



# CATALOG

## 2017 – 2018

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# Table of Contents

		Director Certificate	20
		Family Christian Counseling(FCC)	20
<b>Vision from Our Founder</b>	<b>5</b>	<b>ECE /FCC Course Descriptions</b>	<b>21</b>
<b>Message from the President</b>	<b>6</b>	<b>ENGLISH AS A SECOND LANUGAGE (ESL)</b>	<b>24</b>
<b>Administration</b>	<b>7</b>	Purpose	24
<b>Faculty</b>	<b>7</b>	Objectives	24
Full Time Faculty	7	Characteristics	24
Adjunct Faculty	8	Certificate of Completion	24
<b>Introducing the University</b>	<b>12</b>	Application Requirements	24
Mission Statement	12	International Students and Visas	25
Institutional Goals	12	Health Insurance	25
Philosophy of Education	12	Academic Information	25
State Authorization	12	Sample Class Schedule	25
Accreditation	12	Withdrawal and Refund	26
Transferability of Credits	12		
Articulation Agreement	13	<b>UNDERGRADUATE PROGRAMS</b>	<b>27</b>
Location and Facilities	13	<b>Admissions Policies</b>	<b>27</b>
Denominational Recognition	13	Application	27
A Brief History	13	Admissions Procedure	27
Statement of Faith	13	Personal Interview	28
Student Records and FERPA	14	Language and Bible Knowledge Test	28
		Health Insurance	28
<b>CERTIFICATE PROGRAMS</b>	<b>16</b>	Admissions Categories	28
<b>Early Childhood Education(ECE)/</b>	<b>16</b>	International Students and Visas	28
<b>Family Christian Counseling (FCC)</b>	<b>16</b>	Spiritual Requirements	28
<b>Admissions Policies</b>	<b>16</b>	Non-discriminatory Policy	28
Application	16	Transfer of Credits	29
Application Deadlines	16	<b>Academic Policies</b>	<b>29</b>
Admissions Procedure	16	Grading	29
Spiritual Requirements	17	Repeated Courses	30
Non-discriminatory Policy	17	Incomplete Policy	30
<b>Academic Policies</b>	<b>17</b>	Auditing	30
Grading	17	Class Attendance	30
Registration	17	Registration	30
Time Limits for Completion of Degree	17	Full/Part Time Status	30
Academic Freedom Policies	17	Time Limits for Completion of Degree	31
Right to Review the Academic Record	18	Requirements for Graduation	31
<b>Satisfactory Academic Progress Policy</b>	<b>18</b>	Thesis	31
Academic Standing	18	Application for Graduation	31
Academic Integrity Commitment	18	Academic Freedom Policies	31
		Withdrawal & Leave of Absence	32
<b>ECE /FCC Program Descriptions</b>	<b>20</b>	Contract, Cancellation, and Dismissal	32
Early Childhood Education	20	Right to Review the Academic Record	32
Teacher Certificate	20	<b>Satisfactory Academic Progress Policy</b>	<b>32</b>
		Academic Standing	32
		Academic Warning	32

Academic Probation	32	Right to Review the Academic Record	62
Probation Removed	33		
Appeals	33	<b>Satisfactory Academic Progress Policy</b>	<b>62</b>
Academic Integrity Commitment	33	Academic Standing	62
International Students	33	Academic Warning	62
Financial Aid Students	33	Academic Probation	62
Consequences of Failing	34	Probation Removed	63
Financial Aid SAP Petition Policy	34	Appeals	63
		Academic Integrity Commitment	63
<b>Undergraduate Program Descriptions</b>	<b>35</b>	International Students	63
Associate of Arts in Biblical Studies	35		
Associate of Arts in Christian Counseling	37	<b>Master's Program Descriptions</b>	<b>64</b>
Bachelor of Arts in Biblical Studies	39	Master of Divinity	64
Bachelor of Arts in Christian Counseling	42	Master of Arts in Theology	67
Bachelor of Arts in Music	45	Master of Arts in Christian Counseling	69
		Master of Arts in Music	71
<b>Undergraduate Course Descriptions</b>	<b>49</b>		
		<b>Graduate Course Descriptions</b>	<b>74</b>
<b>GRADUATE PROGRAMS</b>	<b>56</b>	-Master's program	
<b>MASTER'S DEGREE PROGRAMS</b>	<b>56</b>	<b>DOCTORAL DEGREE PROGRAMS</b>	<b>85</b>
<b>Admissions Policies</b>	<b>57</b>	<b>DOCTOR OF MINISTRY PROGRAM</b>	<b>85</b>
Application	57		
Admissions Procedure	57	<b>Admissions Policies</b>	<b>85</b>
Personal Interview	57	Application	85
Language and Bible Knowledge Test	57	Admissions Procedure	85
Health Insurance	57	Health Insurance	86
Admissions Categories	57	Admissions Categories	86
Ability-to-Benefit	58	International Students and Visas	86
International Students and Visas	58	Spiritual Requirements	86
Spiritual Requirements	58	Non-discriminatory Policy	86
Non-discriminatory Policy	58	Transfer of Credits	86
Transfer of Credits	58		
Advanced Standing	59	<b>Academic Policies</b>	<b>87</b>
		Grading	87
<b>Academic Policies</b>	<b>59</b>	Repeated Courses	87
Grading	59	Auditing	87
Repeated Courses	60	Class Attendance	87
Incomplete Policy	60	Registration	87
Auditing	60	Full/Part Time Status	87
Class Attendance	60	Time Limits for Completion of Degree	87
Registration	60	Requirements for Graduation	87
Full/Part Time Status	60	Academic Freedom Policies	88
Time Limits for Completion of Degree	61	Withdrawal & Leave of Absence	88
Requirements for Graduation	61	Contract, Cancellation, and Dismissal	88
Ministry Project	61	Right to Review the Academic Record	89
Thesis	61	Satisfactory Academic Progress Policy	89
Comprehensive Bible Exam	61	International Students	90
Application for Graduation	61		
Academic Freedom Policies	61	<b>D. Min Program Descriptions</b>	<b>91</b>
Withdrawal & Leave of Absence	62	<b>D. Min Course Descriptions</b>	<b>92</b>
Contract, Cancellation, and Dismissal	62		
		<b>DOCTOR OF CHURCH OF MUSIC</b>	

<b>PROGRAM</b>	<b>93</b>		
<b>Admissions Policies</b>	<b>93</b>	<b>LIBRARY SERVICES</b>	<b>108</b>
Application	93	Users	108
Admissions Procedure	93	Library Hours	108
Transfer of Credits	93	Holdings	108
		Search	108
<b>Academic Policies</b>	<b>93</b>	Database	108
Registration	93	Internet Service	108
Full/Part Time Status	94	Copy/Printing	108
Time Limits for Completion of Degree	94	Cooperative Agreements	108
Requirements for Graduation	94	Lending Policies	109
		Library User Rules	109
<b>DCM Program Descriptions</b>	<b>95</b>		
<b>DCM Course Descriptions</b>	<b>96</b>	<b>APPENDICES</b>	<b>111</b>
		<b>Distance Education</b>	<b>111</b>
<b>FINANCIAL INFORMATION</b>	<b>98</b>	International Students	111
Disclosure	98	Moodle Tutorial	111
Schedule of Charges	98	Contact	111
Student Right to Cancel	100	Student Privacy Policy	111
Withdrawal from the Program	100	Technical Requirements	112
Refund Policy	100	Student Responsibilities	112
Payment Schedule	100		
Financial Assistance	101	<b>Academic Calendar</b>	<b>113</b>
Scholarships	101	<b>Campus Map</b>	<b>115</b>
Scholarship Applications	102	<b>School Anthem</b>	<b>116</b>
Student Tuition Recovery Fund(STRF)	102		
<b>Federal Financial Aid</b>	<b>102</b>		
Requirements for Eligibility	102		
Return of Title IV Funds Policy	103		
Overpayments and Overawards	104		
<b>STUDENT LIFE AND SERVICES</b>	<b>105</b>		
Standards of Conduct	105		
Discipline	105		
Sexual Harassment	105		
Student Orientation	105		
International Students	105		
Student Fellowship	106		
Student Leadership	106		
Worship and Spiritual Life	106		
Student Handbook	106		
Counseling Services	106		
Graduation and Employment	106		
Student's Compliant Procedure	106		
First Aid Kit	107		
Emergency and Campus Crime	107		
Career Planning and Placement Services	107		
Housing	107		
Bookstore	107		
Alumni Association	107		

## Vision from Our Founder



Dr. Dong Sun Lim  
WMU Founder

World Mission University was founded by Reverend Dong Sun Lim on his firm determination and belief that “*The Global Village is My Ranch*”. There was no place too far or remote to take the message of the gospel. Founder Dong Sun Lim was a life-long missionary who had a passion to take the message of the gospel to the ends of the world. Founder Dong Sun Lim’s desire was to raise up Christian leaders with a strong desire to expand the kingdom of God. World Mission University was established to train pastors, missionaries and lay leaders.

