 4:13, NKJV).

"Through my answers of 'yes' to God's calling in my life, He has led me to the right places and the right people to help me fulfill His call," said Matai Buadromo, who left his home in the Fiji Islands to attend EPIC and earn a B.A. "As a foreign student, I am thankful to my fellow classmates for allowing me to come and learn with them and from them. I know that all I have learned from here will be very much available to wherever God's calling takes me."

Today, graduates of EPIC minister the Gospel of Jesus Christ on every continent of the globe. Conservative estimates suggest that former EPIC students minister to more than one-half million people each week!

So, where is God calling you?

Wherever God calls you, we can help you get there, whether you need a formal program of study that prepares you for a variety of ministry opportunities, a customized program focused on specific ministry skills, or biblical studies. We have a wide variety of academic options to choose from, not to mention qualified, helpful academic advisors who can assist you in creating an individualized program of study that will fit you best.

Your faculty academic advisor can also show you how to achieve your educational goals at your own pace. Our curriculum allows students to participate on a part-time or full-time basis in morning, afternoon, evening, or online classes. Students may register in as many classes as their schedules and interests allow. Additionally, all on-campus classes are simultaneously available via Zoom--for that personal learning experience no matter where in the world you are.

Registration is open a minimum of six weeks prior to the beginning of any term during the academic year (Fall, Winter, Spring, Summer).

With a hands-on approach to Bible training at the center of all we do, every program requires Bible courses, ministry classes, and Chapel.

The EPIC Online Program employs modern instructional technology to offer students an accessible pathway to a high-quality education. Our asynchronous online program allows each student to decide when and where they access class each week without sacrificing the guiding structure of traditional education models.

Taking courses online does not mean one will have an impersonal experience. On the contrary, each EPIC online course utilizes intuitive course design and creative assignments to provide online students with a sense of interpersonal connection to our Christian community. EPIC online students also enjoy a wide range of support services and direct access to our experienced and caring faculty.

Please call or visit our web site at www.EPIC.edu, and see if God is calling you to "Start your journey at EPIC!"

FULLY ONLINE PROGRAMS

Doctor of Ministry in Spiritual Formation & Leadership**
Master of Divinity
Master of Arts in Biblical Studies
Master of Arts in Christian Ministry
Master of Arts in Ethical Leadership

Bachelor of Arts in Ministerial Studies
    with an emphasis in Pastoral Leadership

Associate of Arts in Christian Studies

Associate of Arts in Ministerial Studies
    with an emphasis in Biblical Studies
    with an emphasis in Pastoral Leadership

**Please note there is a residency requirement.

SECURE ACCESS TO LEARNING SYSTEMS

EPIC ensures the identity of students enrolled in any course, including online courses, through requiring a secure unique access password which the student self-selects upon admission to the college. Students are provided instruction on accessing the EPIC portals to the Student Information System (SIS), Populi, through a secure email notification. There are no charges related to verification at the time of registration.

ACCREDITED DEGREE PROGRAMS

- Doctor of Ministry in Spiritual Formation & Leadership
- Master of Divinity
- Master of Arts Degree in Biblical Studies
- Master of Arts Degree in Christian Ministry
- Master of Arts Degree in Ethical Leadership
- Bachelor of Arts Degree in Ministerial Studies (Available with the following Emphases)
  ◊ Biblical Counseling
  ◊ Biblical Studies
  ◊ Cross Cultural Ministry
  ◊ Discipleship & Biblical Instruction
  ◊ Non-Profit Management
  ◊ Pastoral Leadership
  ◊ Student Ministry
  ◊ Worship Arts
- Associate of Arts in Christian Studies
- Associate of Arts in Ministerial Studies (Available with the following Emphases)
  ◊ Biblical Counseling
  ◊ Biblical Studies
  ◊ Cross Cultural Ministry
  ◊ Discipleship & Biblical Instruction
  ◊ Non-Profit Management
  ◊ Pastoral Leadership
  ◊ Student Ministry
  ◊ Worship Arts

A MESSAGE FROM THE PRESIDENT

Dr. Ronald W. Harden, MS, DD

Thank you for your interest in EPIC Bible College & Graduate School. Our prayer for you, as you respond to the prompting of God, is to know Him more. Since 1974, we have been focused on three purposes for our students: to know the Lord more (spiritual growth), to better serve in the local church (personal growth), and to be equipped for volunteer and vocational service (ministerial growth). You'll probably say, "That's me!" to one or more of the three. If you do, then EPIC is the place for you.

For those who have said, "Yes!" to one of our three purposes, this is a great place to be! In Luke 2:52, we have a description of Jesus that we desire to become increasingly true of you and ourselves: "... Jesus became wise. and he grew strong. God was pleased with him, and so were the people" (Contemporary English Version). What a powerful Word! This Scripture lays the example of how we can and should grow mentally, morally, spiritually and socially.

At EPIC, you will be taught by current ministers for ministry. Even as president, I am still in the classroom morning, afternoon, or evening teaching dedicated students. I will be just one of 40 exciting and life-giving teachers who are both practically and academically qualified to invest in your life in order to see you become all God wants you to be.

In addition, you will interact with fellow students who are totally dedicated to Jesus Christ, and you will make friends that will last you a lifetime! I see students years after their graduation and they say, "I still have my great EPIC friends I made in the students, staff, and faculty. We're family!" In fact, my wife and I became a part of the EPIC family in 1982, and we never tire of being with the students and staff!

Over the years, EPIC has had students from many ethnic groups, students who ranged from 18 to 78 years of age, students from over 200 churches representing over 40 denominations, even students who came from many nations of the world. I invite you to join them! Take that step now to respond to God's prompting to know Him more, or to be a better worker in your church, or to be prepared for ministry by ministers. Whether you attend morning, afternoon or evening, part-time or full-time, in person, online or via Zoom, you will be glad you did. I close with a sincere invitation for you to: "Start your journey at EPIC Bible College & Graduate School!"

Dr. Ronald W. Harden, MS, DD

President/CEO

Student Community

The diversity of heaven is truly reflected in the student community of EPIC Bible College & Graduate School, and we have dedicated ourselves to making a place for each student God brings to us. This is more than a place to learn, more than a place to grow, more than a place to achieve. It is a place to belong.

INSIDE: Student Community

2023-2024 ACADEMIC CALENDAR

FALL QUARTER 2023

UNDERGRADUATE:	TERM A: 8/21/23 to 11/6/23	TERM B: 8/21/23 to 11/5/23
	TERM C: 8/21/23 to 9/24/23	TERM D: 10/2/23 to 11/6/23
GRADUATE:	TERM E: 8/21/23 to 11/7/23	TERMS F & G: 8/21/23 to 11/6/23

Thursday, August 17	New Student Orientation (9:00 am-12:00 pm or 6:00–9:00 pm Session)
Saturday, August 19	New Student Orientation 9:00-12:00 p.m.
Monday, August 21	Terms A, B, C, E, F, G: FALL QUARTER 2023 Classes Begin
Monday - Friday, August 21-25	Late Registration $25.00 Late Fee (must attend classes)
Friday, August 25	Deadline to drop a class without notation on transcript
Friday, September 1	Deadline to drop a class with notation
Monday, September 4	Holiday-Labor Day – Facility Closed
Friday, September 8	All College BBQ 6:00 PM
Monday - Sunday September 18-24	Term C: Fall Quarter Final Exams
Friday & Saturday, September 22-23	Fri: 6pm; Sat: 8:30-11am Trustee Meeting
Sunday – Friday, September 24-29	DMin Residency
Friday, September 29	Deadline to Withdraw
Monday, October 2	Term D: Online Classes Begin
Monday, October 2	Winter 2023/2024 Registration Opens
Saturday, October 21	50 Year Anniversary & Alumni BBQ
Friday, October 27	Field Ministry Reports Due
Monday – Sunday October 30 - November 5	Terms B, D, F, G: Fall Quarter Final Exams
Tuesday - Monday, Oct. 31-Nov. 6	Terms A, E: Fall Quarter Final Exams
Tuesday - Friday, November 7-24	Fall Quarter Break - No On-Site Classes
Thursday & Friday, November 23-24	THANKSGIVING HOLIDAY – Facilities Closed

WINTER QUARTER 2023

UNDERGRADUATE:	Term A: 11/27/23 to 2/26/24	Term B: 11/27/23 to 2/25/24
	Term C: 11/27/23 to 1/14/24	Term D: 1/22/24 to 2/25/24
GRADUATE:	Term E: 11/27/23 to 2/26/24	Terms F & G: 11/27/23 to 2/25/24

Thursday, November 16	New Student Orientation (9:00-12:00 p.m. or 6:00-9:00 p.m. Session)
Saturday, November 18	New Student Orientation 9:00-12:00 p.m.
Monday, November 27	Terms A, B, C, E, F, G: WINTER QUARTER 2023-2024 Classes Begin
Monday - Friday, Nov. 27-Dec. 1	Late Registration $25.00 Late Fee (must attend classes)
Friday, December 1	Deadline to drop a class without notation on transcript
Friday, December 8	All College Christmas Party - 6:00 p.m.
Friday, December 8	Deadline to drop a class with notation
Tuesday - Monday Dec. 19-Jan. 1	CHRISTMAS BREAK – No On-Site Classes
Monday-Tuesday, December 25-26	CHRISTMAS HOLIDAY – Facility Closed
Friday, December 29	NEW YEAR'S EVE HOLIDAY – Facility Closes at Noon
Monday, January 1	NEW YEAR'S DAY HOLIDAY – Facility Closed
Tuesday, January 2	Winter On-Site Classes Resume
Monday - Sunday, January 8-14	Term C: Spring Quarter Final Exams
Monday, January 15	Martin Luther King Day, Facility Closed
Tuesday, January 16	Spring 2024 Registration Opens
Thursday, January 18	10 a.m.-1 p.m. Trustee Meeting
Friday, January 19	Deadline to Withdraw
Monday, January 22	Term D: Online Classes Begin
Friday, February 16	Field Ministry Reports Due
Monday, February 19	PRESIDENTS DAY – CLASSES IN SESSION
Monday - Sunday, February 19-25	Term B, D, F, G: Winter Quarter Final Exams
Tuesday – Monday, February 20-26	Term A, E: Winter Quarter Final Exams
Tuesday – Friday, February 27 - March 8	Winter Quarter Break – No On-Site Classes

ADMINISTRATION OFFICE HOURS:

Office Hours may vary during Summer Quarter, holidays, and breaks.

Monday, Tuesday, Thursday: 7:30 a.m. – 8:45 p.m.

Wednesday, Friday: 7:30 a.m. – 5:00 p.m.

SPRING QUARTER 2024

UNDERGRADUATE	Term A: 3/11/24 to 6/3/24	Term B: 3/11/24 to 6/2/24
	Term C: 3/11/24 to 4/21/24	Term D: 4/29/24 to 6/2/24
GRADUATE	Term E: 3/11/24 to 6/3/24	Terms F & G: 3/11/24 to 6/2/24

Thursday, March 7	New Student Orientation (9:00 a.m.-12:00 p.m. or 6:00–9:00 p.m. Session)
Saturday, March 9	New Student Orientation 9:00 a.m.-12:00 p.m.
Monday, March 11	Terms A, B, C, E, F, G: SPRING QUARTER 2024 Classes Begin
Monday - Friday, March 11 - 15	Late Registration $25.00 Late Fee (must attend classes)
Friday, March 15	Petitions to Graduate DEADLINE
Friday, March 15	Deadline to drop class without notation on transcript
Friday, March 22	Deadline to drop a class with notation
Friday, March 29	GOOD FRIDAY EPIC Facility Closes at 12:00 p.m.
Sunday, March 31	Easter - REJOICE HE IS RISEN!
Monday - Friday, Apr. 1-5	EASTER BREAK – No On-Site Classes
Monday, April 8	Spring On-Site Classes Resume
Monday - Sunday, April 15-21	Term C: Spring Quarter Final Exams
Monday, April 22	Summer 2024 Registration Opens
Friday, April 26	Deadline to Withdraw
Monday April 29	Term D: Online Classes Begin
Friday, May 10	All College BBQ 6:00 p.m.
Monday - Friday, May 6-10	Professor Appreciation Week (Voting)
Friday, May 17	Field Ministry Reports Due
Thursday, May 23	10 AM—1 p.m. Trustee Meeting
Monday, May 27	Holiday-Memorial Day – College Facility Closed – No On-Site Classes
Monday - Sunday, May 27 - June 2	Terms B, D, F, G: Spring Quarter Final Exams
Tuesday - Monday, May 28-June 3	Terms A, E: Spring Quarter Final Exams
Tuesday - Friday, June 4-14	Term A: Spring Break – No On-Site Classes
Friday, June 7	6:00 p.m. 2024 Graduation Banquet
Saturday, June 8	2:00 p.m. 2024 Graduation

UNDERGRADUATE:	Term A: 6/17/24 to 7/28/24	Term B: 6/3/24 to 8/11/24
	Term C: 6/3/24 to 7/7/24	Term D: 7/8/24 to 8/11/24
GRADUATE	Term E: 6/3/24 to 8/9/24	Terms F & G: 6/3/24 to 8/11/24

Monday, June 3	Term B, C, E, F, and G: Online Classes Begin
Monday, June 17	Term A: On-Site Classes Begin
Monday - Friday, June 17-21	Term A: Late Registration $25.00 Late Fee (must attend classes)
Friday, June 21	Term A: Last Day to Drop Class w/notation on transcript
Monday, June 24	Fall 2024 Registration Opens
Friday, June 28	Term A: Last Day to Withdraw
Monday – Sunday July 1-7	Term C: Summer Quarter Final Exams
Thursday, July 4	Holiday – 4th of July Independence Day Observance
Monday, July 8	Term D: Online Classes Begin
Monday - Friday, July 22-26	Term A: Summer Quarter Final Exams
Monday – Friday, July 29-August 16	Term A: Summer Break - No On-Site Classes
Monday – Friday Aug. 5-9	Term E: Summer Quarter Final Exams
Monday –Sunday Aug. 5-11	Terms B, D, F, G: Summer Quarter Final Exams
Monday – Sunday, August 12-18	Terms B, E, F, G: Summer Break
Monday, August 19	2024-2025 Fall Quarter and Academic Year Begins

Definition of Quarter Terms

Term A: Undergraduate Classes, On Campus	11 Weeks Fall, Winter Spring/ 6 Weeks Summer
Term B: Undergraduate Classes, Online	11 Weeks Fall, Winter Spring/10 Weeks Summer
Term C & Term D: Undergraduate Classes, Online	5 Weeks
Term E: Graduate Classes, On Campus	11 Weeks Fall, Winter Spring/10 Weeks Summer
Term F: Graduate Classes, Online	11 Weeks Fall, Winter Spring/10 Weeks Summer
Term G: Doctoral Classes	11 Weeks Fall, Winter Spring/10 Weeks Summer

ON-CAMPUS CLASS HOURS:

Times vary, refer to the current schedule of classes.

Monday-Friday 8 a.m. - 9:50 p.m.

Saturdays 8 a.m. - 4:50 p.m.

PHILOSOPHY OF EDUCATION:

The Philosophy of Education at EPIC is based upon the premise that God is the source of all truth; that the Holy Spirit is the Leader and Guide into all truth; that man, as created in the image of God, may gain knowledge and understanding of spiritual and physical realities through the pursuit of truth. Further, God has revealed Himself in general revelation through the physical, created world and in special revelation through the person of Jesus Christ and the Word of God, the Bible.

Man is privileged to pursue truth and knowledge, and gain understanding on the basis that the fear of God is the beginning of wisdom, and that understanding truth leads to true life, liberty, and freedom (Proverbs 9 – 10).

Man is able to experience God, have relationship with God, and draw near to God, in part, by gaining understanding of God's work in the person of Jesus Christ, and God's work in the created universe. The pursuit of truth, knowledge, and understanding apart from God is incomplete and eventually leads to emptiness and spiritual death.

The education at EPIC, through the faculty and curriculum, will provide opportunity for students, faculty, and individuals to develop and mature in their relationship with God, self, and the world by availing the pursuit of God and truth to those individuals.

MISSION STATEMENT:

EPIC exists to provide biblically-centered education anchored in historic evangelical doctrine to build Christ-like character and to train leaders for the Church and society.

PURPOSE STATEMENT:

EPIC provides quality, Bible-based, higher education, crossing denominational lines, to equip individuals spiritually, practically and academically for Christian service at home and abroad.

SPIRITUAL OBJECTIVES:

- To explain the knowledge of truth revealed primarily in Jesus Christ.
- Demonstrate the character traits of the Holy Spirit as described in the fruit of the Spirit.
- Develop the practice of spiritual disciplines.

PRACTICAL OBJECTIVES:

- To develop knowledge, skills, and tools from a biblical Christian worldview to apply in ministry for effective Christian service.
- To be able to communicate and work with others harmoniously and effectively with respect for individuals in order to help them grow spiritually, emotionally, and socially.
- Gain an appreciation of and skill in critical thinking to be able to frame all truth from a Christian worldview.
- Develop an adequate self-understanding as a basis for understanding others, by comprehending their institutions, cultures, and individuality.

ACADEMIC OBJECTIVES:

- Acquire a body of knowledge common to higher education and develop the skills and understanding to apply this knowledge within the context of a biblical worldview.
- Develop competency in the use of the tools and methodologies in the pursuit of higher learning.

DOCTRINAL STATEMENT

We hold these truths as fundamentals of the faith "delivered to the saints." We believe the Holy Bible, consisting of the Old and New Testament Scriptures, is the verbal revelation of God to man, and the all-sufficient and inspired Word of God, the infallible rule of faith and practice for Christian believers (2 Timothy 3:15-17; 1 Thessalonians 2:13; 2 Peter 1:21).

We believe the one true, Triune God has revealed Himself as the eternally self-existent "I AM", the Creator of heaven and earth, and the Redeemer of mankind. He has further revealed Himself as embodying the principles of relationships and association as Father, Son, and Holy Spirit; One God eternally exists in three Persons, identical in nature, equal in power and glory, having precisely the same attributes and perfections (Deuteronomy 6:4; Mark 12:29; Isaiah 43:10; Matthew 28:19, 20; Luke 3:22).

We believe in the deity and humanity of the Lord Jesus Christ as the Scriptures declare: His virgin birth; His sinless life; His miracles; His substitutionary work on the cross; His bodily resurrection from the dead; and His exaltation to the right hand of God (Matthew 1:23; Luke 1:31, 35; Hebrews 7:26; 1 Peter 2:22; Acts 2:22, 10:38; 1 Corinthians 15:3; 2 Corinthians 5:21; Matthew 28:6, Luke 24:39, 1 Corinthians 15:4; Acts 1:9-11, 2:33; Philippians 2:9-11; Hebrews 1:3).

We believe in the special creation of the existing space-time universe and all its basic systems and kinds of organisms in the six literal days of the creation week; that the first eleven chapters of Genesis are literal and historical accounts of God's creation of all things; and that man was created by God in His image and not the product of some process of evolution (Genesis 1:25-27).

We believe the grace of God, which brings salvation, has appeared to all men, through the preaching of repentance toward God and faith toward the Lord Jesus Christ. Man is saved by the washing of regeneration and renewing of the Holy Spirit, and, being justified by grace through faith, he becomes an heir of God according to the hope of eternal life (Titus 2:11, 3:5-7; Romans 10:8-15; Luke 24:47).

We believe the inward evidence to the believer of his salvation is the direct witness of the Holy Spirit. The outward evidence to all men is a life of righteousness and true holiness (Romans. 8:16; Matthew 5:16).

We believe all believers are entitled to, should ardently expect, and earnestly seek the promise of the Father, the Baptism in the Holy Spirit, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian Church. With it comes the endowment of power for life and service, and the bestowment of gifts for the work of the ministry. This wonderful experience is distinct from and subsequent to the experience of the new birth (Luke 24:49; Acts 1:4; 1 Corinthians 12:1-31; Acts 2:4, 10:44, 11:14-16, 15:7-9, 19:6-7).

We believe the Baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other tongues, as the Spirit of God gives them utterance. The speaking in tongues in this instance is the same in essence as the gift of tongues, but different in purpose and use (Acts 2:4; 1 Corinthians 12:4-10, 28).

We believe that divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the Atonement, and is the privilege of all believers (Isaiah 53:4-5; Matthew 8:16-17; James 5:14-16).

We believe the Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of the great commission. All believers, born of the Spirit, are an integral part of the General Assembly and the Church in heaven (Ephesians 1:22-23, 2:22; Hebrews 12:23).

We believe in the existence of a personal spirit-being called Satan who at one time was holy and honored in heaven, but through pride fell from his lofty estate, and is now completely evil, unholy, and anti-God. He is now the power and prince of the air and acts as tempter and accuser, for whom the place of eternal punishment was prepared, where all that die outside of Christ shall be confined in conscious torment for eternity (Isaiah 14:12-17; Ezekiel 28:11-19; 1 Timothy 3:6; 2 Corinthians 2:10, 11; Matthew 4:3; Jude 6; Revelation 12:9, 10; 20:10).

We believe a divinely called and scripturally ordained ministry has been provided by our Lord for a twofold purpose: the evangelism of the world and the edification of the Body of Christ (Mark 16:15-20; Ephesians 4:11-13).

We believe the resurrection of those who have died in Christ, and their translation together with those who are alive and remain unto the coming of the Lord, is the imminent and blessed hope of the Church (1 Thessalonians 4:16-17; Romans 8:23; Titus 2:13; 1 Corinthians 15:51, 52).

We believe in the Second Coming of Christ, including the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on the earth for one thousand years (Zechariah 14:5; Matthew 24:27-30; Revelation 1:7, 19:11-14, 20:1-6).

"We, according to His promise, look for new heavens and a new earth wherein dwelleth righteousness" (2 Peter 3:13; Revelation 21: 22).

All quotes are from the King James Version.

ADMISSIONS
POLICIES & PROCEDURES

In the interest of fostering a rich, diverse learning environment, EPIC encourages people from various ethnic, cultural, and socio-economic backgrounds to apply. Certain requirements are set in order to help assure success for each student enrolling at EPIC. All necessary documents can be found online through the college's main website (http://www.epic.edu) or through mail by contacting the admissions representative at the main office.

UNDERGRADUATE PROGRAM ADMISSION

GENERAL ADMISSION REQUIREMENTS:

- Completed application for admission.
- Religious experience: A definite experience of Christian conversion is essential for admission to EPIC. All applicants will understand and respect the Doctrinal Statement of the College.
- Education: Prospective Students must have one of the following:
  ◊ GED
  ◊ High school transcript
  ◊ A college transcript is optional for admittance; however, an official college transcript is required for the consideration of the transfer of units.
- References: Students must submit two (2) references, one from a pastor or spiritual leader, and one from a personal reference.
- Completion of Academic Advising Profiles (AAP Placements). This is not an admittance test; it is simply a placement tool to help the Academic Advisor direct a student's academic program. The AAP test also measures English language proficiency to allow for placement in an appropriate English course.
- Prospective students (including international students and those for whom English is second, or other, language) who test at the equivalent of an ability-to-benefit level or lower as measured on the Accuplacer (AAP) test for language proficiency (AAP scores: Reading-233, Writing-235) will not be prevented from enrolling in classes at EPIC. Students placing at this lower level of English reading comprehension and/or English writing skills, will be enrolled in the Success in College: Communication course allowing said students to achieve a minimal, college level of proficiency in English reading comprehension and writing skills. The course can be repeated as necessary. EPIC does not provide specific ESL courses; however, specific ESL courses may be beneficial to aid the student in reaching a college level of English reading comprehension and/or English writing skills.
- Statement of Concurrence: Students must agree to follow the Policies and Procedures approved by the Board of Trustees. The policies and procedures are provided in the Student Handbook and College Catalog, provided by EPIC. Students must sign a statement indicating they have read the policies and agree to follow them. The policies include: Code of Conduct, Attendance, Assignments, Library Policies, Financial Aid, and more.
- Submit a current photograph to be uploaded on the student's account.
- All students are encouraged to complete the FASFA (Free Application for Federal Student Aid) before enrollment.

Students who complete the admission process will be notified in writing of the determination of admission or denial of admission. Students who have not completed the admission process prior to the beginning of classes may enroll as a Provisional Student with provisional acceptance.

After receiving an admittance confirmation letter, applicants may register for classes. Applicants are encouraged to schedule a meeting with an Academic Advisor to discuss educational goals and to have classes from the Academic Scope & Sequence recommended for their degree program.

INTERNATIONAL STUDENTS:

EPIC encourages students from all over the world to become part of the student body. Throughout the years many international students have successfully completed their studies at EPIC.

Due to the ever-changing governmental and international requirements, it is necessary for EPIC to establish the following additional admission requirements for International students:

International applicants, who plan to attend classes onsite in the United States, must go through the process to receive an F-1 student visa. EPIC uses the Student Exchange Visitor Information System (SEVIS) to create an I-20 for each applicant. To be admitted to EPIC, each prospective international student must be aware that no United States Government aid is available to non-citizens. The financial support must come from a sponsor or personal funds. Note: Applicants who are currently in the U.S. on a B-2 Tourist Visa must complete an I-539 Form (with fee) to change their Visa status to F-1 Student Visa.

International students must show means of support before entering the United States. It is also EPIC's policy that international students pay at minimum one year in advance before attending classes. The amount due upon registering is recalculated on an annual basis. The amount must cover tuition for 12 units a quarter, for a total of 36 annual units of tuition rates, in addition to the regular fees and anticipated book costs for the first year.

International students will be provided a packet from the EPIC office that will contain all pertinent information and forms. The student must complete the forms and return them to EPIC Bible College & Graduate School, 4330 Auburn Blvd., Sacramento, CA 95841.

REQUIRED INFORMATION:

- Application with $65.00 application fee, an autobiography, and all the General Admissions requirements noted previously.
- A copy of the applicant's passport to the designated school official.
- Provide current, non-United States address.
- Provide documentation of applicant's sponsor and support (I-34 Form). If there is more than one sponsor, each one must complete a Form I-34. If an organization, it must complete the form also. If the student sponsors him/herself, a bank statement in US dollars must be provided.

After receiving the above information and the applicant being accepted into the college, EPIC will issue an I-20 and an Acceptance Letter enabling the student to request entrance into the United States.

- After the I-20 is completed, the sponsor must go to: www.fmjfee.com and pay the as published SEVIS fee to process the I-20 (I901 Form).
- International students must pay at minimum the entire first year tuition, all charges, fees, and anticipated book costs.
- International students must register for 12 units each quarter.

Before the student goes to the US Embassy or Consulate in his or her country, it is recommended to take an English proficiency test, as required by the US Government. Acceptable tests include: TOFEL, IELTS, and DUOLINGO. In addition to the English proficiency test, the items needed during the appointment are as follows:

- A completed I-20 form.
- The Affidavit of Support form.
- Acceptance Letter from EPIC Bible College & Graduate School.
- Receipt of the SEVIS fee.

Final step: Visit the EPIC Bible College & Graduate School main campus, register for classes and pay for the entire year's anticipated cost.

Note: Any application for a ministerial scholarship will be considered after EPIC receives a student's entire application packet; student has enrolled for classes, and student has paid the first year's anticipated cost. Any scholarship request, if approved, shall be effective for the student's second year of studies and will cover only a small percentage towards tuition.

VETERANS:

EPIC welcomes veterans of all ages to apply for admission to our undergraduate, graduate, and doctoral programs. In addition to the Application Requirements and verifications, veterans are advised to apply well in advance of their expected start date to ensure VA Benefits Eligibility. Your EPIC Academic Advisor will assist you in working with your Regional VA Representative, as necessary.

MASTERS PROGRAM ADMISSION:

In the interest of fostering a rich, diverse learning environment, EPIC Bible College & Graduate School (EPIC) encourages people from various ethnic, cultural and socio-economic backgrounds to apply. Certain requirements are set in order to help assure success for each student enrolling at EPIC.

GENERAL ADMISSION REQUIREMENTS:

- Religious Experience: A definite experience of Christian conversion is essential for admission to EPIC. All applicants will understand and respect the Doctrinal Statement of the College.
- The applicant must write a series of brief essays demonstrating a basic grasp of writing skills and the ability to engage in critical thinking.
- Education: Prospective Students must have one of the following:
  ◊ Bachelor's Degree from an accredited institution with a minimum GPA of 2.5.
  ◊ Official College Transcript
- References: Students must submit two (2) references, one from a pastor or spiritual leader, and one personal reference.
- Payment of published fees.
- Statement of Concurrence: Students must agree to follow the Policies and Procedures approved by the Board of Trustees. The policies and procedures are provided in the EPIC Student Handbook. Students must sign a statement indicating they have read the policies and agree to follow them. The policies include: Code of Conduct, Attendance, Assignments, Library Policies, Financial Aid, et cetera.
- All students are encouraged to complete the FAFSA (Free Application for Federal Student Aid) before enrollment.
- Students requesting transfer credit from another institution should request and submit an official transcript for evaluation. The Academic Advisor will review the credits to determine which, if any, will apply towards degree requirements. PLEASE be advised that transfer credit at the graduate/master's degree level is more specific to the degree curriculum.

Students who complete the admission process will be notified in writing of the determination of admission or denial of admission.

Upon admission as a student, an advisor will be assigned who will schedule a meeting with the student to determine spiritual, practical, and academic goals.

Applicants will be notified by mail that all forms have been received and that the student has been accepted as a student of EPIC. If a student's application for admission has been denied, a notice of decision will be mailed to the applicant.

After receiving an admittance confirmation letter, applicants may register for classes. Applicants should schedule a meeting with an Academic Advisor to discuss educational goals and recommended classes.

Full payment for classes and fees will be expected upon registering for classes. Exception to this will be that the prospective student has an approved grant, Student Loan Promissory Note completed and approved, or another verified scholarship. Payment options for students also include Visa and MasterCard.

MASTERS INTERNATIONAL STUDENTS:

As with our undergraduate programs, Epic encourages students from all over the world to become part of the student body. Throughout the years many international students have successfully completed their studies at EPIC.

As a result of past experience and new federal requirements, it has become necessary for EPIC to establish the following additional requirements and guidelines for International students.

Application packets and college catalogs may be downloaded from the Internet website: https://www.epic.edu.

All international applicants must go thru a process to receive an F-1 student visa. EPIC uses Student Exchange Visitor Information System (SEVIS) to create an I-20 for each applicant. To be admitted to EPIC, each prospective international student must be aware that no U.S. Government aid is available to non-citizens. The financial support must come from a sponsor or personal funds. Note: Applicants who are currently in the U.S. on a B-2 Tourist Visa must complete an I-539 Form (fee as published) to change their Visa status to F-1 Student Visa.

International students must show means of support before entering the United States. It is also EPIC's admission policy that international students pay at least one year in advance before attending classes. The amount due upon registering is $8,500. This will cover three quarters, fees, and books.

International students will be provided a packet from the EPIC office that will contain all pertinent information and forms. The student must complete the forms and return them to:

EPIC Bible College & Graduate School, 4330 Auburn Blvd., Sacramento, CA 95841.

REQUIRED INFORMATION:

- Application with $65.00 application fee and autobiography, in addition to all of the General Admissions requirements noted above.
- A copy of the applicant's passport to the designated school official.
- Provide current non-United States address.
- Provide documentation of applicant's sponsor and support (I-34 Form). If there is more than one sponsor, each one must complete a Form I-34. If an organization, it must complete the form also. If the student sponsors him/herself, a bank statement in US dollars must be provided.

After receiving the above information and the applicant being accepted into the college, EPIC will issue an I-20 and an Acceptance Letter enabling the student to request entrance into the United States.

- After the I-20 is completed, the sponsor must go to: www.fmjfee.com and pay the as published SEVIS fee to process the I-20 (I901 Form).
- Students must pay the total cost of the first year up front (tuition and all charges), in addition, the following years of the program costs will be collected on a quarterly basis.
- International students are required to register for 12 units each quarter.

Before the student goes to the US Embassy or Consulate in his or her country, it is recommended to take an English proficiency test, as required by the US Government. Acceptable tests include: TOFEL, IELTS, and DUOLINGO. In addition to the English proficiency test, the items needed during the appointment are as follows:

- A completed I-20.
- The Affidavit of Support form.
- Acceptance Letter from EPIC Bible College & Graduate School.
- Receipt of the SEVIS fee.

Final step: visit EPIC, register for classes (below) and pay for the entire year (See Approx. Costs).

Note: Any application for a ministerial scholarship will be considered after EPIC receives a student's entire application packet; he/she has enrolled for classes; and he/she has paid the first year's costs. Any scholarship request, if approved, shall be effective for the second year of studies and will cover only a small amount of tuition.

DOCTORAL PROGRAM ADMISSION:

BASIC REQUIREMENTS:

- An earned MDiv degree or equivalent from an accredited institution.
- A minimum 3.0 grade point average or above on a 4.0 scale for all graduate level studies.
- Three years ministry experience since the completion of the first theological/ministerial master's degree.

ADMISSION PROCEDURES FOR US CITIZENS:

United States citizens seeking admission to professional Doctor of Ministry programs must:

- Request, complete, and submit an application for Doctor of Ministry.
- Request and submit official transcripts from all academic institutions previously attended. All transcripts must be submitted before acceptance to the Doctor of Ministry program will be granted.
- Documentation of participation (CV or resumé) in at least three years of ministry or leadership experience following the completion of the MDiv degree (or equivalent). Weight is given to full-time ministry experience; however, given the bi-vocational nature of many ministry settings, consideration will be given to part-time experience.
- Provide three references: 1) a pastoral or denominational leader. 2) A professional peer or supervisor. [A peer reference cannot come from someone you have supervised in any capacity.] 3) a professional or academic reference. [If applicants have been out of school for more than five years, a second professional peer or supervisor can be substituted.]
- Complete and submit four different essays. The essay topics will ask you to outline your spiritual autobiography, explain why you desire an advanced degree in spiritual formation and leadership, demonstrate what you have learned from ministry experience, and analyze the current state of the church.
- Writing skills sufficient to excel in an ATS-accredited DMin program. As a part of the application process, applicants will submit a series of short essays. The essays are evaluated based on form (demonstrating a basic grasp of the mechanics of good writing) and content (demonstrating the ability to engage in critical thinking).
- Possession of appropriate computer equipment and skills. Applicants must own or have access to a computer with appropriate software and internet connectivity. Applicants must be proficient in their use of Microsoft Word.
- English as a second, or other, language applicants must demonstrate English proficiency. Evaluation may include some combination of TOEFL/IELTS scores, a verbal interview, and/or an assessment of written materials.

ADMISSION PROCEDURES FOR INTERNATIONAL STUDENTS:

- Complete items 1-6 specified above for US citizens.
- Submit a completed International Student Certification of Finances form.
- Provide evidence of full compliance with all legal issues set forth in US law as applicable to degree-granting institutions.

ADMISSION NOTIFICATION:

The Doctor of Ministry Committee may grant admission under four different categories: unconditional, probationary, admission under special circumstances, and non-degree seeking. Upon admission, the student will be enrolled in a no-credit Doctoral Admitted class that includes documents and other requirements. Billing for the program fee will start at this time unless the student makes prior arrangements in writing with the doctoral office, and those arrangements are approved by the Doctor of Ministry Committee. At no time will a student be allowed to postpone enrollment more than 12 months.

Unconditional Admission: Unconditional admission is granted when the applicant meets all requirements set forth in the catalog.

Probationary Admission: Probationary admission may be granted when the applicant's GPA is 2.25-2.49 on a 4.0 scale (or 1.75-3.0 on a 3.0 scale), submitted with a written explanation identifying why the applicant's GPA is below the acceptable level. The successful completion of two courses will remove the probationary admission.

Conditional Admission: Those pursuing the Doctor of Ministry whose graduate degrees were either the MRE, MACE, or equivalent must meet the MDiv. equivalency requirements (72 semester/108 quarter hours). Admission is determined on a case-by-case basis.

Non-Degree Seeking: Professional doctoral (DMin) applicants who have completed an approved master's degree, have maintained a GPA of 2.5 or higher in their graduate studies, and are working on the MDiv equivalency and/or have not yet completed three years of ministry experience since receipt of their master's degree may enroll in one professional doctoral course per quarter as non-degree-seeking students while completing the MDiv equivalence and/or three-years of ministry experience. Non-degree-seeking students desiring to complete more than 12 hours of courses must obtain approval of the Doctor of Ministry Committee prior to taking each additional course.

Completion of courses as a non-degree-seeking student does not guarantee final admission into a professional doctoral program nor does it waive any other admissions requirements. Courses taken as a non-degree-seeking student may be applied toward a professional doctoral degree program provided the courses taken satisfy specific program requirements. The doctoral program fee at the time of final admission will be pro-rated by the fees paid for credit hours taken as a non-degree-seeking student by eliminating the final monthly payments to be made at the end of the payment process and working backward toward the first payments.

Non-Degree-Seeking Procedure: Completion of the Non-Degree-Seeking Application and a $65 non-refundable application fee will be required. Priority is given to degree-seeking students admitted to the Doctor of Ministry program. Students will be allowed to enroll in courses on a space available basis and only with the approval of the Director of Doctor of Ministry.

Students seeking credit as non-degree-seeking students will pay per credit-hour. Those seeking to take a course for credit must complete all of the course requirements as outlined in the course syllabus.

Denial of Admission: Applicants who are denied admission and who wish to reapply must wait at least one year before doing so. All requirements not previously met must be satisfied before admission is possible.

Auditing for Doctor of Ministry: Students seeking to audit a course at the non-degree-seeking status will be assessed a fee per credit hour at the published rate. Written permission to audit by the professor is required, and class discussions and activities of auditing students are at the discretion of the professor.

ENROLLMENT:

Enrollment Requirements: The Doctor of Ministry is designed to be completed in no less than three years and must be completed within seven years.

Any student missing a graduate course in spiritual formation, of having earned less than a B- in spiritual formation will be required to enroll in and successfully pass (B or higher) MBS 582 Discipleship Tools for the Missional Church.

All Doctor of Ministry students must successfully complete at least three quarters per academic year. If a student cannot maintain this standard, written notification including an explanation must be submitted to the Doctor of Ministry Studies Committee. Students not meeting this standard will be considered for "On-Leave Status" only for reasons of health, relocation, missionary service or military service.

On-Leave Status: On-Leave Status is granted for one year (up to four consecutive quarters). A $250.00 per quarter fee is charged to the student's account if requested before the start of the term. The fee is $500 if requested after the start of the term. No academic work may be done while the student is on On-Leave Status.

Inactive Status: Inactive status may be granted for up to three years (twelve consecutive quarters). A $500.00 per year fee is charged to the student's account. No academic work may be done while the student is on inactive status.

All students in the research/dissertation phase, regardless of status, must show satisfactory academic progress by submitting Research Phase Progress Reports, which are due at the end of each summer quarter while in the research phase.. The Doctor of Ministry Studies Committee will consider students who fail to maintain contact for withdrawal from the program. Minimum contact is considered to be once a quarter.

Fees are subject to change by action of the Doctor of Ministry Committee or Board of Trustees.

STUDENT REGISTRATION:

PROCEDURE:

Registration will open at least six weeks prior to the beginning of a quarter or term and extends into the first week of on-site classes. On-line classes have varying start and end dates based on the term in which they are offered, and students are encouraged to review the "Academic Calendar" section of this catalog for specific dates. Late registration will result in a $25.00 late registration fee.

- Students who register for courses at EPIC must have completed or begun the admission process, with minimum requirements of having submitted a personal application form, one of two required references, having paid the application fee, and have the approval from the EPIC Admissions department, to begin the registration process.

- Consult with EPIC Financial Aid staff and complete a FAFSA, as appropriate, and receive a completed EPIC student cost worksheet. An Enrollment Agreement form must be completed at the time of registration. The enrollment agreement will indicate the student's financial rights and responsibilities.

- Students can register for courses each quarter or session on forms provided by the Records Office or online through the student's login account in Populi. [Populi is the web-based college management software program used by EPIC to maintain student records.] It is recommended students consult with an Academic Advisor who will help them with their personal program of study guideline for their selected major. The advisor may enroll them for classes, or students may go into Populi and enroll in the approved classes. This can be done by personal appointment, phone, Zoom, or an email consultation.

- When enrolled, the student will receive an email with the DocuSign Registration Documents from the Records Department. This includes: Enrollment Agreement, Student Information Form, Student Invoice, Performance Fact Sheet, Declaration of Major, Statement of Concurrence, and Emergency Form. The DocuSign must be initialed, signed and submitted to complete the Registration process. (Please refer to the Failure to Sign DocuSign Registration policy below.)

- Failure to complete the DocuSign documents will result in the student not being registered and therefore not eligible to attend classes or receive Financial Aid.

- All tuition and fees are due upon registration unless receiving financial aid or scholarships, or unless payment arrangements have been made with the business office. The Enrollment Agreement is a binding contract which indicates the students' financial rights and responsibilities. Any changes to the signed Enrollment Agreement, including adding or dropping a class, or withdrawing from the quarter must be completed on a "Change of Status" form obtained from the Records department through the student's advisor.

DOCUSIGN POLICY:

Students must complete the DocuSign Registration Documents no later than the first week of a term. At the end of the first week of a term, if the DocuSign is not completed, a Course Lock will be put on the student's Populi account. The Course Lock will deny the student access to his or her courses. When the DocuSign is completed, the Course Lock will be removed immediately. Students registering late during the first week of a term will have one week to complete the DocuSign documents.

If the DocuSign documents are not completed by the end of the first week of the term and a Course Lock has been placed on the student's account, the student will have one additional week to sign the documents. All DocuSign documents must be completed by the end of the second week of the term. Failure to complete the DocuSign by the end of the second week of a term will result in the student being withdrawn from all classes; all charges and fees will be reversed.

Notices will go out to the advisors and professors on the third week of the term explaining that students who have not completed the DocuSign will longer be enrolled in the classes and have been withdrawn due to failure to complete their DocuSign documents by the second week deadline. The student must contact his or her advisor immediately to be reinstated, and the DocuSign documents must be signed immediately, to be reenrolled in classes and be able to continue the term.

Students are encouraged to contact the Records Office if they have any questions concerning their DocuSign documents or need assistance with completing the DocuSign. Students can contact the EPIC reception desk with questions on logging into Populi or by emailing ITDept@EPIC.edu.

CHANGE OF STATUS, WITHDRAW*, ADD OR DROP* A CLASS, & LEAVE OF ABSENCE, POLICIES:

Students must submit a "Change of Status" form requesting to withdraw from Epic to add or drop a class they have enrolled in, or for a "Leave of Absence." The "Change of Status" form is the required and acceptable means with which to cancel or change an EPIC Enrollment Agreement. Deadlines for Change of Status are published in the "Annual Calendar" section listed in this catalog.

UNDERGRADUATE: TERMS A & B, MASTER'S TERMS E & F, & DOCTORAL TERM G – 11 WEEKS*

DROP ONE OR MORE CLASSES – BUT NOT WITHDRAWING FROM ALL CLASSES:

- Prior to the first class session, all tuition and fees for the class(es) will be returned on a pro-rata basis. Application, Registration, Technology, and Student Tuition Recovery Fee (STRF) fees are non-refundable. Section 71750 California Education Code.

- Including the first class session through the second week, all tuition and fees for the class(es) will be returned on a pro-rata basis. Application, Registration, and STRF fees are non-refundable. Section 71750 California Education Code.

- Classes may be dropped without transcript notation through the first week of the quarter/term.

- Classes may be dropped with a "W" transcript notation through the second week of the term. [The "W" will not affect the student's GPA, but does affect the Rate of Progress (units completed/units attempted), and can affect Financial Aid. See the "Financial Aid Policy" section of this catalog for additional information and policies.]

- After the second week, the student will not be able to drop a class(es) and will have bought the class(es). At the end of the quarter/term, the student will receive the grade, he or she has earned. See the "Withdraw" section for dropping all classes through the sixth week.

- Upon receipt of written notice of Withdrawal from EPIC (using the "Change of Status" form), the unused portion of the tuition (i.e.,, a pro-rata amount) shall be refunded or credited to the student's account. See the "Refund Policy" section of this catalog for additional information and policies. The student must meet with his or her assigned Advisor, Dean of Men, or Dean of Women, and complete a Withdraw interview.

WITHDRAW FROM COLLEGE:

- The student has the right to cancel his or her Financial Agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. Application, Registration, Technology, and Student Tuition Recovery Fee (STRF) fees are non-refundable. Section 71750 California Education Code.

- A student may withdraw completely from EPIC after instruction has begun through the end of the sixth week of class and receive a pro rata refund or credit to their account of the unused portion of tuition, with all fees being applicable.

- Classes may be dropped without transcript notation through the first week of the quarter/term.

- Classes may be dropped with a "W" transcript notation the second through sixth week of the term. [The "W" will not affect the student's GPA, but does affect the Rate of Progress (units completed/units attempted), and can affect Financial Aid. See the "Financial Aid Policy" section of this catalog for additional information and policies.]

- After the sixth week, the student will not be able to withdraw. He or she will have bought the class(es) and will receive the earned grade(s).

- Upon receipt of written notice of Withdrawal from EPIC (using the "Change of Status" form), the unused portion of the tuition (i.e., a pro-rata amount) shall be refunded or credited to the student's account. See the "Refund Policy" section of this catalog for additional information and policies.

Drop a Class – To drop one or more classes during a quarter/term by terminating enrollment for the class(es). The student is not withdrawing from EPIC, only terminating enrollment in one or more classes.

Withdraw – To "withdraw" means to no longer be enrolled in any classes as a student at EPIC during a quarter/term.

*Summer Quarters are 10-weeks in length.

6-WEEK SUMMER TERM AND 5-WEEK ONLINE TERM C & D

DROP ONE OR MORE CLASSES – BUT NOT WITHDRAWING FROM ALL CLASSES:

- Prior to the first class session, all tuition and fees for the class(es) will be returned on a pro-rata basis. Application, Registration, Technology, and Student Tuition Recovery Fee (STRF) fees are non-refundable. Section 71750 California Education Code.

- Including the first class session through the second week, all tuition and fees for the class(es) will be returned on a pro-rata basis. Application, Registration, Technology, and Student Tuition Recovery Fee (STRF) fees are non-refundable. Section 71750 California Education Code.

- Classes may be dropped with a "W" transcript notation through the first week of the term. [The "W" will not affect the student's GPA, but does affect the Rate of Progress (units completed/units attempted), and can affect Financial Aid. See the "Financial Aid Policy" section of this catalog for additional information and policies.]

- After the first week, the student will not be able to drop a class(es). He or she will have "bought" the class(es) and will receive the earned grade(s).

WITHDRAW FROM COLLEGE:

- The student has the right to cancel his or her Financial Agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. Application, Registration, Technology, and Student Tuition Recovery Fee (STRF) fees are non-refundable. Section 71750 California Education Code.

- A student may withdraw completely from EPIC Bible College & Graduate School after instruction has begun through the end of the third week of class and receive a pro rata refund or credit to his or her account of the unused portion of tuition, with all fees being applicable.

- Classes may be dropped with a "W" transcript notation the second through third week of the term. [The "W" will not affect the student's GPA, but does affect the Rate of Progress (units completed/units attempted), and can affect Financial Aid. See the "Financial Aid Policy" section of this catalog for additional information and policies.]

- After the third week, the student will not be able to withdraw. He or she will have "bought" the class(es) and will receive the earned grade(s).

- Upon receipt of written notice of withdrawal from EPIC (using the "Change of Status" form), the unused portion of the tuition (i.e., a pro-rata amount) shall be refunded or credited to the student's account. See the "Refund Policy" section of this catalog for additional information and policies.

WITHDRAWING OR DROPPING A DIRECTED-SUPERVISED CLASS:

If a Directed-Supervised Class (DSC) begins after the start of the quarter in which a student is registered, the drop/withdrawal timeline is as follows:

The student shall have the right to cancel the agreement and receive a full refund before the course materials [including but not necessarily limited to syllabus and book list] are delivered. See the "Refund Policy" section of this catalog for additional information and policies.

- Cancellation is effective on the date written notice of cancellation is sent. The institution shall make the refund pursuant to section 71750. See Refund Policy for additional information.

- The student may drop the course within two weeks of posting of the course syllabus for a full tuition refund, Application, Registration, Technology, and STRF fees will apply. See the "Refund Policy" section of this catalog for additional information and policies.

LEAVE OF ABSENCE:

Students who withdraw for more than two consecutive quarters (not including summer session) will be placed on Leave of Absence. Students may request a "Leave of Absence" by indicating such on the Change of Status form. Students who do not maintain enrollment for more than two consecutive quarters/terms will be subject to graduation requirements of the EPIC Catalog in force at the time of re-admission and/or re-enrollment.

Note: There will be a $5.00 processing fee applied after the student registers and before the first day of the quarter/term for each Change of Status form submitted and a $15.00 processing fee applied after the first day of the quarter/term for each Change of Status form submitted.

CLASSIFICATION OF STUDENTS:

Students will be classified according to the following criteria:

- Full time   12 or more units
- Three-quarter time   9 to 11 units
- Half-time   6 to 8 units
- Less than half-time   less than 6 units

Students without transferable units should enroll for an average of 15 units per quarter (Fall, Winter, Spring) in order to graduate with a bachelor's degree in four (4) years.

ENROLLMENT STATUS FOR UNDERGRADUATE STUDENTS:

- Freshman   less than 46 quarter units
- Sophomore   47 to 90 quarter units
- Junior   91 to 135 quarter units
- Senior   136 quarter units and above

AUDITING A CLASS:

The definition of "audit" is "to attend a class as a listener receiving no credit." EPIC will permit auditing classes subject to the following regulations:

- Auditors are not required to fulfill the academic requirements of the class audited.
- Auditors do not receive grades or credit for classes audited.
- Students taking the class for credit will be given enrollment priority.
- Auditing is allowed only as space provides.

QUARTER-HOUR CALENDAR SYSTEM:

EPIC follows a quarter-hour calendar system and schedules classes in four terms, known as "quarters," that consist of a Fall Quarter, Winter Quarter, Spring Quarter, and Summer Quarter. EPIC's Academic Year (AY) begins July 1 and ends June 30 of the following calendar year. An Academic Calendar is published that identifies the start and end dates for each term.

Undergraduate (Term A), Master's (Term E & F), and Doctoral (Term E & F) classes that meet on campus are scheduled as a standard eleven (11) week quarter--consisting of ten (10) weeks of class sessions with finals scheduled the eleventh week.

Online classes are arranged such that four-unit online classes (and select two-unit courses) are assigned to "Term B" with course assignments scheduled over the eleven (11) week quarter. Two-unit classes that are delivered online are usually scheduled in "Term C" which is the first five (5) weeks of a quarter or in "Term D" which is the second group of five (5) weeks of a quarter.

The Academic Calendar is available on the website at epic.edu, printed in the Catalog and Handbooks, and paper copies are available at the EPIC offices.

DEFINITION OF CREDIT HOUR:

EPIC defines an academic credit hour as: ten (10) hours of instruction for each (1) unit of academic credit, or the equivalent. One (1) hour of instruction consists of fifty (50) minutes instruction/in-class learning and ten (10) minutes of break time [a minimum of ten (10) hours X 50 minutes/hr = 500 minutes of in-class course content learning experiences for each quarter unit of credit].

Academic standards also include two hours of out-of-class study/assignment for each hour of in-class instruction/learning experience.

A typical 4-unit class will hold course content instruction sessions for a total of four (4) hours per week for ten (10) weeks, a total of 40 "clock" hours of in-class learning and/or lecture, plus an eleventh week session in which a final exam is administered.

Contact Hours: The contact hours for a course are the number of hours per week in which a course meets. The definition of a contact hour is a total of fifty (50) minutes of instruction in which the student comes into contact with an instructor.

Online and Distance Education: For online classes the same fifty (50) minute credit and contact requirements for regular classes will be followed. The standard class time shall be one hour of class and two hours of out-of-class student work per week over a quarter. For online Terms C and D, this is doubled in order to fulfill the minimum of class contact requirements. For online (distance) education, academic engagement is defined as, but not limited to: submitting an academic assignment; taking an exam, an interactive tutorial, or computer-assisted instruction; participating in a study group that was assigned by the instructor; contributing to an academic online discussion; and initiating contact with a faculty member to ask a question about the academic subject studied in the course. Merely logging into an online class does not constitute academic engagement or attendance. Each faculty member shall maintain an accurate daily record of attendance of each student enrolled in each of the faculty member's classes. Attendance in an online course will be defined by the professor of that course and included in the course syllabus.

Internships: For internship experience, one credit is equal to fifty (50) hours of supervised training or work/professional practicum experience.

Program Length: Program length is determined by the number of credits/units required for a degree. See the EPIC Catalog for information about a specific degree and the courses and units required to earn that degree.

EPIC ZOOM POLICIES AND INSTRUCTIONS

Students attending class via ZOOM must adhere the following practices, guidelines and expectations:

1. The student will be fully engaged in classroom activities for the entire class. "Fully Engaged" means that the student is not multi-tasking, surfing the web, holding side conversations, texting, checking social media, walking away from the computer, and the like.

2. Students that are not visible to the instructor for the entire Zoom class will be counted as absent. Keep your Zoom camera on and stay in front of it.

3. The student must choose a quiet place with as few distractions as possible. The student should consider not only what is distracting to them, but what might be distracting to people that are looking at them on Zoom. Examples of common distractions: children, pets, spouses, noise, people moving about in public places.

4. Make sure that you are visible on the screen (shoulders and up) and be sure that your lighting allows the class to see your face clearly (e.g. not lit from behind to cause silhouette).

5. Students will be seated and ready to start on time. Log on to Zoom a few minutes early to make sure you are not late.

6. Do not carry-on side conversations with others while attending class.

7. Dress appropriately in modest clothing that is appropriate for the classroom setting.

The Zoom Rule of Thumb: Would I do this in the physical classroom? If the answer is no, do not do it in the Zoom classroom.

TRANSFER OF CREDIT (UNDERGRADUATE & MASTERS PROGRAMS):

EPIC accepts credits earned at other institutions under the following circumstances:

College credit from an accredited postsecondary institution may be transferred so long as the course content is determined by the Vice President of Academic Services to be equivalent to the corresponding EPIC course. The student must have earned a minimum grade of "C" for the credit to transfer. Official transcripts from the originating institution must be

delivered to EPIC and included in the student's file in the Director of Records Office. They will be evaluated with documentation on forms provided by the Vice President of Academic Services.

If an incoming student scores a remedial-level score on the reading comprehension and sentence skills portions of the Academic Advising Profiles, the Department of Academics reserves the option to deny transfer of any college-level English course(s), thereby requiring said student to take necessary English courses from this institution.

Requests to transfer credit to EPIC from unaccredited institutions are handled on a case-by-case basis. Students desiring to transfer credit from unaccredited institutions that are licensed by the State to grant degrees and/or have established relationships with EPIC and hold to high academic standards, may transfer credit to EPIC for courses with similar content when the student has received a grade of "C" or better. Transfers are on a provisional basis, requiring the student complete one year/36 quarter units minimum while maintaining a GPA of at least 2.0 before credit from an unaccredited institution is transferred to EPIC.

Transfer students must complete at least 30% of degree/program requirements at EPIC in order to graduate with that recognition.

Credit for life experience is not granted at EPIC. However, EPIC does allow Credit for Prior Learning Experience, following the policy and procedures under that title listed in this catalog.

ARTICULATION AGREEMENTS

Postsecondary institutions that have agreed to accept credit/graduates from EPIC (formerly Trinity Life Bible College), confirmed by a letter:

- California State University, Sacramento
- Vanguard University (CA)
- Azusa Pacific University (CA)
- Simpson University (CA)
- Northwest University (WA)
- William Jessup University (CA)

Postsecondary institutions that have accepted credit from EPIC, in addition to those listed above:

- California State University, Sonoma
- Global University

Graduate schools and seminaries that have admitted graduates of EPIC (formerly Trinity Life Bible College):

- California State University, Bakersfield
- Western Seminary
- Fuller Seminary
- Lincoln School of Law
- Loma Linda University
- Pacific McGeorge School of Law
- Vanguard University
- Liberty University/Seminary
- Luther Rice Seminary
- Oral Roberts University

TRANSFER OF CREDIT TO THE DOCTOR OF MINISTRY PROGRAM:

Students may transfer doctoral level electives from other accredited institutions. Please note that transferring hours from another doctoral program may reduce the cost of the program, as it is based upon a per-credit fee. Requests for transfer must be submitted in writing to the Director of Doctor of Ministry Studies, preferably within six months of application.

All cases of transfer students from other accredited institutions will be evaluated individually by the Doctor of Ministry Director and committee members. For this evaluation, the student will need to submit official transcripts from all institutions of higher education. EPIC transfers a limited number of credit hours for work taken at other accredited institutions. As in accordance with the catalog, the following stipulations also apply:

- Up to 70 percent of the credits required for the student's degree program at EPIC may be granted on the basis of transfer credits. No more than 70 percent of the credits required for the degree program at the transfer school may be transferred.

- Courses transferred must be equivalent in content and requirements to courses in the EPIC catalog.

- Only courses used to meet EPIC degree requirements will be transferred and recorded on the student's permanent record/transcript.

- Only courses in which the student has received a grade of B or higher will transfer. The registrar and Doctor of Ministry Studies Committee will consider requests involving transfer of credit from institutions accredited by other than TRACS on a case-by-case basis.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS AT OUR INSTITUTION

The transferability of credits earned at EPIC is at the complete discretion of an institution to which a student may seek to transfer. Acceptance of the degree earned in the educational program is also at the complete discretion of the institution to which the student may seek to transfer. If the credits or degrees earned at this institution are not accepted at the institution to which a student seeks to transfer, it may be required to repeat some or all of the coursework at that institution. For this reason, a student should make certain that attendance at this institution will meet the expected educational goals. This may include contacting an institution to which the student may seek to transfer after attending EPIC to determine if the credits or degrees will transfer as expected. If an individual has any questions or concerns, it should be immediately directed to the Vice President of Academics in EPIC's Department of Academic Affairs.

CREDIT FOR PRIOR LEARNING:

PURPOSE:

EPIC recognizes that non-traditional, more mature students often may have extensive professional work background that includes learning of academic subjects. EPIC provides for Prior Learning Assessment (PLA) to document knowledge and skill that have been learned that is commensurate with content of courses offered by EPIC.

POLICY:

EPIC will grant college credit only when college-level outcomes are documented, and not for experience alone. College level learning is defined as: authenticated and demonstrated achievement of learning outcomes that may be theoretical or practical/applied that meet the substance of the objectives of a course offered at EPIC.

PROCEDURES:

Students may participate in the Prior Learning Assessment (PLA) when currently enrolled and registered at EPIC. A student must meet with an assigned Academic Faculty Advisor to ensure that PLA credit can be applied towards the student's degree program before beginning the process. A student's prior professional and work experience will be evaluated by comparing the documented learning with measurable learning outcomes as stated in a recent syllabus of the course for which it has been proposed that PLA would meet the requirements. The student's prior experiences will be assessed by a faculty member who has been qualified by the Academic Office as being qualified to teach and assess a particular course and/or subject.

Standards For Prior Learning Assessment as suggested by the Council for Adult and Experiential Learning (CAEL):

- Credit is awarded only for learning and not for experience.

- Assessment is based on standards and criteria for the level of acceptable learning that is common for the course(s) for which credit is being awarded.

- Assessment is treated as an integral part of learning, not separate from it, and is based on an understanding of the learning process.

- The determination of credit(s) awarded and competence levels is made in accordance with the appropriate subject matter and by a qualified academic expert.

- Credit is appropriate to the context in which it is awarded and accepted.

- Transcript entries for credit(s) awarded clearly describe what learning is being recognized and is monitored by the Academic Office to avoid giving credit twice for the same learning.

- Policies, procedures, and criteria applied to assessment, including provision for appeal, is fully disclosed and prominently available to all parties involved in the assessment process.

- Fees charged for assessment are based on the services performed in the process and not determined by the amount of credit awarded.

- All personnel involved in the assessment of learning receive adequate training and continuing professional development for the functions they perform.

- Assessment programs are regularly monitored and reviewed by the Institutional Effectiveness/Assessment personnel, with revisions made as needed to reflect changes in the needs being served, the purposes being met, and the state of assessment.

METHODS BY WHICH PLA MAY BE RECOGNIZED:

College credit may be awarded by demonstrating learning through the following assessment methods:

STANDARDIZED TESTING:

Students demonstrate college-level learning through nationally recognized examinations. EPIC accepts scores from Advanced Placement (AP) examinations, College Level Examination Program (CLEP), DANTES Subject Standardized Tests (DSST), and International Baccalaureate (IB) examinations.

EPIC recognizes the College Level Examination Program (CLEP), DANTES, and the United States Armed Forces Institutes, as means of earning college credit. Students may submit scores on examinations taken through these programs to the Vice President of Academic Services for evaluation. A maximum of 30 units may be awarded for CLEP and/or DANTES examinations.

CREDITS BY EXAMINATION:

Students demonstrate college-level learning through course-specific examinations created and evaluated by EPIC faculty members for the course for which credit is requested. This is more commonly known as "course challenge."

Non-sponsored Collegiate Learning: Students have demonstrated college-level learning in an educational setting. In most instances, this credit would be equivalent to specific courses or transcripted as transfer credit. Some examples are: industry certificates such as CISCO, or A++. Also, American Council on Education (ACE) recommended college credit and military credit is accepted.

EXPERIENTIAL LEARNING PORTFOLIO:

Students demonstrate college-level learning by submitting a collection of evidence that documents the comparability between the learning experienced in professional activity and/or work and the learning outcomes of a specific EPIC course. The Portfolio is submitted to a qualified faculty member to be evaluated for credit.

PLA CREDIT LIMITATION:

A student may earn up to forty-eight (48) quarter credit hours through Portfolio and/or Credit by Exam toward a Bachelor's Degree, and up to twenty-four (24) quarter units toward an Associate's Degree. Additional prior learning credits may also be awarded through methods such as CLEP, AP, DSST, other similar accepted standardized testing, ACE recommendations, or transference from other colleges.

Credits earned through any PLA method do not fulfill EPIC residency requirements. Credit can only be earned once for the same course. Transcripts from other institutions and documentation from other sources of learning will be cross-checked. Undergraduate credit may only be earned through prior learning assessment. Graduate courses are ineligible.

GRADING AND TRANSCRIPTION OF PLA CREDIT:

Prior Learning credit earned through Portfolio or Credit by Exam is to be posted during the term in which the credit is granted. The faculty member and/or Academic Office granting PLA credit determines the grade for the credits to be awarded. The course title, and grade or "P" (pass), along with either the Portfolio or Credit by Exam distinction, will be transcripted to the student's record.

APPEALS PROCESS:

If a student is not granted credit for a Portfolio, he or she may resubmit it by the end of the next full quarter from the time of receiving the evaluation results. The resubmitted Portfolio must have been substantially revised in content and contain an addendum detailing revisions. The student must also have an appeals letter on file in the Academic Office. A Portfolio may not be resubmitted more than once, and the same assessment process will be followed. Any Portfolios submitted under the appeals process will also be reviewed and approved by a Committee of Faculty Academic Advisors. If a student is not granted credit through Credit by Exam, it will be at the discretion of the Vice President of Academic Services if a second exam may be administered.

Student concerns regarding the assessment process need to be submitted in writing to the Vice President of Academic Services. The concerns will be addressed by the Academic Advisors meeting together.

ASSESSMENT FEES AND PROCESSING:

The student fee for the assessment process is per credit hour, not for credit awarded, and will be assessed on an individual basis. This fee only covers the assessment of the prior learning documentation and does not guarantee credit will be awarded. Assessment fees are non-refundable.

All students requesting assessment for credit for prior learning will need to submit a written request or Credit by Exam documentation. Students submit their assessment fee, completed Portfolio and Prior Learning Assessment request to the Academic Office. The Academic Office will not distribute any Portfolios for assessment, nor will Credit by Exam be administered, until fees have been paid in full.

PORTFOLIO DEVELOPMENT:

Students will create a Portfolio ready for assessment. In the Portfolio, students will reflect on their prior learning, document their knowledge, skills and ability, and explain how competency in a given learning outcome, as stated in the course syllabus, was developed. They must grapple with the distinction between learning and experience, and they must recognize that they may or may not have gained an adequate knowledge base of the theories and concepts underscoring particular discipline areas. Ultimately, competency must be conveyed by means of a completed Portfolio so faculty assessors may determine whether or not learning outcomes have been demonstrated. The process of teaching students to separate learning outcomes from experience is the task of the Academic Advisor acting as the Portfolio instructor. The final burden of proof for this task rests on the student.

THE EVALUATION PROCESS:

A course-equivalency model is followed, and students will need to demonstrate and document their college-level learning toward course objectives and learning outcomes of EPIC courses. Credit cannot be obtained for courses outside EPIC. Faculty assessors will be identified by the Academic Office and/or the Chair of the Department (Bible/Ministry, General Education, Biblical Counseling, Worship Arts) in which the class is offered. Faculty will make available syllabi for the courses in which the student can seek credit, from the EPIC database. Faculty assessors will work with the Academic Advisor and the student to determine which assessment methods would be most effective to demonstrate and document the learning outcomes of each course. (A list of suggested methods follows this document.) Some subjects and content areas lend themselves to competence demonstration rather than written assessment. In situations where performance is clearly the best criteria of a learning outcome, it will be arranged through the Academ-ic Office in consultation with the appropriate faculty member.

A faculty member assigned to assess/evaluate will use the criteria on which to base the evaluation on either accreditation standards to which EPIC subscribes, or the degree program outcomes and assess-ment guidelines.

The student will deliver his/her portfolio and associated documents to EPIC. The Academic Office will assign a faculty evaluator and provide the faculty member with the necessary forms and the mate-rials provided by the student. A reasonable time frame will be provided which allows ample time for the faculty member to review all materials and make an assessment in order to determine how much, if any, academic credit can be recognized as equivalent to one or more EPIC courses for which credit is sought.

FACULTY EVALUATOR ASSESSMENT OPTIONS:

The faculty evaluator will possess expertise in the course subject matter and, in most cases, will have taught the course for which the student is seeking credit. The portfolio will be evaluated as though it were the body of work for the actual college course.

or composed by a student. Examples of direct documentation include reports, websites, computer de-signs, art objects, or video performances. Indirect documentations are documents produced by others that support or attest to a student's learning. Indirect sources include certificates, meeting minutes, testimonies, performance evaluations, articles, contracts or let-ters of verification. Depending on the request's subject matter, students should use a combination of both types. Students should retain a copy of all submitted documentation for their records.

The faculty evaluator has the following assessment options to apply in review of the portfolio:

To accept the experience and award full credit for the course. The evaluator will complete the Grade Input form and pro-vide detailed feedback to the student.

To assess and determine the experience as too limited or not college-level and award no credit. The evaluator will com-plete the Grade Input form and provide detailed feedback to the stu-dent.

To request additional information or clarification because the experience (although appropriate for credit) is inadequately articulated. The evaluator will complete only a portion of the Grade Input form and notify the Academic Office. The faculty evaluator may discuss with the student where deficiencies lie and the student will have the opportunity to submit an addendum within an agreed upon time frame, no longer than thirty (30) days.

DOCUMENTATION AND EVIDENCE OF LEARNING:

Documentation provides evidence of learning and verifies a learning experience. There are two types of documentation: direct and indirect. Direct documentation can be defined as original work created, produced, written, designed, or com-posed by a student. Examples of direct documentation include reports, websites, computer designs, art objects, or video performances. Indirect documentations are documents produced by others that support or attest to a student's learning. Indirect sources include certificates, meeting minutes, testimonies, performance evaluations, articles, contracts or letters of verification. Depending on the request's subject matter, students should use a combination of both types. Students should retain a copy of all submitted documentation for their records.

TYPES OF PLA DOCUMENTATION:

- Amount of time spent on outside assignments
- Amounts of assignments
- Awards
- Certificates
- Commendations
- Congratulations on high performance
- Course descriptives
- Diplomas
- Evidence of completions
- Evidence of promotion
- Evidence of suggestion adopted
- Exhibits: photographs, videotapes, etc.
- Explanation of ranking, rating, or classification system in company
- Explanation of tasks performed
- Job descriptions
- Learning outcomes or objectives of course
- Letter attesting to student enrollment in course
- Letters of collaboration from co-volunteers, clients served, supervisors
- Letters of recommendation
- Membership requirements for professional/trade organizations
- Memberships in professional or trade organizations
- Military records
- Newspaper and magazine clippings
- Number of clinical or practicum hours
- Number of didactic hours
- Performance standards for acquiring license
- Programs of performances
- Promotion evaluations
- Proof of enrollment
- Resume
- Samples of work
- Scores on licensing exams
- Statements from employers, teacher, trainers
- Syllabi
- Transcripts

Adapted from University of Toledo College of Adult and Lifelong Learning

TUITION, PAYMENTS, REFUNDS, FINANCIAL AID

The purpose of this policy is to give information on the financial status of EPIC in the following three areas: Tuition and Fees (General and Special), Payments, Anticipated Costs, and Refunds.

Students are responsible for payment in full for all fees, tuition, textbooks, and other charges pertinent to enrollment at EPIC, prior to start of classes.

Students may pay in two payments with the first payment due at the start of classes and the balance due after one month of classes.

Students may not enroll for subsequent quarters or sessions if the prior term or session is not paid in full.

The Board of Trustees of EPIC will approve the tuition and fees prior to the beginning of the next academic year, July 1st. Tuition and fees for each degree program in the Academic Year (AY) are reviewed and updated annually. Changes to be approved by the EPIC Board of Trustees.

TUITION

UNDERGRADUATE DEGREES

$299.00 PER UNIT FOR ACADEMIC YEAR 2022-2023

FULL-TIME: 12 or more units for financial aid purposes

Enrollment Status	Estimated Cost per Quarter
Min. 16 Units (Four-Yr BA Graduation)	$4,784.00 + fees & books
(With no prior college credit)	
Min. 12 Units (Five-Yr BA Graduation)	$3,588.00 + fees & books

PART-TIME:

Min. 9 Units (3/4 Time	$2,691.00 + fees & books
Min. 6 Units (1/2 Time)	$1,794.00 + fees & books

Any and/or all classes are available for enrollment by the student according to his or her particular schedule and need.

AUDIT STATUS:

Tuition for Audit status is 50% per unit, plus all fees

MASTERS DEGREES

$359.00 PER UNIT FOR ACADEMIC YEAR 2022-2023

FULL-TIME: is 9 or more units for financial aid purposes

Enrollment Status	Estimated Cost per Quarter
Min. 12 Units	$4,308.00 + fees & books

PART-TIME:

Min. 8 Units (3/4 Time)	$2,513.00 + fees & books
Min. 4` Units (1/2 Time)	$1,795.00 + fees & books

The MDiv is 108 units/27 classes. The one-year masters degrees are 48 units/12 classes. Any and/or all classes are available for enrollment by the student according to his or her particular schedule and need.

AUDIT STATUS:

Tuition for Audit status is 50% of per unit, plus fees and optional books.

DOCTOR OF MINISTRY DEGREE

$479.00 PER UNIT FOR ACADEMIC YEAR 2022-2023

The program consists of 12 courses (48 quarter units) completed over three years, with the dissertation included in the three-year schedule. The schedule is included in the Handbook.

Cost Breakdown:

Application Fee (one-time, non-refundable)	$90.00
Tuition (48 quarter units @ $479.00/unit)	$22,992.00
Registration fees @ $90.00/term (12)	$1,080.00
Texts (esttimated @ $200/course)	$1,800.00
Total (including approximated costs)	$25,962.00

There is a one-week residency each of the three years of the program which would include travel and lodging expenses, which are not included in this cost projection. EPIC has an excellent rate with a hotel very near our location.

FULL-TIME: is 6 units/quarter at the doctoral level for financial aid purposes.

Enrollment Status	Estimated Cost per Quarter over 4 quarters
Min. 16 Units (per year; 3-year program)	$7,664.00 + fees & books

PART-TIME:

Min. 5 Units (per year; 3/4 Time)	$2,395.00 + fees & books
Min. 3 Units (per year; 1/2 Time)	$1,437.00 + fees & books

Any and/or all classes are available for enrollment by the student according to his or her particular schedule and need.

AUDIT STATUS

Tuition for Audit status is 50% per unit, plus fees and optional books.

FEES

GENERAL FEES

Application Fee (non-refundable, one-time only)	$90.00
DMin pre-acceptance evaluation fee (GPA below 3.0)	$90.00
DMin Non-degree seeking Application Fee	$65.00
Thesis Tuition Fee Cost of 8-units	$3,832.00
Thesis Reader Fee (in addition to 8-unit cost)	$300.00

QUARTERLY FEES

Registration Fee	$90.00
Technology Fee	$150.00
Music Lab Fee (all music class students)	$50.00
Private Music Lesson Fee	$330.00
Physical Education (PE) Fee	Varies according to course
Directed-Supervised Course (DSC (per unit)	$25.00
STRF Fee*	Prorated
Student Services Fee	
1-4 units:	$20.00
5-8 units:	$35.00
DMin, MDiv, MA & Undergratuate over 9 units:	$50.00
Master's Thesis Continuation Fee Quarterly**	$200.00
DMin Extension Fee (past 12 quarters)***	$1,000.00

Convenience fees may be charged when paying with a credit card.

* STRF Fee refers to the Student Tuition Recovery Fund, a state-imposed fee or assessment. It must be paid by the student to whom the following applies:

- The student is in an educational program, is a resident of California or is enrolled in a residency program, and prepays all or part of the tuition either by cash, guaranteed student loans, or personal loans, and

- The total charges are not paid by any third-party payer, such as an employer, government program, or other payer, unless there is an agreement in writing to repay a third party.

** A $200 continuation fee is added for each additional quarter a student invests in writing his or her thesis.

*** Students who have not completed the doctoral program within the prescribed timeframe (twelve quarters) will be assessed a $1,000 maintenance fee each quarter until they have completed the degree.

Note: The Student Services fee allows and encourages the students to partake of the following benefits when/if they occur: EPIC student yearbook, student retreat, updating of library and research materials, and student outreaches and activities.

SPECIAL FEES

(The following fees are only applied under special circumstances and are not a part of the normal registration process and expense.)

Late Registration Fee	$25.00
Change of Status Fee	$5.00 or $15.00 (depending on date.)
Undergraduate Graduation Fee	$250.00
[Fee includes cap, gown, diploma, one (1) official transcript, and graduation banquet.]	
Undergraduate Additional Degree Fee	$150.00
Graduate Graduation Fee	$295.00
[Fee includes cap, gown, diploma, one (1) official transcript, and graduation banquet.]	
Graduate Additional Degree Fee	$150.00
Returned Check Fee	$35.00
Official Transcript Fee*	$10.00 each
Library Overdue Book Fee	$0.25 day
DMin Leave Status (available up to 4 consecutive quarters)	$250.00 or $500.00 per quarter
DMin Inactive Status (up to three years/12 consecutive quarters)	$500.00 per year

* Transcript Requests: EPIC will provide official transcripts upon personal written authorization (faxed requests are acceptable) by the student. A complementary official transcript will be provided with your diploma. Additional official transcripts will be provided for a fee of $10.00 each. Official transcripts will be processed within five (5) to ten (10) business days from date of authorization. Official transcripts will only be released after all student responsibilities (post-Academic Advising Profiles, courses) have been satisfied.

Official Transcript Request forms are available in the EPIC office and online at EPIC.edu.

PAYMENTS

PAYMENT OPTIONS:

- Cash
- Check
- Credit card (M/C, Visa)
- Money order
- Federal Student Aid, including student loans

PAYMENT PLANS:

A. The student pays in full all tuition and fees prior to the first day of class.

B. The student pays 50% of total costs prior to the beginning of classes and 50% within 30 days after classes start.

C. The student makes three payments. The first payment is due prior to the beginning of classes, the second payment is due 30 days after classes begin, and the last payment is due 60 days after classes start. This plan is unavailable for Summer Quarters.

SUMMARY OF APPROXIMATE COSTS

UNDERGRADUATE ASSOCIATES & BACHELORS DEGREE PROGRAM

Cost Per Quarter

Registration Fee	$90.00
Technology Fee	$150.00
Student Services Fee	$50.00
Tuition 13 Units	$3,887.00
Total	$4,177.00

Total Approximate Cost for AA Degree

Tuition and Fees (7 quarters)	$29,239.00

Total Approximate Cost for BA Degree

Tuition and Fees (14 quarters)	$58,179.00*

GRADUATE MASTERS DEGREE PROGRAM

Cost Per Quarter

Registration Fee	$90.00
Technology Fee	$150.00
Student Services Fee	$50.00
Tuition 12 Units	$4,308.00
Total	$4,598.00

Total Cost for one-year MA Degree

Tuition and Fees	$18,392.00**

Total Cost for MDiv Degree

Tuition and Fees	$55,176.00**

GRADUATE DOCTORAL DEGREE PROGRAM

Cost Per Quarter

Registration Fee	$90.00
Technology Fee	$150.00
Student Services Fee	$50.00
Tuition Years 1 & 2	$2,035.75***
Tuition Year 3	$1,475.50***

Total Cost for DMin Degree

Tuition and Fees	$26,472.00

Note: Transfer units could significantly reduce total degree program costs.

*Based on 13 + units per quarter. Does not include application fee, STRF, or cost of textbooks.

**Based on 12 units per quarter. Does not include application fee, STRF, or cost of textbooks.

***Years 1 & 2 are based on 17 units per year and divided into quarterly charges. Year 3 is based on 14 units and divided into quarterly charges Does not include application fee, STRF, or cost of textbooks.

STUDENT TUITION RECOVERY FUND

The following is from https://www.bppe.ca.gov/lawsregs/strf.shtml.

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 North Market Blvd., Suite 225, Sacramento, CA 95834; P.O. Box 980818, West Sacramento, CA 95798-0818; (916) 431-6959 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:

- 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.

- 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.

- 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.

- The institution has been ordered to pay a refund by the Bureau but has failed to do so.

- 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.

- 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.

- 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 non-collection 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.

THE OFFICE OF STUDENT ASSISTANCE AND RELIEF

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370-7589, option #5 or by visiting https://osar.bppe.ca.gov

REFUND POLICY

STUDENT'S RIGHT TO CANCEL: ALL QUARTERS AND PROGRAMS ON-SITE AND ON-LINE

The refund policy statement shall constitute a part of the payment or contract between the student and EPIC.

The student has a right to cancel or change this Enrollment Agreement and obtain a refund of tuition charges under the following provisions. The student has the right to cancel the Enrollment Agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. The student must fill out the Change of Status Form to cancel or change this Enrollment Agreement and deliver it to the college either in person or by certified mail prior to the appropriate deadlines as published in the yearly academic calendar. Refund/credit of all tuition charges and fees, except application fee and registration fee, will be applied upon full withdrawal and notification prior to the first day of class.

Per Federal Requirements, the student may drop a course after instruction has begun during the first two weeks for Terms A, B, E, F, & G, during the first week for Terms C, D, & H, and summer only the first week for Term A, and receive a pro rata refund/credit to their account for the unused portion of the tuition, however all fees will be applicable. A student may NOT drop a course after the second week of the quarter for Terms A, B, E, F, G or the first week for Terms C, D, & H and summer only the first week for Term A as published in the yearly academic calendar.

A student may withdraw completely from EPIC Bible College & Graduate School up until the end of the end of the sixth week of class for Terms A, B, E, F, & G, the third week of class for Terms C, D, & H, and summer only the end of the fourth week of class for Term A and receive a pro rata refund/credit to their account of the unused portion of tuition, with all fees being applicable.

In order to receive a refund, a student must provide written notice to the Director of Records at EPIC Bible College & Graduate School, 4330 Auburn Blvd., Sacramento, CA 95841. Tuition pro rata will be based on the date that EPIC receives the written request or the date on the certified mail. Refunds shall be paid upon written request within 30 days of cancellation. Any balance still owing by the student will be due and payable at the time of withdrawal. If the college cancels or discontinues a course or educational program, the college will make a full refund/credit of all charges related to that course, including fees and books.

If a student has received Federal Student Financial Aid funds, the student is entitled to a refund of moneys not paid from the Federal Student Financial Aid program funds. If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. 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:

> 1. 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.

> 2. The student may not be eligible for any other federal student financial aid at another institution or other government financial assistance until the loan is repaid.

DIRECTED-SUPERVISED COURSES STUDENT'S RIGHT TO CANCEL: ELEVEN-WEEK QUARTER

EPIC, occasionally, provides educational materials [including but not necessarily limited to syllabus and book list] to students who have requested and registered for a course to be delivered through directed study (DSC), which is considered as a distance educational program. A DSC is not an optional alternative to face-to-face or online classes as scheduled following the EPIC Scope and Sequence. Courses may be delivered via DSC for those students who have a compelling need and/or reason for the request such as, but not limited to, needing a required class for graduation which is not scheduled to be delivered prior to the student's scheduled graduation date, or needing one or more required classes which are offered at the same time.

DSC classes must be requested by the student, approved by that student's academic advisor, and approved by the Vice President of Academic Services. The Vice President of Academic Services then must find a qualified professor who is available and willing to facilitate the DSC course. That professor must provide an appropriate syllabus, and the EPIC Academic Services Office then arranges for course materials to be prepared. All of the above process takes approximately two weeks.

The student shall have the right to cancel the agreement and receive a full refund pursuant to section 71750 before the syllabus and any related course materials are received. Cancellation is effective on the date written notice of cancellation is sent. If the institution sent any course materials before an effective cancellation notice was received, the institution shall make a refund within forty-five (45) days after the student returns the materials. The student may drop the course within two weeks of the receipt of all course materials for a full tuition refund; applicable fees will apply. All course materials must be returned prior to receiving a refund. The institution shall make a refund within forty-five (45) days after all course materials have been returned.

- An institution shall transmit all of the course materials to the student if the student has fully paid for the educational program.
- If an institution transmits the course materials, the institution will remain obligated to provide the other educational services it agreed to provide, such as responses to the student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student but shall not be obligated to pay any refund after all of the course materials are transmitted.

FINANCIAL AID: GOVERNMENT & INSTITUTIONAL

SOURCES OF FINANCIAL AID

The United States of America has both federal and state government programs which exist to help US citizen students attain a higher education despite limited financial resources. In fact, many students who did not think they were eligible for student aid have received significant grants from government sources. For that reason, Epic Bible College & Graduate School (EPIC) encourages all students to apply for financial aid.

We also encourage students to develop faithfulness in their finances. Our faculty and staff are here to assist students in planning ahead to minimize any financial strain, and to pray with them for God's provision in all of their needs. We count it a privilege to be of assistance to all students in this area of character development.

GOVERNMENT GRANTS (UNDERGRADUATE PROGRAM ONLY)

Grants provide students with funds that they do not have to repay. Both state and federal government grant programs exist. Contact our Financial Aid Office for applications and deadlines.

- Federal Student Aid: Students at EPIC are eligible and encouraged to apply for Title IV Federal Student Aid. To apply, a student must complete and file a Free Application for Federal Student Aid (FAFSA) at www.Studentaid.gov/FAFSA.
- Federal Pell Grant: This federal grant program assists low and middle-income students. Students eligible for a Pell Grant may be eligible for other forms of financial aid. Pell Grants range up to $7,395 annually for full-time students.
- Federal Supplemental Education Opportunity Grant: This federal grant is available to students who have an EFC (Expected Family Contribution) of $0. Each student will receive a minimum of $300.
- U.S. Bureau of Indian Affairs: The BIA makes financial aid available to Native American students. To be considered for BIA grants, eligible students must first apply for a Pell Grant. Applications are available through any Bureau of Indian Affairs office, or through the student's own tribal headquarters.