Founder Lim’s vision was to establish a quality educational institution both academically and spiritually.

“The reason I founded this school was to train faithful pastors, passionate missionaries, and lay leaders. What I dream for this school will not be achieved overnight. My hope and prayer is that World Mission University would become a Korean Harvard, a Korean Yale, and a Korean Princeton in the near future”. (Dong Sun Lim, *Retrospect and Prospect*, 2000).

Through a shared and united vision for the school, the leadership of World Mission University stands committed to realize/expand the vision that founder Dong Sun Lim had for the institution and what God has in store for our future.

## Message from the President



Dear Friends,

I am delighted that you are studying at World Mission University. Our desire is to train men and women who will impact the world for Christ. Whether as full time pastors, missionaries or as lay leaders, I believe that God has a clear purpose for each one of us. I am excited that you have decided to answer God's call for ministry.

Every day, our Christian values and beliefs are being challenged and threatened. There is a distinct need for godly, spirit-filled servant leaders to combat these threats and lead men and women through these challenges.

We stand committed to develop godly, spirit-filled servant leaders to be the leading men and women of God to expand His kingdom.

Once God leads you to WMU, I am confident that the faculty, staff and administrators will assist you to grow academically, personally and spiritually to become a godly, spirit-filled servant leader. May God bless you as you seek His guidance.

John M. Song, D. Min.  
President

## Administration

Song, Jung Myung  
President (CEO)

D.Min., Fuller Theological Seminary, 1990  
M.A., Korea University, 1976  
B. A., Sungkyul Christian University, 1974

Lim, Sung Jin  
Executive Vice President, Chief Academic Officer  
D.Min., San Francisco Theological Seminary, 1995  
M.A.T., World Mission University, 1992  
M.Div., Azusa Pacific University, 1991  
B.A., Sejong University, 1985

Shin, Seon Mook  
Dean of the School of Theology,  
Associate Academic Officer  
D.Miss., Fuller Theological Seminary, 2000  
Th.M., Fuller Theological Seminary, 1996  
M.Div., Fuller Theological Seminary, 1992  
B.A., Sungkyunkwan University, 1985

Lee, Keum Hee  
Dean of Undergraduate Education,  
Director of Admissions  
Ph.D., Sookmyung Women's University, 1998  
M.A., Sookmyung Women's University, 1986  
B.A., Sookmyung Women's University, 1984

Lim, Jong Ho  
Chief Financial Officer, Director of Development  
M.Div., Methodist Theological Seminary, 1997  
M.Div., Southern Methodist University, 1992  
B.S., Han Yang University, 1987

Choi, Yoon Jung  
Dean of Student Affairs  
Ph.D., Biola University, 2009  
M.A., Fuller Theological Seminary, 2002  
M.Div., Presbyterian College and Theological Seminary, 1996  
B.A., Hankuk University of Foreign Studies, 1990

Kim, Seo Young  
Librarian  
M.A.T., World Mission University, current  
M.L.I.S., San Jose State University, 2016  
M.L.S., Chung Ang University, 1998  
B.A., Duk Sung Women's University, 1994

Kim, Kyung H.  
Director of Financial Aid,  
Student Accounts Receivable, Admission  
Coordinator  
B.A., El Camino College, 1982

Nam, Jin Joo  
Director of International Student Services, Registrar,  
Admission Coordinator  
M.A., Fuller Theological Seminary, 2005  
B.A., Seoul Theological Seminary, 1988

Kim, Kyu Ho  
I.T. Administrator  
M.Div., World Mission University, 2010  
B.A., World Mission University, 2004

Kim-Park, Sunmi  
Distance Education Coordinator  
M.Div., World Mission University, 2011  
B.A., World Mission University, 2005

Lee, Myoung Uk  
Distance Education Coordinator  
M.Div., World Mission University, 2012  
B.A., World Mission University, 2005

## Faculty

The faculty of the World Mission University is committed to the Evangelical faith as an accurate expression and application of the inspired and infallible Word of God, the final authority for faith and life. In equipping students for ministry, the faculty seeks to instill and encourage fidelity to the Word of God, soundness of theology, and appreciation for academic excellence, coupled with the warmth and compassion of genuine piety and fervent concern for evangelism and missions, and for the building up of God's people toward maturity in Christ.

The basic educational qualification for faculty to teach in the college is to be a Christian who has specific professional knowledge and experiences in the academic areas.

### Full Time Faculty

Choi, Yoon Jung  
Assistant Professor of Intercultural Education  
Director of . Distance Education

Ph.D., Biola University, 2009  
M.A., Fuller Theological Seminary, 2002  
M.Div., Presbyterian University and Theological Seminary, 1996  
B.A., Hankuk University of Foreign Studies, 1990

Chung, Jong Won  
Assistant Professor of Praise Ministry  
Director of B.A. in Music Program  
Th.M., Fuller Theological Seminary, 2006  
M.Div., Methodist Theological Seminary, 1993  
B.A., Asian Center for Theological Studies and Mission University, 1987

Kim, Hyun Kyung  
Assistant Professor of Christian Counseling  
Director of B.A. in Christian Counseling Program  
Ph.D., Talbot School of Theology, 2015  
M.A., Talbot School of Theology, 2002  
B.A., Mackenzie University, 1979

Kim, Hwa Cha  
Associate Professor of Clinical Psychology  
Director of M.A. in Christian Counseling Program  
Ph.D., Rosemead School of Psychology, 2009  
M.A., Rosemead School of Psychology, 2005  
M.A., Asian Center for Theological Studies and Mission University, 2003  
M.A., Yonsei University, 1999  
B.A., Kyung-Pook National University, 1996

Kim, Seo Young  
Assistant Professor of Research and Writing  
M.A.T., World Mission University, current  
M.L.I.S., San Jose State University, 2016  
M.L.S., Chung Ang University, 1998  
B.A., Duk Sung Women's University, 1994

Lee, Joon Sung  
Assistant Professor of Missiology  
Director of Latin American Program  
B.S., College of Wooster  
B.A. Licenc. International Baptist Seminary  
M.A., Fuller Theological Seminary  
M.Div., Sem. Bautista  
Ph.D., cand., PRODOLA

Lee, Keum Hee  
Associate Professor of English  
Director of General Education  
Ph.D., Sookmyung Women's University, 1998  
M.A., Sookmyung Women's University, 1986  
B.A., Sookmyung Women's University, 1984

Lee, Sang Hoon:  
Assistant Professor of Mission Theology  
Director of D. Min. Program  
Ph.D., Fuller Theological Seminary, 2008  
Th.M., Fuller Theological Seminary, 2002  
M.Div., Seoul Theological Seminary, 2000  
B.A., Seoul Theological Seminary, 1997

Lim, Jong Ho  
Assistant Professor of Computer and Ministry  
M.Div., Methodist Theological Seminary, 1997  
M.Div., Southern Methodist University, 1992  
B.S., Han Yang University, 1987

Lim, Sung Jin  
Professor of Practical and Systematic Theology  
D.Min., San Francisco Theological Seminary, 1995  
M.A.T., World Mission University, 1992  
M.Div., Azusa Pacific University, 1991  
B.A., Sejong University, 1985

Nam, Jong Sung  
Assistant Professor of New Testament  
Director of M.A. in Theology Program  
Ph.D., Fuller Theological Seminary, 2001  
Th.M., Talbot School of Theology, 1994  
M.Div., Seoul Theological Seminary, 1988  
B.A., Choong Nam National University, 1984

Park, Sook Kyung  
Assistant Professor of Christian Counseling  
Director of M.A. in Christian Counseling Online Program  
Ph.D., Hongik University, 2003  
M.Div., Presbyterian Theological Seminary in America, 2005  
M.A., Yonsei University, 1996  
B.A., Gachon University, 1992