GOVERNMENT LOANS

EPIC has seen that borrowing money for educational purposes has proven a wise investment for those students who exercise wise Christian stewardship. The government's loan programs offer low-interest education loans through local lending institutions.

Stafford Direct Loans are available in three types: subsidized, unsubsidized and PLUS.

- Subsidized: For subsidized Stafford Loans, the federal government pays the interest as long as the student is in college and registered at least part-time (6 units). Eligibility is based upon need as defined by federal regulations. Eligible students may borrow annually up to $3,500 as first-year students, $4,500 as second-year students and $5,500 as upper-division students.
- Unsubsidized: Unsubsidized Stafford Loans accrue interest while the student is registered for (6) or more units in college, which may be paid on a regular basis or added to the principal and paid after the student leaves college. Independent students may be eligible for additional annual unsubsidized amounts of $6,500 for each of the first two years and $7,500 each year as upper-division students. Dependent students whose parents qualify for a PLUS loan are eligible for an unsubsidized loan for $2000. Parents who do not qualify for a PLUS loan can request the independent unsubsidized annual limit.
- PLUS: The PLUS Loan program is available to parents of dependent under-graduate level students, as determined by the USDE (US Department of Education). Maximum eligibility is the cost of education (as determined by the college) minus all other aid for which the student is eligible.

HOW TO APPLY FOR AID

File a Free Application for Federal Student Aid (FAFSA): Please note that no financial assistance will be given before EPIC's Financial Aid Office receives an ISIR (Institutional Student Information Record) from the Federal Government as a result of the student filing a FAFSA.

TUITION ASSISTANCE PROGRAM (TAP)

TAP is a program in which EPIC will establish an account for the participating student whereby he or she will receive funding by family members, friends, or a local church. Interested individuals may contact the EPIC office for more information.

SCHOLARSHIPS & DISCOUNTS AWARDED BY COLLEGE (UNDERGRADUATE PROGRAM ONLY)

In addition to government aid, EPIC awards a number of scholarships and discounts to students. Applications for these institutional scholarships will be accepted for consideration after all other awards to the applicant have been received and/or granted from all other sources, including Federal and State grants.

Only one institutional scholarship or discount may apply to a student's account. In addition to following the application steps outlined in the next section, applicants must be evaluated and approved by the Administration; restrictions may apply.

GENERAL SCHOLARSHIP REQUIREMENTS:

- Grade Point Average of 2.0 or better.
- Attendance at all class sessions unless a documented, excused absence is presented.
- A Christ-like character and lifestyle.
- Applicant shall be a regular attendee at a local church of his or her choice for at least six months.

HOW TO APPLY FOR EPIC SCHOLARSHIPS & DISCOUNTS

File a FAFSA: Please note that no financial assistance will be given before EPIC's Financial Aid Office receives an ISIR (Institutional Student Information Record) from the Federal Government as a result of the student filing a FAFSA.

EPIC Scholarship Application: Student must request and complete an application for scholarship/institutional aid and all other documentation requested by the Financial Aid Office, including a pastoral reference.

Award Procedure: EPIC Administration will consider all applications at its next session.

- The student is notified of the Administration's actions.
- Awards are posted to the student's EPIC account.

LIST OF EPIC SCHOLARSHIPS

The following list contains all scholarships and discounts currently offered by EPIC, along with the required application process.

Alumni Scholarship: All graduates with a Bachelor's degree from EPIC are eligible for a 100% tuition discount for one class per academic year.

- All fees and textbooks are the responsibility of the student.
- This scholarship is exempt from the usual requirement to file a FAFSA and complete the institutional application; it also requires no proof of financial need.

Family Scholarship: The spouse or dependent of a currently enrolled student, who attends at the same time, may receive a scholarship. The scholarship will apply to the spouse who is taking the least number of credits.

- The spousal scholarship may be up to 35% of tuition.
- Non-spousal or dependent family members of a currently enrolled EPIC student may receive up to a 15% scholarship.

Ministerial Scholarship & Discount: The Administration will consider the following aspects to determine if an applicant qualifies:

- Applicant shall demonstrate by letter or form from a local church or denominational leader that he or she is regarded as a full-time minister. In the same letter/form should be a description of the duties the applicant is required to perform, including the approximate number of hours per week the applicant is involved in ministry.
- Applicant, under usual circumstances, will possess a recognized ministerial credential and have at least one-year experience as a minister to qualify for the scholarship.
- Applicant will document whether or not he/she is eligible to solemnize marriages, officiate funerals, serve communion and conduct baptisms.

Minister's Dependent Scholarship & Discount:

- Applicant will demonstrate by letter or form from a local church or denominational leader that he or she is a dependent of a minister who is active in ministerial service.
- Applicant must be reported on his or her parents' tax return as a dependent to qualify for the Minister's Dependent Scholarship. (The applicant's parent must meet the criteria listed under the Ministerial Scholarship description.)
- Applicant shall document whether or not he or she is living with or is supported by parent(s) or is self-supporting.
- Applicant's income will be reported to the Administration by written documentation, possibly to include a copy of the applicant's tax returns, W-2s and paycheck stubs.
- Discount will be a small percentage of tuition. Fees and textbooks are not included.

Valedictorian/Salutatorian Scholarship: This scholarship of up to 35% tuition is granted to a graduating high school student who is the valedictorian or salutatorian of his or her high school.

INSTITUTIONAL AWARDS

In addition to the above scholarships and discounts, EPIC awards several scholarships based on need and/or merit. These awards are given at the discretion of the Administration and are available to continuing EPIC students only.

Harvester's Scholarship: These scholarships are funded by monies donated by the many generous supporters of EPIC. Awards will be based on the presence of a genuine financial need, with unusual expenses and circumstances considered.

Al & June Henry Memorial Scholarship: $2,000 to be awarded in memory of Al & June Henry to a student who excels academically and has a substantial need.

Paul & Margaret Schoch Memorial Scholarship: $2,000 awarded to a student in memory of Rev. Paul & Margaret Schoch.

Terry Oakley Memorial Scholarship: $2,000 awarded to a student in memory of Terry Oakley.

Dorothy Reber Memorial Scholarship: $500 to be awarded to a female student in memory of Dorothy Reber.

Irene Humphrey Memorial Scholarship: $500 awarded to a female student in memory of Irene Humphrey.

Paul & Eunice Trulin Memorial Scholarship: $1,000 to be awarded in memory of Paul & Eunice Trulin in honor of their key role in establishing EPIC Bible College & Graduate School.

Sally Kelly Memorial Scholarship: $500 awarded annually to a female student in memory of Sally Kelly.

STUDENT SERVICES
ACTIVITIES, POLICIES, & CONDUCT

EPIC encourages students to participate in the Associated Student Body (ASB), which is an excellent opportunity for growth in leadership skills as well as developing long-term relationships. These skills are critical for effective ministry. Just as Jesus developed in favor with man, so should the student at EPIC.

Students at EPIC may participate in a variety of extra-curricular activities. All students are members of the Associated Student Body and are invited to serve as a member of the Student Council and participate in various student-led activities. These events may include an annual Spiritual Renewal Retreat, evangelistic outreaches, fellowship activities, mission trips, yearbook, Chapel services and others.

EPIC students also enjoy the close relationship with other classmates and faculty who share a love for God and a desire to sincerely study the Scriptures. An atmosphere of worship and dedication adds a distinct aspect to all activities, whether in the classroom, chapel, or fellowship.

Students at EPIC enjoy the benefits of living in an area with many recreational opportunities nearby. Within a two-hour drive are sunny ocean beaches, pristine mountains with hiking and snow skiing, rivers and lakes with water skiing and swimming, and major sporting arenas. The area offers a wide range of amusement parks and cultural activities.

CHURCH ATTENDANCE

Students who reside in the area may commute to the college and continue to participate in their local church. Spiritual development and growth is an important part of the EPIC experience.

Weekly Attendance Required: Attendance at a student's home church every Sunday is considered part of the required training for all students except when they are on Sunday Student Outreach assignments with EPIC (Hebrews 10:25). Students are urged to seriously observe these attendance guidelines and strive for excellence in this area, as it is included in the Administration's evaluation of the student's progress towards declared goals.

LOCATION AND FACILITIES

EPIC has 30,000 square feet dedicated for learning and support services, including a 250-seat chapel and assembly room. EPIC has ten (10) available classrooms. Our Learning Resource Center is fully equipped and growing. Free parking is provided in the surrounding/adjacent lot and public transportation is near. We are located at 4330 Auburn Blvd, Sacramento, CA 95841. We are on a major bus route, near the bus hub of the Sacramento Area Regional Transit's LightRail.

This institution, the facilities it occupies, and the equipment it utilizes, comply with any and all federal, state, and local ordinances and regulations, including those requirements as to fire safety, building safety, and health.

MULTIMEDIA ACCESS

EPIC provides access to computers and copiers in our growing and fully equipped Learning Resource Center/Library. We also provide various educational equipment and multimedia for use in completing class assignments and for participation in EPIC programs. EPIC also provides free wireless internet access to all students on campus.

HOUSING

EPIC does not offer housing on or off campus. There are many apartments in the immediate area for rent estimated to cost $1,500-$2,000 per month. EPIC does not assist students in finding housing.

FIELD MINISTRY & CHAPEL

At EPIC, we are committed to providing Bible-based, higher education and, because of this, all undergraduate students are required to attend Chapel and turn in a Field Ministry Report (FMR) each quarter. Both are graded on a Pass/Fail basis. These grades will not affect your GPA; however, they do result in permanent notations on your transcript.

Field Ministry: All EPIC undergraduates are required to be involved in some form of regular ministry in a church or para-church setting. This might include such activities as leading worship, teaching, leading or helping to lead Sunday School, helping to lead a youth group, ministering to the elderly in a rest home setting, teaching boys & girls clubs, men's and women's ministries, or other related activities.

At the end of each quarter, each undergraduate is required to write a one-page report in the required formatting style on his or her extra-curricular ministry experience. It is to be turned in to the students' advisor by the end of the tenth week of the quarter. This report should include three paragraphs as follows:

1. Description of the ministry the student is involved in.

2. A self-evaluation of the student's involvement or performance in the ministry.

3. Recommendations by the student for improvement for the next quarter of field ministry.

Chapel Requirements: The purpose of the Chapel program at EPIC is to offer a time for spiritual development/formation for the students, staff, faculty, and guests of EPIC, thus meeting needs unique to this community. As such, Chapel is a significant part of campus life. It is a time for the EPIC community to come together for worship, prayer, and information. Chapel attendance and participation allows students to learn practical ministry skill from observation, experience, and application. Students also experience meaningful worship and spiritual times that impact them in the affective, attitudinal domain.

Through the Chapel program, the student will experience opportunities for leadership in:

• Worship,

• Prayer,

• Meditation and reflection on scripture,

• Changes in belief, attitude, and behavior,

• Encouragement, and

• Preaching of the Holy Bible.

The goal is for all EPIC students, faculty, staff, et al. to continue progressing in spiritual formation. Therefore, Chapel participation is mandatory, whether for credit or non-credit. This policy has been developed from input and discussions with students, alumni, staff, and faculty.

As these opportunities are of great worth for all participants in the EPIC program, all members of EPIC (students, staff, faculty, and visitors) will attend Chapel when present and participating in EPIC program(s). The office, classes, lounge area, and Learning Resource Center will be closed during scheduled Chapels. Attendance will be taken at all Chapels.

Chapel provides for students to benefit from the unique way the Holy Spirit moves in the lives of students and those sharing in the Chapel session. Students must participate in the Chapel session that occurs before or after the class(es) in which the student is registered to attend. Those desiring to fulfill a call to service in Christ's Kingdom and are invested in the purposes for which EPIC's Chapel sessions are provided, will welcome the opportunity to be involved in this special ministry of EPIC.

The goal is for everyone in the EPIC community to be progressing in spiritual formation.

STUDENT INVOLVEMENT

EPIC encourages students to participate in campus and outreach activities, whilch help in developing long-term relationships and some of the skills for effective ministry. Just as Jesus developed in favor with man, so should the student at EPIC.

Students at EPIC will have the opportunity to participate in a variety of extra-curricular activities. All students are encouraged to participate in various student-led activities. These events may include, but are not limited to, the All-school BBQs, a Spiritual Renewal Retreat, evangelistic outreaches, fellowship activities, mission trips, yearbook, and Chapel services. Additionally, students are welcome to sumake suggestions for additioanl outreach and fellowship opportunities.

OUTREACH OPPORTUNITIES

From time to time throughout the year students will be invited to participate in ministry and social outreaches. They will be notified of such events through Chapel announcements, emails, student newsletters, flyers, and posters. These may include events sponsored by the EPIC staff, faculty, local churches as well as the community.

These outreaches help to provide opportunities for religious as well as social service by our student body. Participation is strongly encouraged.

NEW STUDENT ORIENTATION

EPIC provides orientation for new students to become acquainted with the steps to success at EPIC. All students are required to attend this class once; as such, it is offered each quarter. For students who have not attended EPIC for one academic year or more, Returning Student Orientation is required at no additional cost.

New Student Orientation provides:

- A description of EPIC's critical policies and procedures.
- A review of the Student Handbook.
- Introduction to the Learning Resource Center/Library.
- Introduction of the EPIC staff and administration.
- A review of the admission and registration processes.
- A guide to setting goals.
- A guide to time management and study skills.
- A review of financial aid available.
- A plan for success at EPIC.

STUDENT PRIVACY RIGHTS

Student and Family Access to Records: The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

- The right to inspect and review the student's education records within 45 days of the date of the request for access.

  Students should submit to the Director of Records, Vice President of Academic Services, Financial Aid, or other appropriate official, written requests that identify the record(s) they wish to inspect. The EPIC 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 EPIC's official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

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

- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

    ◊ Disclosure without consent to EPIC officials with legitimate educational interests is permitted. An EPIC official is a person employed by EPIC in an administrative, supervisory, academic research, or support staff position (including Campus Safety personnel and health staff); a person or company with whom EPIC has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, 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.

Note: Other exceptions that permit disclosure without consent are:

    ◊ To authorized representatives of the Controller General of the United States; the Attorney General of the United States (for law enforcement purposes); the Secretary of the Department of Education of the United States; and state and local educational authorities.

    ◊ To parents of dependent students, as defined in section 152 of the Internal Revenue Code of 1986.

    ◊ To a parent or a legal guardian in connection with a health or safety emergency.

    ◊ To a parent or a legal guardian of a student regarding the student's violation of any federal, state, or local law, or of any rule or policy of the institution, governing the use or possession of alcohol or a controlled substance if the student is under the age of 21 and the institution determines that the student has committed a disciplinary violation with respect to that use or possession.

    ◊ If a parent or eligible student initiates legal action against EPIC, EPIC may disclose to the court, without a court order or subpoena, the student's education records that are necessary for EPIC to defend itself.

    ◊ The disclosure is in connection with a disciplinary proceeding conducted by EPIC against a student who is an alleged perpetrator of a crime of violence.

- The right to file a complaint with the U.S. Department of Education concerning alleged failures by EPIC Bible College & Graduate School 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, SW

    Washington, DC 20202

EPIC Bible College & Graduate School may release public directory information concerning students. Such information includes, but is not limited to, the student's name, address, e-mail address, telephone listing, date and place of birth, major field of study, dates of attendance, grade level, enrollment status (e.g., undergraduate or graduate; full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, photographs, degrees, honors and awards received, and the most recent educational agency or institution attended. The aforementioned information is subject to release by the campus at any time unless the campus has received a prior written objection from the student specifying information which the student request not be released.

SAFETY RECORDS POLICY

EPIC is interested in maintaining the safety and security of each of its students and employees. The President will be notified immediately of any crime reported on campus in order to take any immediate steps to ensure campus safety.

In addition, the Department of Education (DOE) requires that in order for EPIC to maintain eligibility for Federal Financial Aid, records must be kept to complete the annual Campus Safety and Security Survey. As part of EPIC's compliance with the DOE, an annual Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act Report must also be completed and distributed to all students, employees, prospective employees and prospective students. A hard

copy must be made available upon request. The EPIC receptionist will accommodate this upon request. The report will be posted on the website and notice will be emailed to all when it becomes available no later than September 30 each year. This function is the responsibility of the President's Office.

The annual Campus Safety and Security Survey should be completed online during the month of September in response to an email from the DOE. A copy of this report should also be shared with the Strategic Planning Committee for any necessary action to protect the safety and security of our student body as well as all employees.

In order to have accurate records from which to complete these reports, each student and employee is encouraged to report any suspicious activity or crime that occurs on or near campus using the EPIC Crime Report Form, which may be picked up at the Reception Desk. Crimes in progress on campus or emergencies should first be reported to the local Sheriff's Department by calling "911." The Emergency Handbook, located in several locations around campus, including, but not limited to, each classroom, the LRC/Library, student center and reception desk, contains more details.

Confidential reports for the purposes of inclusion in the annual disclosure of crime statistics can be made to campus security authorities with the request for confidentiality and allows EPIC to maintain accurate records to ensure the safety of the community and will be disclosed in our crime statistics for the institution.

Campus Security Authorities have significant responsibility for students and student activities and include: President, Vice President, Deans, Directors, Managers, Academic Advisors and the Student Life Coordinator. An annual letter will be sent to these individuals reminding them to report any crimes of which they have been made aware for Clery Act purposes.

EMERGENCY RESPONSE PROGRAM

EPIC has an emergency program that includes a formal emergency operations plan for preparing for, responding to and recovering from emergencies. EPIC has an emergency manual in every classroom, central reception, Library/LRC, Business Office, Financial Aid Dept., chapel, copy rooms, et cetera. At least once per calendar year, EPIC has planned and unplanned, announced and unannounced, emergency exercises.

EMERGENCY NOTIFICATION

EPIC has implemented an emergency mass notification system called EPIC ALERT. The system can send simultaneous messages to the affected community by e-mail, telephone, cell phone, text messaging, and Public Address System. The system can be used to notify employees and students under the following conditions:

URGENT SITUATIONS

EVENTS, EXPECTED OR UNEXPECTED, THAT THREATEN LIFE OR SAFETY AND REQUIRE IMMEDIATE ACTION.

Some examples are:

◊ Natural disasters that place the campus in immediate danger.

◊ Events that require evacuation of a campus.

◊ Hostage or violent situations requiring evacuation, lockdown, or campus closure.

◊ Natural disasters that do not pose an immediate danger but pose a potential future danger to the campus.

◊ Local emergencies or events that could eventually lead to evacuation, lockdown, closure, or major disruption on or off campus that could affect normal operations.

Confirmation of a significant emergency or dangerous situation involving an immediate threat to health and safety on campus may come from many sources, but includes local law enforcement, local fire agencies, local utilities districts, and news outlets. The content of the message will be formatted to include all pertinent warnings and/or instructions necessary as related to the scope of the emergency or dangerous situation. Once the significant emergency or dangerous situation has been confirmed, the scope has been identified, and the message created, the EPIC ALERT system may be activated and the affected students and employees will be sent the message.

EPIC will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the EPIC ALERT system.

EVACUATION

EPIC Faculty and Supervisors will coordinate any evacuation according to the printed Evacuation Plans, including the use of devices to carry individuals who normally use the elevators.

DRILLS

Drills may encompass a variety of scenarios. Drills include the activation of the EPIC ALERT system. Drills may be announced or unannounced. Each drill includes a date, time, location, written scenario plan, a post event debriefing, and an after action report. EPIC publicizes the emergency response and evacuation procedures in conjunction with at least one drill each calendar year.

CRIME ALERTS (TIMELY WARNINGS)

EPIC has established this policy to provide timely warnings to address threats to the EPIC community. The campus crime alert is designed to give students, staff, and faculty a timely notification of crimes to heighten safety awareness and to seek information that will lead to the arrest and conviction of perpetrators who commit violent crimes against persons or major crimes against property. EPIC will issue a Crime Alert Bulletin when a crime is reported or a local police jurisdiction notifies EPIC of a crime that represents a serious or continuing threat to the safety of the campus community.

A threat is defined as any act or potential act that places the campus community in continuing risk or peril as a result of a crime(s) against persons or serious felony (e.g., threats with a firearm, a bomb threat with specific information, sexual assault, kidnapping, or other egregious acts).

Crime Alerts will be distributed to the campus community using various mediums of communication. The EPIC President's Office (or designee) is responsible for assessing the need for and the distribution of the Crime Alerts. Situations will be assessed on a case-by-case basis, with great weight given to the President's assessment of the total situation, including the best use of resources. The type of event or situation will be reviewed by the President to determine the most effective method to distribute the crime alert information.

When there is a possible public safety related "threat" to faculty, staff, and students on campus, the President will make reasonable efforts to notify the faculty, staff and students via one or more of the following methods:

- Crime Alert Bulletins (timely warnings) may be sent to faculty, staff, and students via e-mail or text.
- To notify students, faculty may be asked to make announcements in their classes.
- Crime Alert Bulletins may be put at the entrances to major student-gathering places (e.g., Library, Learning Resource Center, Student Lounge, etc.), and/or on building entrances.

Crime Alert Bulletins will be posted/distributed as soon as practical or within 48 hours of the event, depending on the severity of the event, resources, and the factual information gathered. Crime Alert Bulletins will be removed in a timely fashion after the event has subsided or the potential for danger is gone.

Crime Alert Bulletins will contain:

- A succinct statement of the incident (who, what, when, where, how, time reported, etc.).
- Any connection to previous incidents.
- Physical description of the suspect.
- If relevant, gender of the victim and student/nonstudent status.
- Date and time the bulletin was released.
- Safety tips related to the prevention of similar crimes.

DISABILITIES POLICY

EPIC will do everything possible to make its programs, courses, and events available to all people, in compliance with the Americans with Disabilities Act (ADA). EPIC desires that no individual be excluded due to a physical impediment. EPIC will provide access for individuals with a disability or special need to all areas of activity. In order to accomplish this goal, EPIC provides for the following:

- An elevator to the second story.

- Handicap access stalls in all rest rooms with handrails secured to the walls.

- Power doors to access the upstairs restrooms.

- Handicap access to sidewalks.

- Hallways, doorways, and library aisles are all in accordance with codes to facilitate disabled accessibility.

Anyone having a special need or problem with facility access should contact the Disabilities Management Coordinator to facilitate prompt reasonable accommodation and resolution.

A person with special learning needs should consult an academic advisor. The academic advisor will recommend appropriate accommodation to meet the student's needs. The Vice President of Academic Services will authorize faculty to make appropriate adjustments in classroom procedure and course assignments to accommodate students' special learning needs.

An employee with a special need should contact the ADA Coordinator in the Academic's Office to request reasonable accommodation.

Every effort will be made to accommodate students and employees with physical and learning needs.

SERVICE AND THERAPY ANIMAL POLICY

THERAPY ANIMALS ON CAMPUS DISTINGUISHED FROM "SERVICE ANIMALS"

"Beginning on March 15, 2011, only dogs are recognized as service animals under Titles II and III of the ADA. A service animal is individually trained to do work or perform tasks for a person with a disability. Generally, title II and title III entities must permit service animals to accompany people with disabilities in all areas where members of the public are allowed to go." –EEOC at http://www.ada.gov/service_animals_2010.htm

"A therapy animal is defined as any animal with a primary role of providing a person with a disability emotional comfort. These animals are not required to undergo specialized training. Therapy animals are not the same as service animals in that they are not individually trained to do work or perform tasks for the benefit of an individual with a disability. A request to have a therapy animal on campus is considered a request for accommodation and will be reviewed on a case-by-case basis.

"A request to have a therapy animal on campus is considered a request for accommodation. All such requests should be made with at least 30 days' notice and will be reviewed on a case-by-case basis. Individuals making such requests must establish that they experience a documented disability and that the animal is indeed providing essential therapeutic benefit related to the documented disability. Documentation should be forwarded to the Disabilities Management Coordinator."

Rules and Requirements:

- Full responsibility of the owner, who must always have control.

- Harnessed, leashed, or tethered.

- Responsibility for waste removal.

- Responsible for any damage.

- Animal must be licensed in accord with state law.

- Documented vaccinations and other required shots.

- Kept clean and healthy.

PHOTO RELEASE POLICY

EPIC has a blanket photo release policy which states "EPIC Bible College & Graduate School reserves the right to take and use photographs, video and electronic images of students and visitors taken on college property and at college-sponsored events for marketing and promotional purposes. Objection must be made in writing to the EPIC Marketing Office."

While this simplifies record keeping and allows for more photographic flexibility, certain instances still require a photo/video release. These situations include, but are not limited to, students under eighteen years of age and subjects used in high-visibility locations (banners, billboards, et cetera).

RETENTION OF RECORDS POLICY & REQUEST FOR OFFICIAL TRANSCRIPT

EPIC retains student records in fireproof filing cabinets in a secure location. Student files (including admission records, registration records, grades, requests, academic records and transcripts, and disciplinary matters, and all appropriate records are maintained for a minimum of five (5) years. Student transcript records are maintained permanently.

EPIC will provide official transcripts upon personal written request by the student. (Faxed requests are acceptable.) A complementary official transcript will be provided with a student's diploma. Additional official transcripts will be provided for a fee of $10.00 each. Official transcripts will be processed within five (5) to ten (10) business days from date of authorization. Official transcripts will only be released after all student responsibilities (post-Academic Advising Profiles, and courses) have been satisfied.

Official Transcript Request forms are available in the EPIC main office and online at www.EPIC.edu.

CODE OF CONDUCT

The Code of Conduct at EPIC is based on the biblical principles of love for God and mankind. We hold that love does not harm another and that disciples of Christ are to bear one another's burdens and fulfill the law of Christ. It is expected that administration, faculty, staff and students accept responsibility for mature Christian citizenship, which involves consideration of and respect for the personal happiness of other students.

Scriptural Foundation: The EPIC Code of Conduct is based on and encourages:

- The Ten Commandments (Exodus 20:1-17; Deuteronomy 5:6-21).
- The Sermon on the Mount and the Beatitudes (Matthew 5:1, 7:29; Luke 6:20-26).
- The Christian/biblical values of love, respect, holistic stewardship, moderation and self-control (1 Corinthians 9:27, 13:1-13; Galatians 5:23, 6:1-5; Philippians 1:9-11, 2:2-4, 4:5, 8-9; 1 Timothy 2:9).
- Development spiritually, mentally, physically and socially (Luke 2:52). Conflict resolution follows the model found in Matthew 18. Service as a lifestyle is incorporated into the life of EPIC (Matthew 20:28; 1 Corinthians 4:1-2; Galatians 5:13).

Jesus, our Model: Just as Jesus matured in four ways: "wisdom, stature, favor with man and favor with God" (Luke 2:52), EPIC administration, faculty, staff, and students strive to foster growth in mind, body, spirit, and soul. The programs and Code of Conduct at EPIC are dedicated to the spiritual development of these four areas.

Christian Standards: EPIC is an integral part of the church universal in preparing men and women for full-time ministry as well as lay leadership. To this purpose, EPIC maintains a Code of Conduct that is in accordance with Christian standards set forth in the Bible and generally accepted by churches "of like precious faith."

Property: Students of EPIC will endeavor to keep college and personal property neat and clean. Theft, removal, or damage to personal or college property is a serious offense against the Code of Conduct.

Cell phones and other electronic devices not directly pertaining to class work should be turned off during class and Chapel sessions to avoid disruptions. Excessive use during class time is considered inconsiderate and may result in a discussion with the instructor. The first offense will result in a warning. Further offenses may warrant disciplinary steps up to and including possible suspension.

Activities: Students of EPIC make every effort to be prompt to classes, Chapel, Sunday worship, and all appointments. They regularly attend classes, Chapels, worship services at their home church, and student events.

Behavior: Students of EPIC are encouraged to not use profanity, smoke, gamble, cheat, drink alcoholic beverages of any kind, engage in immoral activities, use illegal drugs, or misuse legal drugs. The Scriptures expressly prohibit certain behaviors. These include, but are not limited to, theft, lying, dishonesty, gossip, slander, backbiting, profanity, vulgarity (including crude language), sexual promiscuity (including adultery, homosexual behavior, and premarital sex), drunkenness, immodesty of dress, and occult practices.

In an effort to be considerate of those students, faculty and staff who suffer from severe allergies and/or migraines, EPIC has become a "Fragrance Free Zone." Please refrain from using scented body lotions, creams or perfumes.

At EPIC, we want you to be happy, healthy and whole. If you engage in an activity that is considered unhealthy or could harm you or others, disciplinary action, suspension, or expulsion from EPIC is a possible consequence.

DRESS CODE: The Bible admonishes us to "dress modestly, with decency and propriety" (1 Timothy 2:9). The dress code of EPIC is designed to provide a standard of appearance which complements our high spiritual and academic standards. We desire that each person realize the gravity of being set apart to study and teach the Word of God and therefore dress appropriately. Students of EPIC endeavor to present a good appearance at all times. This applies to both mode of dress and behavior. A person's apparel should never be a stumbling block to others. The dress code calls for neatness and good taste at all times. Cleanliness, modesty and good grooming are the guiding principles for women's and men's dress. Shoes must be worn.

Inappropriate classroom attire includes:

- Clothes that have excessive wear and holes.
- Pajama bottoms and slippers.
- Low cut shirts of any type (front and back styles), halter-tops, spaghetti straps, tank tops, crop tops, or other revealing styles, when not layered in a modest manner.
- Clothing with writing or pictures not in keeping with Christian values.
- Shorts, dresses, or skirts that are shorter than two inches above the knees.
- Anything so baggy that it would fall down without a belt or anything that exposes undergarments above the top of the pants is not permitted.
- Clothing that is form-fitting in a manner that draws inappropriate attention to the body.

Violations of the dress code will be referred to the Dean of Men or the Dean of Women. Repeated violations will result in disciplinary action.

CLASSROOM AND COURSE-RELATED BEHAVIOR

(Adapted from University of Colorado at Bolder; University of Arizona; University of California, Davis; University of California, Riverside; and California State University, Fresno.)

INTRODUCTION

The classroom is a special environment in which students and faculty come together to promote learning and growth. It is essential to this learning environment and learning process that respect for the rights of others seeking to learn, for the professionalism of the instructor, and for the general goals of academic freedom are maintained. All members of the EPIC community should demonstrate respect for the classroom environment. Differences of viewpoint or concerns should be expressed in terms which are supportive of the learning process, creating an environment in which students and faculty may learn to reason with clarity and compassion in the spirit of Christian love and in the spirit of unity. This environment enables students and instructors to share of themselves without losing their identities and to develop an understanding of the EPIC community as well as the community in which they live.

Students and faculty/instructors each have responsibility for maintaining an appropriate learning environment. Instructors define the time and manner for student questions and expression of points of view in the instructional setting. Accordingly, instructors should establish, communicate and enforce reasonable rules of classroom behavior and decorum via the syllabus and classroom discussion. Faculty and instructors have the professional responsibility to treat all students with understanding, dignity and respect, to guide classroom discussion and to set reasonable limits on the manner in which students may express opinions. Disruptive students in the academic setting hinder the educational process. All behaviors that, in the judgment of the instructor, interfere with the teaching/learning process may be considered disruptive. Students will recognize that the instructor of the course is the leader of the class and is in charge of instruction. Students must respect the instructor's authority to lead and to direct the classroom activities.

WHAT CONSTITUTES DISRUPTION?

"Disruptive behavior" means conduct that materially and substantially interferes with or obstructs the teaching or learning process in the context of a classroom or educational setting. Disruptive behavior includes conduct that distracts or intimidates others in a manner that interferes with instructional activities, fails to adhere to an instructor's appropriate classroom rules or instructions, creates a hostile learning environment, or interferes with the normal operations of EPIC.

Depending on course rules set by the instructor, disruption in the classroom may include:

- Persistent speaking without permission.
- Side conversations.
- Engaging in activities not related to the class.
- Ringing cell phones or using a cell phone to talk or send text messages.
- Using tablets or laptop computers in the classroom for non-course related purposes.
- Sleeping in class.
- Eating/drinking in class without permission.
- Monopolizing class discussion and refusing to defer to instructor or listen to others; persisting when the instructor has indicated that the student's remarks are off topic and it is time to move on.
- Chronically entering late/leaving early, moving about the classroom.
- Filming, photographing, or taping/recording the class without the instructor's prior permission.
- Disputing authority and arguing with faculty and other students.
- Yelling, arguing, swearing, bullying, or other harassing or intimidating behavior.
- Physically or verbally abusive conduct.
- Failure to adhere to the instructor's rules or instructions.
- Vulgar or obscene language, slurs or other forms of intimidation.
- Showing up to class under the influence of alcohol/drugs.
- Threats of any kind.
- Destruction of property.
- Any behavior that puts the health and/or safety of the instructor or other students in the classroom in jeopardy .

Instructors are encouraged to use assertive communication and progressive techniques in requesting cooperation of the disruptive student. As a last resort, students who engage in disruptive behavior may be directed by the instructor to leave the class for the remainder of the class period. If the student refuses to leave after being requested to do so, the instructor may request assistance from EPIC Administration (Dean of Men, Dean of Women, Academic Vice President, President, or other available staff). For involuntary withdrawal from class or more serious sanctions, the disciplinary procedures set forth below must be utilized.

CLARIFY EXPECTATIONS

Instructor: If an instructor believes inappropriate behavior is occurring, start by cautioning the whole class rather than warning a particular student. If it becomes necessary to speak to an individual student about disruptive behavior, do so after class in a discreet manner. If the situation requires an immediate response in class, calmly and courteously ask the student to stop the conduct and to talk to you after class or during an appointment.

In communicating with the student after the first incident of disruptive behavior the instructor should:

- Identify the inappropriate behavior.
- Review the classroom rules and this policy.
- Instruct the student on the behavior that is expected/required in the future.

Instructors are encouraged to follow up consultations with students regarding inappropriate behavior with an email or memorandum summarizing the discussion. Instructors are further encouraged to share a copy of the communication with

the Deans and Vice President of Academic Services or appropriate administrator. In cases where inappropriate behavior is egregious, faculty or teaching staff may follow up with a written warning.

Students: If a student has a concern about the faculty member's assessment of his or her behavior, classroom rules, or instructor's expectations, she or he is encouraged to consult with the Vice President of Academic Services or appropriate Dean to review the behavior of concern and the faculty member's response and mediate or intervene where necessary, following the EPIC Grievance Procedure.

CONSEQUENCES FOR DISRUPTIVE BEHAVIOR

Students may be issued a warning (usually for first offenses), be placed on probation, or be requested to complete the course via alternative method, or be dismissed from EPIC. Dismissal is a last option after all other attempts to remediate the behavior and/or resolve differences have failed.

HARASSMENT POLICY

EPIC is committed to providing an employee and student work environment free of unlawful harassment of all forms, including sexual harassment and all forms of visual, verbal or physical conduct that reflects hostility toward a person on the basis of race, color, national origin, ancestry, physical handicap, medical condition, marital status, age or any other bias protected by federal, state or local law or ordinance or regulation. Other acts can also be forms of sex-based discrimination and are also prohibited, whether sexually based or not, and include dating violence, domestic violence, bullying and stalking. All such harassment and/or hostility is unlawful. EPIC's anti-harassment policy applies to all persons involved in the operation of EPIC and prohibits unlawful harassment by any employee, including managers and co-workers, and students, as well as by any person doing business with EPIC.

Prohibited, unlawful harassment because of sex, race, ancestry, physical handicap, mental condition, marital status, age or any protected bias includes, but is not limited to, the following behavior:

- Verbal conduct, such as epithets, derogatory jokes or comments, stereotypical comments, slurs or unwanted sexual advances, invitations or comments.
- Visual conduct such as derogatory and/or sexually-oriented posters, photography, cartoons, drawings or gestures.
- Physical conduct such as assault, unwanted touching, blocking normal movement or interfering with work because of sex, race or any other protected basis.
- Threats and demands to submit to sexual requests as a condition of continued employment or favorable grades, or to avoid some other loss, and offers of employment benefits in return for sexual favors.
- Retaliation for having reported or threatened to report harassment or behavior of a hostile nature.

If any employee or student believes that he or she has been unlawfully harassed or has witnessed an incident which creates a hostile work or learning environment, the employee should discuss the incident with his or her immediate supervisor or another supervisor; the student should discuss the incident with the Dean of Men or Dean of Women, as appropriate (designated as an informal complaint). If a formal complaint is to be made, it will need to be in writing to the Vice President of Academics or the President of EPIC. The complaint should include details of the incident or incidents, names of the individuals involved and names of any witnesses. Supervisors and the Dean of Men or Dean of Women shall refer all harassment complaints to the EPIC President. EPIC will immediately undertake effective, thorough and objective investigation of the harassment allegations. All complaints will be handled seriously and should follow the Grievance Process.

If EPIC determines that unlawful harassment has occurred, effective remedial action will be taken in accordance with the circumstances involved. Any employee or student determined by EPIC to be responsible for unlawful harassment will be subject to appropriate action, up to and including employee termination or student dismissal from school. Whatever action is taken against the harasser will be made known to the person filing the complaint. EPIC will not tolerate any retaliation.

The informal channels are designed to provide counseling and an evaluation of options, all of which are completely confidential and off the record. The formal grievance procedures address cases in which a charge has been written and signed and can result in investigation.

EPIC encourages all employees and students to immediately report any incidents of harassment or behavior contributing to a hostile work or learning environment addressed by this policy, so that complaints can be quickly and fairly investigated and resolved.

If you have any concerns on how the investigation was handled or the end results, you have the right to contact the EPIC Board of Trustees. All correspondence must be submitted in writing.

You should also be aware that the Federal Equal Employment Opportunity Commission and the California Department of Fair Employment and Housing investigates and prosecutes complaints of prohibited harassment in employment. If you think you have been harassed or that you have been retaliated against for resisting or complaining, you may file a complaint with the appropriate agency.

EPIC prohibits the offenses of domestic violence, dating violence, sexual assault, bullying, and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the EPIC community. This includes faculty and other academic appointees, staff, student employees, students, interns and non-student and non-employee participants in EPIC programs (e.g., vendors, contractors, and visitors).

In order to further prevent incidents and to inform the EPIC community, EPIC will provide annual education for all students and staff which will consist of Prevention and Awareness Programs covering: Personal Safety, Harassment (above), definitions, safe positive options for bystander intervention, the Grievance Process and reporting, and information on risk reduction.

The President's Office shall be responsible for the records of all complaints, grievances, and appeals. Upon receipt of a complaint, grievance or appeal, an advisor, administrator or manager shall forward a copy to the President's Office for information and the official files.

SEXUAL ASSAULT POLICY

EPIC, in keeping with the State of California Education Code approval for degree granting institutions under CEC 94310 and Regulation 94385 of the California Education Code, recognizes the need for assistance and confidentiality in the event of sexual assault that occurs at a location where EPIC offers classes. Sexual assault includes: rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault.

Procedures

The following are to be followed with the consent of the victim in the event of sexual assault:

- Give notification to the Dean of Women or Dean of Men immediately. If the appropriate official is not on campus, staff will notify the official by cell phone.
- EPIC shall provide transportation of the victim to the nearest hospital.
- The victim shall be referred to a local Christian counselor.
- The law enforcement agency with jurisdiction shall be notified.
- The victim shall be guaranteed confidentiality from such entities as the press, family, friends, students and the public.
- The victim shall be afforded all information regarding any disciplinary action in connection with the assault.
- The victim shall be referred to appropriate agencies for legal help and information.
- The victim shall be informed of the college's disciplinary process.
- The victim shall have assistance with academic matters from staff and faculty.

DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING

EPIC also supports those who report domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of resources such as counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services. Remedies to prevent contact between a complainant and the respondent (such as academic and work accommodations) may be requested and will be offered, if reasonably available. EPIC will make such accommodations if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the incident to EPIC or local law enforcement.

EPIC has a Title IX Officer, the President, who is responsible for the coordination and administration of EPIC's sexual assault, nondiscrimination and harassment policies. In this role, he is also responsible for overseeing EPIC's Title IX compliance efforts and its complaint/grievance resolution procedures.

After an incident of sexual assault and/or domestic violence or dating violence, the victim should consider seeking medical attention. Although EPIC strongly encourages all members of its community to report incidents of these crimes to law enforcement, it is the victim's choice whether or not to make such a report. Victims have the right to decline involvement with the police. EPIC will assist any victim with notifying police if he or she so desires. During business hours the Dean of Women or the Dean of Men can be reached at (916) 348-4689.

EPIC will recommend resources off-campus, including medical and mental health support, to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to students or staff who commit these offenses. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint/grievance regarding an incident, he or she nevertheless should consider speaking with the Sacramento County Sheriff's Department or other law enforcement to preserve evidence in the event that the victim changes her/his mind at a later date.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to EPIC, the following are the procedures that EPIC will follow as well as a statement of the standard of evidence that will be used during any disciplinary hearing on campus arising from such a report.

EPIC will take the following actions upon receiving these complaints/grievances:

- Depending on when and where reported, EPIC will provide complainant with transportation to medical care.
- EPIC will assess immediate safety needs of complainant.
- EPIC will assist complainant in contacting local police if complainant requests AND provide contact information for police.
- EPIC will provide complainant with referrals to off-campus mental health providers.
- EPIC will assess the need to implement interim or long-distance protective measures such as changes in class schedule and a "No Contact" directive between both parties.
- EPIC will provide resources for victims to apply for a Protective Order.
- EPIC will provide a copy of the discrimination complaint/grievance.
- EPIC will inform the complainant of the outcome of the complaint/grievance.
- EPIC will enforce anti-retaliation policies and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination.