Shin, Seon Mook  
Associate Professor of Missiology and Leadership  
Associate Academic Officer  
D.Miss., Fuller Theological Seminary, 2000  
Th.M., Fuller Theological Seminary, 1996  
M.Div., Fuller Theological Seminary, 1992  
B.A., Sungkyunkwan University, 1985

Song, Un Cheol  
Associate Professor of New Testament  
Director of M.Div Program  
Ph.D., University of Manchester, 2007  
M.Div., Fuller Theological Seminary, 2002



B.A., Faculdade Teological Batista de São Paulo,  
1995

Yoo, Si Ha

Assistant Professor of Intercultural Education

Director of BA in Biblical Studies Program

Ph.D., Biola University, 2012

Th.M., Asian United University, 2005

M.Div., Theological Graduate School of Chongshin  
University, 2001

B.S., Pusan National University, 1994

Yune, Esther

Assistant Professor of Music: Piano/ Music History

Director of Doctor of Church Music Program

D.M.A., Eastman School of Music, 2003

M.M., New England Conservatory of Music, 1998

B.M., New England Conservatory of Music, 1996

Yoon, Im Sang

Associate Professor of Music: Conducting

Director of M.A. in Music Program

D.M.A., American Conservatory of Music, 2002

M.Div., Azusa Pacific University, 2000

M.M., University of Southern California, 1996

B.A., Chung Ang University, 1990

### **Adjunct Faculty**

Ahn, Kyung Seung:

Adjunct Professor of Psychology

Ph.D., Fuller Theological Seminary, 2000

M.Div., Chongshin College, 1992

B.Th., Asian Center for Theological Studies, 1986

Choe, An Sung:

Adjunct Professor of New Testament

Ph.D., New Orleans Baptist Theological Seminary,  
2008

Th.M., New Orleans Baptist Theological Seminary,  
2004

M.Div., Korean Baptist Theological Seminary,  
2001

Ph.D., Seoul National University, 1990

MS., Seoul National University, 1982

BA., Kyung Book National University, 1980

Chung, Se Hoon:

Adjunct Professor of Theology

Ph.D., Chicago Theological Seminary, Current

Th.M., Candler School of Theology at Emory  
University, 2001

Th.M., Presbyterian University and Theological  
Seminary, 1988

M.Div., Presbyterian College and Theological  
Seminary, 1994

B.A., Sungkyunkwan University, 1990

Eom, Kyeong Seop

Adjunct Professor of Missiology

D.Min., Fuller Theological Seminary

M.Div., Chongshin University

B.A., Hankuk University of Foreign Studies

Felton, Cynthia:

Adjunct Professor of Jazz Vocal

DMA., University of Southern California,

MA., New York University,

BM., Berklee College of Music,

Jeong, Myong Ho:

Adjunct Professor of General Studies

M.Div., Fuller Theological Seminary, 2014

M.S., California State University, Los Angeles,  
2007

M.A., Hanyang University, 1992

B.A., Hanyang University, 1990

Jung, Seok Gyu:

Adjunct Professor of Old Testament

Ph.D., Claremont Graduate University, 2001

Th.M., Princeton Seminary, 1993

M.Div., Seoul Theological Seminary, 1992

B.S., Yonsei University, 1989

Jung, Seong Eun:

Adjunct Professor of Old Testament

Ph.D., Claremont School of Theology, Current

Th.M., Emory University, 2008

M.Div., Claremont School of Theology, 2006

B.A., Konkuk University, 2004

Kang, Il June:

Adjunct Professor of Practical Ministry

Ph.D., Fuller Theological Seminary, Current

Th.M., Fuller Theological Seminary, 1994

M.A.T.S., McCormick Theological Seminary, 1992

M.Div., Presbyterian University and Theological  
Seminary, 1988

B.A., Sogang University, 1981

Kim, Hyun

Adjunct Professor of Music

B.A. Dankook University, 1998

Kim, Jae Sook:  
 Adjunct Professor of Music  
 Certificate, Berklee College of Music  
 M.A., World Mission University, 2011  
 Certificate, Musicians Institute, 2010  
 B.A., Yonsei University, 1991

Kim, Jin Soo:  
 Assistant Professor of Music  
 B.A., Musician Institute, 2010

Kim, June:  
 Adjunct Professor of Counseling  
 PsyD., Azusa Pacific University, 2008  
 M.A., Dallas Baptist University, 2004  
 M.Div., Golden Gate Baptist Theological Seminary,  
 2002  
 B.A. Westminster College, 1999

Kim, Sun Ick:  
 Adjunct Professor of Old Testament  
 Ph.D., Claremont Graduate University, Current  
 MATS, New Brunswick Theological Seminary  
 M.Div., Presbyterian University and Theological  
 Seminary, 1993  
 B.S., Yonsei University, 1990

Kim, Yoon Kyung:  
 Adjunct Professor of Church History  
 Ph.D., Saint Louis University, 2006  
 Th.M., Calvin Theological Seminary, 2000  
 M.Div., Asian Center for Theological Studies and  
 Mission University, 1997  
 M.A., Asian Center for Theological Studies and  
 Mission University, 1997  
 B.S., Yonsei University, 1993

Lee, Ju Ha  
 Adjunct Professor of Sociology  
 Ph.D., University of California, Riverside, Current  
 Certificate, Stanford University, SIPP, 2013  
 M.A., Univ. of Chicago, 2011  
 B.S., Univ. of Illinois at Urbana-Champaign, 2010

Lee, Kwang Kil  
 Adjunct Professor of Leadership  
 Ph.D., Fuller Theological Seminary  
 Th.M., Fuller Theological Seminary  
 M.Div., Hapdong Theological Seminary  
 B.Th., Asia United Theological University

Lee, Young Kwan:  
 Adjunct Professor of Music

B.M., Berkeley College of Music, 2008  
 B.A., Hankuk University of Foreign Studies, 1999

Moon, Do Iin:  
 Adjunct Professor of Theology  
 Ph.D., Claremont Graduate University, Current  
 M.S.T. Boston University, 2010  
 Th.M., Presbyterian College & Theological  
 Seminary, 2008  
 M.Div., Presbyterian College & Theological  
 Seminary, 2005  
 B.A., Yonsei University, 2001

Park, Adrian:  
 Adjunct Professor of Music  
 B.A. Musicians Institute, 2005

Rah, Yu Mee  
 Adjunct Professor of Child and Family Studies  
 Ph.D., Yonsei University, 1997  
 M.A., Yonsei University, 1991  
 B.S., Yonsei University, 1989

Rhee, Edmund:  
 Adjunct Professor of Philosophy of Religion  
 Ph.D., Fuller Theological Seminary, 2012  
 M.Div., Fuller Theological Seminary, 1994  
 B.A. University of California at Berkeley, 1986

Rique Pantoja:  
 Adjunct Professor of Music  
 Arranging and Composition Certificate., Berklee  
 College of Music

Robert MacNeil:  
 Adjunct Professor of Music: Vocal  
 M.M., Vocal Performance, University of Southern  
 California, 2007  
 B.M., Vocal Performance, Chapman University,  
 1993

Russell Ferrante:  
 Adjunct Professor of Music  
 San Jose State Univ., 1970-1975

Song, Kyung Hwa:  
 Adjunct Professor of Pastoral Counseling  
 Ph.D., Claremont School of Theology, Current  
 M.A., Claremont School of Theology, 2013  
 Ph.D. Course Work., Ewha Women's University,  
 2009  
 M.A., Asian Center for Theological Studies and  
 Mission, 2005

B.A., Seoul National University, 1998

Song, In Seo:

Adjunct Professor of Church History

Ph.D., Princeton Theological Seminary, 2015

M.T.S., Duke Divinity School, 2009

M.Div., Yonsei University, 2006

B.A., Korea University, 2002

Vicki Muto:

Adjunct Professor of Music: Vocal Performance

DMA., University of Southern California, 2000

MM., State University of New York, 1983

BA., San Francisco State University, 1979

Yi, Chul:

Adjunct Professor of Intercultural Studies

Ph.D., Biola University, 2009

M.Div., Talbot School of Theology, 2002

M.A., Talbot School of Theology, 1999

B.A., Konkuk University, 1996

Yoo, Dong Keun:

Adjunct Professor of Practical Ministry

D. Min., Fuller Theological Seminary, 2014

M.Div., World Mission University, 2007

B.A., Chang Won University, 1986

Yoon, Dong Young:

Adjunct Professor of Old Testament

Ph.D., Drew University, 2010

M.Phil., Drew University, 2002

Th.M., Princeton Theological Seminary, 1998

M.Div., Presbyterian University and Theological Seminary, 1995

B.A., Hankuk University of Foreign Studies, 1985

Nuene, Donald: Conducting

Distinguished Professor of Music Emeritus, UCLA.