ADJUDICATION OF VIOLATIONS

EPIC does not have its own police department and relies on the local Sacramento County Sheriff's Department to investigate and resolve criminal offenses such as sexual assault. If the perpetrator is any other EPIC-affiliated individual, a student or employee may file a grievance in accordance with EPIC Policy relating to such a crime, however, the resolution of the grievance will be based upon the Sheriff's Department's determination. EPIC's disciplinary process includes a fair process to the complainant and respondent. EPIC Policy provides that:

- The complainant and the respondent will be notified simultaneously in writing of the result of any disciplinary proceeding, as well as any changes to those results or disciplinary proceedings prior to the time that such results become final.
- Both the complainant and the respondent have the right to appeal the results according to EPIC policy.

A person alleging sexual assault, domestic violence, dating violence, or stalking may use the grievance procedures set forth in EPIC's Discrimination and Harassment Grievance Procedures and/or Procedures prohibiting Sexual Harassment, Sexual Violence and Workplace Violence. All conduct against students will be resolved in accordance with policy.

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the respondent, EPIC's ability to respond to the complaint/grievance may be limited.

CONFIDENTIALITY

EPIC will protect the identity of persons who report having been victims of sexual assault, domestic violence, dating violence, or stalking to the fullest extent of policy within EPIC's obligations to provide a safe and sexual harassment free environment for its students, faculty and staff, and as previously mentioned in this document.

Sanctions and Protective Measures

In all cases, investigations that result in a finding of more likely than not that a violation of policy occurred will lead to the initiation of disciplinary procedures against the respondent. Student sanctions (including, but not limited to, expulsion, suspension, disciplinary probation, recommended counseling, and/or other educational sanctions) may be imposed upon those determined to have violated this policy. Employee sanctions may include written warning, final written warning, or suspension, and termination. EPIC may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking, which may include some or all of the following actions: reasonable academic accommodations, a "no contact" order between the complainant and the respondent, and/or adjustment of working conditions, if reasonably available. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

DISCLOSURE OF STUDENT DISCIPLINE

EPIC will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense the results of any disciplinary action by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, EPIC will provide the results of the disciplinary action to the victim's next of kin, if requested.

ASSISTANCE FOR PERSONS REPORTING SEXUAL VIOLENCE: RIGHTS & OPTIONS

EPIC complies with California law in recognizing protection orders. Any person who obtains an order of protection from California or any other state should provide a copy to EPIC and the Title IX Coordinator.

A complainant may then meet with EPIC and/or the Title IX Coordinator to develop a Safety Action Plan, which is a plan for the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home. EPIC may issue an institutional no contact order to an EPIC affiliate, if deemed appropriate. To the extent of the victim's cooperation and consent, EPIC offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal police investigation of the complaint/grievance. For example, if reasonably available, a complainant may be offered changes to academic or working situations. Further, the institution will maintain as confidential any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

EPIC does not publish the name of crime victims nor house identifiable information regarding victims in the Daily Crime Log or online. Victims may also request the removal of directory information on file from public sources and may also request a FERPA block through both the EPIC Admissions and Records departments.

RESOURCES FOR VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING

Law Enforcement & Emergency Medical Response   911

Sexual Assault Crisis Line (WEAVE)   1-916-920-2952

National Sexual Assault Hotline (RAINN) 1-800-656-4673

SAFETY RECOMMENDATIONS: WARNING SIGNS OF ABUSIVE BEHAVIOR AND FUTURE RISKS

No person is ever to blame for being assaulted or abused. Unfortunately, a person who has suffered sexual assault, domestic violence or dating violence is more likely to suffer that again. Below are some tips to help reduce your risk, recognize warnings signs of abusive behavior and avoid potential attacks.

WARNING SIGNS OF ABUSIVE BEHAVIOR

Domestic and dating abuse often escalates from threats and verbal abuse to violence. And, while physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe. Warning signs of dating and domestic violence include:

- Being afraid of your partner.
- Constantly watching what you say to avoid a "blow up."
- Feelings of low self-worth and helplessness about your relationship.
- Feeling isolated from family or friends because of your relationship.
- Hiding bruises or other injuries from family or friends.
- Being prevented from working, studying, going home, and/or using technology (including your mobile phone).
- Being monitored by your partner at home, work or school.
- Being forced or pressured to do anything you don't want to do.

HELP REDUCE YOUR RISK AND AVOID POTENTIAL ATTACKS

- If you are being abused or suspect that someone you know is being abused, speak up or intervene.
- Seek information and support services from campus and local organizations.
- Learn how to look for "red flags" in relationships so you can learn to avoid some of those characteristics in future partners.
- Consider making a report with the police and/or the Title IX Coordinator.
- Consider getting a protective order or a no contact order from the local court.
- Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported.
- Trust your instincts—if something doesn't feel right in a relationship, speak up or end it.

SEXUAL ASSAULT PREVENTION

- Be aware of rape drugs.
- Try not to leave your drink unattended.
- Only drink from unopened containers or from drinks you have watched being made and poured.
- Avoid group drinks like punch bowls.
- Cover your drink. It is easy to slip in a small pill even while you are holding your drink. Hold a cup with your hand over the top or choose drinks that are contained in a bottle and keep your thumb over the nozzle.
- If you feel extremely tired or drunk for no apparent reason, you may have been drugged. Find your friends and ask them to leave with you as soon as possible.
- If you suspect you have been drugged, go to a hospital and ask to be tested.
- Keep track of how many drinks you have had.
- Try to come and leave with a group of people you trust.
- Avoid giving out your personal information (phone number, where you live, etc.). If someone asks for your number, take his/her number instead of giving out yours.

WALKING AROUND CAMPUS

- Make sure your cell phone is easily accessible and fully charged.
- Be familiar with where emergency phones are on campus.
- Take major, public paths rather than less populated shortcuts.

- Avoid dimly lit places.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- Walking very late at night is sometimes unavoidable, so try to walk with a friend.
- Carry a noisemaker (like a whistle) on your keychain.
- Carry a small flashlight on your keychain.
- If walking feels unsafe, walk with a classmate.

HEALTH AND SAFETY AND DRUGS POLICY

DRUG AND ALCOHOL PREVENTION PROGRAM NOTICE TO STUDENTS AND EMPLOYEES

EPIC has established a Drug and Alcohol Free Awareness Program (DAFAP). This is in compliance with the Drug Free Workplace Act of 1990 and the Higher Education Act Section 120a. Excessive use of alcohol and other drugs is a serious health problem in itself, but alcohol and drug abuse can also contribute to a host of other physical and mental health problems such as unwanted pregnancy, violent behavior, HIV infection and other sexually transmitted diseases and psychological depression. Violation of the Code of Conduct may lead up to and including termination of enrollment with this institution. The DAFAP encompasses the following four phases:

PHASE ONE – WARNING OF THE DANGERS OF DRUG AND ALCOHOL ABUSE:

Drug and alcohol use impairs memory, alertness, and achievement. It erodes the capacity to perform, think and act responsibly. It may be grounds for termination of your enrollment with the institution or other legal action. SCHEDULE A (below) specifically details the uses and effects as it relates to alcohol.

PHASE TWO – THIS INSTITUTION HAS A POLICY OF MAINTAINING A DRUG AND ALCOHOL FREE LEARNING ENVIRONMENT

All students and employees are hereby notified that the unlawful manufacture, distribution, dispensing, possession or use of illicit drugs and alcohol is prohibited in the institution's learning environment. Any student or employee must notify the institution of any criminal drug and alcohol statute conviction for a violation occurring in the learning environment no later than five days after such conviction. In compliance with the Drug-Free Workplace Act of 1988, the institution's workplace consists of the following locations:

EPIC Bible College & Graduate School, 4330 Auburn Blvd., Sacramento, CA 95841, or any teaching site or any off-site location (e.g., field trips, job placement, luncheons, meetings, etc.) where the activities are in any way related to this institution.

PHASE THREE – LISTING OF AVAILABLE LOCAL DRUG COUNSELING, REHABILITATION AND ASSISTANCE PROGRAMS:

CELEBRATE RECOVERY (JEFF REDMOND): (916) 746-8638
MERCY MULTIPLIED: (615) 831-6987

DETOXIFICATION HOSPITALS AND COUNSELING

BHC HERITAGE OAKS - 4250 AUBURN BLVD.	1-916-489-3336
BHC SIERRA VISTA - 8001 BRUCEVILLE RD	1-916-288-0300

PHASE FOUR – NON-COMPLIANCE WITH THE TERMS OF THIS INSTITUTION'S DRUG-FREE WORKPLACE STATEMENT:

Non-compliance will result in the following action being taken by this institution:

1. The student or employee would be required to actively participate in a drug or alcohol abuse assistance or rehabilitation program approved by Federal, State or local health, law enforcement or other appropriate agency.

SCHEDULE C contains a description of the legal penalties of the use or distribution of illicit drugs and alcohol.

2. Community service with one of the above stated agencies.

3. Termination of enrollment or employment.

SCHEDULE A

Alcohol Uses and Effects:

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

SCHEDULE C

Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance:

U.S. Code Title 21. Food and Drugs 21 USC Section 844

1st conviction: Up to one year imprisonment and fined at least $1,000, but not more than $100,000, or both.

After one prior drug conviction: At least 15 days in prison, not to exceed two years, and fined at least $2,500, but not more than $250,000, or both.

After two or more prior drug convictions: At least 90 days in prison, not to exceed three years, and fined at least $5,000, but not more than $250,000, or both.

II. Weapons Possession

State law prohibits the possession of weapons, all firearms, fireworks, explosives or any dangerous weapons on campus. Violators are subject to criminal prosecution and/or EPIC discipline. EPIC supports the federal guideline (37.007.1 Ed. Code) that prohibits handguns on campus. The possession of a firearm on EPIC property is prohibited and strictly enforced. The only exception is for persons legally authorized to possess firearms on EPIC property. Persons in violation of this regulation will be subject to criminal and/or disciplinary action. If you observe a firearm or other weapon on campus, contact front reception immediately. The receptionist is to notify the President immediately.

III. Workplace Violence

EPIC is committed to creating and maintaining a working, learning and social environment for all students, employees and visitors that is free from violence. EPIC has zero tolerance for violence against any EPIC member or EPIC property. Anyone with a complaint should file a Grievance and/or a Crime Report, as appropriate.

[The above schedules and sections are all federally assigned categories.]

DISCIPLINARY PROCEDURES

The Board of Trustees has established the following guidelines and procedures at EPIC in accordance with Matthew 18.

All rules and regulations adopted by EPIC are subject to the Code of Conduct. Any violation of the Code--in its written form, its principles, or its spirit--is dealt with accordingly.

COMPLAINTS:

Reports of conduct which is offensive, unacceptable, destructive, and in violation of the EPIC Code of Conduct or Sexual Harassment and Hostile Work Environment Policy are to be made to one of the following officials: the President, Vice President of Academic Services, Dean of Men or Dean of Women. The official will review the nature of the complaint and has the responsibility for handling it on a person-to-person, case-by-case, basis.

INVESTIGATION:

The person reporting the incident is requested to cooperate in collecting information regarding the complaint. The person being accused has the right to be informed of the nature of the allegations, charges, or reports brought against him/her, and to present testimony with respect to the complaint. When the review is complete, the administrator has the authority to impose appropriate discipline. You may be assured that unlawful retaliation will not be tolerated.

APPEAL:

Should either individual believe the discipline is unfair, that person has the right to seek an administrative review with the President. Ultimately, the individual may submit a written appeal to the Board of Trustees if it is felt this is necessary. The Board may grant a hearing allowing the individuals to appear and present their case. Everyone involved in the complaint will be notified in writing of decisions reached by the Board.

EPIC's policies concerning conduct are intended to be rehabilitative and not punitive. Each individual involved with EPIC is expected to understand and accept responsibilities for his or her behavior as a member of EPIC Bible College & Graduate School. The best interests for all individuals and EPIC will be taken into account in making decisions.

The President's Office shall be responsible for the records of all complaints, grievances and appeals. Upon receipt of a complaint, grievance or appeal, an advisor, administrator or manager shall forward a copy to the President's Office for information and the official files.

STUDENT GRIEVANCE PROCEDURE

All parties in the grievance process shall be guided by Christian principles and shall conduct themselves in both verbal and written expression in Christian love and mutual respect.

It is important that all parties involved be encouraged to follow the Christian principles in Matthew 18:15-17 in order to resolve differences with EPIC staff and instructors.

GRADES:

The student must first request a review of the grade from the instructor, who will give a reasoned explanation for the disputed grade, in writing if requested.

If the issue is not resolved to the student's satisfaction, the disputed grade may then be appealed to the Vice President of Academics, who will consult both the student and the faculty member who assessed the grade, to make a final determination.

This policy is intended to accommodate appeals with serious merit. The Vice President of Academics may decline appeals deemed to be frivolous.

PERSONAL:

In the event a student desires to file a personal grievance, again, the guidelines of Matthew 18 will be followed. The student will speak to the faculty or staff member regarding the issue on a private basis. If the issue is not resolved, the matter will be taken to the President or the Vice President of Academic Services in written form. The President or Vice President

of Academic Services, or an authorized representative, will call a meeting of all parties involved for conflict resolution.

SEXUAL HARASSMENT OR HOSTILE LEARNING ENVIRONMENT:

If anyone has been unlawfully harassed or witnessed an incident which creates a "hostile" learning environment, please discuss this immediately with the Vice President of Academic Services, Dean of Women, Dean of Men, or the President. The complaint will be investigated, and assurances will be made that illegal retaliation will not be tolerated.

If the matter is still not resolved, the issue will be brought before the Board of Trustees for final ruling and/or discipline. The decision of the Board is final.

Any unresolved questions or disputes may be directed toward Transnational Association of Christian Colleges and Schools (TRACS), 15935 Forest Road, Forest, VA 24551, 1-434-525-9539, or the California Bureau for Private Postsecondary Education (BPPE).

The President's Office shall be responsible for the records of all complaints, grievances and appeals. Upon receipt of a complaint, grievance or appeal, an advisor, administrator or manager shall forward a copy to the President's Office for information and the official files.

PROCESS FOR CHANGING AN EXISTING POLICY

In the interest of continued improvement, EPIC provides a process whereby students, staff or faculty who identify a need or a need for change to a policy or procedure can bring it to the attention of administration.

Process: The suggested change should be put in the form of a written statement, addressed to the EPIC Administration. The Administration will review the suggestions; if appropriate, changes to a policy or procedure will be drafted. The draft will then be presented at the next Board of Trustees meeting for approval.

Adoption: If adopted, all affected Policies and Procedures, Manuals and Handbooks will be changed to reflect the approved changes.

Notification: The originator of the suggested change will be notified in writing of the decision of EPIC administration and/or Board of Trustees.
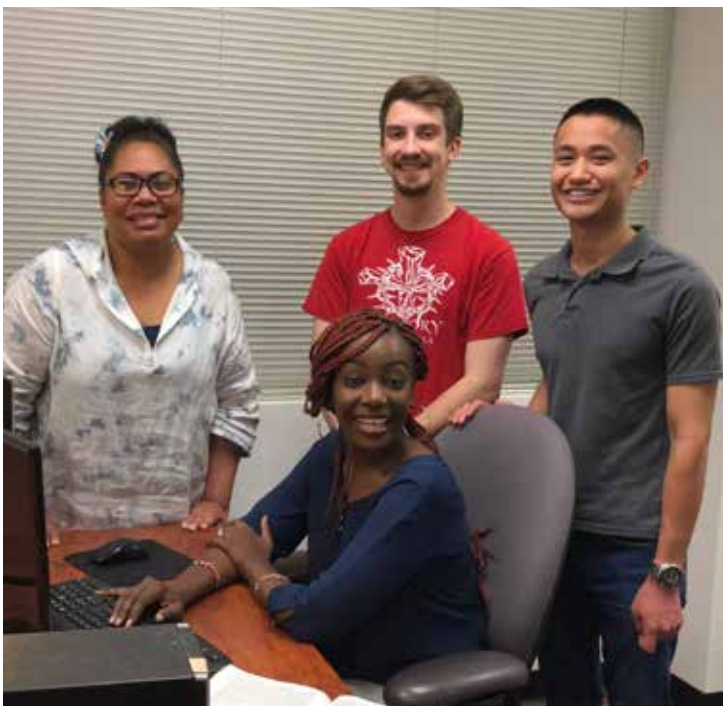
Academic Information

Classes at EPIC Bible College & Graduate School are taught by professors who are more than academics or theorists; they are active ministers, participating in vital ministries in their field. In fact, we do all that we can to provide hands-on training with relevant and practical applications in the local church and beyond.

Inside: ACADEMIC INFORMATION

A MESSAGE FROM THE VICE PRESIDENT OF ACADEMIC SERVICES

Dr. Greg Hartley, MA, EdD

Relentless! What an amazing term as applied to learning! Being a Christian, truth is critical and the pursuit of truth must be relentless. We must never be satisfied to believe we have a complete understanding. Such a position might leave a person feeling vulnerable, insecure and inadequate. In a relentless pursuit of truth, knowledge becomes vital and is intrinsically connected with understanding.

Solomon seemed relentless when he said, "Wisdom is supreme; therefore, get wisdom. Though it cost all you have, get understanding" (Prov. 4:7). Doesn't that sound like a relentless pursuit? Verse two makes the connection to sound learning. To achieve an academic goal such as a Bachelor's Degree requires a similar attitude to overcome the distractions, disappointments, delays, and denials. Yes, to deny other, less meaningful pursuits or goals, one must be steadfastly determined to continue towards the more worthy goal. That is something relentless.

Never being satisfied with secondary rewards or less important goals is required to stay on track. What do you pursue relentlessly? Are you willing to pay the cost? Find the goal that is worthy of the relentless pursuit. The journey, though it be relentless itself, will be satisfying, and you will experience growth in your character as well as the growth achieved in reaching the goal.

All of our qualified and dedicated academic staff, faculty and advisors are here to serve the students and guide them toward completing goals of study and fulfilling God's purposes. From the first day of the first class through to receiving a degree, students will grow in the knowledge of God and His Word and in the love of learning that will change their lives!

Dr. Greg Hartley, MA, EdD

Vice President of Academic Services

ACADEMICS
INFORMATION & POLICIES

ATTENDANCE

1. Students are expected to be fully engaged--whether physically in the classroom or attending via Zoom. Students not visible to the instructor for the entire class will be counted absent. As such, students need to keep the Zoom camera turned on and stay in front of it.

2. A student may be granted an excused absence only when under a doctor's care (with documentation) or in case of a family emergency. It is the student's responsibility to communicate his/her situation to the professor before the class that is missed if at all possible.

   a. Those students with an excused absence may turn their assignments in at the next class period without penalty.

   b. All other students who are absent on dates when assignments are due will be assessed the penalties listed above on their late work. This same policy applies to absences on testing dates.

3. Poor attendance and tardiness:

   a. A student is counted tardy until 15 minutes into the class; after 15 minutes, the student will be counted absent. Three tardies count as one absence.

   b. According to EPIC policy, students are accountable for attending all classes. Students whose absences (tardies plus absences) exceed 20 percent per quarter will be placed on academic probation.

4. Excessive absences:

   a. Extended absences will be treated in accordance with the Satisfactory Academic Progress Policy. If a student experiences an extended absence, the student may appeal to the Academic Office to waive the attendance policy providing the circumstances meet the criteria for extenuating circumstances.

   b. A student must file for an extension with his or her advisor if more than a week of excused absences are anticipated.

ONLINE ATTENDANCE POLICY

1. According to EPIC policy, students are accountable for attending all classes. Students who miss more than 20 percent will be subject to the SAP policy.

2. Absences will affect final grades for each class. A student is absent online when substantial activity was not found during the weekly attendance taken on the Sunday for the previous week's work and participation. Failure to post in discussions, turn in assignments or take tests/exams in a substantial amount of activity is the measuring rod. Substantial amount of activity is defined as more than 60 percent of the expected workload for that week.

3. A student may be granted an excused absence only when under a doctor's care (with documentation) or in case of a personal or family emergency. It is the student's responsibility to communicate his/her situation to the professor before the class that is missed if at all possible.

   a. Those students with a qualifying excused absence may turn their assignments in within seven days of the due date without penalty.

   b. All other students who are absent on dates when assignments are due will be assessed the penalties listed above on their late work. This same policy applies to absences on testing dates.

4. Professors can grant excused absences. If a conflict concerning an absence occurs, a student may appeal to the Vice President of Academic Services. Excused absences and unexcused absences will equally affect the student's overall grade for a course. Assignments due when an unexcused absence occurs will be treated as a late assignment following the policy for submitting late work.

ABSENCES

Absences will affect final grades for each class. A student is absent online when substantial activity was not found during the weekly attendance taken on the Sunday for the previous week's work and participation. Failure to post in discussions, turn in assignments or take tests/exams in a substantial amount of activity is the measuring rod. Substantial amount of activity is defined as more than 60 percent of the expected workload for that week.

A student may be granted an excused absence only when under a doctor's care (with documentation) or in case of a personal or family emergency. It is the student's responsibility to communicate his/her situation to the professor before the class that is missed if at all possible.

- • Those students with a qualifying excused absence may turn their assignments in within 7 days of the due date without penalty.
- • All other students who are absent on dates when assignments are due will be assessed the penalties listed above on their late work. This same policy applies to absences on testing dates.

Professors may grant excused absences. If a conflict concerning an absence occurs, a student can appeal to the Vice President of Academic Services. Excused absences and unexcused absences will equally affect the student's overall grade for a course. Assignments due when an unexcused absence occurs will be treated as a late assignment following the policy for submitting late work.

Absences may not exceed the number of allowed absences as listed in the following schedule:

4-unit classes (2 days per week)	4 absences
4-unit classes (1 day per week)	2 absences
2-unit classes (1 day per week)	2 absences
1-unit class (1 day per week)	2 absences

Faculty members are required to report to the Vice President of Academic Services any student who has exceeded the allowed absences. The Vice President of Academic Services will automatically place a student who exceeds the allowed absences on Financial Aid Warning.

Extended absences will be treated in accordance with the Satisfactory Academic Progress Policy. If a student experiences an extended absence, the student may appeal to the Academic Office to waive the attendance policy, providing the circumstances meet the criteria for extenuating circumstances. A student must file for an extension with his or her advisor if more than a week of excused absences are anticipated.

Records will be kept of the attendance of all students in classes, Chapels, and seminars. These records become part of the permanent records kept for each student.

TARDINESS:

1. Students entering class up to 15 minutes after the class is scheduled to begin will be considered tardy. After 15 minutes into the class, they will be considered absent.

2. Three (3) times being tardy will be considered equivalent to one absence.

3. Each student is responsible to sign in for chapel and will be counted absent if entering more than five (5) minutes following the beginning of chapel. Attending additional day or evening Chapel sessions may make up Chapel absences.

4. There are no Chapels during finals week.

FIELD MINISTRY & CHAPEL

At EPIC, we are committed to providing Bible-based higher education. As such, all undergraduate students are required to attend Chapel and turn in a Field Ministry Report (FMR) each quarter. Both are graded on a Pass/Fail basis. These grades will not affect the student's GPA; however. they do result in permanent notations on the student's transcript.

Field Ministry: All EPIC students are required to be involved in some form of regular ministry in a church or para-church setting. This might include such activities as leading worship, teaching, leading or helping with Sunday School or a youth group, ministering to the elderly in a rest home setting, teaching boys & girls clubs, men's and women's ministries or other related activities.

At the end of each quarter, each student is required to write a one-page report in the required formatting style on his or her extra-curricular ministry experience. It is to be turned in to the student's advisor by the end of the eighth week of the quarter. This report should include three paragraphs as follows:

1. Description of the ministry the student is involved in.

2. A self-evaluation of the student's involvement or performance in the ministry.

3. Recommendations by the student for improvement for the next quarter of field ministry.

Chapel Requirements: The purpose of the Chapel program at EPIC is to offer a time for spiritual development/formation for the students, staff, faculty, and guests of EPIC, meeting needs unique to this community. As such, Chapel is a significant part of campus life. It is a time for the EPIC community to come together for worship, prayer, and information. Chapel attendance and participation allows students to learn practical ministry skill from observation, experience, and application. Students also experience meaningful worship and spiritual times that impact them in the affective, attitudinal domain.

Through the Chapel program, the student will experience opportunities for leadership in:

- Worship,

- Prayer,

- Meditation and reflection on scripture,

- Changes in belief, attitude, and behavior,

- Encouragement,

- The preaching of the word of God.

The goal is for all EPIC students, faculty, staff, et al. to continue progressing in spiritual formation. Therefore, Chapel participation is mandatory, whether for credit or non-credit. This policy has been developed from input and discussions with students, alumni, staff, and faculty. As these opportunities are of great worth for all participants in the EPIC program, all members of EPIC (students, staff, faculty, and visitors) will attend Chapel when present and participating in EPIC program(s). The office, classes, lounge area, and Learning Resource Center will be closed during scheduled Chapels. Attendance will be taken at all Chapels.

Chapel provides for students to benefit from the unique way the Holy Spirit moves in the lives of students and those sharing in the Chapel session. Students must participate in the Chapel session that occurs before or after the class(es) in which the student is registered to attend. For on-line classes, a one-time per week lesson/discussion is designed to fulfill the Chapel requirement. Those desiring to fulfill a call to service in Christ's Kingdom, and are invested in the purposes for which EPIC's Chapel sessions are provided, will welcome the opportunity to be involved in this special ministry of EPIC. The goal is for everyone in the EPIC community to progress in spiritual formation.

PLAGIARISM

Plagiarism is taken very seriously at EPIC and includes the use of Artificial Intelligence (AI) programs to write assignments. If a student plagiarizes the work of another person or source, the consequences are as follows:

First offense:

    a. The student will receive a grade of "0" on the assignment that is plagiarized.

    b. A notation will be placed in the student's permanent file.

c. The student may be placed on academic probation.

d. The student may be required to take (or retake) either English 1A (EN 110) or the Research Methods (ED 100) course, successfully completing with a grade of "C" or better.

Second offense:

a. The student may be expelled from EPIC.

b. The student may be subject to dismissal for one quarter and must petition the college to be re-admitted.

DOCTOR OF MINISTRY STATEMENT OF INTEGRITY

The fundamental purpose of the EPIC is to assist the development of Christian ministers who are equipped to make responsible and relevant witness to the redeeming gospel of Jesus Christ in the context of the vastly complex and rapidly changing modern culture in which God has granted us the grace of life. In accordance with this purpose, therefore, EPIC dearly cherishes and earnestly seeks to foster among all its students the qualities of spiritual dedication, creative imagination, and personal integrity. Consequently, the administration and faculty of the college and graduate school expect, as a minimum a requirement, that each student shall do his or her own work. That is to say, the student is to let every test and examination reflect only the best results of his or her own disciplined study. Likewise, every term paper and written report must represent the student's own original approach to the task assigned; additionally, it should not contain either direct quotations or paraphrases of any part of any other writer's book or paper, published or unpublished, for which due credit is not given to the original author. Such credit should be acknowledged by proper citation (in text, footnotes, and bibliography) of the sources employed.

Unless otherwise instructed by the professor under whose direction the paper is prepared, Kate L. Turabian's *A Manual for Writers* (with such supplements as may be prepared by the faculty) will serve as a guide to correct form in citing all sources.

It cannot be exaggerated how strongly EPIC deplores plagiarism in all its forms. Dishonesty is incompatible with the very purpose for which a student avails himself or herself of its ministries. It is to be desired that one remains without a degree rather than to obtain it by dishonest means, for Christianity cannot countenance conduct that contradicts its basic tenets.

It is further to be hoped that each individual will recognize a responsibility for his brother or sister as well as for himself or herself in all such matters.

Due to the fact that plagiarism runs counter to the purpose of higher learning, due to the increased temptation to plagiarize presented by the Internet, and due to an increase in cases of plagiarism, proven intentional plagiarism on the part of any doctoral student will result in a failing grade for the course and automatic dismissal from the program.

GRADES AND GRADING SCALE

Grades will be based on the measurement of student learning. Objective measurements are derived from a variety of measurable learning experiences such as: class participation, reading, writing, research, and exams.

INCOMPLETES

EPIC does not assign an "Incomplete" as a grade. If a student has an extension based on Extenuating Circumstances request, which are given only in specific emergencies (such as a death in the immediate family or an illness certified by a physician) and are only to cover the specific amount of time for the illness or emergency, the student will have the opportunity to complete coursework after

Grading Scale

Excellent	100-93	A	4.0
	92-90	A-	3.75
Above Average	89-87	B+	3.5
	86-83	B	3.0
	82-80	B-	2.75
Average	79-77	C+	2.5
	76-73	C	2.0
	72-70	C-	1.75
Below Average	69-67	D+	1.5
	66-63	D	1.0
	62-60	D-	0.75
Failing	59 or less	F	0.0

Incomplete	I	0.0
Withdraw	W	0.0
Satisfactory	S	0.0
Unsatisfactory	U	0.0
Audit	AU	0.0

the end of the quarter. At the end of the quarter, the earned/in-progress grade will be posted. The instructor will then submit a grade change based on any additional coursework turned in by the extended due date(s) and must be approved by the Vice President of Academics on the proper Change of Grade form available from the Registrar's office.

LATE WORK

EPIC exists to prepare people for full-time, part-time, and volunteer service in the work of Jesus. Part of the preparation and responsibility of ministry is developing character and behaviors that honor Christ, His Kingdom, and the ministry of the Church Universal and Local. Jesus instructed His disciples throughout all time to be "salt" and "light" in the world so that all would see their good works and give glory to the Father in Heaven (Matthew 5:13-16). Paul instructs us to be examples to those who are part of the Body of Christ as well as those who are not (1 Timothy 4:12; Philippians 3:17). "Instruction," (Hebrew "masar") as found in Proverbs 4:13 and some 50 Old Testament passages, includes any discipline that leads to a transformed life. To that end, EPIC has developed the following policy regarding due dates for assignments:

All work is to be submitted to the professor on the date assigned. The goal of this policy is to develop exemplary behavior of EPIC students in preparation for life and ministry, to develop habits of good workmanship, and to bring lifelong honor to the cause of Christ.

Students are strongly encouraged to communicate any problem or concern regarding an assignment, including how to successfully complete the assignment, and any problem completing the assignment as scheduled. In the event the student is not able to submit an assignment to the professor as scheduled, the professor may accept late work with adjustment of the credit for completing the assignment as follows:

- If an assignment is submitted one (1) or two (2) days late, the professor will deduct 25 percent of the credit earned for that assignment.

- If the assignment is submitted three (3) to five (5) days late, the professor will deduct 50 percent of the credit earned for that assignment.

- If the assignment is submitted six (6) to seven (7) days late, the professor will deduct 75 percent of the credit earned for that assignment.

- There will be no credit for an assignment submitted over one week late.

If a student has extenuating circumstances, such as an illness under a physician's care, a death in the family, an event determined to be highly traumatic, etc., the professor may extend an assignment due date/deadline for that student. Extenuating circumstances will also include sudden, unscheduled ministry events, such as officiating at a funeral. If a professor denies an extension the student may appeal in writing to the Vice President of Academic Services requesting a review of the case. The Vice President of Academic Services may determine an extenuating circumstance existed and grant an extension. Extensions, whether granted by the professor or Vice President of Academic Services, will usually be equivalent to the length of time the circumstance existed (example: one week illness, one week extension). If an extenuating circumstance or extension is granted, the student's grade or credit will not be adversely affected; the student will receive no reduction in credit for the assignment.

POLICY ON ACADEMIC STATUS

ACADEMIC STATUS DOCTOR OF MINISTRY PROGRAM

Reasons for termination from Doctor of Ministry include, but are not limited to:

- Failing to notify the Doctor of Ministry Studies Committee of any significant change in ministry status or location.

- Having an accumulated GPA in Doctor of Ministry of less than 2.5.

- Earning a grade below B in two courses.

- Immoral conduct; Significant or repeat violation of the EPIC statement on Code of Conduct.

- Failing to enroll in and successfully complete at least two courses per academic year.

- Falling two or more quarters behind, or failure to pay tuition and fees.

- Failing to apply for reactivation at the end of On Leave status.

- Failing any course (grade C- or lower).

- Leaving vocational ministry.

- Conduct unbecoming of a minister of the Gospel.

- Withdrawing from three courses once enrolled.

- Plagiarism.

Requests for appeal must be made in writing to the Director of Doctor of Ministry Studies.

SATISFACTORY ACADEMIC PROGRESS

All students at EPIC, including those receiving Student Financial Aid (FA) from any source (Federal, State, VA, EPIC), shall maintain Satisfactory Academic Progress (SAP) to continue eligibility to receive FA funds.

SAP at EPIC is defined as (1) maintaining a quality of learning as identified from GPA and Attendance records and (2) maintaining a Rate of Progress towards an academic goal by completing a percentage or quantity of credits within 150 percent of allowed time (number of credits required for the program).

QUALITATIVE MEASURES:

- Maintaining a 2.0 Grade Point Average (GPA) or better each quarter.

- Maintaining a 2.0 Cumulative GPA or better after completing 6 quarters of enrollment.

- Attending all classes with a minimum of 80 percent attendance.

QUANTITATIVE MEASURES:

Rate of Progress/Completing 67 percent of units attempted both quarterly and cumulatively.

Rate of Progress is determined by calculating the ratio of Credits Completed divided by the Credits Attempted.

$$\frac{\text{Credits Completed}}{\text{Credits Attempted}} = \text{Ratio/Percentage}$$

Rate of Progress would be, for example, if 181 quarter units are required to complete a BA in Ministerial Studies with an Emphasis in Biblical Studies, the student would be eligible to complete the program by attempting up to a total of 150 percent of 181 units, or 271.5 units.

Alternately, Rate of Progress would be, for example, if a student enrolled in 15 units but withdrew from and/or failed 6 of those units, then student would have only completed 9 units, obtaining a 60 percent Rate of Progress, or $9 \div 15$.

Each quarter SAP will be reviewed to evaluate that each student is maintaining at least a 2.0 GPA, completing at least 67 percent of units attempted, and attending at least 80 percent of classes.

Cumulative GPA will be assessed after a student has completed 6 quarters of enrollment. Each student whose cumulative GPA after completing 6 quarters is below 2.0 will not be eligible for financial aid any longer at EPIC. There is no warning period or appeal process. However, students can continue by choosing to self-pay to improve their cumulative GPA and again qualify for financial aid to be reinstated.

FINANCIAL AID WARNING

Students who do not maintain a quarterly GPA of 2.0, or whose attendance is below 80 percent, or who do not complete 67 percent of units attempted, will be placed on Financial Aid Warning. This status will allow the student to remain eligible for FA for the next (second succeeding) quarter while improving SAP.

ACADEMIC SUSPENSION

If a student fails to meet SAP for the second succeeding quarter, the student will be on Academic Suspension and will not be eligible for Financial Aid, unless the student files an appeal, and that appeal is approved.

SAP APPEAL AND ACADEMIC PLAN

When this situation occurs, the student can appeal the suspension by completing an Appeal Application that includes a letter explaining why the student was not able to meet SAP, what has changed in order for the student to achieve SAP, and an Academic Plan for success. The student will meet with her/his Academic Advisor to develop this Academic Plan. The Academic Plan will review the courses needed to complete the student's program, time management issues, what circumstances have changed relative to the student being able to complete course requirements, and the student's schedule. The purpose is to guide the student to be able to achieve SAP; which, again, is to meet a GPA of 2.0 or better, complete 67% or more of units attempted, and attend all class sessions.

REVERSAL OF AN ACADEMIC SUSPENSION

If the Appeal is accepted/approved, the student will be removed from Academic Suspension and placed on SAP Probation for the coming (third) successive quarter and will be eligible for FA. If the student does not meet SAP for the third successive quarter, the student and her/his Academic Advisor will review the Academic Plan to assess the student's progress and potential for meeting SAP. Upon recommendation of the Academic Advisor, the appeal may be continued for a fourth successive quarter. If the student fails to meet SAP for low cumulative GPA after being allowed to continue on SAP Probation for a fourth successive quarter, then the student is placed on Academic Suspension and is not eligible for financial aid.

A student with a cumulative GPA below 2.0 after six quarters of enrollment is not eligible for appeal and is not eligible for financial aid. The student and her/his Academic Advisor should review the Academic Plan to assess the student's progress and potential for meeting SAP. The student may continue to enroll, but he/she will not be eligible for financial aid during this time. After the student has raised his or her cumulative GPA to a minimum of 2.0, the student may once again file an appeal to be placed on SAP Probation and will be eligible once again for financial aid. If the student meets all SAP requirements during the next enrolled quarter, the probationary status is removed and the student returns to a status of satisfactory SAP.

SUCCESS IN COLLEGE COURSES

Success in College courses, offered to prepare a student for a course required for a degree, will be considered as part of the enrollment as a regular student at EPIC. Grades for these courses will be included in determining GPA (qualitative) and for Rate of Progress (quantitative or time based) SAP.

REPEAT COURSES

When a student repeats a course where a grade below "C" was previously earned and earns a "C" or better when repeating that course, the original grade will not be considered in assessing GPA (qualitative) but will be included in assessing Rate of Progress (quantitative) for SAP purposes.

SUMMARY

All students at EPIC must meet SAP standards to remain eligible for Student Financial Aid (FA). To maintain FA eligibility, a student must:

- Maintain a Grade Point Average (GPA) of 2.0 or better.
- Maintain a Cumulative GPA of 2.0 or better after completing 6 quarters of enrollment.
- Attend classes (with a minimum attendance of 80 percent).
- Complete 2/3 (67 percent) of units attempted, both quarterly and cumulatively.

The Vice President of Academic Services will automatically place a student on Financial Aid Warning whose attendance falls below 80 percent and/or whose GPA falls below 2.0 and/or whose Rate of Completion falls below 67 percent.

Students who do not meet SAP will be placed on Financial Aid Warning after the end of the first quarter of not meeting SAP and Academic Suspension when not meeting SAP for two successive quarters. A student is not eligible for FA when on Academic Suspension. Academic Suspension may be appealed by submitting an Appeal Form and completing an Aca-

demic Plan with the student's Academic Advisor. If the Appeal is approved, the student will be removed from Academic Suspension and placed on SAP Probation and will be then eligible for FA. This will allow the student opportunity to meet SAP.

ACADEMIC ADVISING

All students will be assigned an advisor by the Academic Services Office. The Vice President of Academic Services will coordinate Academic Advising. Advisors from the faculty will be included as needed. Academic Advising Guidelines will be provided by the Vice President of Academic Services. Academic Advisors will meet periodically with their students to discuss spiritual, personal, and academic goals as outlined in the EPIC Student Development Plan.

Job Placement Assistance: EPIC does not specifically provide job placement. Provided, however, is instruction on using internet job sites specific to church and ministry employment along with limited posting of local church and ministry positions. Additionally, churches and ministries will occasionally send EPIC job listings and those will be posted on the dashboard feed in Populi.

Licensing: The Bachelor of Arts in Ministerial Studies (and its emphases) provide the educational requirements for licensing and ordination in a majority of Protestant denominations. Students are encouraged to contact their own denomination to obtain a list of specific educational and course requirements.

CHURCH ATTENDANCE

Students who reside in the area may commute to the college and continue to participate in their local church. Spiritual development and growth is an important part of the EPIC experience.

Weekly Attendance Required: Attendance at a student's home church every Sunday is considered part of the required training for all students except when they are on Sunday Student Outreach assignments with EPIC (Hebrews 10:25). Students are urged to seriously observe these attendance guidelines and strive for excellence in this area, as it is included in the Administration's evaluation of the student's progress towards declared goals.

UNDERGRADUATE INTERNSHIP

Internship is an extension of the Field Ministry experience and is usually completed after the student has completed 60 units of Biblical Studies/Ministerial Arts. This involves an assignment of three quarters in the student's local church or a cooperating church in the area. The internship program provides several benefits including:

- In-depth observation of the functioning of a church and its congregation.
- Actual ministry within the host church.
- Guidance by the minister of the assigned church.

Internship Will Involve:

- Preach or teach the Bible on a weekly basis.
- Participate in a minimum of 10 hours per week in local church ministry.
- Participate in the weekly EPIC Internship class.
- Complete the Internship Report, reviewing the ministries of the host church, by responding to questions provided by EPIC.
- Submission of an evaluation of the intern by the supervising pastor.

A syllabus will be provided outlining the responsibilities of the intern.

The Internship Report Will Bring A Three-Fold Result:

1. It will acquaint the student with the many facets of local church ministry.
2. It will expose the student to the many callings in ministry.
3. It will allow the student to research and learn valuable lessons on pastoral theology, church functions, ministries, and staffing.

Note: The intern will be expected to meet with his or her church supervisor for a time of discussion on a bi-weekly basis. Evaluation for this work will be made on the basis of the standard letter grade with four units of credit. Students who do not complete their report prior to graduation will not be allowed to participate in graduation exercises. Students must complete all requirements of the Internship Program prior to being approved for graduation with their bachelors degree.

GRADUATION POLICY

Students who have completed the necessary requirements for receiving a degree, with a minimum GPA of 2.00, must complete a Petition to Graduate form provided by the Director of Records' Office. The Director of Records' Office will distribute Petition to Graduate Forms beginning in the Spring to allow students time to prepare the forms. Petition to Graduate forms will be submitted by students to the EPIC office by the date noted on the forms. The Vice President of Academic Services will review student records to evaluate students' eligibility to graduate. Students who are within 6 units of completing program requirements (which must be completed during the summer session) will be allowed to participate in the graduation ceremonies but will not receive official documents until all degree requirements are fulfilled.

Students must be cleared by the Financial Services Department to certify all responsibilities (including payment of balance in full) have been satisfied.

Students with Federal Student Loans must complete an exit interview with the Financial Aid Office.

Students who are graduating must complete an exit interview with the Vice President of Academic Services, or designee, and also complete the Graduating Student Survey.

LEARNING RESOURCE CENTER/LIBRARY INFORMATION & POLICIES

PURPOSE STATEMENT:

The purpose of the Learning Resource Center (LRC) is to provide print and electronic resources to support EPIC Bible College & Graduate School in providing quality, Bible-based, higher education.

REGISTRATION:

Currently enrolled EPIC students, staff, alumni, and faculty have LRC/Library privileges and are considered an LRC/Library patron. At the beginning of each school year, all patrons need to register at the Circulation desk in the LRC/Library and obtain a current EPIC I.D. card or registration sticker. This card is required for the checkout of materials. Student LRC/Library privileges run from the beginning of each quarter until the last day of finals. *All items must be returned at this time unless the student is registered for the following quarter.* Please update personal information at the beginning of each quarter. Current hours of operation are posted at Reception Desk, the LRC/ Library door and on the homepage of Epic's online library catalog Destiny.

CIRCULATION POLICIES:

Our physical collection has a variety of resources including books, pamphlets, periodicals, and media items. These items are available for check out according to the guidelines below. Additionally, Reference and Reserve items are available for on-campus use for a limited time. Renewals may be requested in person, by email, or by phone. However, if the item cannot be renewed, the patron is responsible for returning the item physically to the LRC/Library by the original due date. After an item has been checked in, it may be checked out again, if available, by the same student after a two day or 48 hour wait period.

CHECK OUT AND RENEWALS:

- Non-Fiction and Fiction Books: three weeks. ONE RENEWAL FOR ANOTHER THREE WEEKS.
- Pamphlets and Periodicals – Magazines, Newspapers, Journals: one week. ONE RENEWAL FOR ANOTHER ONE WEEK PERIOD.
- Reference Materials, Reserve Items, and Current Textbooks: up to four hours, for use on campus only. NO RENEWALS.
- Media Items – DVDs, Blu-Rays, and CDs: one week. ONE RENEWAL FOR ONE ADDITIONAL WEEK.
- EPIC Reserved Media Items: three days. NO RENEWALS.

CHECK OUT LIMITS:

- Each patron may have no more than ten items checked out on his or her account at one time--whether all are checked out at the same time or checked out separately at different times.
- Within this overall limit of ten, there are other limits:
  - ◊ Only five items per subject
  - ◊ Only one Bible
  - ◊ Only three pamphlets
  - ◊ Only three CDs
  - ◊ Only three DVDs or Blu-Rays
  - ◊ Only one Reference item

◊   Only one Current Textbook

◊   Only three periodicals

Patrons who check out materials are urged to return materials on time, so other library users may have access to them. Patrons checking out materials are responsible for ensuring that items are not overdue, lost, or damaged. They will be liable for any fines or fees accrued due to these circumstances.

PLACING HOLDS ON CIRCULATING ITEMS:

Holds may be placed by current LRC/Library patrons on items that are currently checked out to another patron. When a hold is placed on a currently circulating item, it cannot be renewed by the patron who currently has it checked out but must be returned by the original due date. Notification will be given to the patron who currently has the item checked out that a hold has been placed on that item and that it will not be available for renewal. The patron placing the hold will be notified when the item has been returned and is available to be checked out. Limit three holds per person.

OVERDUE POLICIES AND FINES:

All LRC/Library patrons are expected to know when materials checked out on their account are due and are responsible for returning those materials on or before the due date(s). If the LRC is closed, items may be placed in the drop box BEFORE THE BUILDING CLOSES on the due date. Any phone calls, emails, and notes are only a courtesy. The patron is responsible for knowing his or her due date(s) regardless of whether or not an overdue notice has been received.

- Materials not returned by the due date may be subject to overdue and other related fines.

- A fine of $0.25 per day per item is assessed for any books, pamphlets, or periodical materials not returned by the due date.

- A fine of $1.00 per day per item is assessed for video and audio media materials not returned by the due date.

- An additional $1.00 per day will be assessed for each item not returned by the due date if a hold has been placed on it by another patron, and if the current patron has been notified of the hold status on the item.

- Overdue fines on reference materials, current textbooks, and reserve items are $.50 per hour, beginning one minute after the item is overdue. (For example: If the item is due at 12:30 PM, and the item is returned at 12:31 PM, the item will be considered overdue and will incur a $.50 fine -- please be advised that we follow the clock set on the circulation desk computer.) Taking materials off campus and/or not returning reference material or current textbooks the same day will result in a $12 per day fine, regardless of the number of hours.

- Any patron with overdue items and/or unpaid fines or fees will not be allowed checkout privileges until the items are returned and fines and fees are paid.

LOST ITEMS:

Any unreturned item is considered "Lost" after it has accrued an overdue fine of $10.00, or when the end of the quarter has been reached. This overdue fine will be added to the cost of the item, as well as a $15.00 processing fee (per item), and will be placed on the patron's LRC/Library account until paid. If a lost item is returned, in the condition it was checked out, the replacement fee will be cancelled. The patron will still be required to pay the overdue fines. Exception: if the item has already been replaced or the fine has been transferred to the EPIC account, the fine is not reversible.

DAMAGED ITEMS:

Repairable items will be charged NO LESS than $3.00 per damaged item, depending on the severity of the damage. For materials considered Damaged beyond reasonable use (at the discretion of the LRC/Library Director or Circulation and Technical Services Manager), patron will be required to pay a replacement cost for each item, plus tax, shipping, and a $15.00 processing fee per item. If an overdue item is returned Damaged, the patron will also be expected to pay accrued overdue fines in addition to fines and fees for the damaged item at the discretion of the LRC/Library Director or Circulation and Technical Services Manager.

PATRON ACCOUNT CONDITIONS:

Failure to comply with the policies regarding Overdue, Lost, or Damaged materials will constitute reason for loss of LRC/Library privileges until reinstated by LRC/Library Circulation and Technical Services Manager or Director.

If items are not returned and/or fines are not paid by the end of the quarter, the items and fines will be charged to the student's EPIC account and the student may be placed on LRC/Library probation under the discretion of the LRC/Library Circulation and Technical Services Manager or Director.

Using LRC/Library Equipment: Computers are available to EPIC students, staff, faculty, and prospective students with prior approval. Please save all work to a flash drive or email your work to yourself. Anything saved to the computers may be permanently deleted at any time. Software programs may not be downloaded on EPIC LRC/Library computers. The printer/copier is available to print from the computers or to make copies. The price is $0.10 per page or $0.20 per double-sided page. Please pay at the Circulation Desk.

ELECTRONIC RESOURCES:

Wireless internet is available. You may obtain access to wireless connectivity from LRC/Library staff at the Circulation Desk.

These materials and services are available to current patrons on LRC/Library computers, in the EPIC Computer Lab, or via remote access on any computer with internet connectivity. Wireless connectivity is also available during open LRC/Library hours. You may obtain access to wireless connectivity from LRC/Library staff at the Circulation Desk.

Available via remote access on any computer with internet connectivity:

- Destiny: Learning Resource Center/Library online catalog (Go to epic.edu/academics/library for a link to our online catalog.)
- EBSCOhost (See LRC/Library Staff for login information.)
  ◊ ATLA Religion Database/ATLASerials: Database of scholarly theological journals
  ◊ Christian Periodical Index (CPI): Full-text and citation index of evangelical Christian publications
  ◊ Theological eBook Collection: Several hundred theological electronic books
  ◊ Readers' Guide: large, general, full-text resource of popular periodical titles

Available only on EPIC LRC/Library computers:

- Theological Research Exchange Network (TREN): Over 20,000 theological theses/dissertations
- Gale Opposing Viewpoints in Context: Database of social issues and a range of perspectives on many debated topics
- Gale Contemporary Authors: Database of biographical and bibliographical data on modern authors

WHO MAY REQUEST A BOOK OR ARTICLE?

Currently enrolled students, faculty, and staff who have a current EPIC ID card may request a book providing they:

- Will not exceed the ten item limit for the LRC/Library after the requests are filled.
- Do not have any overdue items, unpaid fines, or fees.

WHAT MAY BE REQUESTED?

Patrons may request:

- Any book that is not available in the EPIC LRC/Library print or electronic collections. Note: Newer books will be more difficult to obtain but may be requested.
- Up to three books at a time.
- Up to ten articles.

HOW ARE BOOKS REQUESTED?

The patron must:

- Be sure he/she does not have any overdue items, fines, or fees.
- Be sure the requested items will not exceed the EPIC ten item limit.

- Fill out the written request, including as much information as possible.
- Understand that requests may take up to ten days to fill, and there is no guarantee that a request will be able to be filled. If a request is not available, the patron will be notified by phone as soon as the LRC/ Library staff is informed.
- Sign the form stating that he/she understands these policies.

WHEN BOOKS ARRIVE:
- Patrons will be notified by phone.
- Patrons must pick up the items in person from the EPIC LRC/Library circulation desk during regular operating hours. Failure to pick up the book on the same day will not extend the due date.
- The items will be checked out to the patron in the same manner as any other item in our collection.

PATRON'S RESPONSIBILITIES:
- The patron must return items to the EPIC LRC/Library circulation desk on or before the due date on the sleeve covering the back of the book.
- Request for renewals must be made by phone or in person at least four days before the due date. Understand that all renewals are subject to the policies of the lending library and may not be possible.
- All fines for late, damaged, or lost books are the responsibility of the patron.

FINES:
All fines are determined by the lending library and may differ from EPIC policies. Fines will NOT BE LESS THAN:

• $1 per day for late books.

• $3 for damaged books. Fines for extensively damaged books may be as much as the cost of the book plus a $15 processing fee.

• The cost of any lost books plus a $15 processing fee.

PRINTING OF ARTICLES AND OTHER ITEMS:
Most articles are transmitted electronically to the patron or LRC/Library. They may be printed for a charge of $0.10 per page.

COPYRIGHT INFORMATION:
EPIC Bible College & Graduate School has a strict copyright infringement policy. Many print, media, and electronic materials are covered by Copyright 17 U.S.C. Section 101. Copying substantial portions without the publisher's permission may be prohibited by law and subject to appropriate legal action. If you have any questions about an item you may want to copy and are unsure if it would fall under copyright infringement, please review the information on the website for United States Copyright, www.copyright.gov. We encourage you to familiarize yourself with the information on this website.

DEGREE PROGRAMS

With hands-on Bible training at the center of everything we do at EPIC, every undergraduate program of study offered requires our core Bible and Ministry courses. These classes offer students a foundational understanding of God and His Word, upon which they can build their own program of study or choose one of our various degree programs.

Typically, each unit of credit requires one hour per week of actual class time. Students should also expect to devote an additional two or more hours per unit, per week to homework, including papers, reading assignments, and preparing for tests.

UNDERGRADUATE DEPARTMENTS

BIBLICAL STUDIES DEPARTMENT

BIBLICAL & MINISTERIAL STUDIES

Courses from our Biblical Studies Department offer students in-depth study of biblical times, places, people and events throughout the Old and New Testament. Students will learn to apply their knowledge of scripture to contemporary settings, theological themes and scripture interpretation. Ministerial Studies courses will give students knowledge of biblical principles and examples that can be applied to current ministry activities and environments. Disciplines include:

- Bible
- Biblical and Church History
- Biblical Counseling
- Christian Ministry
- Cross Cultural Ministry
- Discipleship & Biblical Instruction
- Eschatology
- Languages
- Nonprofit Ministry
- Practical Theology
- Student Ministry
- Theology
- Worship Arts

THE BIBLE IS OUR CORE!

With hands-on Bible training at the center of all we do, every undergraduate program requires our core Bible, Theology, & Ministry classes along with weekly chapel.

GENERAL EDUCATION DEPARTMENT

Students taking courses from our Department of General Education will develop knowledge from a distinctively Christian perspective in the major disciplines of academic study. These classes are required for all degree programs or can be taken for personal or professional enrichment.

- English & Communication
- Humanities
- Mathematics
- Natural Science & Physical Education
- Social Science

OBJECTIVES

The Bible and Ministerial Studies Department of EPIC provides quality, Bible-based higher education, crossing denominational lines, to equip individuals for Christian ministry spiritually, practically, and academically for service at home and abroad.

SPIRITUAL OBJECTIVES:

- To explain the knowledge of truth revealed primarily in Jesus Christ.

- To demonstrate the character traits of the Holy Spirit as described in the fruit of the Spirit.

- To develop the practice of spiritual disciplines.

PRACTICAL OBJECTIVES:

- To develop knowledge, skills, and tools from a biblical Christian worldview to apply in ministry for effective Christian service.

- To be able to communicate and work with others harmoniously and effectively, with respect for individuals, in order to help them grow spiritually, emotionally, and socially.

- To gain an appreciation of and skill in critical thinking to be able to frame all truth from a Christian worldview.

- To develop an adequate self-understanding as a basis for understanding others, by comprehending their institutions, cultures, and individuality.

ACADEMIC OBJECTIVES

- Students acquire a body of knowledge common to Biblical and Ministerial studies and their field of emphasis and develop the skills and understanding to apply this knowledge within the context of a biblical worldview.

- Students acquire skill in applying methods of Bible study to history, law, wisdom, literature, prophets, Gospels and the letter.

- Students develop skill in applying truth to contemporary situations and needs.

- Students acquire skills in arranging and presenting the Word of God to others.

- Students will give practical expression to these developing skills as they engage in various forms of ministry.

- Students acquire skill for life-long learning and study of God's Word and God's creation.

The EPIC General Education Department provides quality Christian Higher Education to train students spiritually, practically and academically in the disciplines.

SPIRITUAL OBJECTIVES:

- To explain how Jesus Christ is revealed in the creation.

- To identify biblical principles within the study of general education.

- To apply spiritual disciplines in the areas of study within general education.

PRACTICAL OBJECTIVES:

- To identify effective stewardship of God's Creation (Gen. 2:15).

- To apply knowledge from the discipline of general education to further the pursuit of the Great Commission (Matt. 28:19-20).

- To demonstrate effective written and spoken communication.

ACADEMIC OBJECTIVES

- Acquire a body of knowledge common to the general education disciplines of higher education.
- Apply this knowledge within the context of a biblical Christian worldview.
- Develop skill in applying truth to contemporary situations and needs.
- Apply a biblical Christian worldview to the study of the general education disciplines.

Many EPIC classes may be taken in any order; however, the difficulty of a class can be estimated by its number (100-400). Course code numbers roughly match the difficulty level of the class: 100s Freshman, 200s Sophomore, 300s Junior, and 400s Senior. Those courses with prerequisites have the prerequisite(s) listed within the course description.

Course Codes: Courses at EPIC are numbered according to year (rank) and divided according to the departments listed below. Pre-requisites are included for upper-division courses but may be waived at the academic advisor's discretion.

Bible (OT, NT)

Biblical and Church History (HI)

Biblical Counseling (BC)

Discipleship & Biblical Instruction (ED)

Christian Ministry (CM)

Cross-Cultural Ministry (ME)

Eschatology (ES)

English (EN) and Communication (CO)

Humanities (HU)

Languages (LN)

Mathematics (MA)

NonProfit Ministry (NP)

Natural Science (SC)

Practical Theology (PT)

Social Science (SS)

Student Ministry (YM)

Theology (TH)

Worship Arts (MM)

PROGRAMS OF STUDY OVERVIEW
ACCREDITED DEGREE PROGRAMS:

Doctor of Ministry in Spiritual Formation & Leadership

Master of Divinity

M. A. in Biblical Studies

M. A. in Christian Ministry

M. A. in Ethical Leadership

B. A. in Ministerial Studies

Covering the full scope of the Bible, training for Christian ministry & general education

Bachelors available with the following Emphases:

Biblical Studies
Biblical Counseling
Cross Cultural Ministry
Discipleship & Biblical Instruction
NonProfit Ministry
Pastoral Leadership
Student Ministry
Worship Arts

Associate of Arts in Christian Studies

General education from a Christian perspective; plus, our Bible core classes

Associate of Arts in Ministerial Studies

Basic training for practical Christian ministry; plus, general education

Associates available with the following Emphases:

Biblical Studies
Biblical Counseling
Cross Cultural Ministry
Discipleship & Biblical Instruction
NonProfit Ministry
Pastoral Leadership
Student Ministry
Worship Arts

Associate of Arts in Christian Studies Degree (91 units)

The purpose of the Associate of Arts in Christian Studies is to provide students with a Christian perspective as they study the major disciplines of General Education. Graduates with this degree may enter the work force in occupations requiring an associate degree. This degree also fulfills the general education requirements for most bachelor's degree programs.

Bible Courses: **24 units**
Requirements: 4
NT 120 New Testament Survey   2
OT 110 Old Testament Survey   2
Bible Electives   20

Theology & Ministry: **40 units**
Requirements   18
CM 110 Spiritual Formation   2
PT 110 Introduction to Hermeneutics   2
TH 220a Doc. 1A Theology of God   2
TH 220b Doc. 1B Theology of Christ   2
TH 230a Doc. 2A Theo. of H. S./Angels   2
TH 230b Doc. 2B Theo of Man/Salvation   2
CM 120 Christian Life & Ministry [also met by CM120A, B, C, or D]   6
Theology & Ministry Electives*   22
*Bible courses can also fulfill Theology & Ministry electives

General Education: **56 units**
Requirements   11
CM 105 New Student Orientation   1
ED 100 Research Methods   2
ED 105 God's Design for Successful Learning   2
EN 110 English 1A   4
SC 250 Creation Science   2
General Education Electives   44
English/Communication Electives   8
Humanities Electives   8
Mathematics Electives   4
Natural Science Electives   8
Social Science Electives   10
General Electives   6

NOTE: AA degrees qualify students to pursue a Bachelor's degree at EPIC or other postsecondary institutions, as well as enter the work force in occupations requiring an Associate of Arts degree.

Associate of Arts in Ministerial Studies Degree (91 units)
with no emphasis

The purpose of this Associate of Arts emphasis is to provide basic training of individuals for Christian ministry and service, whether full-time or part-time, professional or volunteer, as a pastor, preacher, teacher, evangelist, missionary, or lay worker. Students will acquire knowledge of the Bible and of the procedures and principles of biblical interpretation and application. Students will have the opportunity to choose a variety of BIble and ministry courses preparing them for their future ministry.

Bible Courses:	24 units
Requirements:	4
NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
Bible Electives	20

Theology & Ministry:	40 units
Requirements	18
CM 110 Spiritual Formation	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
CM 120 Christian Life & Ministry [also met by CM120A, B, C, or D]	6
Theology & Ministry Electives*	22

*Bible courses can also fulfill Theology & Ministry electives

General Education:	27 units
Requirements	11
CM 105 New Student Orientation	1
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN 110 English 1A	4
SC 250 Creation Science	2
General Education Electives	16

NOTE: AA degrees qualify students to pursue a Bachelor's degree at EPIC or other postsecondary institutions, as well as enter the work force in occupations requiring an Associate of Arts degree.

Associate of Arts in Ministerial Studies Degree (91 units)
with an emphasis in Biblical Counseling

The purpose of this Associate of Arts emphasis is to provide basic training in biblical counseling. Students will acquire knowledge of the Bible and of the biblical foundations for Christian counseling. They will learn procedures and principles associated with Christian counseling and develop skill in applying ethical practices in a Christian counseling ministry.

Bible Courses:	24 units
Requirements:	4
NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
Bible Electives	20

Theology & Ministry:	22 units
Requirements	18
CM 110 Spiritual Formation	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
CM 120 Christian Life & Ministry	(6 @ 1 unit)
Theology & Ministry Electives*	4

*Bible courses can also fulfill Theology & Ministry electives

General Education:	27 units
Requirements	13
CM 105 New Student Orientation	1
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN 110 English 1A	4
SC 250 Creation Science	2
BC 422 Ethical & Legal Responsibilities	2
General Education Electives	14

Biblical Counseling Emphasis	18 units
BC 111 Relationships & Communication	2
BC 121 Understanding People & Human Personality	2
BC 132 Counseling Children & Youth	2
BC 212 Family Dynamics	2
BC 322 Major Counseling Issues: Practical Application	4
BC 330 Crisis Counseling	2
SS 220 Intro to Psychology	4

NOTE: AA degrees qualify students to pursue a Bachelor's degree at EPIC or other postsecondary institutions, as well as enter the work force in occupations requiring an Associate of Arts degree.

Associate of Arts in Ministerial Studies Degree (91 units)
with an emphasis in Biblical Studies

The purpose of this Associate of Arts emphasis is to provide basic training of individuals for Christian ministry and service, whether full-time or part-time, professional or volunteer, as a pastor, preacher, teacher, evangelist, missionary, or lay worker. Students will acquire knowledge of the Bible and of the procedures and principles of biblical interpretation and application. Students will learn practices associated with biblical ministry and making disciples.

Bible Courses: **24 units**
  Requirements: 4
  NT 120 New Testament Survey   2
  OT 110 Old Testament Survey   2
  Bible Electives   20

Theology & Ministry: **22 units**
  Requirements   18
  CM 110 Spiritual Formation   2
  PT 110 Introduction to Hermeneutics   2
  TH 220a Doc. 1A Theology of God   2
  TH 220b Doc. 1B Theology of Christ   2
  TH 230a Doc. 2A Theo. of H. S./Angels   2
  TH 230b Doc. 2B Theo of Man/Salvation   2
  CM 120 Christian Life & Ministry   (6 @ 1 unit)
  Theology & Ministry Electives*   4
  *Bible courses can also fulfill Theology & Ministry electives

General Education: **27 units**
  Requirements   11
  CM 105 New Student Orientation   1
  ED 100 Research Methods   2
  ED 105 God's Design for Successful Learning   2
  EN 110 English 1A   4
  SC 250 Creation Science   2
  General Education Electives   16

Biblical Studies Emphasis   **18 units**
  BC 422 Ethical & Legal Responsibilities   2
  History of Christianity (Choose one: HI205, HI206, HI207, or SS251)   2
  HU 230 Comparative Religions   4
  ME 230 Methods of Evangelism   2
  NP 210 Financial Management   2
  PT 340 Studies in Revival   2
  PT 355 Speaking to a Postmodern Culture   2
  YM 121 Philosophy of Student Ministry   2

NOTE: AA degrees qualify students to pursue a Bachelor's degree at EPIC or other postsecondary institutions, as well as enter the work force in occupations requiring an Associate of Arts degree.

Associate of Arts in Ministerial Studies Degree (91 units)
with an emphasis in Cross-Cultural Ministry

The purpose of this Associate of Arts emphasis is to provide basic training in the area of missions and evangelism, whether full-time, part-time, professional or volunteer. Students will acquire knowledge of the Bible and of the biblical foundations for a ministry as a missionary and/or evangelist. They will learn procedures and principles associated with missionary activity and evangelistic outreach and develop skill in applying practices associated with this ministry.

Bible Courses:	**24 units**
Requirements:	4
NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
Bible Electives	20

Theology & Ministry:	**22 units**
Requirements	18
CM 110 Spiritual Formation	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
CM 120 Christian Life & Ministry	(6 @ 1 unit)
Theology & Ministry Electives*	4

*Bible courses can also fulfill Theology & Ministry electives

General Education:	**27 units**
Requirements	13
CM 105 New Student Orientation	1
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN 110 English 1A	4
SC 250 Creation Science	2
SC 235 Diseases of the Missions Field	2
General Education Electives	14

Cross-Cultural Ministry Emphasis	**18 units**
HU 230 Comparative Religions	4
ME 210 Theology of Missions & Outreach	2
ME 230 Methods of Evangelism	2
ME 330 History of Missions	2
ME 415 Contemporary Mission Problems & Issues	2
PT 346 Assessment & Strategic Planning or ED 240 Assessment for Ministry	2
PT 355 Speaking to a Postmodern Culture	2
PT 450 Understanding Cults	2

NOTE: AA degrees qualify students to pursue a Bachelor's degree at EPIC or other postsecondary institutions, as well as enter the work force in occupations requiring an Associate of Arts degree.

Associate of Arts in Ministerial Studies Degree (91 units)
with an emphasis in Discipleship & Biblical Instruction

The purpose of this Associate of Arts emphasis is to provide basic training in the area of Christian Education, whether full-time, part-time, professional or volunteer. Students will acquire knowledge of the Bible and of the biblical foundations for education. They will learn procedures and principles associated with Christian Education and develop skill in applying practices associated with Christian Education and Christian Education ministry.

Bible Courses: — **24 units**

Requirements:	4
NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
Bible Electives	20

Theology & Ministry: — **22 units**

Requirements	18
CM 110 Spiritual Formation	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
CM 120 Christian Life & Ministry	(6 @ 1 unit)
Theology & Ministry Electives*	4

*Bible courses can also fulfill Theology & Ministry electives

General Education: — **27 units**

Requirements	11
CM 105 New Student Orientation	1
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN 110 English 1A	4
SC 250 Creation Science	2
General Education Electives	16

Discipleship & Biblical Instruction Emphasis — **18 units**

BC 422 Ethical & Legal Responsibilities	2
ED 240 Assessment for Ministry	2
ED 350 Curriculum Development	2
ED 320 Creative Teaching	2
ED 330 Biblical Instruction, Administration & Leadership	2
ED 340 Using Learning Styles in Ministry	2
ED 401 Developing a Discipleship Ministry	2
PT 290 Leadership & Organization of Small Group Ministries	2
PT 340 Studies in Revival	2

NOTE: AA degrees qualify students to pursue a Bachelor's degree at EPIC or other postsecondary institutions, as well as enter the work force in occupations requiring an Associate of Arts degree.

Associate of Arts in Ministerial Studies Degree (91 units)
with an emphasis in NonProfit Ministry

The purpose of this Associate of Arts emphasis is to provide individuals for Christian ministry and service, whether full-time or part-time, professional or volunteer. Students will develop knowledge, skills, and tools from a biblical Christian worldview to apply in ministry and nonprofit management. Students will be able to communicate and work with others harmoniously and effectively, with respect for individuals, in order to help them grow spiritually, emotionally, and socially.

Bible Courses:	**24 units**
Requirements:	4
NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
Bible Electives	20
Theology & Ministry:	**22 units**
Requirements	18
CM 110 Spiritual Formation	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
CM 120 Christian Life & Ministry	(6 @ 1 unit)
Theology & Ministry Electives*	4
*Bible courses can also fulfill Theology & Ministry electives	
General Education:	**27 units**
Requirements	11
CM 105 New Student Orientation	1
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN 110 English 1A	4
SC 250 Creation Science	2
General Education Electives	16
Non-Profit Ministry Emphasis	**18 units**
BC 422 Ethical & Legal Responsibility	2
ED 330 Biblical Instruction, Administration & Leadership	2
NP 210 Financial Management	2
NP 213 Personnel & Employment Law	2
NP 310 Introduction to Accounting	2
NP 320 Accounting Essentials	2
NP 335 Church & Nonprofit Law	2
NP 410 Taxes, Liabilities & Exemptions	2
PT 346 Strategic Planning	2

NOTE: AA degrees qualify students to pursue a Bachelor's degree at EPIC or other postsecondary institutions, as well as enter the work force in occupations requiring an Associate of Arts degree.

Associate of Arts in Ministerial Studies Degree (91 units)
with an emphasis in Pastoral Leadership

The purpose of this Associate of Arts emphasis is to provide basic training in the area of pastoral leadership, whether full-time, part-time, professional or volunteer. Students will acquire knowledge of the Bible and of the biblical foundations for pastoral ministry. They will learn procedures and principles associated with pastoral leadership and develop skill in applying practices associated with pastoral ministry.

Bible Courses:	**24 units**
Requirements:	4
NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
Bible Electives	20
Theology & Ministry:	**22 units**
Requirements	18
CM 110 Spiritual Formation	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
CM 120 Christian Life & Ministry	(6 @ 1 unit)
Theology & Ministry Electives*	4

*Bible courses can also fulfill Theology & Ministry electives

General Education:	**27 units**
Requirements	11
CM 105 New Student Orientation	1
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN 110 English 1A	4
SC 250 Creation Science	2
General Education Electives	16
Pastoral Leadership Emphasis	**18 units**
BC 330 Crisis Counseling	2
BC 311 Marriage Counseling	2
BC 422 Ethical & Legal Responsibilities	2
ED 330 Biblical Instruction, Administration & Leadership	2
PT 325 Contemporary Issues in Pastoral Leadership	2
PT 346 Assessment & Strategic Planning	2
PT 355 Speaking to a Postmodern Culture	2
PT 350 Expository Preaching	2
TH 320 Theology of Pastoral Leadership	2

NOTE: AA degrees qualify students to pursue a Bachelor's degree at EPIC or other postsecondary institutions, as well as enter the work force in occupations requiring an Associate of Arts degree.

Associate of Arts in Ministerial Studies Degree (91 units)
with an emphasis in Student Ministry

The purpose of this Associate of Arts emphasis is the provide basic training in the area of ministry with and to young people, whether full-time or part-time, professional or volunteer. Students will acquire knowledge of the Bible and of the biblical foundations for a ministry to students, particularly in junior high, senior high, and college age. They will learn procedures and principles associated with ministry to students and develop skill in applying practices associated with this ministry.

Bible Courses:	24 units
Requirements:	4
NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
Bible Electives	20

Theology & Ministry:	22 units
Requirements	18
CM 110 Spiritual Formation	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
CM 120 Christian Life & Ministry	(6 @ 1 unit)
Theology & Ministry Electives*	4

*Bible courses can also fulfill Theology & Ministry electives

General Education:	27 units
Requirements	11
CM 105 New Student Orientation	1
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN 110 English 1A	4
SC 250 Creation Science	2
General Education Electives	16

Student Ministry Emphasis	18 units
BC 132 Counseling Children & Youth or BC330 Crisis Counseling	2
BC 422 Ethical & Legal Responsibilities	2
CO 210 Fundamentals of Media Technology	2
HU 210 Fundamentals of Drama Ministry	2
ME 230 Methods of Evangelism or PT 303 Lifestyle Evangelism	2
YM 121 Philosophy of Student Ministry	2
YM 131 Leading and Organizing Student Ministry	2
YM 320 Reaching Today's Youth	2
YM 321 Campus Ministry	2

NOTE: AA degrees qualify students to pursue a Bachelor's degree at EPIC or other postsecondary institutions, as well as enter the work force in occupations requiring an Associate of Arts degree.

Associate of Arts in Ministerial Studies Degree (91 units)
with an emphasis in Worship Arts

The purpose of this Associate of Arts emphasis is to provide basic training in the area of worship and music, whether full-time, part-time, professional, or volunteer. Students will acquire knowledge of the Bible and of the biblical foundations for worship arts. They will learn procedures and principles associated with worship arts and music and develop skill in applying practices associated with this area of ministry.

Bible Courses: **24 units**
Requirements: 4
NT 120 New Testament Survey   2
OT 110 Old Testament Survey   2
Bible Electives   20

Theology & Ministry: **18 units**
Requirements   18
CM 110 Spiritual Formation   2
PT 110 Introduction to Hermeneutics   2
TH 220a Doc. 1A Theology of God   2
TH 220b Doc. 1B Theology of Christ   2
TH 230a Doc. 2A Theo. of H. S./Angels   2
TH 230b Doc. 2B Theo of Man/Salvation   2
CM 120 Christian Life & Ministry   (6 @ 1 unit)

General Education: **21 units**
Requirements   11
CM 105 New Student Orientation   1
ED 100 Research Methods   2
ED 105 God's Design for Successful Learning   2
EN 110 English 1A   4
SC 250 Creation Science   2
General Education Electives   10

Worship Arts Emphasis   **28 units**
CO 210 Fundamentals of Media Technology (2 units)
  or CO 151 Church Audio Boot Camp (1 unit)
  & CO 155 Multi-Media for Ministry (1 unit)   2
MM 110 Piano 1 or MM 111 Guitar 1   1
MM 120 Piano 2 or MM 121 Guitar 2   1
MM 143 Small Vocal Ensemble or MM 147 Choir   2
MM 242 Music Theory 1   4
MM 252 Music Theory 2   4
MM 230 Church Music Administration   2
MM 305 Creative Worship Technology   2
MM 314 Music Arranging   2
MM 320 Developing an Effective Worship Ministry   2
MM 350 Dynamics of Worship Leading   2
Four Quarters of Primary Instrument Instruction   4

NOTE: AA degrees qualify students to pursue a Bachelor's degree at EPIC or other postsecondary institutions, as well as enter the work force in occupations requiring an Associate of Arts degree.

Bachelor of Arts in Ministerial Studies Degree (181 units)
with no emphasis

This emphasis prepares individuals for Christian ministry and service, whether full time or part time, professional or volunteer, as a pastor, preacher, teacher, evangelist, missionary, or lay worker. Students will acquire knowledge of the Bible from Genesis through Revelation and of the procedures and principles of biblical interpretation and application. Students will have the opportunity to choose a variety of BIble and ministry courses preparing them for their future ministry.

Bible Requirements   **62 units**

NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
NT 130 Ethics: Life & Teachings of Jesus	4
NT 210 Acts	4
NT 220 Writings of John	4
NT 312 Romans/Galatians	4
NT 322 I & II Corinthians & Thessalonians	4
NT 332 Prison Epistles	4
NT 435 Hebrews	4
NT 450 General Epistles	2
OT 120 Genesis	4
OT 130 Wanderings	2
OT 230 Poetry & Wisdom	4
OT 312 Monarchy & Captivity	4
OT 322 Major Prophets	4
OT 332 Minor Prophets	2
ES 410 Daniel	4
ES 420 Revelation	4

Theology & Ministry Requirements   **46 units**

CM 110 Spiritual Formation	2
CM 120 Christian Life & Ministry	12
ED 212 Introduction to Biblical Education	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
ME 220 Cross Cultural	2
ME310 Discipleship & Church Growth or PT345 Discipleship & Transformation	2
PT 215 Developing a Biblical Worldview	2
PT 235 Pastoral Practices & Special Occasions	2
PT 250 Hermeneutics II	4
PT 312 Homiletics	2
PT 332 Apologetics	2
PT 430 Christian Leadership	4

General Education Requirements   **51 units**

CM 105 New Student Orientation	1

English/Communication	12
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN110 English 1A	4
English/Communication Electives	4

Humanities	8
MM 122 Foundations of Worship: Cultural & Biblical	2
SS 251 History of Christian Fine Arts	2
Humanities Electives	4

Mathematics	4
Mathematics Elective	4

Natural Science	10
SC250 Creation Science	2
Natural Science Electives	8

Social Science	10
BC 131 Intro. To Christian Counseling	2
HI 205 History of Christ: Early Church*	2
HI 206 History of Christ: Medieval Church *	2
HI 207 History of Christ: Modern Church*	2
*two out of three are required	
Social Science Electives	4

General Education Electives	6

Internship & Electives   **22 units**

CM 430 A, B, & C	4
Elective Units	18

Bachelor of Arts in Ministerial Studies Degree (181 units)
with an emphasis in Biblical Counseling

This emphasis prepares individuals for Christian ministry and service in the area of biblical counseling, whether full-time or part-time, professional or volunteer. Students will acquire knowledge of the Bible from Genesis through Revelation and of the biblical foundations for Christian counseling. Students will learn procedures and principles associated with Christian counseling and develop skill in applying ethical practices in a Christian counseling ministry.

Bible Requirements   62 units
NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
NT 130 Ethics: Life & Teachings of Jesus	4
NT 210 Acts	4
NT 220 Writings of John	4
NT 312 Romans/Galatians	4
NT 322 I & II Corinthians & Thessalonians	4
NT 332 Prison Epistles	4
NT 435 Hebrews	4
NT 450 General Epistles	2
OT 120 Genesis	4
OT 130 Wanderings	2
OT 230 Poetry & Wisdom	4
OT 312 Monarchy & Captivity	4
OT 322 Major Prophets	4
OT 332 Minor Prophets	2
ES 410 Daniel	4
ES 420 Revelation	4

Theology & Ministry Requirements   46 units
CM 110 Spiritual Formation	2
CM 120 Christian Life & Ministry	12
ED 212 Introduction to Biblical Education	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
ME 220 Cross Cultural	2
ME310 Discipleship & Church Growth or PT345 Discipleship & Transformation	2
PT 215 Developing a Biblical Worldview	2
PT 235 Pastoral Practices & Special Occasions	2
PT 250 Hermeneutics II	4
PT 312 Homiletics	2
PT 332 Apologetics	2
PT 430 Christian Leadership	4

Biblical Counseling Emphasis Requirements   22 units
CM 431 A, B, & C	4
BC 111 Relationships & Communication	2
BC 121 Understanding People & Human Personality	2
BC 132 Counseling Children & Youth	2
BC 212 Family Dynamics	2
BC 322 Major Counseling Issues: Practical Application	4
BC 330 Crisis Counseling	2
SS 220 Intro to Psychology	4

General Education Requirements   51 units
CM 105 New Student Orientation	1

English/Communication   12
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN110 English 1A	4
English/Communication Electives	4

Humanities   8
MM 122 Foundations of Worship: Cultural & Biblical	2
SS 251 History of Christian Fine Arts	2
Humanities Electives	4

Mathematics   4
Mathematics Electives	4

Natural Science   10
SC 250 Creation Science	2
Natural Science Electives	8

Social Science   12
BC 131 Introduction to Christian Counseling	2
BC 422 Ethical & Legal Responsibilities	2
HI 205 History of Christianity: The Early Church**	2
HI 206 History of Christianity: The Medieval Church**	2
HI 207 History of Christianity: The Modern Church**	2
Social Science Electives	4

(**Select two classes from HI205, HI206, or HI207, for 4 units total)

General Education Electives   4

Recommended Electives   *
BC 112 Self Concept: A Biblical Perspective	2
BC 122 Biblical Human Sexuality	2
BC 230 Integration of Theology & Psychology	2
BC 250 Conflict: Biblical vs. Secular	2
BC 311 Marriage Counseling	2
BC 401 Prayer, Warfare, & Counseling	2
BC 431 Power & Abuse in Ministry	2
BC 441 Biblical Counseling-External Study	4
PT 340 Studies in Revival	2
SS 110 Intro. To Sociology	4

Bachelor of Arts in Ministerial Studies Degree (181 units)
with an emphasis in Biblical Studies

This emphasis prepares individuals for Christian ministry and service, whether full time or part time, professional or volunteer, as a pastor, preacher, teacher, evangelist, missionary, or lay worker. Students will acquire knowledge of the Bible from Genesis through Revelation and of the procedures and principles of biblical interpretation and application. Students will learn practices associated with biblical ministry and making disciples.

Bible Requirements — 62 units

NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
NT 130 Ethics: Life & Teachings of Jesus	4
NT 210 Acts	4
NT 220 Writings of John	4
NT 312 Romans/Galatians	4
NT 322 I & II Corinthians & Thessalonians	4
NT 332 Prison Epistles	4
NT 435 Hebrews	4
NT 450 General Epistles	2
OT 120 Genesis	4
OT 130 Wanderings	2
OT 230 Poetry & Wisdom	4
OT 312 Monarchy & Captivity	4
OT 322 Major Prophets	4
OT 332 Minor Prophets	2
ES 410 Daniel	4
ES 420 Revelation	4

Theology & Ministry Requirements — 46 units

CM 110 Spiritual Formation	2
CM 120 Christian Life & Ministry	12
ED 212 Introduction to Biblical Education	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
ME 220 Cross Cultural	2
ME310 Discipleship & Church Growth or PT345 Discipleship & Transformation	2
PT 215 Developing a Biblical Worldview	2
PT 235 Pastoral Practices & Special Occasions	2
PT 250 Hermeneutics II	4
PT 312 Homiletics	2
PT 332 Apologetics	2
PT 430 Christian Leadership	4

Biblical Studies Emphasis Requirements — 22 units

CM 430 A, B, & C	4
BC 422 Ethical & Legal Responsibilities	2
HI 000 (Select an additional 2 units from History of Christianity classes)	2
HU 230 Comparative Religions	4
ME 230 Methods of Evangelism	2
NP 210 Financial Management	2
PT 340 Studies in Revival	2
PT 355 Speaking to a Postmodern Culture	2
YM 121 Philosophy of Student Ministry	2

General Education Requirements — 51 units

CM 105 New Student Orientation	1

English/Communication — 12

ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN110 English 1A	4
English/Communication Electives	4

Humanities — 8

MM 122 Foundations of Worship: Cultural & Biblical	2
SS 251 History of Christian Fine Arts	2
Humanities Electives	4

Mathematics — 4

Mathematics Elective	4

Natural Science — 10

SC250 Creation Science	2
Natural Science Electives	8

Social Science — 10

BC 131 Intro. To Christian Counseling	2
HI 205 History of Christ: Early Church*	2
HI 206 History of Christ: Medieval Church *	2
HI 207 History of Christ: Modern Church*	2
*two out of three are required	
Social Science Electives	4

General Education Electives — 6

Recommended Electives — *

BC 330 Crisis Counseling	2
CO 130 Public Speaking	4
ED 330 Biblical Instruction Administration & Leadership	2
HU 210 Drama as a Ministry	2
HI 440 History of Pentecostalism	2
NP 220 Personnel/Human Resources/Staff Development	2
NP 335 Church and Nonprofit Law	2
PT230 Christian Ethics	2
PT 450 Understanding Cults	2

Bachelor of Arts in Ministerial Studies Degree (181 units)
with an emphasis in Cross-Cultural Ministry

This emphasis prepares individuals for Christian ministry and service in the area of missions and evangelism, whether full-time or part-time, professional or volunteer. Students will acquire knowledge of the Bible from Genesis through Revelation and of the biblical foundations for a ministry as a missionary and/or an evangelist. Students will learn procedures and principles associated with missionary activity and evangelistic outreach and develop skill in applying practices associated with this ministry.