Faculty, Eastman School of Music, Rochester

Professor of Conducting/Director of Choral

Activities, UCLA

Hakwon Yoon: Conducting

Professor Emeritus, Chung-Ang University

B.M., Yonsei University

Westminster Choir College

Certificate, University of Massachusetts Lowell

Lee, Kuija: Composition/Music Theory

Professor Emeritus, Ewha Womans University

M.M., Indiana University

B.M., Seoul National University

**Distinguished Professor**

## **Introducing the University**

### **Mission Statement**

World Mission University empowers people through transformational biblical education to serve the church and impact the world for Christ.

### **Institutional Goals**

Graduating students will be able to:

- Understand, interpret and communicate the message of the Bible accurately;
- Exhibit a spiritual and personal maturity;
- Demonstrate understanding of Christian theology;
- Demonstrate practical skills in their specific fields;
- Demonstrate ability to influence and lead others individually and corporately;
- Demonstrate post-secondary level of critical thinking; and
- Demonstrate cultural sensitivity to engage the world effectively.

### **Philosophy of Education**

World Mission University (WMU) is a Christ-centered institution dedicated to the preparation of men and women for ministry. WMU acknowledges that all truth is of God and recognizes the supremacy of biblical truth. WMU strives for excellence in the service of Jesus Christ, under the guidance and power of the Holy Spirit, to the glory of God.

### **State Authorization**

World Mission University is licensed by the State of California Bureau for Private Postsecondary Education (BPPE) to operate an accredited private institution.

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 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 P.O. Box 980818 West Sacramento, CA 95798-0818, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll free telephone number (888) 370-7589 or by fax (916) 263-1897.

As a prospective student, you are encouraged to review the Catalog and the School Performance Fact Sheet which must be provided to you prior to signing an enrollment agreement.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll free or by completing a complaint form, which can be obtained on the bureau's Internet Web site, [www.bppe.ca.gov](http://www.bppe.ca.gov).

### **Accreditation**

The World Mission University is a degree-granting institution that is accredited by the Association for Biblical Higher Education (ABHE, 5850 T.G. Lee Blvd., #130, Orlando, FL 32822; 407-207-0808) and the School of Theology is accredited by the Association of Theological Schools (ATS, 10 Summit Park Dr, Pittsburg, PA 15275; 412-785-6505).

ABHE and ATS are accrediting agencies recognized by the Council for Higher Education Accreditation (CHEA) and the United States Department of Education.

### **Transferability of Credits**

Notice concerning transferability of credits and credentials earned at our institution.

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

## **Articulation Agreement**

World Mission University has not entered into an articulation or transfer agreement with any other college or university.

## **Location and Facilities**

World Mission University (WMU) is located in the heart of Los Angeles in Koreatown at the intersection of Fifth Avenue and Shatto Place. The campus houses a 250 seat chapel, library, student lounge, computer lab, classrooms, and administrative and faculty offices.

The WMU library is equipped with computer stations with internet access, spacious study tables for study groups, as well as more secluded study areas. The collection consists of over 56,000 volumes to support the curriculum. The electronic library catalog makes the resources of the library available for both local and distance students.

The library is a member of The Southern California Theological Library Association (SCATLA) which provides WMU students access to over one million theological volumes.

## **Denominational Recognition**

World Mission University (WMU) is a member of World Evangelical Mission Alliance. WEMA recognizes World Mission University as a major source for training prospective missionaries, ministers, professionals, and church leaders.

## **A Brief History**

On September 28, 1988, the Oriental Mission Church implemented a special committee to pray about the need for a new seminary for training missionaries, pastors, and lay leaders. When the meeting adjourned, the seed that would become World Mission Theological Seminary had been planted. In March 1989, World Mission Theological Seminary started with thirty-two students and Rev. Dong Sun Lim was appointed as the first President.

World Mission Theological Seminary was authorized to issue the Master of Divinity and Master of Arts degrees in 1991, and the Bachelor of Arts degree in 1992 by the California Department of Education. In 1993, the name of the institution

was changed from World Mission Theological Seminary to World Mission University to reflect the school's broader offering of programs.

In August 2003, the institution moved to a new location in Koreatown, a center of downtown Los Angeles. In 2004, World Mission University achieved Candidate Status from the Association for Biblical Higher Education. Today, World Mission University is accredited by the Association of Biblical Higher Education and the School of Theology is accredited by the Association of Theological Schools. All two accrediting agencies are members of the Council for Higher Education Accreditation and recognized by the United States Department of Education.

## **Statement of Faith**

WMU subscribes to the historic creeds of the Church including The Apostle's Creed and stands firmly in the confessional tradition of Protestant Evangelicalism.

1. We believe the Bible is the inspired Word of God and the only standard for faith, life, and academic discipline (2 Peter 1:21; Isaiah 1:20; 2 Thessalonians 2:15; 2 John 9; 1 Timothy 6:20; 2 Timothy 1:14).
2. We believe in the Holy Triune God, existing eternally in three persons, the Father, the Son, and the Holy Spirit (Matthew 28:19; John 10:30; 14:9; 1 John 5:7; 2 Peter 1:2; 2 Corinthians 13:14).
3. We believe in the creation of the universe as presented in Scripture and in the reality of heaven and hell and the literal existence of the devil (Hebrews 1:10; 11:3; Revelation 3:14; Romans 4:17; John 1:3; 1 Corinthians 8:6; 2 Peter 2:4; Jude 6; Acts 5:3; Luke 22:3; Matthew 13:24-30; 1 Corinthians 7:5; 2 Timothy 2:26).
4. We believe God created humankind in His image and likeness, but by the disobedience of Adam, all humankind was alienated from God and lost (Hosea 9:15; Jeremiah 12:8; Psalms 5:5; 11:5; Romans 1:18; John 3:36).
5. We believe that Jesus of Nazareth is the Messiah, the Son of God, born of the Virgin

Mary, who died on the cross, was physically resurrected from the dead, ascended into heaven, and will one day return in His glory to reign upon the earth (Mark 1:1; Matthew 1:25; Luke 1:26-28; Matthew 27:35; 1 Peter 1:3; Matthew 24:30, 64; Mark 13:26; Luke 21:27; John 14:3; 1 Thessalonians 4:15-16).

6. We believe in the gospel of salvation through the cross for those that put their faith in Jesus will be saved (John 1:12; 3:16; Ephesians 2:8-9; Acts 10:43).
7. We believe that the Church is the body of Christ and that the people of God are called to mission, education, and service (Matthew 28:19-20; Luke 4:18-19; Acts 1:8; Ephesians 4:12; 1 Corinthians 9:14, 16).

### **Student Records and Family Educational Rights and Privacy Act (FERPA)**

#### Student Records

The Board of Directors of World Mission University have adopted a resolution that all school records shall be retained for a minimum of five years with the exception of individual student records which shall be kept permanently, securely, and confidentially. The Board of Directors will from time to time verify that the school administrators are in fact adhering to the requirements of this resolution. All records of the University are located in the main office. The important records, including each student's file, grade reports, and financial records, are stored in fire-proof cabinets and on computer disks. In case of the closing of the school, the World Evangelical Mission Alliance will be responsible to retain all documents.

#### Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) afford students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day World Mission University (hereinafter referred to as WMU) receives a request for access.

A student should submit to the registrar or academic dean a written request that identifies the record(s) the student wishes to inspect. The registrar or academic dean will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the registrar or academic dean, the official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

A student who wishes to ask WMU to amend a record should write the registrar, academic dean or other official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If WMU decides not to amend the record as requested, WMU will notify the student in writing of the student's 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. After the hearing, if WMU still decide not to amend the record, the student has the right to place a statement with a record setting forth the student's view about the contested information.

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

- a. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by WMU in an administrative, supervisory, academic or research, or support staff position; a person or company with whom WMU has contracted (such as an attorney, auditor or collection agent); a person serving on the board of trustees; or members of official committee, such as 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. Upon request, WMU discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

- b. Another exception that permits disclosures without consent is the disclosures of directory information, which the law and WMU defines to include the following: a student's name, home and campus address, e-mail address, telephone listing, parent's name and address(es), major field of study, participation in officially recognized activities, dates of attendance, degrees and award received, photograph and the most recent previous educational agency or institution attended.

These exceptions are subject to the right of student to object to the designation of any or all of the types of information listed above as directory information in his or her case, by giving notice to the Dean of Student Affairs on or before September 15 of any year. If such an objection is not received, WMU will release directory information when appropriate.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by WMU to comply with the requirements of FERPA.

Students may review FERPA regulations, frequently asked questions, significant opinions, and other information regarding FERPA through the following website:

[www.ed.gov/policy/gen/guid/fpco/index.html](http://www.ed.gov/policy/gen/guid/fpco/index.html)

For concerns or issues that were not addressed on the website, students may contact the Office at the following address:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-8520

Questions regarding FERPA and the procedures followed by the WMU to comply with the act may be referred to the office of academic dean or the registrar.

# NON-DEGREE PROGRAMS

WMU offers several non-degree programs. These include training Early Childhood Education teachers, Early Childhood Education directors, and lay leaders for family counseling in the local church and ESL course. For students completing a prescribed program, WMU awards a certificate based upon the successful completing of the requirements of each program.

## Early Childhood Education(ECE), FAMILY CHRISTIAN COUNSELING (FCC)

Non-Degree Programs	Early Childhood Education Teacher Certificate	Early Childhood Education Director Certificate (Financial Aid)	Family Christian Counseling Certificate	ESL
Total Credits Required/Period	15 credits	24 credits (30 wks/ two semesters)	18 credits	12 weeks

### Admissions Policies

Students who apply for the Early Childhood Education certificate and Family Christian Counseling certificate programs must have an earned high school diploma or its academic equivalent. Students who desire to take courses by audit will not be subject to this requirement.

### Application

WMU’s programs are open to students of all Christian denominations who meet the standard requirements for admissions. WMU admits only qualified students and persons who are committed to Jesus Christ. However, WMU does not discriminate on the basis of sex, race, color, national or ethnic origin in the administration of educational policies, admission policies, scholarships, or any other programs or activities.

The following documents must be included in the application process.

#### Admission requirements

1. The application form and a non-refundable application fee (\$100);
2. Official transcripts from the last school attended; and
3. Two recent photographs (passport style).

The application form and other materials can be downloaded at [www.wmu.edu](http://www.wmu.edu). They may be requested by phone, mail, or downloaded via the internet. The mailing address and phone/fax numbers are:

Admissions Office  
World Mission University  
500 Shatto Pl. Suite 600  
Los Angeles, CA 90020

Phone: (213) 388-1000/ Fax: (213) 385-2332  
E-mail: [admissions@wmu.edu](mailto:admissions@wmu.edu)  
Home Page: [www.wmu.edu](http://www.wmu.edu)

### Application Deadlines

The deadline to apply for the Fall semester is the middle of August, and for the Spring semester it is middle of January. For exact dates please see the academic calendar on the school’s website.

### Admissions Procedure

Once the student submits the application and the supporting documents, the Admissions Office reviews the documents and confirms the completion of each applicant’s file. The application and records



are submitted to the admissions committee for evaluation based on the following criteria:

- A sense of calling from God for Christian ministry;
- Born-again experience and baptism with water;
- Active participation in a church community;
- Evaluation of prior academic performance and the ability to successfully complete the academic program; and

Applicants will be officially notified by mail, and admitted students will receive new student orientation information.

### Spiritual Requirements

All applicants to WMU must be born-again Christians whose lives demonstrate excellent Christ-like character and attitude. Students wishing to enroll at WMU must have a compassionate heart to serve as Christ served and actively engage in the pursuit of spiritual disciplines.

### Non-discriminatory Policy

WMU seeks a diverse student body. Everyone has equal opportunity and access to WMU's educational programs and activities. The school does not discriminate on the basis of race, color, age, sex, physical condition, or national origin. Non-discriminatory policies apply to the admissions policy, educational programs, employment, and all other activities that WMU provides.

WMU complies with the provisions of Title VI of the Civil Rights Acts of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975.

## Academic Policies

### Grading

World Mission University utilizes letter grades. Grades are reported to students in writing from the Registrar's Office. Grades are designated as follows:

Grade	GPA	Numeric Description
A	4.0	93+
A-	3.7	90-92
B+	3.3	88-89
B	3.0	83-87
B-	2.7	80-82
C+	2.3	78-79
C	2.0	73-77
C-	1.7	70-72
D+	1.3	68-69
D	1.0	63-67
D-	0.7	60-62
F	0.0	0-59
I	Incomplete*	
CR	Credit**	
NC	No Credit	
H	Hold	
P	Pass	
NP	No Pass	

\* A grade of "I" can be raised to a grade of "B+" by the end of the next semester when all course requirements have been satisfied.

\*\* A grade of "CR" will not be included in the computation of Grade Point Average.

\*\*\* A grade of "F" can be raised a maximum grade of "B+" after retaking the course.

### Registration

To begin study, all students must submit registration forms each semester which have been approved by the students' academic advisor. Student information, the title and number of the course, academic advisors signature and students' signature regarding the financial policy are required.

### Time Limit for Completion of Program

Students who receive financial aid must take 8 classes(24 cerdits) and complete all courses within two semesters.

All courses and examination requirements must be completed within two years. An extension may be granted for special circumstances.

### Academic Freedom Policies

WMU recognizes that within the field of education, academic freedom is a highly held right. In that

regard, WMU will do everything possible to insure that faculty members are given the freedom to represent views, theories, research results, and opinions in the normal process of teaching their assigned courses. However, WMU also recognizes that academic freedom must be weighed in response to the responsibilities of Christian faith and practice. The principles of developing Christian community, the responsibility of leadership by faculty members as role models to the students, and the ethics of Christian faith as prescribed by the school's Statement of Faith also provide the boundaries within which faculty members are given to exercise their academic freedom. Faculty members, who hold differing and potentially contentious theological views, may be asked to step down from their faculty positions. When this happens, WMU will still hold the resigning faculty member in highest regard, realizing that the human perspective on theological truth is never complete and clear.

WMU has adopted the statement of Academic Freedom as developed by the Association of Theological Schools, a recognized accrediting association by the U.S. Department of Education, as its standard concerning faculty academic freedom. The statement reads as follows:

1. The Christian faith directs all thought and life toward God who is the source of truth, the judge of all human thoughts, and the ultimate end of all theological inquiry.
2. The freedom of the Christian always involves a commensurate responsibility toward God and neighbor. It is never the freedom merely to be left alone or ignore basic obligations.
3. Christian freedom exists within the confession of Christian faith. A theological school may acknowledge specific confessional adherence as laid down in its own charter and constitution. A concept of freedom appropriate to a theological school will respect this confessional loyalty, both in the institution and with their individual members. At the same time, no confessional standard obviates the requirement for responsible liberty of conscience in the Christian community and the practice of the highest ideal of academic freedom.

4. While freedom must ultimately be realized through the spirit and loyalties of humanity, it must take form and be protected through concrete standards of institutional practice. Every statement of such standards moves somewhat in the sphere of law and regulation. We recognized that the effectiveness of stated principles depends finally upon the dedication within the Christian theological school to a genuine concern for liberty of mind and spirit in theological teaching.

### **Right to Review the Academic Record**

Students have the right to review their own academic records and files. To review them, a request form must be filed with the Registrar. Any errors will be corrected.

### **Satisfactory Academic Progress Policy**

Non-degree program students are to follow the same guidelines as undergraduate students as stated below.

Full-Time Undergraduate Students:  
Satisfactory Academic Progress toward a baccalaureate degree as a full-time undergraduate student is obtained by completing 12 or more credits per semester or 24 or more credits per academic year while maintaining a cumulative GPA of 2.0 or higher. Repeated courses which students previously passed cannot be counted toward minimum Satisfactory Academic Progress requirements. The student must complete the degree requirements within the period of time required when progressing at the minimum full-time rate.