Bible Requirements — 62 units

Course	Units
NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
NT 130 Ethics: Life & Teachings of Jesus	4
NT 210 Acts	4
NT 220 Writings of John	4
NT 312 Romans/Galatians	4
NT 322 I & II Corinthians & Thessalonians	4
NT 332 Prison Epistles	4
NT 435 Hebrews	4
NT 450 General Epistles	2
OT 120 Genesis	4
OT 130 Wanderings	2
OT 230 Poetry & Wisdom	4
OT 312 Monarchy & Captivity	4
OT 322 Major Prophets	4
OT 332 Minor Prophets	2
ES 410 Daniel	4
ES 420 Revelation	4

Theology & Ministry Requirements — 46 units

Course	Units
CM 110 Spiritual Formation	2
CM 120 Christian Life & Ministry	12
ED 212 Introduction to Biblical Education	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
ME 220 Cross Cultural	2
ME310 Discipleship & Church Growth or PT345 Discipleship & Transformation	2
PT 215 Developing a Biblical Worldview	2
PT 235 Pastoral Practices & Special Occasions	2
PT 250 Hermeneutics II	4
PT 312 Homiletics	2
PT 332 Apologetics	2
PT 430 Christian Leadership	4

Cross-Cultural Ministry Emphasis Requirements — 22

Course	Units
CM 430 A, B, & C	4
HU 230 Comparative Religions	4
ME 210 Theology of Missions & Outreach	2
ME 230 Methods of Evangelism	2
ME 330 History of Missions	2
ME 415 Contemporary Mission Problems & Issues	2
PT 346 Assessment & Strategic Planning or ED 240 Assessment for Ministry	2
PT 355 Speaking to a Postmodern Culture	2
PT 450 Understanding Cults	2

General Education Requirements — 51 units

CM 105 New Student Orientation — 1

English/Communication — 12

Course	Units
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN110 English 1A	4
English/Communication Electives	4

Humanities — 8

Course	Units
MM 122 Foundations of Worship: Cultural & Biblical	2
SS 251 History of Christian Fine Arts	2
Humanities Electives	4

Mathematics — 4

Course	Units
Mathematics Elective	4

Natural Science — 10

Course	Units
SC250 Creation Science	2
SC 235 Diseases of the Missions Field	2
Natural Science Electives	6

Social Science — 10

Course	Units
BC 131 Intro. To Christian Counseling	2
HI 205 History of Christ: Early Church*	2
HI 206 History of Christ: Medieval Church *	2
HI 207 History of Christ: Modern Church*	2
*two out of three are required	
Social Science Electives	4

General Education Electives — 6

Recommended Electives — *

Course	Units
BC 401 Prayer, Warfare, & Counseling	2
CO 130 Public Speaking	4
HI 440 History of Pentecostalism	2
ME 320 Church Planting Strategies	2
ED 330 Biblical Instruction Administration & Leadership	2
PT 340 Studies in Revival	2
SS 150 World History	4

Bachelor of Arts in Ministerial Studies Degree (181 units)
with an emphasis in Discipleship & Biblical Instruction

This emphasis prepares individuals for Christian ministry and service in the area of Christian education, whether full-time or part-time, professional or volunteer. Students will acquire knowledge of the Bible from Genesis through Revelation and of the biblical foundations for education. Students will learn procedures and principles associated with Christian education and develop skill in applying practices associated with a Christian education ministry.

Bible Requirements	**62 units**
NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
NT 130 Ethics: Life & Teachings of Jesus	4
NT 210 Acts	4
NT 220 Writings of John	4
NT 312 Romans/Galatians	4
NT 322 I & II Corinthians & Thessalonians	4
NT 332 Prison Epistles	4
NT 435 Hebrews	4
NT 450 General Epistles	2
OT 120 Genesis	4
OT 130 Wanderings	2
OT 230 Poetry & Wisdom	4
OT 312 Monarchy & Captivity	4
OT 322 Major Prophets	4
OT 332 Minor Prophets	2
ES 410 Daniel	4
ES 420 Revelation	4

Theology & Ministry Requirements	**46 units**
CM 110 Spiritual Formation	2
CM 120 Christian Life & Ministry	12
ED 212 Introduction to Biblical Education	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
ME 220 Cross Cultural	2
ME310 Discipleship & Church Growth or PT345 Discipleship & Transformation	2
PT 215 Developing a Biblical Worldview	2
PT 235 Pastoral Practices & Special Occasions	2
PT 250 Hermeneutics II	4
PT 312 Homiletics	2
PT 332 Apologetics	2
PT 430 Christian Leadership	4

Discipleship & Biblical Instruction Emphasis Requirements	**22 units**
CM 430 A, B, & C	4
BC 422 Ethical & Legal Responsibilities	2
ED 240 Assessment for Ministry	2
ED 320 Creative Teaching	2
ED 330 Biblical Instruction, Administration & Leadership	2
ED 340 Using Learning Styles in Ministry	2
ED 350 Curriculum Development	2
ED 401 Developing a Discipleship Ministry	2
PT 290 Leadership & Organization of Small Group Ministries	2
PT 340 Studies in Revival	2

General Education Requirements	**51 units**
CM 105 New Student Orientation	1
English/Communication	12
ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN110 English 1A	4
English/Communication Electives	4
Humanities	8
MM 122 Foundations of Worship: Cultural & Biblical	2
SS 251 History of Christian Fine Arts	2
Humanities Electives	4
Mathematics	4
Mathematics Elective	4
Natural Science	10
SC250 Creation Science	2
Natural Science Electives	8
Social Science	10
BC 131 Intro. To Christian Counseling	2
HI 205 History of Christ: Early Church*	2
HI 206 History of Christ: Medieval Church *	2
HI 207 History of Christ: Modern Church*	2
*two out of three are required	
Social Science Electives	4
General Education Electives	6
Recommended Electives	*
BC 132 Counseling Children & Youth	2
ED 213 Survey of Discipleship in the Local Church	2
HU 210 Fundamentals of Drama Ministry	2
NP 210 Financial Management	2
NP 220 Personnel/Human Resources/Staff Development	2
NP 335 Church and Nonprofit Law	2
TH 315 Theology of Biblical Instruction	2

Bachelor of Arts in Ministerial Studies Degree (181 units)
with an emphasis in NonProfit Ministry

This emphasis prepares individuals for Christian ministry and service, whether full-time or part-time, professional or volunteer. Students will develop knowledge, skills, and tools from a biblical Christian worldview to apply in ministry and non-profit management. Students will be able to communicate and work with others harmoniously and effectively, with respect for individuals, in order to help them grow spiritually, emotionally, and socially.

Bible Requirements — 62 units

NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
NT 130 Ethics: Life & Teachings of Jesus	4
NT 210 Acts	4
NT 220 Writings of John	4
NT 312 Romans/Galatians	4
NT 322 I & II Corinthians & Thessalonians	4
NT 332 Prison Epistles	4
NT 435 Hebrews	4
NT 450 General Epistles	2
OT 120 Genesis	4
OT 130 Wanderings	2
OT 230 Poetry & Wisdom	4
OT 312 Monarchy & Captivity	4
OT 322 Major Prophets	4
OT 332 Minor Prophets	2
ES 410 Daniel	4
ES 420 Revelation	4

Theology & Ministry Requirements — 46 units

CM 110 Spiritual Formation	2
CM 120 Christian Life & Ministry	12
ED 212 Introduction to Biblical Education	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
ME 220 Cross Cultural	2
ME310 Discipleship & Church Growth or PT345 Discipleship & Transformation	2
PT 215 Developing a Biblical Worldview	2
PT 235 Pastoral Practices & Special Occasions	2
PT 250 Hermeneutics II	4
PT 312 Homiletics	2
PT 332 Apologetics	2
PT 430 Christian Leadership	4

Non-Profit Ministry Emphasis Requirements — 22 units

CM 430 A, B, & C	4
BC 422 Ethical & Legal Responsibilities	2
ED 330 Biblical Instruction, Administration & Leadership	2
NP 210 Financial Management	2
NP 213 Personnel & Employment Law	2
NP 310 Introduction to Accounting	2
NP 320 Accounting Essentials	2
NP 335 Church & Nonprofit Law	2
NP 410 Taxes, Liabilities & Exemptions	2
PT 346 Assessment & Strategic Planning	2

General Education Requirements — 51 units

CM 105 New Student Orientation — 1

English/Communication — 12

ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN110 English 1A	4
English/Communication Electives	4

Humanities — 8

MM 122 Foundations of Worship: Cultural & Biblical	2
SS 251 History of Christian Fine Arts	2
Humanities Electives	4

Mathematics — 4

Mathematics Elective	4

Natural Science — 10

SC250 Creation Science	2
Natural Science Electives	8

Social Science — 10

BC 131 Intro. To Christian Counseling	2
HI 205 History of Christ: Early Church*	2
HI 206 History of Christ: Medieval Church *	2
HI 207 History of Christ: Modern Church*	2
*two out of three are required	
Social Science Electives	4

General Education Electives — 6

Recommended Electives — *

BC 250 Conflict: Biblical vs. Secular	2
ED 240 Assessment for Ministry	2
NP 216 Nonprofit Marketing & Public Relations	2
NP 220 Personnel/Human Resources/Staff Development	2
NP 230 Contract Law & Nonprofits	2
NP 330 Fundraising	2
PT 340 Studies in Revival	2

Bachelor of Arts in Ministerial Studies Degree (181 units)
with an emphasis in Pastoral Leadership

This emphasis prepares individuals for Christian ministry and service in the area of pastoral leadership, whether full-time or part-time, professional or volunteer. Students will acquire knowledge of the Bible from Genesis through Revelation and of the biblical foundations for pastoral ministry. Students will learn procedures and principles associated with pastoral leadership and develop skill in applying practices associated with a pastoral ministry.

Bible Requirements — 62 units

NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
NT 130 Ethics: Life & Teachings of Jesus	4
NT 210 Acts	4
NT 220 Writings of John	4
NT 312 Romans/Galatians	4
NT 322 I & II Corinthians & Thessalonians	4
NT 332 Prison Epistles	4
NT 435 Hebrews	4
NT 450 General Epistles	2
OT 120 Genesis	4
OT 130 Wanderings	2
OT 230 Poetry & Wisdom	4
OT 312 Monarchy & Captivity	4
OT 322 Major Prophets	4
OT 332 Minor Prophets	2
ES 410 Daniel	4
ES 420 Revelation	4

Theology & Ministry Requirements — 46 units

CM 110 Spiritual Formation	2
CM 120 Christian Life & Ministry	12
ED 212 Introduction to Biblical Education	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
ME 220 Cross Cultural	2
ME310 Discipleship & Church Growth or PT345 Discipleship & Transformation	2
PT 215 Developing a Biblical Worldview	2
PT 235 Pastoral Practices & Special Occasions	2
PT 250 Hermeneutics II	4
PT 312 Homiletics	2
PT 332 Apologetics	2
PT 430 Christian Leadership	4

Pastoral Leadership Emphasis Requirements — 22

CM 430 A, B, & C	4
BC 330 Crisis Counseling	2
BC 311 Marriage Counseling	2
BC 422 Ethical & Legal Responsibilities	2
ED 330 Biblical Instruction, Administration & Leadership	2
PT 325 Contemporary Issues in Pastoral Leadership	2
PT 346 Assessment & Strategic Planning	2
PT 355 Speaking to a Postmodern Culture	2
PT 350 Expository Preaching	2
TH 320 Theology of Pastoral Leadership	2

General Education Requirements — 51 units

CM 105 New Student Orientation	1

English/Communication — 12

ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN110 English 1A	4
English/Communication Electives	4

Humanities — 8

MM 122 Foundations of Worship: Cultural & Biblical	2
SS 251 History of Christian Fine Arts	2
Humanities Electives	4

Mathematics — 4

Mathematics Elective	4

Natural Science — 10

SC250 Creation Science	2
Natural Science Electives	8

Social Science — 10

BC 131 Intro. To Christian Counseling	2
HI 205 History of Christ: Early Church*	2
HI 206 History of Christ: Medieval Church *	2
HI 207 History of Christ: Modern Church*	2
*two out of three are required	
Social Science Electives	4

General Education Electives — 6

Recommended Electives — *

BC 212 Family Dynamics	2
BC 250 Conflict: Biblical vs. Secular	2
BC 431 Power & Abuse in Ministry	2
CO 130 Public Speaking	4
HI 440 History of Pentecostalism	2
HU 210 Fundamentals of Drama Ministry	2
NP 210 Financial Management	2
NP 220 Personnel/Human Resources/Staff Development	2
NP 335 Church and Nonprofit Law	2
ME 320 Church Planting Strategies	2
PT 340 Studies in Revival	2
SS 110 Introduction to Sociology	4

Bachelor of Arts in Ministerial Studies Degree (181 units)
with an emphasis in Student Ministry

This emphasis prepares individuals for Christian ministry and service in the area of ministry with and to young people, whether full-time or part-time, professional or volunteer. Students will acquire knowledge of the Bible from Genesis through Revelation and of the biblical foundations for ministry to students, particularly in junior high, senior high, and college age. Students will learn procedures and principles associated with ministry to students and develop skill in applying practices associated with such ministry.

Bible Requirements — 62 units

NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
NT 130 Ethics: Life & Teachings of Jesus	4
NT 210 Acts	4
NT 220 Writings of John	4
NT 312 Romans/Galatians	4
NT 322 I & II Corinthians & Thessalonians	4
NT 332 Prison Epistles	4
NT 435 Hebrews	4
NT 450 General Epistles	2
OT 120 Genesis	4
OT 130 Wanderings	2
OT 230 Poetry & Wisdom	4
OT 312 Monarchy & Captivity	4
OT 322 Major Prophets	4
OT 332 Minor Prophets	2
ES 410 Daniel	4
ES 420 Revelation	4

Theology & Ministry Requirements — 46 units

CM 110 Spiritual Formation	2
CM 120 Christian Life & Ministry	12
ED 212 Introduction to Biblical Education	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
ME 220 Cross Cultural	2
ME310 Discipleship & Church Growth or PT345 Discipleship & Transformation	2
PT 215 Developing a Biblical Worldview	2
PT 235 Pastoral Practices & Special Occasions	2
PT 250 Hermeneutics II	4
PT 312 Homiletics	2
PT 332 Apologetics	2
PT 430 Christian Leadership	4

Student Ministry Emphasis Requirements — 22

CM 430 A, B, & C	4
BC 132 Counseling Children & Youth or BC330 Crisis Counseling	2
BC 422 Ethical & Legal Responsibilities	2
CO 210 Fundamentals of Media Technology	2
HU 210 Fundamentals of Drama Ministry	2
ME 230 Methods of Evangelism or PT 303 Lifestyle Evangelism	2
YM 121 Philosophy of Student Ministry	2
YM 131 Leading and Organizing Student Ministry	2
YM 320 Reaching Today's Youth	2
YM 321 Campus Ministry	2

General Education Requirements — 51 units

CM 105 New Student Orientation	1

English/Communication — 12

ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN110 English 1A	4
English/Communication Electives	4

Humanities — 8

MM 122 Foundations of Worship: Cultural & Biblical	2
SS 251 History of Christian Fine Arts	2
Humanities Electives	4

Mathematics — 4

Mathematics Elective	4

Natural Science — 10

SC250 Creation Science	2
Natural Science Electives	8

Social Science — 10

BC 131 Intro. To Christian Counseling	2
HI 205 History of Christ: Early Church*	2
HI 206 History of Christ: Medieval Church *	2
HI 207 History of Christ: Modern Church*	2
*two out of three are required	
Social Science Electives	4

General Education Electives	6

Recommended Electives — *

BC 122 Biblical Human Sexuality	2
BC 132 Counseling Children & Youth	2
BC 330 Crisis Counseling	2
BC 212 Family Dynamics	2
CO 130 Public Speaking	2
PT 340 Studies in Revival	2
PT 346 Assessment & Strategic Planning	2
PT 355 Speaking to a Postmodern Culture	2
PT 450 Understanding Cults	2

Bachelor of Arts in Ministerial Studies Degree (181 units)
with an emphasis in Worship Arts

This emphasis prepares individuals for Christian ministry and service in the area of worship and music, whether full time or part time, professional or volunteer. Students will acquire knowledge of the Bible from Genesis through Revelation and of the biblical foundations for worship arts. Students will learn procedures and principles associated with worship arts and music and develop skill in applying practices associated with this area of ministry.

Bible Requirements — 62 units

NT 120 New Testament Survey	2
OT 110 Old Testament Survey	2
NT 130 Ethics: Life & Teachings of Jesus	4
NT 210 Acts	4
NT 220 Writings of John	4
NT 312 Romans/Galatians	4
NT 322 I & II Corinthians & Thessalonians	4
NT 332 Prison Epistles	4
NT 435 Hebrews	4
NT 450 General Epistles	2
OT 120 Genesis	4
OT 130 Wanderings	2
OT 230 Poetry & Wisdom	4
OT 312 Monarchy & Captivity	4
OT 322 Major Prophets	4
OT 332 Minor Prophets	2
ES 410 Daniel	4
ES 420 Revelation	4

Theology & Ministry Requirements — 46 units

CM 110 Spiritual Formation	2
CM 120 Christian Life & Ministry	12
ED 212 Introduction to Biblical Education	2
PT 110 Introduction to Hermeneutics	2
TH 220a Doc. 1A Theology of God	2
TH 220b Doc. 1B Theology of Christ	2
TH 230a Doc. 2A Theo. of H. S./Angels	2
TH 230b Doc. 2B Theo of Man/Salvation	2
ME 220 Cross Cultural	2
ME310 Discipleship & Church Growth or PT345 Discipleship & Transformation	2
PT 215 Developing a Biblical Worldview	2
PT 235 Pastoral Practices & Special Occasions	2
PT 250 Hermeneutics II	4
PT 312 Homiletics	2
PT 332 Apologetics	2
PT 430 Christian Leadership	4

Worship Arts Emphasis Requirements — 32

CM 434 A, B, & C	4
CO 210 Fundamentals of Media Technology (2) or CO 151 Church Audio Boot Camp (1) & CO 155 Multi-Media for Ministry (1)	2
MM 110 Piano 1 or MM 111 Guitar 1	1
MM 120 Piano 2 or MM 121 Guitar 2	1
MM 143 Small Vocal Ensemble or MM 147 Choir	2
MM 242 Music Theory 1	4
MM 252 Music Theory 2	4
MM 230 Church Music Administration	2
MM 305 Creative Worship Technology	2
MM 314 Music Arranging	2
MM 320 Developing an Effective Worship Ministry	2
MM 350 Dynamics of Worship Leading	2
Four Quarters of Primary Instrument Instruction	4

General Education Requirements — 41 units

CM 105 New Student Orientation	1

English/Communication — 12

ED 100 Research Methods	2
ED 105 God's Design for Successful Learning	2
EN110 English 1A	4
English/Communication Electives	4

Humanities — 8

MM 122 Foundations of Worship: Cultural & Biblical	2
SS 251 History of Christian Fine Arts	2
Humanities Electives	4

Mathematics — 4

Mathematics Elective	4

Natural Science — 6

SC250 Creation Science	2
Natural Science Electives	4

Social Science — 10

BC 131 Intro. To Christian Counseling	2
HI 205 History of Christ: Early Church*	2
HI 206 History of Christ: Medieval Church *	2
HI 207 History of Christ: Modern Church*	2
*two out of three are required	
Social Science Electives	4

Recommended Electives — *

CO 215 MIDI**	2
HU 210 Fundamentals of Drama Ministry**	2
PE 117 Worship in Motion	2
MM 150 Vocal Techniques	2
MM 210 Heart of a Worshiper**	2
MM 311 Conducting	2
MM 325 Music Theory 3**	4
MM 375 Pop Theory**	2
MM 450 A, B, C, D, E, F Practicum in Worship**	6
PT 340 Studies in Revival	2
SS 305 History and Philosophy of Worship	2
TH 311 Theology of Worship**	2
Choir or Additional Instrument Instruction**	1-6

(**Students are strongly encouraged to take these courses)

Undergraduate General Education Elective Course List

This easy reference list gives you the course numbers for those classes meeting General Education elective requirements and the discipline(s) to which each can be applied. Complete course titles and descriptions can be found in the course description section.
The number in parentheses following each course code is the unit count.
NOTE: Required degree courses cannot also be used to meet elective requirements.

ENGLISH/COMMUNICATION ELECTIVES:

BC 111 (2), ED 320 (2), ED 340 (2), EN 105 (2), EN 120 (4), EN 210 (4), CO 105 (1), CO 110 (2), CO 115 (2), CO 130 (4), CO 151 (1), CO 155 (1), CO 180 (2), CO 210 (2), CO 215 (2), HU 210 (2), ME 230 (2), ME 310 (2), ME 320 (2), ME 401 (2), MM 305 (2), NP 216 (2), NP 330 (2), YM 220 (2)

HUMANITIES ELECTIVES:

BC 230 (2), BC 401 (2). ED 213 (2), ED 240 (2), ED 320 (2), ED 401 (2), ED 405 (2), EN 210, (4), CO 180 (2), HU 210 (2), HU 230 (4), HU 305 (2), HU 410 (4), HU 420 (4), LN 220 (2), LN 230 (2), LN 310 (2), LN 320 (2), LN 330 (2), LN 410 (2), LN 420 (2), LN 430 (2), ME 210 (2), ME 230 (2), ME 310 (2), ME 320 (2), ME 330 (2), ME 401 (2), PT 230 (2), PT 290 (2), PT 301 (2), PT 302 (2), PT 303 (2), PT 325 (2), PT 334 (2), PT 335 (2), PT 340 (2), PT 345 (2), PT 346 (2), PT 350 (2), PT 450 (2), PT 455 (2), TH 311 (2), TH 315 (2), TH 320 (2), YM 121 (2), YM 131 (2), YM 220 (2), YM 310 (2), YM 320 (2), YM 321 (2)

All MM courses (Worship Arts) can be applied to HU electives,

MATH ELECTIVES:

MA 130 (4), NP 310 (2), NP 320 (2)

NATURAL SCIENCE ELECTIVES:

SC 110 (4), SC 111 (4), SC180 (2), SC181 (2), SC 220 (2), SC 221 (2), SC 231 (2), SC 235 (2), SC 320 (4),
Physical education courses also will meet this requirement for a maximum of 2 units.

SOCIAL SCIENCE ELECTIVES:

BC 111 (2), BC 112 (2), BC 121 (2), BC 122 (2), BC 132 (2), BC 212 (2), BC 230 (2), BC 250 (2), BC 311 (2), BC 322 (4), BC 330 (2), BC 401 (2), BC 422 (2), BC 431 (2), BC 441 (4), CO 180 (2), ED 240 (2), ED 330 (2), ED 340 (2), ED 350 (2), ED 401 (2), ED 405 (2), ED 412 (2), HI 205 (2), HI 206 (2), HI 207 (2), HI 310 (2), HI 440 (2), ME 230 (2), ME 310 (2), ME 320 (2), ME 330 (2), ME 401 (2), MM 230 (2), NP 210 (2), NP 213 (2), NP 216 (2), NP 220 (2), NP 230 (2), NP 330 (2), NP 335 (2), NP 410 (2), SS 110 (4), SS 150 (4), SS 157 (1), SS 160 (4), SS 220 (4), SS 235 (4), SS 236 (4), SS 237 (4), SS 252 (1), SS 305 (2), SS 310 (4), SS 313 (2), SS 320 (4), YM 320 (2), YM 321 (2)

Master of Arts in Biblical Studies Degree (48 units)

Purpose:

The Master of Arts in Biblical Studies Program provides learning experiences at a graduate level to train men and women for effective biblical exposition and ministry practice.

Objectives:
Spiritual:
Define means of growth in spiritual disciplines of prayer, Bible study, worship and discipleship.

Evaluate personal spiritual weaknesses and strengths in order to increase in spirituality and in foundations for leadership

Professional:
Identify methods of biblical interpretation and application in contemporary culture.

Demonstrate skill in biblical exposition.

Academic:
Acquire knowledge of biblical principles of ministry.

Analyze biblical texts based on sound research principles.

	Units
CM 105M Master's New Student Orientation	0
MBS 551 Biblical Hermeneutics	4
MBS 552 Tools for Hebrew Word Studies	4
MBS 561 Tools for Greek Word Studies	4
MBS 562 Old Testament Theology	4
MBS 571 New Testament Theology	4
MBS 573 Exegesis of Romans	4
MBS 581 Renewal Theology	4
MEL 513 Organizational Research & Graduate Research Methods	4

Choose either four of the following electives or choose the two Thesis/Capstone courses and two of the listed electives:

MBS 553 Philosophy of Religion	4
MBS 563 Pre-Reformation Church History	4
MBS 572 Post Reformation Church History	4
MBS 582 Discipleship Tools for the Missional Church	4
MBS 583 Culture & Counterculture	4
MBS 584 Apologetics	4
MBS 585 Elective/Directed Study	4
MOA 555A Christian Ministry Capstone Project/ Master's Thesis A	4
MOA 555B Christian Ministry Capstone Project/ Master's Thesis B	4

(If the Capstone/Thesis option is chosen, both courses must be taken.)

Total Required Units:	48 units

Master of Arts in Christian Ministry Degree (48 units)

Purpose:
The Master of Arts in Christian Ministry program provides learning experiences at a graduate level to train men and women for more effective administration of practical ministry activities in local churches, non-profits and a variety of organizations.

Objectives:
Spiritual:
Define means of growth in spiritual disciplines of prayer, Bible study, worship and discipleship.

Evaluate personal spiritual weaknesses and strengths in order to increase in spirituality and in foundations for ministry.

Professional:
Identify methods of administration that are biblically based.

Synthesize Jesus' teachings into daily ministry and administrative practice.

Academic:
Acquire knowledge of biblically based ethical practices in ministerial administration.

Articulate a biblical foundation for administration as applied in various ministry settings.

	Units
CM 105M Master's New Student Orientation	0
MCM 611 Postmodernism & Christianity	4
MCM 612 Speaking to the Culture	4
MCM 613 Church Management	4
MCM 621 Effective Pastoral Counseling Techniques	4
MCM 623 Biblical Purpose, Vision, & Goals	4
MCM 631 The Pastor & Discipleship	4
MCM 632 The Character of the Servant	4
MCM 633 Conflict Resolution (Ministry Tension Points)	4
MCM 641 Supervised Ministry Internship & Colloquium	4
MEL 513 Organizational Research & Graduate Research Methods	4
MEL 521 Leadership, Mentoring, & Team Development	4

Choose Thesis/Capstone or one of the following three electives:

MBS 582 Discipleship Tools for the Missional Church	4
MBS 584 Apologetics	4
MBS 585 Directed Study Elective	4
MOA 555A Christian Ministry Capstone Project/ Master's Thesis A	4
MOA 555B Christian Ministry Capstone Project/ Master's Thesis B	4

(If the Capstone/Thesis option is chosen, both courses must be taken.)

Total Required Units: 48 units

Master of Arts in Ethical Leadership Degree (48 units)

Purpose:
The Master of Arts in Ethical Leadership program provides learning experiences at a graduate level to train men and women for more effective leadership in ministry, non-profits and a variety of organizations.

Objectives:
Spiritual:
Define means of growth in spiritual disciplines of prayer, Bible study, worship and discipleship.

Evaluate personal spiritual weaknesses and strengths in order to increase in spirituality and in foundations for ministry.

Professional:
Identify methods of leadership that are biblically based.

Synthesize Jesus' teachings into daily leadership practice.

Academic:
Acquire knowledge of biblically based ethical practices in leadership.

Articulate a biblical foundation for leadership as applied in various settings.

	Units
CM 105M Master's New Student Orientation	0
MEL 511 Foundational Ethics of Organizational Leadership	4
MEL 512 Self, Systems, & Ethical Leadership	4
MEL 513 Organizational Research & Graduate Research Methods	4
MEL 521 Leadership, Mentoring & Team Development	4
MEL 522 Legal Foundations for Public & Nonprofit Leadership	4
MEL 523 Strategic Planning & Assessment	4
MEL 531 Biblical Leadership, Organizational Transformation, & Growth	4
MEL 532 Servant-Leadership: Theory & Practice	4
MEL 533 Building Organizational Culture & Climate	4
MEL 541 Christian Ethics	4
MEL 542 Leadership Models of the Bible	4
MEL 543 Effective Communication & Relationships in Organizations	4

These following 4-unit courses can be substituted for any two of the above listed courses, excluding MEL513 Organizational Research and Graduate Research Methods.

MOA 555A Christian Ministry Capstone Project/ Master's Thesis A	4
MOA 555B Christian Ministry Capstone Project/ Master's Thesis B	4

(If the Capstone/Thesis option is chosen, both courses must be taken.)

Total Required Units:	48 units

Master of Divinity Degree (108 units)

Units

Purpose:
The Master of Divinity (MDiv) Program provides learning experiences at a graduate level to train men and women for more effective professional ministerial practice.

Objectives:
Spiritual:
Define means of growth in spiritual disciplines of prayer, Bible study, worship and discipleship.

Evaluate personal spiritual weaknesses and strengths in order to increase in spirituality and in foundations for ministry and leadership.

Professional:
Develop hermeneutically sound sermons and/or Bible lessons.

Exhibit competence by providing appropriate spiritual, congregational and administrative guidance in a local ministry setting.

Academic:
Explain and contrast the basic tenets of the Christian faith and principles of ministry from the perspective of a mature Christian and evangelicalism.

Conduct graduate-level research on a ministry-related subject.

Required Classes From Biblical Studies Program	**48**
MBS 551 Biblical Hermeneutics	4
MBS 552 Tools for Hebrew Word Studies	4
MBS 553 Philosophy of Religion	4
MBS 561 Tool for Greek Word Studies	4
MBS 562 Old Testament Theology	4
MBS 563 Pre-Reformation Church History	4
MBS 571 New Testament Theology	4
MBS 572 Post-Reformation Church History	4
MBS 573 Exegesis of Romans	4
MBS 581 Renewal Theology	4
Elect 2 courses for 8 units: MBS582, MBS583, MBS584, MBS585	8

Required Class From Ethical Leadership Program	**4**
MEL 513 Organizational Research & Graduate Research Methods	4

Required Class From Christian Ministry Program	**4**
MCM 641 Supervised Ministry Internship & Colloquium	4

Required for MDiv Program	**8**
CM105M Master's Program Orientation	0
MOA 555A Thesis/Capstone Project A	4
MOA 555B Thesis/Capstone Project B	4

Electives from any Masters' Program (Choose any 11 courses below)	**44**
MBS 585 Elective/Directed Study	4
MBS 582 Discipleship Tools for the Missional Church	4
MBS 583 Culture & Counterculture	4
MBS 584 Apologetics	4
MCM 613 Church Management	4
MCM 623 Biblical Purpose, Vision, & Goals	4
MCM 631 The Pastor & Discipleship	4
MCM 632 The Character of the Servant	4
MEL 522 Legal Foundations of Public & Nonprofit Leadership	4
MEL 523 Strategic Planning & Assessment	4
MEL 532 Servant Leadership: Theory & Practice	4
MEL 541 Christian Ethics	4
MEL 542 Leadership Models of the Bible	4
MEL 543 Effective Communication & Relationships in Organizations	4
MEL 511 Foundational Ethics of Organizational Leadership	4
MEL 512 Self, Systems, & Ethical Leadership	4
MEL 521 Leadership, Mentoring, & Team Development	4
MEL 531 Biblical Leadership, Org. Transformation, & Growth	4
MEL 533 Building Organizational Culture & Climate	4
MCM 611 Postmodernism & Christianity	4
MCM 612 Speaking to the Culture	4
MCM 621 Effective Pastoral Counseling Techniques	4
MCM 633 Conflict Resolution (Ministry Tension Points)	4

Total Required units:	108

Doctor of Ministry Degree in Spiritual Formation & Leadership (48 units)

Purpose:
The Doctor of Ministry Program provides learning experiences at a post-graduate level to train men and women for more effective and advanced professional ministerial practice and advanced leadership in Christian spiritual formation.

Objectives:
Upon completion of the Doctor of Ministry program students will be able to:

Spiritually:
Evaluate various factors impacting contemporary Christian ministry and develop means whereby Christians may conduct outreach and make disciples of Christ.

Evaluate and conceptualize means for leadership in personal and corporate development and maturity in Christian spiritual formation.

Professionally:
Demonstrate an advanced understanding and skill in strategic planning and cultivating healthy, Christian community.

Effectively communicate advanced critical and biblical thought regarding the practice of ministry in a leadership setting that enhances development of spiritual formation in individual lives.

Academically:
Articulate and defend an advanced biblical theology of leadership and spiritual formation that demonstrates competent use of Scripture in a contemporary ministry setting.

Conduct post-graduate research which facilitates growth in Christ-like characteristics and demonstrates the ability to integrate the advanced development of skills, knowledge, and attitudes through completion of a project and doctoral dissertation; and defend their findings through a process of oral defense of said dissertation.

	Units
Year One:	**17**
DSFL 911 Cultural Clarity & the Postmodern Cultural Mindset	4
DSFL 912 Advanced Organizational Culture & Climate Development for a Healthy Church	4
DSFL 913 Advanced Spiritual Foundation	4
DSFL 914 Research Design I	2
DSFL 915 Dissertation Project I	3
Year Two:	**17**
DSFL 921 Church Health, Multiplication, & Leadership	4
DSFL 922 Advanced Strategic Planning & Futures Study for Ministry	4
DSFL 924 Research Design II	2
DSFL 925 Missional Engagement & Multicultural Ministry	4
DSFL 926 Dissertation Project II	3
Year Three:	**14**
DSFL 932 Advanced Judgment & Decision Making	3
DSFL 933 Personal & Corporate Spiritual Disciplines that Affect our Organization	3
DSFL 937 Ethics, Social Justice, and the Church	3
DSFL 935 Dissertation Defense	2
DSFL 938 Dissertation Project III	3

Total Required Units: **48 units**

INSIDE: COURSE DESCRIPTIONS

COURSE DESCRIPTIONS
DIVISIONS, DEPARTMENTS, & COURSE CODES

DEPARTMENT OF BIBLICAL & MINISTERIAL STUDIES

The Biblical & Ministerial Studies Program of EPIC exists to bring transformation into individual lives through conformity to the Word of God by developing Christ-like character and equipping with the knowledge and skills necessary for effective Christian service through higher educational curricula. Below are the Areas of Study:

- Bible (NT & OT)
- Biblical and Church History (HI)
- Biblical Counseling (BC)
- Christian Ministry (CM)
- Cross-Cultural Ministry (ME)
- Discipleship & Biblical Instruction (ED)
- Eschatology (ES)
- Languages (LN)
- Nonprofit Ministry (NP)
- Practical Theology (PT)
- Student Ministry (YM)
- Theology (TH)
- Worship Arts (MM)

OBJECTIVES:

Spiritual:
- Identify and stimulate life in the Holy Spirit.
- Demonstrate a passion for ministry and spiritual gifts.
- Demonstrate the practice of spiritual disciplines.

Practical:
- Communicate biblical truth orally, visually and through the written word.
- Interpret and apply the scriptures to conform perceptions, convictions and behaviors to God's Word.
- Demonstrate the value of service to Christ and community through spiritual, ministerial and life skills.

Academic:
- Acquire skills for a lifelong passion for learning and studying the Bible in order that biblical literacy would increase.
- Identify resources available for research in areas of science, history, language and theology with a view to ministry applications.
- Develop skills in critical thinking in order to frame all truth from a biblical Christian worldview.

BIBLE (NT/OT)

NT 120 New Testament Survey (2)

In this class, each book of the New Testament is studied by its author, audience, date and major themes and is an excellent introductory class for students new to New Testament study.

NT 130 Ethics: Life & Teachings of Jesus (4)

This class examines the life, teaching, and ethics of Christ through the lens of the four gospels. It provides an in-depth analysis of Jesus' incarnation, miracles, death, resurrection and ascension as God's redemption of humankind.

NT 210 Biblical Literature: Acts (4)

This course traces the expansion and development of the early church from Jerusalem to Rome. Special emphasis will be given to these three common approaches to the study: missions, discipleship, and the work of the Holy Spirit. The study will provide insight into the development of churches and the patterns that led them to advance the message of the Gospel to include Jews and Gentiles.
Prerequisites: NT120

NT 220 Biblical Literature: Writings of John (4)

This class is a detailed study of John's gospel and his three epistles. The gospel study emphasizes John's proofs of Christ's deity to encourage belief in Jesus and resistance to false teachers. The study of the epistles emphasizes John's inspired guidance for pursuing a holy life of fellowship with God.
Prerequisites: NT120

NT 312 Biblical Literature: Romans & Galatians (4)

In this course, the book of Revelation is studied in expository detail with charts and extensive notes supplementing the text. A greater understanding of eschatology and a deeper appreciation of Jesus Christ will be discovered.
Prerequisites: EN110, ED100, NT120

NT 322 Biblical Literature: 1 & 2 Corinthians, 1 & 2 Thessalonians (4)

This class will examine the occasion, purpose, and content of the Corinthian and Thessalonian letters in order to understand how these early church leaders dealt with conflict, discipleship, and doctrine.
Prerequisites: EN110, ED100, NT120

NT 332 Biblical Literature: Prison Epistles (4)

This class provides an examination of Ephesians, Philippians, Colossians and Philemon, with a focus on the central theological and ministry issues relevant in the first century and those that remain vital to the church of the 21st century.
Prerequisites: EN110, ED100, NT120

NT 435 Biblical Literature: Hebrews (4)

This course will study the heritage of the Old Testament system of sacrifice and priesthood to better understand the person and work of Jesus Christ. In studying the background and occasion of this epistle, the student will learn how the new believers faced the spiritual crises in the first century and will gain insight from the exhortations in learning how to understand the Christian journey.
Prerequisites: EN110, ED100, NT120, NT312, NT322, NT332

NT 450 Biblical Literature: General Epistles (2)

This class focuses on the books of James, 1 & 2 Peter and Jude, examining the main theological themes, the author, the occasion and the audience of each book. At EPIC the book of Hebrews is covered in a separate class (see NT 435).
Prerequisites: EN110, ED100, NT120, NT312, NT322, NT332

OT 110 Old Testament Survey (2)

In this class, the Old Testament will be studied as a whole – its major segments and themes. In addition, each book of the Old Testament is examined in terms of its author, audience, date and major themes. This is an excellent introductory class for students new to the study of the Old Testament.

OT 120 Origins: Study of Beginnings – Genesis (4)

This class covers the origins of space, time & matter; of biological life, consciousness & mankind; of sickness, death & corruption; of gospel proclamation & animal sacrifices; of language and civilization; of fossils, continents & oceans; of diverse ethnic groups & missions. It puts emphasis upon the first fifteen chapters of Genesis, foundational to the entire Bible.

OT 130 Hebrew History: Wanderings (2)

This class covers the development of the nation of Israel as described in the seven books of Exodus through Ruth. Topics include the Exodus, the presentation of Mosaic Law, the wilderness wanderings, the conquest of Canaan, and the chaotic period of the Judges that led to the emergence of the Israelite monarchy.

OT 230 Biblical Literature: Poetry & Wisdom Books (4)

This class will examine the philosophy and emotional experiences of Psalms, Proverbs, Ecclesiastes, Job, and Song of Solomon in order to establish models of strength and guidance for Christian life experiences.
Prerequisites: OT110

OT 312 Hebrew History: Monarchy and Captivity (4)

This class will examine Israel's history, from the emergence of the monarchy to its golden age, its decline, captivity and the ultimate restoration of God's people. The books of 1 Samuel through Esther will be covered.
Prerequisites: EN110, ED100, OT110

OT 322 Biblical Literature: Major Prophets (4)

This class examines the books of Isaiah, Jeremiah, Lamentations and Ezekiel. It covers the background of the prophetic institution in Israel, as well as the historical context, literary context, central message and key passages of each book. The underlying divine purposes will be noted, as well as the Messianic inferences and relevance of these books to the Christian of the 21st century.
Prerequisites: EN110, ED100, OT110, OT312

OT 332 Biblical Literature: Minor Prophets (2)

This class consists of a study of the prophetic office, the man, his message and methods and leads into a consecutive review of each of the twelve Old Testament prophetic books between Hosea and Malachi. The underlying divine purposes will be noted, as well as the Messianic inferences and relevance of the message to the 21st century Christian.
Prerequisites: EN110, ED100, OT110, OT312

NOTE: The following two biblical books from the Bible are covered in classes found under the "(ES) Eschatology" section:

- ES 410 Daniel (4)
- ES 420 Revelation (4)

BIBLICAL & CHURCH HISTORY (HI)

HI 205 History of Christianity: The Early Church (2)

This course is an overview of the history and growth of the Christian Church from the day of Pentecost to the papacy of Gregory the Great. It includes an examination of the most significant heretical movements, the lasting results of the first Church Councils, and the transformation of the Roman Empire from a pagan to a Christian state.

HI 206 History of Christianity: The Medieval Church (2)

This course is an overview of the history and growth of the Christian Church from the papacy of Gregory the Great to the Council of Trent. It includes an examination of the effect of medieval historical, political, and social developments on Christianity and the impact of the Lutheran, Swiss, and English Reformations.

HI 207 History of Christianity: The Modern Church (2)

This course is an overview of the history and growth of the Christian Church from the Council of Trent. It includes an examination of the effects of modern, historical, political, and social developments on Christianity, especially the impact of prevailing secular philosophies on culture and theology.

HI 310 Ancient History: The Biblical View (2)

This course presents a brief overview of ancient history from Creation and the beginnings of civilization to the rise of the Roman Empire. By reviewing the rise and fall of the ancient kingdoms of the Fertile Crescent from a Biblical viewpoint, the student will be able to relate the historical narrative in Scripture to these ancient cultures.
Prerequisites: EN110, ED100

HI 440 History of Pentecostalism (2)

This class covers the historic background of the modern Pentecostal movement as it grew and developed through the centuries. Emphasis will be placed on the twentieth century and the beginning of contemporary Pentecostal and charismatic groups.
Prerequisites: EN110, ED100

BIBLICAL COUNSELING (BC)

NOTE: Biblical Counseling classes may also fulfill Social Science requirements for the Division of General Education. Students may contact their Academic Advisor to determine applicability.