### **Academic Standing**

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

### **Academic Integrity Commitment**

The maintenance of academic integrity and quality education is the responsibility of each student at World Mission University (WMU). Cheating or plagiarism in connection with an academic program is an offense for which a student may be expelled, suspended, or given a less-severe disciplinary action. Academic dishonesty is a serious offense which diminishes the quality of scholarship and defrauds those who depend upon the integrity of the educational system. Academic dishonesty includes:

1. Cheating: Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
  - a. Students completing any examination should assume that external assistance (e.g., Books, notes, calculators, conversations with others) is prohibited unless officially authorized by the instructor.
  - b. Students may not allow others to conduct research or prepare any work for them without advance authorization from the instructor.
  - c. Substantial portions of the same academic work may not be submitted for credit in more than one course without authorization.
2. Fabrication: Intentional falsification or invention of any information or citation in an academic exercise.
3. Facilitation of academic dishonesty: Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
4. Plagiarism: Intentionally or knowingly representing the works, ideas, or work of another as one's own in any academic exercise.

## ECE/FCC Program Descriptions

### ECE Teacher/Director Certificate

World Mission University offers this program designed to train Early Childhood Education teachers and directors for ministry to children. A high school diploma or its equivalent is required for admission, and students must complete the required courses with an average grade of “C” or better.

#### Objectives

Upon completion of this program, students will be able to:

- Understand children’s cognitive, social, emotional, and physical development;
- Understand the principles of curriculum development, analysis of learning environment, and instructional strategies;
- Understand changing family patterns such as single-parent families, blended families, etc.;
- Have classroom management skills including discipline;
- Develop learning centers ;
- Have staff management skills such as hiring, evaluation, and supervision; and
- Design operating policies such as contracts and job descriptions.

### Teacher Certificate: 15 Credits

<u>Course</u>	<u>Credits</u>
EC101 Child Growth and Development.....	3
EC102 Child in Home, School, and Community.....	3
EC103 Creative Experiences for Children.....	3
EC104 Curriculum for Early Childhood Programs.....	3
EC120 Educational Programs for Infants and Toddlers.....	3

### Director Certificate(Financial Aid): 24 Credits

EC101 Child Growth and Development.....	3
EC102 Child in Home, School, and Community.....	3
EC103 Creative Experiences for Children.....	3
EC104 Curriculum for Early Childhood	

Programs.....	3
EC105 Administration of Early Childhood Program.....	3
EC106 Health, Nutrition, and Safety for Children.	3
EC108 Multicultural Society and Children.....	3
EC120 Educational Programs for Infants and Toddlers.....	3

### Family Christian Counseling Certificate (FCC)

The Certificate in Family Christian Counseling is designed to provide believers with basic counseling skills and approaches foundational for effective ministry to families in the local church. A high school diploma or its equivalent is required for admission, and students must complete the required courses with an average grade of “C” or better in order to receive the Certificate.

#### Objectives

Upon completion of this program students will be able to:

- Demonstrate a compassion for ministering to hurting and wounded families;
- Exhibit a basic biblical understanding of the family;
- Understand the life-span development issues of children, youth, and adults;
- Exhibit an understanding of the biblical principles for pastoral care-giving;
- Demonstrate biblical counseling practice with spiritual gifting; and
- Engage effective models for counseling to believers in the local church.

### Family Christian Counseling Certificate: 18 Credits

<u>Course</u>	<u>Credits</u>
FC102 Introduction to Psychology.....	3
FC115 Essential Qualities of a Christian Counselor.....	3
FC210 Life-Span Development.....	3
FC215 Family Life Ministry.....	3
FC320 Counseling Children and Youth.....	3
FC340 Crisis Counseling.....	3

## **ECE/FCC Course Descriptions**

### **Early Childhood Education**

#### **EC101 Early Child Growth and Development (3 credits)**

The developmental theories from the prenatal stage through adolescence with a particular emphasis placed on the processes through which the normal human being reaches physical, mental, social, and emotional maturity.

#### **EC102 Child in Home, School, & Cross-cultural Community (3 credits)**

Surveys major educational issues, legislation, and trends affecting the family and the community. Examines the sociological, cultural, and economic influences on various patterns of family life. Identified community resources for health, education, and public welfare.

#### **EC103 Creative Experiences for Children (3 credits)**

An interpretation of the values of creative experiences for young children. Illustrated lectures and class discussions cover such topics as dramatic play, blocks, music, rhythmic movement, art experiences, and crafts.

#### **EC104 Curriculum & Instruction for Early Childhood Programs (3 credits)**

Examines basic principles in the planning, development, and implementation of curriculum. Covers environmental design of classroom and its impact on learning. Develops teaching skills in language arts, multicultural activities, botany, math, science, and social studies; lectures film, demonstrations, and class discussion are methods of instruction utilized.

#### **EC105 Administration & Instruction for Early Childhood Programs (3 credits)**

Examines the principles and practices of nursery school organization and administration; includes state and city regulations, administrative skills, purchasing budgets, staff selection, personnel policies and practices, record keeping, school layout, curriculum planning, menu, parent relations, community resources, and enrollment building.

#### **EC106 Health, Nutrition, and Safety for Children (3 credits)**

This course is focused on acquiring knowledge about health, nutrition, and safety to grow healthy mentally and physically for children.

#### **EC108 Multicultural Society and Children (3 credits)**

This course is designed to explore the multicultural environments surrounding children's daily lives and introduce the ways to implement a multicultural perspective that incorporates anti-bias values in the early childhood education program in the United States. Students learn to develop multicultural curriculum and plan developmentally appropriate activities based on goals of multicultural education. Emphasis is also given to culturally responsive care and education for children and families.

#### **EC120 Educational Programs for Infant and Toddlers (3 credits)**

A study of sensory motor, physical, cognitive, affective, and social development of infants and toddlers in relation to theory and age-appropriate practice in care-giving context.

### **Family Christian Counseling**

#### **FC102 Introduction to Psychology (3 credits)**

Basic principles of psychology such as maturation, motivation, emotion, personality, and mental health.

#### **FC115 Essential Qualities of a Christian Counselor (3 credits)**

A study of character qualities of a Christian counselor. Students identify their strengths and weaknesses as counselors through self examination and explore ways to grow in their personal walk with Christ as a Christian counselor.

#### **FC210 Life-Span Development (3 credits)**

A survey of human development from infancy to adulthood that includes physical, cognitive, emotional, social, moral, and faith aspects. The emphasis is on the application of understanding human development in ministry.

#### **FC215 Family Life Ministry (3 credits)**

This course offers the theological and practical foundation for Christian counseling. Integration of theology and psychology is emphasized by exploring key areas relating to the nature of man, nature and dynamics of sin, guilt, and shame. Practical approaches to prevention programs for the

local church and community are presented (i.e. lay counseling models). A team approach for pursuing wholeness and utilizing the appropriate resources is emphasized.

**FC320 Counseling Children and Youth  
(3 credits)**

This course is designed to help the student to understand the dynamics of family functioning that underscore behavioral problems of children and adolescents. Biblical models of parenting, effective and ineffective means of child discipline, effects of divorce on children and youth, the typical struggles of teenagers, cultural issues unique to teenagers, and teenagers and sexuality will be discussed.

**FC340 Crisis Counseling (3 credits)**

This course is designed to examine the dynamics of crisis situations and the biblical principles and procedures for intervening them. The emphasis will be on the application of biblical principles to crisis situations. Legal and ethical issues will be emphasized

# ENGLISH AS SECOND LANGUAGE (ESL)

## **Purpose**

World Mission University's English as a Second Language Program (WMU ESL Program) offers excellent full-time instruction in English as a second language to non-native speakers, who wish to improve their English proficiency to pursue study at an American college, university, or seminary who wish to develop sufficient English skills for their jobs.

## **Objectives**

Specifically, World Mission University's ESL Program aims to achieve a high level of English proficiency in these four areas:

- Fundamental English language skills such as listening, speaking, reading and writing;
- Regular academic activities such as reading and using academic literature and writing college-level essays ;
- Communicative skills necessary for everyday situations; and
- Communicative competence necessary for professional activities such as presentation, meeting, and consultation.

## **Characteristics**

The ESL Program is a full-time, year-round study program. The main features of our program are as follows:

- **Small Classes:** All classes have no more than 12 students so that students not only get actively involved in the class but get more attention from the instructor;
- **Six Levels of English Proficiency:** The program consists of six levels (beginning through high-advanced) for the exact placement of each student according to his/her English ability;
- **Balanced and Integrated Curriculum:** Curriculum combines core courses in four language skills such as listening, speaking,

reading and writing in every level with different difficulty and diverse elective courses appropriate to each level;

- **Qualified and Experienced Faculty:** All instructors have at least B.A. degree or M.A. degree with TESOL certificate and, above all, are dedicated to teaching;
- **Communicative Approach:** All classes are taught with an emphasis on communication through a variety of interactive, communicative activities to help students develop communicative competence;
- **Top-Notch Facilities:** Students can use school facilities such as library, computer lab, studio, and auditorium; and
- **Great Value:** Students have a total of 20 hours of intensive instruction every week for a budget-friendly cost.

## **Certificate of Completion**

At the completion of each level of instruction at WMU ESL Program, students are awarded a Certificate of Completion indicating that they have successfully completed their program of study.

## **Application Requirements**

Students who are interested in attending WMU ESL Program should submit:

- WMU ESL Program application form;
- \$100 application fee (non-refundable): a personal check from a U.S. bank account or a money order is acceptable;
- \$250 I-20 processing fee (non-refundable): applicable to F-1 students;
- express mail fee: domestic \$50, international \$50 (non-refundable): applicable to F-1 students;
- **Financial certification:** to obtain a Form I-20 for an F-1 nonimmigrant student visa, the following two forms of financial certification are required:
  - a) A current official bank statement with a minimum balance of \$20,000 in U.S. dollars (or equivalent convertible currency)

- from the applicant's or sponsor's bank account;
- b) The agreement of financial support from the applicant or sponsor (WMU ESL Program form of agreement of financial support); and
- Transfer form: if the applicant is currently enrolled at another U.S. school, WMU ESL Program transfer form is required.

The application form and other materials can be obtained from the admissions office. They may be requested by phone, mail, or downloaded via the internet. The mailing address and phone/fax numbers are:

ESL Program  
World Mission University  
500 Shatto Pl. Suite 600  
Los Angeles, CA 90020

Phone: (213) 388-1000/ Fax: (213) 385-2332

E-mail: [admissions@wmu.edu](mailto:admissions@wmu.edu)  
Home Page: [www.wmu.edu](http://www.wmu.edu)

### **International Students and Visas**

WMU is authorized by the U.S. Government to issue the I-20 form for visas from foreign countries. Once the applicant is accepted, WMU will send various documents including the I-20 form. International students should direct their questions to the International Student Office.

### **Health Insurance**

World Mission University highly recommends that every student have health insurance. World Mission University does not provide student health plan.

### **Academic Information**

#### Levels

World Mission University's ESL Program consists of six levels of English proficiency. All levels are designed for a twelve-week study, and each level is divided into three terms lasting four weeks:

- Level 1: Beginning
- Level 2: High Beginning
- Level 3: Intermediate
- Level 4: High Intermediate
- Level 5: Advanced
- Level 6: High Advanced

#### Classes

Each level is composed of three core classes and one elective class. In three core classes (Listening & Speaking, Reading & Writing, and Grammar), however, all four language skills are used extensively. In addition to these core classes, a variety of elective classes are integrated into each level considering students' levels and interests.

- Listening & Speaking: focusing on the development of spoken English through various listening and speaking activities;
- Reading & Writing: focusing on the development written English through a variety of reading and writing activities;
- Grammar: focusing on the learning of English structure through correct usage in everyday situation; and
- Electives: Pronunciation, Vocabulary, Idioms, American Life & Culture, Academic Essays, College Preparation.

### **Sample Class Schedule**

Sample Class Schedule, Beginning Level (Level 1)

Period	Hour	Monday thru Friday
Per 1	9:00 -10:00 am	Grammar
Per 2	10:00 -11:00 am	Listening & Speaking
Per 3	11:00 -12:00 pm	Reading & Writing
Per 4	12:00 -1:00 pm	Elective: Pronunciation



A student who enrolls in WMU ESL Program will attend 20 hours of instruction a week for a total of 80 hours of instruction per term. That is, he/she will take three core classes and one elective class a day, five days a week from Monday through Friday. For take three core classes and one elective class a day, five days a week from Monday through Friday. For instance, a student who has been placed into Beginning Level (Level 1) would take three core classes, which are Grammar (1G), Listening & Speaking (1LS), Reading & Writing (1RE) and one elective class, Pronunciation (1E).

### **Withdrawal and Refund**

Students who wish to withdraw from the ESL Program need to come to the ESL Program Office and complete a withdrawal form. You must complete this form in order to be eligible for a refund.

If you withdraw from the program on or before the first day of classes of the quarter, you are eligible to receive a full refund of all tuition except nonrefundable fees such as the application, registration, I-20 processing, and express mail fees.

In addition, if you withdraw from the program and have completed 25% or less of the instruction of the quarter (12 week), you are eligible to receive a pro rata refund for the unused portion of the tuition on a weekly basis. There is no refund if withdrawn after 75 % of instructions.

## UNDERGRADUATE PROGRAMS

Degree	General Education	Bible/Theology	Professional Studies	Field Education	Open Electives	Total Credits	Special Requirements
A.A. in Biblical Studies	21	9	15	3	12	60	
A.A. in Christian Counseling	21	9	15	3	12	60	
B.A. in Biblical Studies	36	30	27	7	26	126	
B.A. in Christian Counseling	36	30	27	7	26	126	
B.A. in Music	36	30	41/47/39	7	12/6/14	126	Graduation Recital

### Admissions Policies

Students who apply for the Bachelor of Arts degree must have an earned high school diploma or its academic equivalent. Students who desire to take courses by audit will not be subject to this requirement.

#### Application

WMU's academic programs are open to students of all Christian denominations who meet the standard requirements for admissions. WMU admits only qualified students and persons who are committed to Jesus Christ. However, WMU does not discriminate on the basis of sex, race, color, national or ethnic origin in the administration of educational policies, admission policies, scholarships, or any other programs or activities.

The following documents must be included in the application process.

1. The application form and a non-refundable application fee (\$100);
2. Testimony;
3. One reference;
4. Official transcript(s) from high school; and
5. Two recent photographs (passport style).

The application form and other materials can be obtained from the admissions office. They may be requested by phone, mail, or downloaded via the internet. The mailing address, phone/fax numbers and e-mail are:

Admissions Office  
World Mission University  
500 Shatto Pl. Suite 600  
Los Angeles, CA 90020

Phone: (213) 388-1000/ Fax: (213) 385-2332  
E-mail: [admissions@wmu.edu](mailto:admissions@wmu.edu)  
Home Page: [www.wmu.edu](http://www.wmu.edu)

The deadline to apply for the Fall semester is the middle of August, and for the Spring semester it is middle of January. For exact dates please see the academic calendar on the school's website. International students must apply earlier in order to process visas and make the necessary arrangements to enroll.

#### Admissions Procedure

Once the student submits the application and the supporting documents, the Admissions Office reviews the documents and confirms the completion of each applicant's file. The application and

records are submitted to the admissions committee for evaluation based on the following criteria:

- A sense of calling from God for Christian ministry;
- Born-again experience and baptism with water;
- Active participation in a church community;
- Evaluation of prior academic performance and the ability to successfully complete the academic program;
- Recommendations;
- Music students must submit audition CD or DVD; and
- Interview with program director

Applicants will be officially notified by mail, and admitted students will receive new student orientation information.

### **Personal Interview**

The program director interview the applicant in the application process. In the interview, director will check the sense of calling and the academic qualification for the study.

### **Language**

Since WMU uses Korean as its primary language of instruction, it does not require English proficiency tests such as the TOEFL for admissions.

### **Health Insurance**

World Mission University highly recommends that every student have health insurance. World Mission University does not provide student health plan.

### **Admissions Categories**

**Full Acceptance:** A student who has met all the requirements and is fully accepted as a student at WMU.

**Provisional Acceptance:** A student who is not able to complete the admission file before the deadline may be accepted with full benefits of the school for one semester. This restricted status allows the student the opportunity to complete the admission file. If the student fails to move to the full acceptance status within one semester, he or she will be dismissed.

**Probationary Acceptance:** A student who does not meet the normal academic standards or lacks other qualifications, but provides a strong indication for academic success may be accepted on probationary status. The student is granted one year to achieve the academic level or other qualifications necessary to move to full acceptance.