BC 111 Relationships & Communication (2)

This class examines how the Bible gives the keys to successful marriages and relationships. The students will study important principles to develop positive and effective biblical roles and practices.

BC 112 Self Concept: A Biblical Perspective (2)

This class helps the student to understand the biblical model of self-image and value. The student will also learn the skills necessary to develop a healthy biblical approach to counseling people with low self-esteem.

BC 121 Understanding People & Human Personality (2)

This class will guide students into a deeper understanding of human personality through the lens of a biblical worldview.

BC 122 Biblical Human Sexuality (2)

This class presents a biblical explanation and model of human sexuality and intimate relationships. Contrasts with non-biblical behaviors are also studied.
Prerequisite: BC 131

BC 131 Introduction to Christian Counseling (2)

This class details how to be guided by the Holy Spirit in caring for hurting people. The student will learn a biblical framework for counseling and for dealing with feelings, thoughts, and behaviors, by observing Jesus' style of helping others.

BC 132 Counseling Children & Youth (2)

This class studies behavioral characteristics and physical and emotional changes people experience in each stage of life. Students learn how to guide people towards a biblical perspective and biblical life view.

BC 212 Family Dynamics (2)

This class introduces contemporary American family functions, variations, rules, family cycles and problems – with appropriate biblical responses to each.
Prerequisite: BC 111 Relationships & Communication

BC 230 Integration of Theology & Psychology (2)

This course is an integrated study of the fundamental principles of theology and psychology, with a view to understanding the inherent value present in relationships between science and religion.

BC 250 Conflict: Biblical vs. Secular (2)

In this course, students will conduct a systematic review of the contributions made by social psychologists and theologians to the study of conflict resolution, anger management, and social justice.

BC 311 Marriage Counseling (2)

This class will guide the student to understanding the biblical principles of marriage and how to help people develop and follow them. Also included are contemporary issues such as the blended family and biblical reconciliation.
Prerequisites: BC131, BC 111, EN110, ED100

BC 322 Major Counseling Issues: Practical Application (4)

This course is a study in the major issues often presented in the counseling office as well as an opportunity to learn the format of professional written case studies. The goal is intended to expand the student's exposure to real life counseling examples, and practice preparing their own ministry case studies with appropriate scriptural and psychological tools.
Prerequisites: BC131, BC112, EN110, ED100

BC 330 Crisis Counseling (2)

Topics covered in this class include intervention and action within the first 72 hours of a crisis and when a pastor should (or must) make referrals.
Prerequisites: BC131, EN110, ED100

BC 401 Prayer, Warfare, & Counseling (2)

In this class, the student will receive tools to counsel the wounded, including how to pray, how to do spiritual warfare and how to lead countless into a victorious Christian life.
Prerequisites: BC131, EN110, ED100

BC 422 Ethical & Legal Responsibilities (2)

This class covers topics such as: the character of the counselor, integrity, moral responsibility, legal requirements and when to report abuse, or suspected abuse, to civil authorities.
Prerequisites: EN110, ED100

BC 431 Power & Abuse in Ministry (2)

This course covers the incidence of spiritual abuse that can occur in church and ministry settings, where leadership exerts control and manipulation over followers. The students will learn to identify symptoms and settings of spiritual abuse and counseling methods for recovery.
Prerequisites: EN110, ED100

BC 441 Biblical Counseling: External Study (4)

This course is an in depth study of the practical application of biblical counseling within the context of a ministry setting whereby counseling tools, curriculum and knowledge is demonstrated and evaluated by the student in a supervised setting.
Prerequisites: EN110, ED100

CHRISTIAN MINISTRY (CM)

CM 100 Chapel

On-campus Chapel meets five (5) mornings and four (4) evenings per week in which training is provided in the spiritual functions of worship and devotion. Chapel is required for all students.

Online Chapel (Terms C and D) allows for the Online students to participate in a version of Chapel that fits with an online schedule. Students are encouraged to grow spiritual through a variety of weekly Discussions, Devotionals, and other faith building activities. Chapel is required for all students.

CM 105 New Student Orientation (1)

This class introduces the student to several topics important for success at EPIC Bible College & Graduate School (EPIC) and in life. These include time management, goal setting, study skills, and term paper writing. The student will also receive orientation to policies and procedures followed at EPIC. The student will become acquainted with the EPIC LRC/Library, graduation procedures, the Code of Conduct, and ethical matters.

CM 105R Returning Student Orientation (0)

This class re-introduces the returning student to several topics important for success at EPIC Bible College & Graduate School (EPIC) and in life. These include time management, goal setting, study skills, and term paper writing. The student will also receive orientation to policies and procedures followed at EPIC. The student will become acquainted with the EPIC LRC/Library, graduation procedures, the Code of Conduct, and ethical matters.

CM 106 Field Ministry: Required w/ Pass, Fail

All EPIC students are required to be involved in some form of regular ministry in a church or para-church setting. This might include, but are not limited to, such activities as leading worship, teaching classes, helping with a youth group, ushering, para-church outreach, teaching children's classes, or other related activities.

CM 110 Spiritual Formation (2)

This class covers the foundational biblical truths pertaining to the process of Christian development from the new birth to continuing maturity in one's walk with the Lord Jesus Christ. Special emphasis will be given to study in the following areas: cultivating a devotional life, hearing the voice of God, praise and worship, studying the Word of God, commitment to the local church, prayer, fasting and fruit-bearing in the life of the believer,

CM 120 Christian Life & Ministry (1)

A two-hour class taught once each week by guest lecturers or resident faculty, which presents biblical principles, relating to various subjects. Evening students are required to attend a live session once a month and "attend the class" by listening to the recordings for the rest of the sessions.

Over a four-year period, this class covers such topics as: cross-cultural communications and missions, church administration, law and leadership, the gifts and fruit of the Spirit, principles and theology of worship, philosophy and ethics of ministry and more.

CM 120A Success in College: Communication (2)

This Christian Life & Ministry class is designed to develop essential communication and writing skills to enable students to succeed in class work and in effective communication of Christian values and beliefs.

CM 120B Christian Life & Ministry: Helps Ministry (2)

A two-hour course taught once each week over six weeks through hands-on local ministry to the homeless community. This is an outreach ministry. Students will get to know the homeless people and give them a chance to receive love unconditionally as Christ modeled in the Bible. It leads to sharing the gospel sometimes and helping people to acquire self-worth and value through Biblical encouragement and practical outreach ministry.

CM 120C Success in College: Introduction to the Bible (2)

This Christian Life & Ministry class is designed to help students acquire a foundational understanding of the Bible. This class will include a brief survey of all the books of the Bible. The student will learn God's redemptive plan as it is displayed from the book of Genesis through the Revelation of Jesus Christ.

CM 120D Success in College: Analytical Thinking (2)

This Christian Life & Ministry class is designed to develop students' skills in analytical thinking through using fundamental mathematical concepts.

CM 140 Ministry of Reconciliation (2)

This course will provide guidance on fulfillling 2 Corinthians 5:11-21 for Christian ministry leaders and individual followers of Christ to facilitate reconciling individuals to God and to others in our service to Christ, in our relationships, and to our communities.

CM 430 A,B,C Ministerial Arts Internship: Biblical Studies, Cross Cultural Ministry, Discipleship & Biblical Instruction, Non-Profit Management, Pastoral Leadership, and Student Ministry (4)

The Ministerial Arts Internship examines the development of leadership and vocational ministry in and through the local church or parachurch ministries. The EPIC Ministerial Arts Internship is designed as a hands-on, mentoring, and on-the-job training involvement as the student becomes more deeply involved in the inner workings of "the Ministry, the Church, and the many Ministries in the Body of Christ." This course is preferably for those students in their last three quarters of study. The intent is to experience on a deeper level what has been studied and prepared for during the student's academic and spiritual studies at EPIC Bible College & Graduate School. Though the EPIC Ministerial Arts Internship spans three quarters, it is to be considered as one elongated experiential class comprised of three (3) quarters (CM 430, 433, 435 A, B and C).
Prerequisites: EN110, ED100, & 125 completed units.

CM 431 A,B,C Ministerial Arts Internship: Biblical Counseling (4)

Students will complete three quarters (one academic year) of Biblical Counseling Internship during which a minimum of 100 hours of supervised biblical counseling will be completed.
Prerequisites: EN110, ED100, & 125 completed units.

CM 434 A,B,C Ministerial Arts Internship: Worship Ministry/Arts (4)

This course is to be taken in the student's senior year and is for a one-year period. The student will be in an environment for hands-on experience of leading congregational worship, rehearsal preparation, and other worship pastor duties.
Prerequisites: EN110, ED100, MM122, MM230, MM320, & 125 completed units.

CROSS-CULTURAL MINISTRY (ME)

ME 210 Theology of Missions (2)

This class traces the missionary intent of God throughout the Bible to bring out the biblical perspective. It will help the student to acquire a biblical theology of missions as the foundation for all outreach and mission activity.

ME 220 Cross-Cultural Ministry (2)

This class will study the issues involved in ministry to people of differing cultures. The student will acquire an understanding of culture so as to distinguish traditions and customs from a biblical view and learn to reach people across cultural barriers.

ME 230 Methods of Evangelism (2)

This class deals with different ways and means of communicating the Gospel and leading people to the saving knowledge of Jesus Christ. It will equip the student with a proper understanding of and the necessary tools for effective evangelism.

ME 310 Discipleship & Church Growth (2)

This study is an overview of Christian growth and discipleship. There will be an emphasis on practical and spiritual application from a Christian world view with regard to spiritual growth, discipleship, and ministry in the local church, missions, outreach, and small group ministry.
Prerequisites: EN110, ED100

ME 320 Church Planting Strategies (2)

This class will provide the student with a foundation for developing evangelism in the local church and how evangelism functions within various models of establishing new local congregations.
Prerequisites: EN110, ED100

ME 330 History of Missions (2)

This class will enable the student to know the development of Christian missionary movement so as to understand how God has been accomplishing his mission through chosen individuals in human history. The student will also learn valuable lessons from the lives of those whom God used in carrying out his mission in the world.
Prerequisites: EN110, ED100

ME 401 Church and Missions (2)

This course will guide the student in discovering the biblical principles associated with local churches and bringing the Gospel of Jesus Christ to the whole world, at home and abroad.
Prerequisites: EN110, ED100

ME 415 Contemporary Mission Problems and Issues (2)

This course will explore problems encountered in conducting foreign and home mission projects.
Prerequisites: EN110, ED100

ME 450 Practicum/Internship in Outreach (2)

This class provides opportunity for the student to engage in evangelism and missions in a local or international church setting.
Prerequisites: EN110, ED100

DISCIPLESHIP & BIBLICAL INSTRUCTION (ED)

ED 100 Research Methods (2)

This class will improve students' skills in research and written communication as they implement characteristics of good writing, stages of preparation, proper organization and the revision process.
Prerequisite: CM120A Success in College: Communication, or AAP Scores of 241 or higher for both Reading Comprehension & Sentence Skills.

ED 105 God's Design for Successful Learning (2)

In this course, the student will discover his or her individual God-given learning profile. Instruction and guidance will be given in ways to practically apply that profile to skills such as time management, reading, studying, note taking, researching, writing, exams, and other college level skills.

ED 212 Introduction to Biblical Education (2)

This course is for pastors, teachers, Christian workers, and parents as to what makes education Christian and biblical. The student will be introduced to several areas such as: the role of the Holy Spirit especially in learning, Jesus the Master Teacher, the teaching/learning process, how people learn and are transformed, developing plans for and making disciples, recruiting and training workers, family ministry, and more. This will assist students as they develop their own philosophy of teaching and disciple making.

ED 213 Survey of Discipleship in the Local Church (2)

In this course students will observe and study current discipleship ministries in the region. Students will identify effective methodologies and practices.

ED 240 Assessment for Ministry (2)

Students will acquire skills for developing and using tools that identify strengths and needs based upon biblical understanding of individual gifts, purposes, and goals.

ED 320 Creative Teaching (2)

This class studies principles and techniques that make instruction more effective. Students practice creative teaching techniques, as well as ways to improve the quality of teaching and build confidence. This class is for teachers, preachers, small group leaders, and others, in similar disciplines.
Prerequisites: EN110, ED100

ED 330 Biblical Instruction Administration & Leadership (2)

This class discusses the administrative processes within the church, management styles and the importance of human relationships. Students develop criteria for leadership.
Prerequisites: EN110, ED100

ED 340 Using Learning Styles in Ministry (2)

This class covers the four basic learning styles, modalities, and multiple intelligences, and applies them to teaching, leading, relationships, and learning.
Prerequisites: EN110, ED100

ED 350 Curriculum Development (2)

This class covers the development of biblical and general education curriculum, including how to develop a scope and sequence plan of class rotation. Also included is how to evaluate and incorporate already written and developed curriculum.
Prerequisites: EN110, ED100

ED 401 Developing a Discipleship Ministry (2)

This course will equip the student to identify biblical principles and develop practical strategies to plan for effective ministry that helps local bodies educate and make Christian disciples.
Prerequisites: EN110, ED100, ED213

ED 405 Specialized Ministries (2)

This service-oriented course will train students to lead congregations toward meeting needs within the community.
Prerequisites: EN110, ED100, ED213

ED 412 Practicum in Teaching (2)

Students will complete an 11-week term of on-the-job teaching experience.
Prerequisites: EN110, ED100, ED312, ED320, ED340

ESCHATOLOGY (ES)

ES 410 Principles of Prophecy: Daniel (4)

Through in-depth study, this class gives the student a biblical understanding of and spiritual appreciation for the book of Daniel through proper methods of analytical interpretation. Students will become conversant with the terminology and major elements of the pre-millennial approach to eschatology and grow devotionally to greater appreciate the Person and work of Jesus Christ.
Prerequisites: EN110, ED100, OT110, OT312

ES 420 Principles of Prophecy: Revelation (4)

In this class, the book of Revelation is studied in expository detail with charts and extensive notes supplementing the text. A greater understanding of eschatology and a deeper appreciation of Jesus Christ will be discovered.
Prerequisites: EN110, ED100, OT110, OT312

LANGUAGES (LN)

NOTE: Language classes may also fulfill Humanities requirements for the Division of General Education. Students may contact their Academic Advisor to determine applicability.

LN 220 Intro to Biblical Languages: Greek (2)

This class will introduce the student to the basic elements of biblical Greek and will prepare the students to use lexical aids.

LN 230 Intro to Biblical Languages: Hebrew (2)

This class will introduce the student to the basic elements of biblical Hebrew and will prepare the students to use lexical aids. The student will also be introduced to the fundamentals of linguistic theory.

LN 310 Greek I: Introduction (2)

This class will enable the student to make better use of the language sources available to the student of God's Word. The alphabet, pronunciation, parts of speech and the most basic grammatical rules of Koine/Biblical Greek will be studied. The student gains broader use of concordances, lexicons, commentaries, and journals.
Prerequisites: EN110, ED100, LN220

LN 320 Greek II: Intermediate (2)

A continuing study of Koine Greek with emphasis upon translation of the Greek text of 1 John.
Prerequisites: EN110, ED100, LN310

LN 330 Greek III: Advanced (2)

Continuation of Greek II. Students continue to translate actual biblical text with emphasis on 1 John.
Prerequisites: EN110, ED100, LN310, LN320

LN 410 Hebrew I: Introduction (2)

A study of the basic principles of phonology, morphology, and syntax of biblical Hebrew.
Prerequisites: EN110, ED100, LN230

LN 420 Hebrew II: Intermediate (2)

An introduction to the basic tools and methods for textual, lexical and syntactical analysis of the Hebrew text, focusing on the first few chapters of Genesis.
Prerequisites: EN110, ED100, LN210, LN410

LN 430 Hebrew III: Advanced (2)

A continuation of Intermediate Hebrew. The focus will be on developing a methodology of Old Testament exegesis guided by applying proper exegetical research.
Prerequisites: EN110, ED100, LN230, LN410, LN420

NON-PROFIT MINISTRY (NP)

NP 210 Financial Management, (2)

This course will equip the student to meet reporting requirements, to find ways to reduce expenses, increase revenues, and establish fiscal control through professional cash management. A full range of nonprofit financial management topics will be discussed including accounting, internal controls, auditing, evaluating fiscal conditions, budgeting, cash management and banking.

NP 213 Personnel & Employment Requirements (2)

This course will guide the student to learn and apply concepts of legal requirements for employment in the nonprofit workplace. Such matters as hiring, compensation, termination, and volunteer employees are covered.

NP 216 Marketing & Public Relations (2)

This course will guide students in the process of identifying a "brand" and niche for a nonprofit organization. Students will also explore utilizing marketing research, social media, and more traditional approaches to marketing a nonprofit.

NP 220 Personnel & Staff Development (2)

This course provides the student with the fundamentals of supervising staff, elements of staff development, conflict management and resolution, and employee record keeping.

NP 230 Nonprofit Contract Law (2)

This course is designed to introduce the student to the requirements of legal agreements, the benefit of authoritative legal advice, and limitations that apply to nonprofit organizations.

NP 310 Introduction to Nonprofit Accounting (2)

This course introduces the student to the language and terminology of accounting, accounting rules specific to nonprofits, and recording restrictions.
Prerequisites: EN110, ED100

NP 320 Accounting Essentials for Nonprofits (2)

This course will enable the student to understand financial reports, spreadsheets, development of accounting procedures, and regulations for nonprofit organizations.
Prerequisites: EN110, ED100

NP 330 Fundraising (2)

This course is designed to train the student in methods of garnering donors and donations, how to develop and increase a donor base, and other options of fundraising such as grant writing.
Prerequisites: EN110, ED100

NP 335 Church & Nonprofit Law (2)

This basic course will introduce the student to things a U. S. based nonprofit must do and must not do. This includes general areas such as foundational documents, delegation of authority and responsibility, and limitations.
Prerequisites: EN110, ED100

NP 410 Tax, Liability, & Exemptions (2)

This basic course is designed to introduce the student to the elements of taxation as applied to nonprofits. It also addresses areas of liability of which managers and leaders of nonprofits must be aware. Students will also learn how to qualify for and maintain exemptions.
Prerequisites: EN110, ED100

PRACTICAL THEOLOGY (PT)

PT 110 Introduction to Hermeneutics (2)

This class covers the art of biblical interpretation. Topics include: the origin of the Bible, the inspiration and authority of Scripture. The student will develop in-depth study tools and skills to help "rightly divide the Word of truth."

PT 215 Developing a Biblical Worldview (2)

This course surveys the development of a Biblical Worldview. The student will learn to view the world, society, and self through a worldview created wholly on a Biblical perspective.

PT 230 Christian Ethics (2)

Ethics refers to the problems of what is wrong and right, and what is good and evil in human relationships. This class will deal with daily living and the ethical dilemmas all believers face.

PT 235 Pastoral Practices & Special Occasions (2)

This course covers the sacraments and practices which every minister performs in the vocation of the pastorate. Specific to the class will be a consideration of the following: weddings, funerals, water baptism, various dedications, communion services, hospital visitations, and pastoral hospitality. Each sacred practice will be viewed through the three lenses of supporting theology, practical mentoring, and hands-on experience.

PT 250 Hermeneutics II (4)

This course is designed to increase the skills of interpreting scripture using the five essentials of Hermeneutics. The course will include a study of the history of interpretation, the use of translations and the genre of Scripture. These skills will then be used to develop effective application methods for the student.

PT 290 Leadership & Organization of Small Group Ministries (2)

This class will equip students to lead and organize small group ministries for church and para-church organizations. The students will learn how to facilitate adult learning and spiritual development in the context of small groups. In the course of this study, we will examine groups that are focused on: Bible study, prayer, fellowship, recovery and evangelism. Particular attention will be paid to training lay people to lead and facilitate small groups.

PT 301 Discover & Develop Your Ministry (2)

This class directs one to find their own unique ministries in the body of Christ. It gives practical insights on how to allow Christ's life to flow through a Christian to the many service opportunities in today's world.
Prerequisites: EN110, ED100

PT 302 Gifts of the Spirit (2)

This class will take an in-depth look at the gifts of the Spirit. The student will learn how Scripture provides a clear understanding of their definition and application within the church body, but also in the personal life of every believer.
Prerequisites: EN110, ED100

PT 303 Lifestyle Evangelism (2)

Evangelism is a 24-hour a day activity for everyone, from home to school, to work and play. We are sending out messages to those around us with our mouths and with our mannerisms. The purpose of this class is to help us learn how to be the kind of witnesses who allow the beauty of Christ in us to attract others.
Prerequisites: EN110, ED100

PT 312 Homiletics (2)

This class covers the principles and methodology necessary to equip the student to prepare and deliver messages from the Word of God in a minimum of three manners: topical, textual and expository. Homiletics is simply a tool to better enable the individual to deliver the message God has given them.
Prerequisites: EN110, ED100

PT 325 Contemporary Issues in Pastoral Leadership (2)

This course will equip students to identify and resolve issues impacting local ministries for effective discipleship.
Prerequisites: EN110, ED100

PT 332 Apologetics: Defending the Faith (2)

This course provides the student with an understanding of the philosophy and language of Apologetics. The course also provides the student with an assortment of apologetic tools designed to aid in the defense of the gospel of Jesus Christ within a secular

society. Also emphasized is the analysis and presentation of a Biblical Worldview contrasted with a variety of secular worldviews.
Prerequisites: EN110, ED100

PT 334 Organization & Administration in the Local Church (2)

Students will explore problems and procedures associated with administration of ministries in local church settings.
Prerequisites: EN110, ED100

PT 335 Theology of Women in Ministry (2)

This class will examine two major views of women in ministry that are based on Scripture: complementarian (limited to leadership roles under male headship) and egalitarian (free to serve in any ministry role). By the end of the quarter, students will have analyzed both of these viewpoints in depth and will be challenged to develop their own theological position on this important topic in the 21st century church. Both men and women are encouraged to take this course.
Prerequisites: EN110, ED100

PT 340 Studies in Revival (2)

The sessions in this class are designed to not only teach the biblical basis, impact and final outcome of revival, but to allow students to personally and corporately begin to experience the revival Spirit themselves. Within this context, the student will gain an understanding spiritually, academically and experientially of Haggai's words, "The glory of the latter house shall be greater than of the former, saith the Lord of Hosts" (Haggai 2:9 KJV).
Prerequisites: EN110, ED100

PT 345 Discipleship and Transformation (2)

This course is designed to explore Kingdom living and how to grow in conformity to Jesus Christ. The study will focus on the elements of Biblical teaching and Kingdom living discipleship.
Prerequisites: EN110, ED100

PT 346 Assessment & Strategic Planning (2)

This course equips students to develop strategies to accomplish biblical purposes, mission and plans based upon effective assessments.
Prerequisites: EN110, ED100

PT 350 Expository Preaching (2)

This class covers a more in-depth study of the preparation and delivery of expository sermons. Emphasis will be placed on details of the expository outline.
Prerequisites: EN110, ED100, and PT 312 or Instructor's approval.

PT 355 Speaking to a Postmodern Culture (2)

This course is a study of preaching the gospel through creative means. You will study how to implement media, drama, and illustrations to a culture that has grown up in a media world. You will be challenged to think out of the box to study non-traditional methods to proclaim the Word (Bible) in a current context.
Prerequisites: EN110, ED100

PT 430 Christian Leadership (4)

This class deals with the principles, practices and problems of leading the people of God, with special emphasis given to the practical aspects of "The Ministry." In the context of this study, there will be detailed analysis in the practice and problems of applying leadership principles as they relate to the call and preparation of leadership.
Prerequisites: EN110, ED100

PT 450 Understanding Cults (2)

The scope of this class affords a general examination of specific major cults, a description of their characteristics, an evaluation of their central doctrines and a brief examination of their origins, structure and mode of operation. Special discussion will focus on why each cult's doctrine cannot be compatible with biblical Christianity, stressing also the need for the Christian believer's alertness, discernment and readiness to share fundamental Christian truths to counteract cultic deviations.
Prerequisites: EN110, ED100

PT 455 Understanding Islam (2)

Beginning with the prophet Muhammad, this course traces the rapid growth of the Islamic Caliphate, including the cultural impact of the crusades and the great discoveries of Islam's Golden Age. Theologically, the course examines the development of the Qur'an, the hadith, and the major tenets of Islamic belief, contrasting them with biblical Christian doctrine. As a result of the current threat of radicalized Islamic terrorism, special emphasis is placed on effective methods of reaching Muslims with the gospel of Christ.
Prerequisites: EN110, ED100

STUDENT MINISTRY (YM)

YM 121 Philosophy of Student Ministry (2)

This course will guide students through the process of developing a ministry to adolescents. Students will study various current student ministry philosophies and learn the foundations of ministry to junior high, senior high and college age students, including creating a mission statement, objectives and strategy.

YM 131 Leading and Organizing Student Ministry (2)

This course will guide students through the process of establishing and building a ministry to adolescents. Students will learn how to evangelize and disciple adolescents through biblical principles and relevant programming such as the large group meeting, small groups, camps, mission trips, and outreach events. Budgeting, fundraising, and calendar planning will also be covered.

YM 220 Contemporary Student Communication (2)

Since society is always shifting, this course is designed to teach the student how to effectively communicate to the current culture. Students will study communication in the ever changing technical world and learn the "lingo," such as social networking, online video sharing, and communicating within a youth context.

YM 310 Student Ministry Management (2)

This class will aid the student in planning his/her ministry. Covered in this class are the (all-too-often ignored) demands of administration, camp & recreation leadership, time management, worship & youth, ministry structure, communication, youth council, service and mission projects.
Prerequisites: EN110, ED100

YM 320 Reaching Today's Youth (2)

This class is designed to equip the youth worker/pastor in dealing with the contemporary problems facing young people.
Prerequisites: EN110, ED100

YM 321 Campus Ministry (2)

Students will study the history and methods of reaching students through the school campus and learn how to equip young people to reach their peers within their legal rights and restrictions as a layperson or minister.
Prerequisites: EN110, ED100

YM 450 Student Ministry Internship (2)

In this class the student will be introduced to the historical, philosophical and theological underpinnings of youth ministry. Popular models of contemporary student ministry will be reviewed and evaluated. The course will examine, describe, and evaluate youth ministry in various contexts. Church-based and para-church ministries will be discussed, focusing on three particular age groups: junior high, senior high and young adults.
Prerequisites: EN110, ED100, & 6 YM units completed.

THEOLOGY (TH)

TH 220A Bible Doctrine IA (God) (2)

This class surveys the Doctrine of God (Theology Proper) with its components. Topics include: The Existence of God, the Attributes of God and the Trinity. The combination of this class with TH 220B is equivalent to the 4-unit TH 220.

TH 220B Bible Doctrine IB (Christ) (2)

This class is a general survey of the Doctrine of Christ (Christology): His Life, Birth, Death, Resurrection and Ascension. This pivotal class will lead the student to a deeper commitment to the Person and Power of the Lord. The combination of this class with TH 220A is equivalent to the 4-unit TH 220.

TH 230A Bible Doctrine IIA (Holy Spirit and Angels) (2)

This class surveys the Doctrine of the Holy Spirit (Pneumatology) and the Doctrine of Angels (Angelology). The combination of this class with TH230B is equivalent to the 4 unit TH 230.

TH 230B Bible Doctrine IIB (Man and Salvation) (2)

This class surveys the Doctrine of Man (Anthropology) and the Doctrine of Salvation (Soteriology). The combination of this class with TH230A is equivalent to the 4-unit TH 230.

TH 311 Theology of Worship (2)

This course studies the purpose and practice of a theology of worship in the local church. The study is divided into two parts: Cognitive theology that includes the understanding and discovery of a Biblical Theology of worship and music, and practical applications of theology, which include developing a strategy for teaching theology as a worship leader. Students will be required to complete a series of projects that will help build a personal theology for both public and private worship.
Prerequisites: EN110, ED100, MM122

TH 315 Theology of Biblical Instruction (2)

This course guides students towards the discovery of biblical directives and models on which Christian education can be based for relevance and effectiveness.
Prerequisites: EN110, ED100, TH220 A & B, TH230 A & B

TH 320 Theology of Pastoral Leadership (2)

This course examines the biblical basis for pastoral leadership. Students will discover models and principles of pastoral ministry from the Old and New Testaments from which a personal philosophy of pastoral leadership will emerge.
Prerequisites: EN110, ED100, TH220 A & B, TH230 A & B, PT215

WORSHIP ARTS (MM)

NOTE 1: Music classes may also fulfill Humanities requirements for the Division of General Education. Students may contact their Academic Advisor to determine applicability.

NOTE 2: Piano classes include 10 50-minute lessons with a minimum of five hours of practice per lesson. Each class counts for one unit of credit. A lab fee is required for all piano classes.

MM 100 Music Fundamentals (2)

This class provides an introduction to basic elements of historical musical style, including major and minor scale construction, written and aural music theory -- including notation, scales, key signatures, rhythmic exercises, intervals, simple sight-singing and simple chord construction.
Students must receive a grade of "C" or higher to advance to MM 240 Music Theory I, or pass a placement test.

MM 101 Beginning Piano (1)

This class is for the student with no prior or limited experience in piano skills.
Students must receive a grade of "C" or higher to advance to MM 110 Piano I. See Note 2 at beginning of this section.

MM 102 Beginning Guitar (1)

This class is for the student with no prior or limited experience in guitar skills.
Students must receive a "C" or higher to advance to MM 111 Guitar I.

MM 110 Piano I (1)

This class is designed for the piano student who has mastered a few basics. Class work will include keyboard theory, the basics of playing chords and scales in all keys and playing by ear. Upon completion of the class material the student will be able to play several chords.
Prerequisite: MM 101 Beginning Piano with a grade of "C" or higher, or pass a placement test.
Students must receive a grade of "C" or higher to advance to MM 120 Piano II; see Note 2 at beginning of this section.

MM 111 Guitar I (1)

This class is designed for the guitar student who has mastered a few basic guitar skills. Class work will include theory of guitar fingerings, the basics of playing chords and scales in all keys and playing by ear. Upon completion of the class material the student will be able to play several chords.
Prerequisite: MM 102 Beginning Guitar with a grade of "C" or higher or pass a placement test.

Students must receive a grade of "C" or higher to progress to MM 121 Guitar II.

MM 120 Piano II (1)

This class builds on the foundational skills learned in Piano I. Class work will include scales, chords, arpeggios and chord progressions. Five types of seventh chords will be studied and used in worship choruses and hymns. The student will learn how to modulate from one key into another.

Prerequisite: MM 110 Piano I with a grade of "C" or higher, or pass a placement test.

Students must receive a grade of "C" or higher to advance to MM 130 Piano II; see Note 2 at beginning of this section.

MM 121 Guitar II (1)

This class builds on the foundational skills learned in Guitar I. Class work will include scales, chords, arpeggios and chord progressions. Various chords will be studied and applied in worship choruses and hymns.

Prerequisite: MM 111 Guitar I with a grade of "C" or higher, or pass a placement test.

Students must receive a grade of "C" or higher to advance to higher level of guitar class.

MM 122 Foundations of Worship: Cultural and Biblical (2)

This class will help students develop a biblical foundation of Christian worship. The student will learn the historic background of various worship methods and practices. Students will explore and evaluate worship practices in a variety of Christian churches. By the end of this class, students will be equipped to organize a program of worship.

MM 130 Piano III (1)

This class builds on the foundational skills learned in Piano I & II and will further develop the student's proficiency in playing worship songs. Seventh, ninth, eleventh and thirteenth chords will be studied along with chord progressions, modulation and accompaniment patterns.

Prerequisite: MM120 Piano II with a grade of "C" or higher, or pass a placement test.

Students must receive a grade of "C" or higher to advance to MM 231 Piano IV; see Note 2 at beginning of this section.

MM 141 Small Ensemble: Instrumental (1)

A mixed instrumental group whose main function is to perform in the local church.
Audition only.

MM 143 Small Ensemble: Vocal (1)

A mixed choral group whose primary function is to perform at college functions and occasionally in local churches.
Audition only.

Enrollment Comments: A 0 unit option of this performance group is available with approval from the Instructor. May be repeated for credit.

MM 144 Voice Lessons (1)

Private voice study explores correct singing technique and breath control. Students may register for 30, 45, or 60 minute lessons per week. A minimum of 5 hours of practice per week is required.

This class is also subject to private instruction fees which are commensurate with instruction time.

MM 147 Choir (1)

A mixed choral group whose primary function is to perform at Epic functions such as graduation and Good Friday Services. Audition may be required; speak to an academic advisor.

Enrollment Comments: A 0 unit option of this performance group is available with approval from the Instructor. May be repeated for credit.

MM 150 Vocal Techniques (2)

This class will provide the student, with little or no formal training, the opportunity to systematically study and apply proper voice technique.

MM 151, 152, 153, 154, 155, 156 Applied Musicianship (1)

(Major Instrument: Voice (V), Piano (P), Guitar (G), or an approved instrument)

All Worship Arts students will choose one primary instrument (voice, piano, guitar, or petition for approval of another instrument). This may be fulfilled through class instruction or private lessons.

One (1) unit may be earned per quarter, with six (6) units required to be completed by the student.

Students will, in addition to tuition, be charged an Instruction Fee according to the published Private Lesson fee structure.

MM 171, 172, 173, 174, 175, 176 Secondary Instrument Private Lessons (1 qh for 6 quarters)

All Worship Arts students will choose one secondary instrument (Instrument: Voice (V), Piano (P), Guitar (G), or an approved instrument) in which the student enrolls in weekly private instruction.

Students will, in addition to tuition, be charged an Instruction Fee according to the published Private Lesson fee structure.

MM 181 - MM 199 Advanced Musicianship

These courses provide the opportunity for students to continue mastering their instrument(s) with further private lessons. (Instrument: Voice (V), Piano (P), Guitar (G), or an approved instrument)

Students will, in addition to tuition, be charged an Instruction Fee according to the published Private Lesson fee structure.

MM 210 The Heart of a Worshiper (2)

This class focuses on developing the heart of the worshiper as well as the heart of a music pastor. Emphasis will be placed on implementing praise and worship in the individual believer's daily life.

Prerequisites: MM 122 Foundations of Worship: Cultural & Biblical

MM 230 Church Music Administration (2)

This class provides an overview of contemporary organizational techniques for music in the Church of the 21st century. Theory, practical exercises and guided discussions will place emphasis on organizational procedures that will apply to churches of all sizes.

Prerequisites: MM 122 Foundations of Worship: Cultural & Biblical

MM 231 Piano IV (1)

This class teaches the use of chord symbols, voicings (open and closed), progressions, modulations and substitutions with emphasis on Jazz style. Lecture, practical exercises and guided discussions will be used to develop professional piano techniques.

Prerequisite: MM 130 Piano III with a grade of "C" or higher, or pass a placement test.

Students must receive a grade of "C" or higher to advance to MM 232 Piano V; see Note 2 at beginning of this section.

MM 232 Piano V (1)

This class continues with the principles learned in Piano IV.

Prerequisite: MM 231 Piano IV with a grade of "C" or higher, or pass a placement test.

Students must receive a grade of "C" or higher to advance to MM 333 Piano VI; see Note 2 at beginning of this section.

MM 242 Music Theory I (4)

This course will cover the development of skills in the harmonization of simple melodies, involving triads in root position and inversions, chord progressions, non-harmonic material, analysis and form. Practical experience is also acquired in ear training.

Prerequisite: MM 100 Music Fundamentals with a grade of "C" or higher, or pass a placement test.

Students must receive a grade of "C" or higher to advance to MM 252 Music Theory II.

MM 252 Music Theory II (4)

This is a course concerned with the further development of harmonization of melodic material. Seventh chords with inversions are a part of this course. Practical experience is also acquired in ear training.

Piano Proficiency Test 1 must be passed in order to receive credit for this course.

Prerequisites: MM 242 Music Theory I with a grade of "C" or higher, or pass a placement test.

Students must receive a grade of "C" or higher to advance to MM 325 Music Theory III.

MM 305 Creative Worship Technology (2)

This course provides the student with ability to utilize sound, lighting, and media in the corporate worship service.

Prerequisite: CO 210, or equivalent experience with advisor's approval.

MM 311 Conducting (2)

This class will provide a study of choral conducting techniques and principles of interpretation with attention given to choral and instrumental techniques.

Prerequisites: MM 242 & MM 252, both with a grade of "C" or higher.

MM 314 Music Arranging (2)

This class covers the analytical study and techniques of arranging music for small and large vocal groups. Choral arranging is stressed with attention given to instruments as well.

Prerequisite: MM 325 Music Theory III with a grade of "C" or higher.

MM 320 Developing an Effective Worship Ministry (2)

This class will present a comprehensive study of worship by examining the purpose and presentation of worship within the church. Emphasis will be placed on development of attitude, style and skill.

Prerequisites: EN110, ED100, and either MM 100 or MM 240 with a grade of "C" or higher.

MM 325 Music Theory III (4)

Training includes elementary modulation, secondary function and simple altered chords. Practical experience is also acquired in ear training, part writing and keyboard harmony.

Prerequisite: MM 252 Music Theory II with a grade of "C" or higher, or pass a placement test.

Students must receive a grade of "C" or higher to advance to MM 375 Pop Theory.

MM 333 Piano VI (1)

This class continues the principles of piano skills developed in Piano V with an emphasis on public performance.

Piano recital is required to pass this course.

Prerequisite: MM 232 Piano V or advisor's approval.

MM 350 Dynamics of Worship Leading (2)

This course is a "hands on" experience developing the skills necessary to build and lead a theological, relevant corporate worship service while relating to the singer, band, and technical team during both rehearsals and services.

Prerequisites: EN110, ED100, MM100, MM122

MM 375 Pop Theory (2)

This course will cover the use of pop symbols in worship music and the creation of charts, lead sheets, segues, introductions, outros, and turnarounds.

Prerequisite: MM 325 Music Theory III with a grade of "C" or higher.

MM 430 Music Ministry Internship (2)

This class is designed to give the certificate or associate degree student first-hand experience in the practical aspects of directing and administering a church music program. It is expected that the intern will be involved in as many church music experiences as possible and be responsible for at least one major area of music within his or her church.

Prerequisites: EN110, ED100, MM 230

MM 450A, B, C, D, E, F Practicum in Worship Ministry

(1 qh for 5 quarters)

This course provides practical, supervised application of worship at EPIC Bible College's Chapel services. Application of leadership principles may include, but are not limited to: participation and presentation of praise team, multi-media software, drama, or any other area deemed essential to a growing worship program.

Prerequisites: MM100, & either MM122 or advisor's approval.

GENERAL EDUCATION DEPARTMENT

Epic Bible College & Graduate School General Education Department provides quality Christian Higher Education to train students spiritually, practically and academically in the disciplines of General Education. Below are the Areas of Study:

- Communication (CO)
- English (EN)
- Humanities (HU)
- Mathematics (MA)
- Physical Education (PE)
- Natural Science (SC)
- Social Science (SS)

OBJECTIVES:

Spiritual:
- Explain how Jesus Christ is revealed in the creation.
- Identify biblical principles within the study of general education.
- Apply spiritual disciplines in the areas of study within general education.

Practical:
- Identify effective stewardship of God's Creation (Gen. 2:15).
- Apply knowledge from the discipline of general education to further the pursuit of the Great Commission (Matt. 28:19-20).
- Demonstrate effective written and spoken communication.

Academic:
- Acquire a body of knowledge common to the general education disciplines of higher education.
- Apply this knowledge within the context of a biblical Christian worldview.
- Develop competency in the use of analytical thinking and active learning in the pursuit of higher education.
- Apply a biblical Christian worldview to the study of the general education disciplines.

COMMUNICATION (CO)

CO 105 Computer Fundamentals (1)

This class is for those students with little or no prior computer experience. It is an introduction to the computer skills necessary to be successful in the electronic college environment. From logging into the computer, moving around in the Windows Operating System, launching programs, emailing with attachments, working in the cloud, navigating the learning management system - central to all courses - to Microsoft Word basics and MLA formatting for class assignments.

CO 110 Computer Skills (2)

This class will introduce the student to elements of the popular Microsoft Office 365 ensemble (Word/Publisher/Power Point/Excel), along with working in the cloud (OneDrive), and using the college's email and learning management system in an easy to follow methodology.

CO 115 Power Point (2)

This course is designed to help the student advance in their skills and proficiency in working with the Microsoft Power Point program in order to be more successful in college, in ministry settings and other environments where presentations are a necessity or a plus.

CO 130 Public Speaking (4)

This class will instruct the student in the art of effective speaking and introduces the basic principles of effective communication. Public and interpersonal speech will be included.

CO 151 Church Audio Boot Camp (1)

This is a time intensive course, which teaches microphone techniques, sound system set up, and audio mixing.

CO 155 Multi-Media for Ministry Workshop (1)

This course presents the overall philosophy of using media in ministry setting and offers detailed information on incorporating graphics and video into a church service. Along with updates on music and video licensing and some of the newest tools, including Power Point and podcasting.

CO 180 Journalism (2)

This class focuses on the fundamentals of media writing and newsletter publication, including editing, news gathering, feature writing, editorials and graphic layout. Students may design and create the college yearbook.

May be repeated to meet General Education requirements with up to six (6) units each applied to fulfill Communication, Social Science, and/or Humanities requirements. May also be repeated and applied as elective units.
Prerequisite: EN110

CO 210 Fundamentals of Media Technology (2)

This class introduces the student to the basic function and use of equipment that would commonly be used in a ministry setting, along with philosophies of blending in technology with a worship services. Included will be equipment used for lighting, sound, video and graphics presentations.

Students with prior experience may test out of this class.

CO 215 MIDI (2)

This course is an introduction to musical instrument digital interface (MIDI) in which students receive hands on experience in MIDI, sequencing, and music writing software.

ENGLISH (EN)

EN 105 College Writing Skills (2)

This course covers basic grammar, word usage, punctuation, spelling, and sentence and paragraph writing skills. It offers help to students seeking to improve their skills to meet the demands of college writing. Students complete a required number of assign-

ments and tests designed to help them master specific sentences and paragraph level writing skills.

Prerequisite: CM120A Success in College: Communication, with a "C" or better, or AAP Scores of 251-260 for both Reading Comprehension & Sentence Skills.

EN 110 English 1A (4)

This class concentrates on pre-writing, drafting, and rewriting processes that address a variety of rhetorical and academic tasks. This class will also review the fundamentals of grammar, punctuation and sentence structure, along with language development.

Prerequisite: EN105 College Writing Skills, with a "C" or better, or AAP Scores of 261 or higher for both Reading Comprehension & Sentence Skills.

EN 120 English 1B (4)

This class will cover the theory and practice of effective writing. It is designed to enable the student to develop critical thinking, reading, and writing processes that are essential for success in college as well as practical uses beyond college. Students will write papers utilizing various literary styles. A writer's journal will also be required.

Prerequisite: EN110 or equivalent.

EN 210 Introduction to Literature (4)

This class will introduce major genres and writings in Western and English literature, to enable the student to read, interpret, and write effectively at a college level and beyond. This class will cover the tools and concepts necessary to the understanding, interpretation, and criticism of literature.

Prerequisites: EN110, ED100

HUMANITIES (HU)

NOTE: Humanities requirements may also be fulfilled by Music and Language classes from the Biblical Studies Division. Students may contact their Academic Advisor to determine applicability.

HU 210 Fundamentals of Drama Ministry (2)

This class introduces the student to basic principles of drama and the use of drama in communicating the Gospel of Jesus Christ. The student will receive instruction in basic acting technique, writing, directing and staging.

HU 230 Comparative Religions (4)

This class embraces a study of the major world religions—Islam, Hinduism, Buddhism, Animism, Communism, and New Age-ism.

HU 305 Christianity in Film (2)

This class examines the content and impact of Christian content in film in our society. Students will view select films to analyze how Christianity has been and is portrayed, along with the sociological impact of the film in general and the religious message in specific. Special emphasis will focus on how to engage the current culture in meaningful theological and philosophical discussion.

Prerequisites: EN110, ED100

HU 410 World Literature (4)

This class will introduce the student to fiction, drama and poetry from a variety of cultures and periods in history.

Prerequisites: EN110, ED100

HU 420 Introduction to Philosophy (4)

This class cover the intellectual background of the Western tradition. Special emphasis is placed on the influence of philosophical concepts on the development of religious, political, economic and social structures in Western culture.

Prerequisites: EN110, ED100

MATHEMATICS (MA)

MA 130 Business Math (4)

This class will study some of the uses of mathematics, especially as needed in a ministry or non-profit organization. Included are: probability, statistics, business and ministry applications and analysis of patterns.

Prerequisite: CM120D or AAP Mathematics score of 241 or higher

NATURAL SCIENCE (SC)

SC 110 Physical Science (4)

This class covers a survey of the physical characteristics of the earth, the forces and effects that prevail. The class includes consideration of the earth's place in space, the nature of its crust and interior, the processes that affect its structure and mankind's role in the process.

SC 111 Health (4)

This class focuses on the development of mental, spiritual, emotional, social and physical health practices. Topics include: stress, diet, nutrition, communicable and chronic diseases, alcohol and drug abuse, lifestyles, childbirth, physical fitness and environmental health.

SC 180 Science of Fishing I (2)

This course will study the boney fish, Osteichthyes, and focus on the Sunfish family Centarchidae. We will understand habitat, life cycle and the pursuit of the specific genus Micropterus.

SC 181 Science of Fishing II (2)

This course will study the boney fish, Osteichthyes, but focus on the specific genus Micropterus. We will endeavor to understand habitat, life cycle, and where to find lunker bass. This course will also study the many lures and their presentation to catch the elusive largemouth bass.

Prerequisite: SC180 with a grade of "C" or higher.

SC 220 Nutrition 1A (2)

Nutrition 1A provides an introduction to basic nutrition physiology and metabolism of macro nutrients.

SC 221 Nutrition 1B (2)

Nutrition 1B provides a continuation of the basic nutrition physiology and metabolism discussed in Nutrition 1A and continues by covering the micro nutrients (vitamins and minerals).

Completion of Nutrition 1A is recommended but not required.

SC 231 Body by Design (2)

This class will examine that anatomical evidences for creation in the human body. Students will examine the human anatomy and physiology to see the purposeful, intricate design and function.

SC 235 Diseases of the Mission Field (2)

This class examines some of the many possible diseases someone might encounter in the mission field. The perspective of overseas missions from a travel medicine view (outside the United States) will be the setting for discussions.

SC 250 Creation Science (2)

This course examines Creation Science and the Theory of Evolution. Students will study both from a scientific perspective, developing a justifiable belief for a designer as the source for the origin of life and our Biblical Christian Faith.

SC 320 Introduction to Biology (4)

This class covers the themes of cell biology, genetics, ecology and human biology.

PHYSICAL EDUCATION (PE)

PE 110 Badminton (2)

An activity program that includes theory, strategy, rules and fundamental skills involved in the game of badminton. It covers strategy for singles, doubles and competition in organized games with class members.

PE 113 Golf (2)

An activity program that includes theory, strategy, rules and fundamental skills involved in the novice game of golf. The class covers the grip, swing and individual practice so one can participate in the recreational game of golf.

PE 114 Beginning Tennis (2)

An activity program that covers theory, strategy, rules and fundamental skills involved in the novice game of tennis. Students learn the fundamental skills of the forehand, backhand and service through individualized and group instruction.

PE 115 Volleyball (2)

An activity program that includes the history, strategy, rules and fundamental skills involved in the novice game of volleyball. The class covers the forearm pass, set, dig, block and spike so one can participate in the recreational game of volleyball.

PE 116 Basketball (2)

An activity program that covers theory, strategy, rules and fundamental skills involved in the game of basketball. Students learn the fundamental skills of the free throw, blocking and guarding through individualized and group instruction.

PE 117 Worship in Motion (2)

This course studies dance in worship that can be traced through the Bible to the present. Students will discover how to integrate dance as a means of corporate worship.

PE 118 Indoor Soccer (2)

An activity program that includes theory, strategy, rules and fundamental skills involved in the game of indoor soccer. The class covers dribbling, passing, shooting, receiving, ball-control, goal-keeping, defense, offense, and team play.

SOCIAL SCIENCE (SS)

NOTE: Social Science requirements may also be fulfilled by Biblical Counseling classes.

SS 110 Introduction to Sociology (4)

This course will introduce the student to the Trinity relationship of the Godhead and how this model provides the basis for social interaction of society. A mastery of sociological terminology will be emphasized.

SS 150 World History (4)

This class is a brief overview of the customs, cultures, religions and forms of government of the ancient, medieval, and modern world.

SS 157 Between the Testaments (1)

This class is an exciting and entertaining overview of the history of the Middle East during the four centuries between Malachi and Matthew.
This course is Pass/Fail and does not affect GPA.

SS 160 American History (4)

An introduction to the history of the United States, from colonial era to post World War II. Students will be introduced to the significant ideas, personalities and events that shaped modern America.

SS 220 Intro to Psychology (4)

This is an integrated study of the fundamental concepts of psychology and theology, including biological processes, development, behavior, learning and memory, personality, psychological disorders and social psychology.

SS 235 U.S. Presidents I: 1789-1885 (4)

This course presents an overview of the twenty-one men who served as President of the United States during America's first century (George Washington to Chester Arthur). In addition to briefly reviewing each man's biography, we will examine the major political issues and social movements that affected the United States as it expanded from thirteen coastal states to a massive nation spanning the continent, including a summary of the Civil War. The course will also review the portions of the Constitution that establish and affect the Presidency.

SS 236 U.S. Presidents II: 1885-1953 (4)

This course presents an overview of the eleven men who served as President of the United States from the "Gilded Age" of the post-Reconstruction period to the post-World War II nuclear age and the "Cold War" (Grover Cleveland to Harry Truman). In addition to briefly reviewing each man's biography, we will examine the major political issues and social movements that affected the United States as massive industrialization led the nation out of the Civil War's devastation and two world wars made America the world's dominant superpower. The course will also review the portions of the Constitution that establish and affect the Presidency.

SS 237 U.S. Presidents III: 1953-Present (4)

This course presents an overview of the men who have served as President of the United States since 1953 (Dwight Eisenhower to current). In addition to briefly reviewing each man's biography, we will examine the major political issues and social movements that affected the United States as it fought the global spread of communism, became an economic and military superpower, and attempted to conquer the challenges of racism, poverty, injustice, and worldwide terrorism. The course will also review the portions of the Constitution that establish and affect the Presidency.

SS 251 History of Christian Fine Arts (2)

God is a creative artist. In this class, students will learn the foundation for art as a viable vocation or avocation for the Christian, beginning by studying the biblical passages that reference art, music, architecture, and more. This class also covers a general survey of the history of music, fine arts, and drama in the Christian church as it grew and developed through the centuries until the present time.
Prerequisite: EN110, ED100

SS 252 Christian Fine Arts Lab (1)

This lab is designed to complement the "History of Christian Fine Arts" class. Students will either: (1) plan, administrate and operate an exhibit that features the works of local Christian artists; or, (2) complete a journal and reflection paper in coordination with an EPIC sponsored Art History Tour.
Enrollment by professor's approval.

SS 305 History and Philosophy of Worship (2)

The course is a study of the history of worship from the Old Testament, the early church, through the modern period. Emphasis is given to changes in worship practices resulting from the Reformation, the Great Awakenings, revival movements, large evangelistic crusades of the 1940s and 1950s, the Jesus Movement, and the Praise and Worship Movement.
Prerequisites: EN110, ED100, MM122, MM210

SS 310 Cultural Anthropology (4)

This class will study differences within local communities and the development of cross-cultural relationships.
Prerequisites: EN110, ED100

SS 313 America's Wars (2)

This course provides a brief overview of the United States' most significant military conflicts. It is specifically designed for students who may have very little knowledge of American history. Time does not permit an in-depth study of each conflict, but the student will gain an appreciation of the primary causes, the great costs, the purposes, and the results of each of these wars.
Prerequisites: EN110, ED100

SS 320 Introduction to Political Science (4)

This class will introduce the student to the fundamental issues and problems of political activity. Attention will be given to the Christian's responsibility as a citizen as well as to the relationship of church and state.
Prerequisites: EN110, ED100

GRADUATE PROGRAM COURSES

This program provides learning experiences at a graduate level to train men and women for more effective leadership in ministry, non-profits and a variety of organizations, as well as training men and women for effective biblical exposition and ministry practice.

OBJECTIVES:

Spiritual:
- Define means of growth in spiritual disciplines of prayer, Bible study, worship and discipleship.
- Evaluate personal spiritual weaknesses and strengths in order to increase in spirituality and in foundations for ministry and leadership.

Practical:
- Identify methods of leadership that are biblically based.
- Synthesize Jesus' teachings into daily leadership practice.
- Identify methods of biblical interpretation and application in contemporary culture.
- Demonstrate skill in biblical exposition.

Academic:
- Acquire knowledge of biblically based ethical practices in leadership.
- Articulate a biblical foundation for leadership as applied in various settings.
- Acquire knowledge of biblical principles of ministry
- Analyze biblical texts based on sound research principles.

CM 105M Master's Student Orientation (0)

This class introduces the graduate level student to several topics important for success at EPIC Bible College & Graduate School (EPIC) and in life. These include time management, goal setting, study skills, and term paper writing. The student will also receive orientation to policies and procedures followed at EPIC and to graduate-level learning styles and the required formatting style. The student will be come acquainted with the EPIC LRC/Library, graduation procedures, the Code of Conduct, and ethical matters.

BIBLICAL STUDIES (MBS)

MBS 551 Biblical Hermeneutics (4)

This course addresses the study of the principles of Biblical interpretation, an introduction to the major resources available as an aid to Biblical interpretation and an exegetical study of selected passages from the various genres of Biblical literature. The primary focus of this course is that the student develops a sound method for exegesis of Biblical texts.

MBS 552 Tools for Hebrew Word Studies (4)

This course will be an introduction to Hebrew with an emphasis on equipping the student to use commentaries, lexica, the internet, and other language resources. This course introduces students to the history, alphabet, grammatical terminology, and basic features of this Biblical language.

MBS 553 Philosophy of Religion (4)

This course is a critical study based on classical and contemporary readings. It will address such issues as: the basis of religious claims, the meaning of religious discourse, the relationship between faith and reason, the nature and existence of God, the nature of religious experience and the problems of evil and human destiny.

MBS 561 Tools for Greek Word Studies (4)

This course will be an introduction to Greek with an emphasis on equipping the student to use commentaries, lexica, the internet, and other language resources. This course introduces students to the history, alphabet, grammatical terminology, and basic features of this Biblical language.

MBS 562 Old Testament Theology (4)

This course will begin the discussion of various theological perspectives on such prominent themes in the Old Testament revelation as creation, anthropology, sin, sacrifice, law and covenant. This course takes an integrative and practical approach to the Biblical theology of the Hebrew Bible with special emphasis to its application to current issues in society as well as the mission of the church.

MBS 563 Pre-Reformation Church History (4)

This course has been designed to give the student an overview of the key personalities, events and movements that have influenced the history of the Church of Jesus Christ from its founding to the end of the Middle Ages. Topics covered include the following: The expansion of Christianity, the development of doctrine and the struggle against heresy, the rise and decline of the Papacy, the emergence of the Holy Roman Empire, the forerunners of the Reformation and the Renaissance.

MBS 571 New Testament Theology (4)

This course will explore the theological thought of the New Testament, trace the progression of thought beginning with Jesus, and discover each writer's distinctive contribution to the overall message of the New Testament. Special attention will be given to the gospel of the kingdom as proclaimed and applied by the various New Testament authors.

MBS 572 Post Reformation Church History (4)

The course highlights the rise and spread of various traditions, including Lutheranism, Calvinism, Anglicanism, Puritanism, Evangelicalism, and Fundamentalism. Students will also study the nature and trends of modern and postmodern Christianity, with the goal of applying insights to contemporary life. The lectures focus on the cultural, political, and economic backgrounds of the Reformation, Enlightenment, and Great Awakenings, and emphasize the contributions of key figures of these eras.

MBS 573 Exegesis of Romans (4)

This course will offer an exhaustive Exegesis of the Greek text with examination of principal theological themes in the context of Paul's apostolic mission and his relationship to the church in Rome.

MBS 581 Renewal Theology (4)

This course will provide an overview of the theological areas of prolegomena, revelation, theology proper, anthropology, and Christology. Sin, Salvation and Pneumatology will also be addressed.

MBS 582 Discipleship Tools for the Missional Church (4)

A study of the principles and strategies required to develop a healthy congregation that fulfills the great commission as a missionary church within our diverse cultural context.

MBS 583 Culture & Counterculture (4)

When one culture has served its purpose but is no longer useful as a vehicle for communicating the grandeur of Jesus, that is when we need a new counterculture to challenge the status quo and replace it with a rediscovery of the Lord of glory, as he is defined by the Bible alone. This course will explore the current trends within secular as well as Christian culture and compare and contrast the various belief systems that have evolved and influenced each culture, in positive ways as well as adverse ways.

MBS 584 Apologetics (4)

This course provides students with tools to analyze the prevailing secular theories across a variety of fields, to think critically about underlying assumptions, and to argue persuasively for a credible Christian perspective. The course gives a worldview introduction to several subject areas, which may include math, English, science, business, political philosophy, the arts & humanities. The course will seek to formulate the rational basis for believing in Christian theism, with responses to objections and critiques of competing worldviews.

MBS 585 Elective/Directed Study (4)

Students who apply for this course must detail in writing the nature of their study, which includes the topic, the objectives, the procedure, the readings and the assignments, as well as the method of evaluation for the course work.

Prerequisite: approval by the department chairperson and the Directed Studies instructor.

CHRISTIAN MINISTRY (MCM)

MCM 611 Postmodernism & Christianity (4)

This course will examine the rise of postmodernism within contemporary culture and its impact on Christian faith and ministry. The course will pay attention to its philosophical antecedents and development as well as its theological significance. In short, this course addresses three questions: What is postmodernism? How did it arise? How does one think Christianly about postmodernism and respond biblically to it?

MCM 612 Speaking to the Culture (4)

This course will acknowledge that even though growing churches and ministries mark our metropolitan landscape, churchgoers and surrounding communities are less likely to maintain a Christian worldview than in the past. A minister out of touch with this culture is like an uninformed missionary trying to teach in a foreign culture. This course will enable the minister to connect with a postmodern audience and communicate the message of the gospel with clarity and relevance without compromising the substance of the message.

MCM 613 Administration of the Congregation (4)

This course provides an overview of church administration and management. It is designed to inform and educate students regarding management principles, procedures, techniques, theory, and practice for leading and managing churches and non-profit organizations. The course applies a problem-solving approach to the subjects of management, administration, supervision, organization, leadership, church government, finance, and legal issues relevant to ministers and lay leaders.

MCM 621 Effective Christian Counseling Techniques (4)

This course will provide students the opportunity to explore the theory, practice, and administration of counseling within pastoral contexts. They will be exposed to basic counseling techniques, explore personal life issues that may influence counseling effectiveness and gain exposure to the unique issues and challenges associated with pastoral counseling in contemporary culture.

MCM 623 Biblical Purpose, Vision, & Goals (4)

This course will help ministers lead churches and ministries with clarity as a visionary. Grounded in biblical purposes for church and its mission, ministers will learn how to unlock the unique DNA of their church and unleash their congregation's one-of-a-kind potential for engaging surrounding community and culture.

MCM 631 The Pastor & Discipleship (4)

This course will help ministers create a disciple-making church/ministry that is faithful to the Bible and relevant to the unchurched, postmodern culture it is seeking to reach for Christ. Examining and applying the theory of transformation, students will examine the process of re-centering the focus of ministry, regaining millennials, becoming real, becoming multicultural, freeing creativity, and regaining confidence for the simple purpose of creating church/ministry with life-changing focus and power.

MCM 632 The Character of the Servant (4)

This course will help ministers, preachers, counselors, and leaders explore the processes and goals of spiritual formation in their personal life. The student is introduced to the historic disciplines and practices of the Christian faith that promote intimacy with God and Christ-likeness in character. Students will learn how to "exegete" their personal life narrative in order to anchor increasingly their personal life and ministry praxis in growing emotional and spiritual health.

MCM 633 Conflict Resolution (Ministry Tension Points) (4)

The purpose of this course is to ground the pastor and ministry leader in conflict resolution theory and practice for the sake of creating healthy organizational culture. Contemporary tension points for ministry leaders will be examined, such as the relationship between ministry leader and board of directors, fundraising pressures, staff conflict, organizational disunity, and so forth. Issues of boundaries, work-life balance, emotional health, and self-management will be explored. Students will gain skill in addressing and resolving conflict within personal and organizational spheres of ministry.

MCM 641 Directed Ministry Colloquium (4)

This course will provide supervised field-based education in the student's intended vocational ministry context, under the supervision and encouragement of an experienced ministry mentor.

The internship process will include a weekly opportunity for peer discussion and learning with others completing the ministry internship.

ETHICAL LEADERSHIP (MEL)

MEL 511 Foundational Ethics of Organizational Leadership (4)

This course will examine many contemporary issues regarding ethics in organizational leadership. This course will include but not be limited to topics like multi-disciplinary perspectives, classic theory, trait, behavioral, and contingency models. Topics include servant leadership, ethics, diversity, followership, the distinction between leadership and management, vision, leadership practice and strategies. The emphasis of this course will be on the application of theoretical concepts to actual organizational situations. This course will lead the student to the culminating and the articulation of a personal philosophy of ethical leadership.

MEL 512 Self, Systems & Ethical Leadership (4)

This course will examine organizations as well as individuals as learning systems. This course will explore any and all structural influences on individual leadership which will include a deep understanding of self as the primary core resource for learning and leadership development. This course will define the role of systems thinking, metal models, shared vision, team learning, and personal mastery. This course will introduce concepts of personality profiling and how it affects our awareness of social and political tensions as a tool for individual and organizational learning and change.

MEL 513 Graduate Research & Academic Writing Methods (4)

This course provides students with the requisite skills for accomplishing successful written projects at the graduate level while cultivating the student's academic research and writing capabilities. Particular attention is devoted to the adherence to the established norms, practices, and standards of EPIC Graduate School, encompassing the intricacies of formatting, citation, and referencing following the Turabian style. Furthermore, the course emphasizes the proficient utilization of an academic voice to facilitate effective communication and the application of scholarly research techniques.

MEL 521 Leadership, Mentoring, & Team Development (4)

This course will present basic theological, spiritual and pragmatic foundations for skillfully leading the Christian community into God's will for them as His people. Students will learn how to identify, train and motivate other leaders in ministry. This course includes a theological basis for and a practical application of methods used in assessing and assisting people in the use of their spiritual gifts and potential. Team-based approaches are also examined as a means for allowing fruitful ministry. Students will be introduced to various assessments to help formulate teams as well as discover spiritual gifts. Conflict resolution and negotiation issues and strategies will also be examined in this course. Self-assessment and group skill building will be emphasized.

MEL 522 Legal Foundations for Public & Nonprofit Leadership (4)

This course provides exposure to contemporary issues and dilemmas in leadership as applied to nonprofit, voluntary, and non-governmental organizations (NGOs). This course will be an introduction to legal foundations relevant to church leadership and administration. This course addresses substantive legal issues pertaining to authority, rights, privileges, responsibilities and liabilities of church and ministry leaders and others involved in church administration. Special emphasis is placed on principles and practices for avoiding legal pitfalls. Topics include civil society and professional ethics, collaboration, entrepreneurship, philanthropy, and technology and information.

MEL 523 Strategic Planning & Assessment (4)

This course will explore the importance of strategic planning within any organization. This course will exhaustively examine many assessments, audits, worksheets, surveys and inventories used to help preserve, start up, and turn around an organization. This course will explore the process involved in forming mission, vision and purpose statements, as well as practices of goal setting and building a strategic plan.

MEL 531 Biblical Leadership, Organizational Transformation, & Growth (4)

This course will examine the various definitions of Biblical Leadership as well as explore various theories and methodologies modeled in the Bible. This course will commingle the Biblical examples of leadership with their effect on the transformation and growth of the organization.

MEL 532 Servant-Leadership: Theory & Practice (4)

This course will provide students with a thorough exploration of the principles of Servant-Leadership as a leadership philosophy and a way of being a better leader. This course will allow students to become familiar with the writings of Robert Greenleaf, as well as those who have been influenced by Greenleaf, many of whom are leading thinkers in the field of organizational leadership. Particular attention is paid to application within a variety of organizational settings.

This course may include attendance at a retreat and participation in a service for the community.

MEL 533 Building Organizational Culture & Climate (4)

This course will examine and outline a variety of human resource practices using concepts from organizational climate predictors. A variety of studies have found positive relationships between favorable organizational climates and varying measures of organizational success. The health and performance of any organization can be linked to organizational climate. This course will examine how organizational climate influences the positive and negative outcomes of the success or failure of an organization.

MEL 541 Christian Ethics (4)

How does what you believe provide a basis for what you think is the right thing to do? Does religious belief enable moral behavior? Does moral failure contradict religious belief or lead us toward faith? This course will address the complex relationship between Christian belief and ethics. This course will address questions like: Are there "Christian Ethics" specific to those who call themselves Christians, or are ethics the same for all members of our society? This course will explore how Christians can be part of a larger society at all or whether they should withdraw into their own communities. This course will help answer what it means, ethically, to be Christian.

MEL 542 Leadership Models of the Bible (4)

This course will examine in depth, all of the major and minor leaders introduced in the Bible. This course will address the theology and ethics of Paul, as well as the leadership theory of Jesus. This course will explore the various leadership styles as well as personality types studied with present day assessment instruments and attempt to discover parallels between Biblical leaders and our very own present day leaders and class members.

MEL 543 Effective Communication & Relationships in Organizations (4)

This course will examine some of the root causes of many conflict issues within any organization. This course will thoroughly address topics like: Leading with Emotional Intelligence, Systems Thinking, Managing through Transition, Self-Management, Generational Diversity, Leading Change & Building Trust.

MOA 555A & B Leadership Capstone Project/Master's Thesis (4 units each)

This course provides the student with an opportunity to apply and integrate previous learning by the completion and presentation of a major, integrative paper, as either a thesis or capstone project, which will reflect an assessment of student's learning as well as their ability to integrate and apply concepts and theories learned in the Master of Arts discipline for which the thesis/capstone project is applicable (MEL, MCM, MBS).

Components of MOA 555A include: Introduction & Research Problem/Question, Literature Review, and Methodology of Thesis. Students will submit their final work in a format provided in the course MEL513 Organizational Research and Graduate Research Methods. The Thesis/ Capstone courses will substitute for two 4-unit courses in the program.

Prerequisite: completion of all core courses and approval of the Program Director and Professor.

MOA 555 A & B is required for the MDiv degree but is optional for the three (3) one-year MA programs.

DOCTORAL COURSES (DSFL)

DSFL 911 Cultural Clarity & the Postmodern Cultural Mindset (4)

This course will focus on understanding the postmodern cultural mindset as it pertains to church leadership, spiritual formation, and Christian worldviews that impact ministry. This is a course that will explore the postmodern turn in contemporary culture. The development of philosophical and theological antecedents that have impacted church culture will be studied. This course will examine strategies for addressing the postmodern culture as it pertains to church health and growth as well as exploring Biblical response to postmodern influence.

Split into Modules A, B, and C.

DSFL 912 Advanced Organizational Culture & Climate Development for a Healthy Church (4)

This course will focus on the health of the congregation, ministry members and leadership as well as the larger organization. Predictors will be examined and explored that lead to an unhealthy

culture and climate within any organization. Remedies will be discovered for healing unhealthy climates within cultural differences. This course will discuss ways to develop necessary and healthy commingling of a variety of cultures within a multicultural world.

Split into Modules A, B, and C.

DSFL 913 Advanced Spiritual Formation (4)

This course will focus on the emotional and spiritual health of the pastor or minister. Special attention will be given to the history of Christian spirituality along with the theology of spiritual formation. The process of providing spiritual nurture and guidance to others as well as the exploration of personal and corporate practices will be explored. Advanced study will be presented for the practice of soul care and spiritual guidance and direction.

Split into Modules A, B, and C.

DSFL 914 Research Design I (2)

This course will provide an opportunity for participants to establish and/or advance their understanding of research through critical exploration of research language, ethics, and approaches. This course introduces the language of research, ethical principles, challenges, as well as the elements of the research process within quantitative, qualitative, and mixed methods approaches. Participants will use the theories and methods taught in this course to begin to critically review literature that is relevant to their field of interest

Split into Modules A, B, and C.

DSFL 915 Dissertation I: Chapters 1-3 (2)

This course is designed to facilitate the development of a preliminary research dissertation. The course focuses on the design and presentation of the first three chapters of the student's project. The student will master the key elements of each chapter and will produce a draft copy of the dissertation.

Split into Modules A, B, and C.

DSFL 921 Church Health, Multiplication & Leadership (4)

This course provides advanced training in the development of healthy church culture. This course will explore the practice of Biblically and theologically oriented church leadership and ministry that face church pastors, planters and church leaders. This course will focus on the identification and evaluation of problems, programs and procedures unique to church leaders. The utilization of case-study methods will be employed to focus on church health, ministry multiplication and leadership development.

Split into Modules A, B, and C.

DSFL 922 Advanced Strategic Planning & Futures Study for Ministry (4)

This course will prepare the student for a variety of ministry and church leadership settings. Core Biblical passages will be examined to guide the student as they become more proficient in the discovery and development of their mission/vision/purpose and values statements.

This course is an overview of the field of Futures Studies especially as it applies to the church. Emphasis is placed on identifying and analyzing trends which impact the church on a political, sociological, anthropological, environmental and political level. Topics include strategies and planning for successful participa-

tion in society as well as ministry. This course is designed for all students interested in exploring possible, probable and preferable futures in their own ministry as well as the larger church they serve.

Split into Modules A, B, and C.

DSFL 923 Ethics, Social Justice & the Church (4)

An introduction to legal foundations relevant to church leadership and administration as they pertain to the spiritual formation of the church leader. The course addresses substantive legal issues pertaining to authority, rights, privileges, responsibilities and liabilities of church and ministry leaders as well as others involved in church administration. Special emphasis is placed on principles and practices for avoiding legal as well as spiritual pitfalls.

Split into Modules A, B, and C.

DSFL 924 Research Design II (2)

In this course, students will learn about the process and design of research studies. This course will build on an introduction to methods presented in Research I, including research design in the areas of Christian leadership. This course will systematically guide students through the proposal writing process, selection of a topic, development of a hypothesis, selection of a case study, issues of measurement, the designing of and process of conducting experiments, working with data sets, and archival research are some of the areas that will be explored and discussed.

Students will learn about a variety of research designs, the ethics of human subjects research, and the initial stages of data collection. During the course of the semester, students will draft a research proposal as well as be introduced to the IRB (Institutional Review Board) process. Students will be introduced to the approaches of data collection and will continue to develop skills in multiple methods, including quantitative, qualitative, and mixed-methods designs.

This course is designed for students working on dissertation proposals or early stages of dissertation research.

Split into Modules A, B, and C.

DSFL 926 Missional Engagement & Multicultural Ministry (4)

This course will focus on the missional faith community. It will provide advanced training in the practice of theologically and Biblically oriented ministry for the practicing pastor and ministry leader already involved or desiring to be involved in the local church or parachurch environment. This course will explore and examine the leadership issues and challenges as well as opportunities uniquely confronting multicultural church leaders.

Split into Modules A, B, and C.

DSFL 926 Dissertation Project II (2)

This course will focus on the continued progress toward a scholarly and completed Dissertation document. In this course we will refine Chapters 1-3 from DSFL915 and complete and refine Chapter 4.

Split into Modules A, B, and C.

DSFL932 Advanced Judgement and Decision-Making (4)

This course will examine processes and strategies that leaders employ in the role of decision-making within an organization. This course will also explore a variety of tactics, activities, tasks and actions that may be implemented in the decision making process. Students will develop necessary skills to diagnose a situation, design an approach, and strategically design time to implement and assess outcomes. This course will aid in the students' doctoral dissertation process.

DSFL933 Personal & Corporate Spiritual Disciplines that Affect Our Organizations (4)

This course will examine the Biblical, historical, theological and practical application of spiritual formation for Christian ministry. Students will examine and engage in the practice of the spiritual disciplines as they build a stronger devotional life for their Christian service. Emphasis will be given to the relationship between personal, corporate and social purity.

Split into Modules A, B, and C.

DSFL 934 Dissertation Project III (4)

This course will focus on the continued progress toward a scholarly and completed Dissertation document. In this course we will refine Chapters 1-3 from DSFL915 and complete and refine Chapter 4 and 5.

Split into Modules A, B, and C. The student will produce a final copy of the dissertation.

DSFL 935 Dissertation Defense (No Credit)

This course will proceed with the process of selecting a Chair and two readers to form the candidate's dissertation committee for defense.

The chair will assist the candidate in the completion of the written dissertation. When the Chair is satisfied, the dissertation will be sent to the two readers for review and approval.

Upon receipt of approval, the Chair will schedule a time and date for the candidate to defend their dissertation for the dissertation committee.

Every instructor at EPIC Bible College & Graduate School participates in a vital, real-life ministry so they can bring fresh insights and applications to their subject. More importantly, our faculty are exciting and life-giving teachers that will invest their lives in students in order to see them become all God has made them to be. In fact, the same is true of our administrators, who all teach and advise students, delighting to participate in their lives.

EPIC Administrators and Faculty can be reached through the EPIC office at 1-916-348-4689.

ADMINISTRATORS

President Ronald W. Harden (1982)
Professor of Biblical & Ministerial Studies
DD, EPIC Bible College;
MS, Ed. Admin., Shasta Bible College;
BS, Bethany Bible College
Pastoral ministry since 1980; college instructor since 1982

Hartley, Greg L. (1990)
Vice President of Academic Services
Professor of Biblical & Ministerial Studies
EdD, Higher Ed. Admin., Regent University;
MA, Christian Ministry, Northwest Christian College;
BA, Missions, Pentecostal Bible College
Pastoral ministry since 1969 including youth ministry, Christian education, music ministry and 12 years as a senior pastor; started two Christian schools; 7 years business and sales experience.

FULL-TIME FACULTY

Bluemel, Kenneth (2005)
Professor of Biblical & Ministerial Studies
MDiv, EPIC Bible College & Graduate School
MRE, Liberty University;
MA, Luther Rice University;
BA, Trinity Life Bible College;
BA, Communications, Education, CSUS
Pastoral Ministry since 1977; College Professor since 1980

Bond, Scott (2011)
Professor of Biblical & Ministerial Studies
DMin, EPIC Bible College & Graduate School
MDiv, Liberty Baptist Seminary
MA, Liberty Baptist Seminary
BA, Trinity Life Bible College

Buckhalter, Carolyn (2013)
Professor of Biblical Counseling
Post-Master's Certificate, Addiction & Rehabilitation, Northcentral University
MS, Psychology, University of Phoenix
BA, Ministerial Studies, Trinity Life Bible College
Served in Children/Youth Ministry from 1984-1998.
Pastoral Ministry since 1998

Colburn, Tana (2003)
Chair & Professor of General Education and Worship Arts
  MA, Communication: Theatre & Television, Regent University;
  BA, Communication: Theatre & Music, Vanguard University
  Broadcast ministry, Theatre Director and script writer, Angel Award winning television producer,
  Licensed Minister.

Dahlin, Mark (2009)
Professor of Biblical & Ministerial Studies
  DMin, EPIC Bible College & Graduate School
  MA, Pastoral Studies, Azusa Pacific University;
  BA, Bible/Theology, Loyola Marymont University
  Pastoral ministry since 1978

Funk, Ed (2009)
Director of the MA in Ethical Leadership Program
  DSL, Strategic Leadership, Regent University;
  MM, Simpson University;
  BA, Business, Biblical Theology
  College professor since 2000; Pastoral ministry since 1997

Maynard, Gene (2015)
Director of the DMin Program
  PhD, Princeton Theological Seminary
  MDiv, Asbury Seminary
  BA, Warner Pacific College

PART-TIME FACULTY

Ahn, Tae Hyun (2017)
Professor of Biblical Studies
  DMin, Pacific School of Religion
  MDiv, (Religion) Pacific School of Religion

Amato, Chris (2011)
Professor of Worship Arts
  Worked as a Drumming Instructor for many years.
  Served in ministry as a drummer since 2007 until now.

Anane-Asane, Andrew (2017)
Professor of Biblical Studies
  PhD, Intercultural Studies, Trinity International University
  MDiv, Theological Centre for Asia

Andreatta, Holly (2022)
Professor of Biblical Studies & General Education
- DMin, EPIC Bible College & Graduate School
- MDiv, EPIC Bible College & Graduate School
- BA, Bethany Bible College
- California Teaching Credential in history/social science, K-12

Babcock, Brandon (2011)
Professor of Biblical Studies & General Education
- PhD, Theological Studies, Regent University
- Graduate Studies, Fuller Theological Seminary
- MS, Sacramento State University;
- BS, McPherson College
- BA, EPIC Bible College

Banks, Jackie (2016)
Professor of General Education
- MA, Theology, Fuller Theological Seminary
- BS, Computer Science, CSU Sacramento

Burns, Rease (2019)
Professor of Biblical & Ministerial Studies
- MA, Christian Apologetics, Liberty University
- BA, Ministerial Studies, , EPIC Bible College & Graduate School

Chalko, Kyle (2019)
Professor of Biblical Studies
- DMin, George Fox University - Portland Seminary
- MA,Theological Studies, Southwestern Assemblies of God Univ.
- BA, Church Ministries, Southwestern Assemblies of God Univ.

Colburn, Tom (2011)
Professor of General Education
- BS, Bethany Bible College
- Professional experience in computer science and audio since 1985
- Television broadcasting and engineering professional since 1992

Cook, Richard (2018)
Professor of BIblical Studies
- MDiv, DMin Kings University

Ewing, Larry (1992)
Professor of Biblical & Ministerial Studies
- MA, Liberal Arts, California State University, Sacramento
- BA, Religious Studies, California State University, Sacramento
- Pastoral ministry since 1975; college instructor since 1985

Gillman, Adell (1999)
Professor of Biblical Counseling
  Graduate theology studies, Fuller Seminary;
  MA, Counseling, Azusa Pacific University;
  BA, Psychology, Seattle Pacific University
  Pastoral counselor since 1976

Gonzales II, Jack (2012)
Professor of Biblical Studies
  MA, Church Leadership, Vanguard University
  BA, Ministerial Studies, Trinity Life Bible College
  California State Senate, Hispanic Advisory Committee Advisor, 2010-2012.

Gonzalez, Michael
Professor of Biblical Studies
  MA, Bible and Theology, Northwestern University, 2016
  BA, Ministerial Studies, Epic Bible College & Graduate School
  Pastoral Ministry since 2011
  Music teacher.

Hardcastle, Justin (2015)
Professor of Student Ministry
  DSL, Strategic Leadership, Regent University
  MA, Regent University
  BA, Ministerial Studies, EPIC Bible College
  Pastoral Ministry since 2003

Harden, Daniel (2009)
Professor of Christian Education
  EdD (Cand.), Regent University
  MA, Education, Bethany University;
  BA, Trinity Life Bible College
  Pastoral ministry since 2004

Holsinger, Matthew (2015)
Professor of Worship Arts
  Certificate, EPIC Bible College & Graduate School
  Trained in Guitar instruction

Howard, Chris (2011)
Professor of Biblical & Ministerial Studies
  MA, Fuller Theological Seminary
  BA, San Francisco State University

Howell, Greg(2021)
Professor of Biblical & Ministerial Studies
  PhD, Theology/Church History, Regent University
  MDiv, Andrews University

Kang, Kam (2009)
Professor of General Education
   BA, California State University, Sacramento
   Over 25 years experience teaching English

McConkey, Deborah (2018)
Director, Learning Resource Center
Professor of Christian Research
   MLIS, University of Western Ontario

Morris, Scott (2011)
Professor of Worship Arts
   Guitar and Bass Instructor for over 10 years.
   Has served in his local church in the area of Worship Ministry since 1994.
   Has worked as a session musician from 1988 until now, doing clinics and demonstrations of new products as well as miscellaneous studio recordings.

Passmore, Kimberly (2022)
Professor of Biblical & Ministerial Studies
   DMin, EPIC Bible College & Graduate School
   MDiv, EPIC Bible College & Graduate School

Riddick, Jannice (2006)
Professor of Biblical & Ministerial Studies
   DMin, Western Seminary
   MDiv, Western Seminary,
   MA, Specialized Ministry, Western Seminary;
   BA, Trinity Life Bible College
   Christian Education and Women's Ministries since 1994

Roper, David (1999)
Professor of General Education
   DVM, Gregorio Araneta University (Philippines)
   Animal husbandry since 1982; businessman more than 20 years
   Pastoral Outreach

Seda, Danielle (2019)
Professor of Cross Cultural Ministries
   DMin, EPIC Bible College & Graduate School

Silo, Kirby (2022)
   Ed.D., Christian Leadership Ministry Leadership- Liberty University
   MATS -Master of Arts in Theological Studies- Liberty University
   BS, in religion - Liberty University

Smith, Brandon (2013)
Professor of Worship Arts
  BA, EPIC Bible College & Graduate School
  Worship Pastor since 2006.
  Band Director for J'on Harris & Voices since 2015

Smith, Ron (2018)
Professor of Biblical Counseling
  MA, Professional Clinical Counseling, Grand Canyon University
  BA, EPIC Bible College & Graduate School

Sudborough, Dana (2006)
Professor of Biblical & Ministerial Studies
  MDiv, San Francisco Theological Seminary;
  MA, Math, University of Michigan;
  BA, Math, University of California
  Missionary 1988-2006

Sweat, Robert (2011)
Professor of General Education
  MA Reading, Grand Canyon University
  MA Teaching, Grand Canyon University
  MA Education Administration, Grand Canyon University
  BA, Azusa Pacific University

Wallentine, Dan (2017)
Professor of Non-Profit Management, and Biblical & Ministerial Studies
  MA, Theology, Vanguard University

Westbrooks-Killian, Karen (2016)
Professor of Worship Arts
  BA, EPIC Bible College & Graduate School
  Worship Leader, New Hope Baptist Church
  Piano Instructor, Skip's House of Music

Williams, Charles (1996)
Professor of Biblical & Ministerial Studies
  Honorary Doctor of Divinity, EPIC Bible College & Graduate School
  Graduate Studies, Fuller;
  MA, Education, Chapman College;
  BA, Education, Wayne State University
  Bible Diploma, Liberty University
  USAF Instructor, 1968-84, Businessman since 1985, Local Church Leadership & Teaching

Woods, Thomas (2019)

Professor of Biblical & Ministerial Studies

MDiv, EPIC Bible College & Graduate School (in progress)
MA, Biblical Studies, EPIC Bible College & Graduate School
BA, Emphasis in Pastoral Leadership, EPIC Bible College & Graduate School
Pastoral Ministry

TEACHING ASSISTANTS

Bond, Mattie (2021)

MTS Master of Theological Studies in Church History - Regent University
BA, Bachelor of Arts in Journalism and Mass Communication - Whitworth University
AA, Associate of Arts in Christian Studies - Epic Bible College & Graduate School

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