**Visiting Student:** A visiting student is one concurrently enrolled at another school who desires to take courses at WMU for transfer back to their primary school of enrollment.

### **International Students and Visas**

WMU is authorized by the U.S. Government to issue the I-20 form for visas from foreign countries. Once the applicant is accepted, WMU will send various documents including the I-20 form. International students must enroll as full time students, which mean an undergraduate student must take at least 12 credits. International students should direct their questions to the International Student Office.

### **Spiritual Requirements**

All applicants to WMU must be born-again Christians whose lives demonstrate excellent Christ-like character and attitude. Students wishing to enroll at WMU must have a compassionate heart to serve as Christ served and actively engage in the pursuit of spiritual disciplines.

### **Non-discriminatory Policy**

WMU seeks a diverse student body. Everyone has equal opportunity and access to WMU's educational programs and activities. The school does not discriminate on the basis of race, color, age, sex, physical condition, or national origin. Non-discriminatory policies apply to the admissions policy, educational programs, employment, and all other activities that WMU provides.

WMU complies with the provisions of Title VI of the Civil Rights Acts of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975.

## Transfer of Credits

World Mission University accepts transfer credits from accredited institutions. Accredited means that the school is listed as accredited in the current issue of Accredited Institutions of Postsecondary Education published by the Council on Higher Education Accreditation or approved by the Ministry of Education for the Republic of Korea. If a degree student desires to transfer credit from another postsecondary school to WMU, an official transcript stating the courses and grades must be submitted to the Director of Admissions prior to acceptance.

### Transfer Policy from Accredited Schools:

- Bachelor of Arts in Biblical Studies and Bachelor of Arts in Christian Counseling students can receive a maximum of 84 credits; and
- Bachelor of Arts in Music students can receive a maximum of 86 credits.

The transcripts from foreign educational institutions must be confirmed by an official seal. WMU may ask schools in foreign countries to be evaluated through the American Council for Education.

Only courses receiving a C- or higher are considered for transfer. Students need to submit requests for transfer consideration prior to enrollment.

### Transfer Policy from Unaccredited Schools:

The transfer of credit from non-accredited institutions is individually evaluated and determined. Courses are evaluated on an individual basis. If credit is granted, the basic transfer policy for work done at unaccredited American schools or schools in Korea that have not achieved recognition by the Ministry of Education is as follows:

- 1/3 of a credit may be granted for each credit earned at an unaccredited American school that has achieved state approval;
- 1/3 of a credit may be granted for each credit earned at an unaccredited American school that has not achieved state approval with a limit of 20 credits accepted for 60 or more credits work; and

- 1/3 of a credit may be granted for each credit earned at a Korean school that has not achieved recognition by the Ministry of Education.

It is the responsibility of the student desiring the transfer of credit from a non-accredited institution to provide WMU with academic catalogs of the attended institutions and syllabi of each course to be considered for transfer.

## Academic Policies

The school operates on a traditional semester calendar. There are two semesters in the academic year that occur from August to May. The Fall Semester usually starts the last week of August and ends in December. The Spring Semester usually starts the last week of January and ends in May. During the academic year each semester is 16 weeks in length. The Summer and Winter sessions are divided into several two-week intensive courses.

The majority of courses are equivalent to three semester hours of credit and thus requires a minimum of 37 1/2 contact hours. Each credit represents one fifty-minute period of class instruction for each of the fifteen weeks plus approximately two-to-three hours of out-of-class involvement. For field education, 30 hours of ministry involvement is required for one unit.

Undergraduate students must be enrolled for a minimum of 12 semester credits in order to be classified as full-time students. Special permission must be granted to enroll in more than 18 credits per semester for undergraduate students. Such permission must be approved in writing from the Chief Academic Officer before registration. Students can obtain the form in the main office.

### Grading

World Mission University utilizes letter grades. Grades are reported to students in writing from the Registrar's Office. Grades are designated as follows:

Grade	GPA	Numeric Description
A	4.0	93+
A-	3.7	90-92

B+	3.3	88-89
B	3.0	83-87
B-	2.7	80-82
C+	2.3	78-79
C	2.0	73-77
C-	1.7	70-72
D+	1.3	68-69
D	1.0	63-67
D-	0.7	60-62
F	0.0	0-59

I	Incomplete**
CR	Credit***
NC	No Credit
H	Hold
P	Pass
NP	No Pass

\* A grade of "I" can be raised to a grade of "B+" by the end of the next semester when all course requirements have been satisfied.

\*\* A grade of "CR" will not be included in the computation of Grade Point Average.

\*\*\* A grade of "F" can be raised a maximum grade of "B+" after retaking the course.

### Repeated Courses

If a student receives a failing grade, the student may retake the course. If the course is retaken, the new grade will be calculated into the student's Grade Point Average (GPA) replacing the previous failing grade. The credits are counted only once. All grades become a permanent part of the student's academic history. Student must pay the current tuition to retake the course.

### Incomplete policy

Sometimes a student discovers that they are unable to finish their requirements for a course or courses during a semester. Sometimes, life presents us with problems that we have no way of foreseeing or planning for. In these situations, a student may need extra time to complete their course requirements. If a student needs extra time to complete their course work, WMU has devised a way to help individual students work through these problems.

Please be sure to follow the procedures correctly:

First, students need to obtain permission for an incomplete from the Dean of Academic Affairs. Then, students must obtain approval from the instructor. Students should not assume that he/she will be given an incomplete for a course just because he/she choose not to complete the assignments, tests or quizzes. Instructors will assign grades based on submitted work if students have not been granted an official incomplete from the Dean of Academic Affairs office. Students who have been given an incomplete will not receive credit for the course before work is completed.

### Auditing

Regularly matriculated students as well as those not enrolled in the school may audit a course upon the written permission of the Dean of Academic Affairs. An application to audit must be submitted and tuition must be paid before auditing. Credit is not given for audited courses. There are no scholarships available for auditing students. The fee for auditing a course is 50% of the regular tuition. For WMU alumni the audit fee is \$0.00 per course. Some courses are not allowed to audit.

### Class Attendance

Regular classroom attendance is crucial, and students are expected to attend all classes. Absences exceeding 1/3(6 wks) of the total scheduled class periods(16 wks) will result in an automatic failing grade.

### Registration

To begin study, all students must submit registration forms each semester which have been approved by the students' academic advisor. Student information, the title and number of the course, academic advisors signature and students' signature regarding the financial policy are required.

### Full/Part Time Status

Undergraduate students who register for 12 or more semester credits are considered full time students. However, in order to graduate on-time, undergraduate students should register for at least 15 credits each semester. Any student whose GPA in a previous semester is 3.5 or above can register for up to 21 semester credits with the Chief Academic Officer's approval.

## **Time Limits for Completion of Degree**

All courses and examination requirements must be completed within six years beginning from the date of the student's first registration at World Mission University. An extension may be granted for special circumstances.

## **Requirements for Graduation**

In addition to the regulations outlined under the sections dealing with degree requirements in this catalog, a Grade Point Average of 2.0 or above is required for graduation with the bachelor's degree. Students must fulfill all financial obligations to WMU and file a petition to graduate before the middle of February to be eligible to receive a degree in June.

## **Thesis**

B.A. students may write a senior thesis as an elective and can earn 3 credits. Students need to follow three steps for the approval of the thesis: 1) the approval of the subject by the advisor, 2) the approval of the outline and prospectus by the advisor, and 3) the approval of the first draft and following drafts by the Thesis Committee. Two readers will be assigned to read each thesis for evaluation.

## **Application for Graduation**

Students must file their applications and pay their graduation fee at the time of enrollment for their last semester of study. All financial accounts and documents, files, etc., are to be in satisfactory order before a student is permitted to graduate. Students are expected to be present for graduation. Graduation in absentia will be permitted only by special approval of the Chief Academic Officer in response to a written request that cites acceptable reasons.

## **Academic Freedom Policies**

WMU recognizes that within the field of education, academic freedom is a highly held right. In that regard, WMU will do everything possible to insure that faculty members are given the freedom to represent views, theories, research results, and

opinions in the normal process of teaching their assigned courses. However, WMU also recognizes that academic freedom must be weighed in response to the responsibilities of Christian faith and practice. The principles of developing Christian community, the responsibility of leadership by faculty members as role models to the students, and the ethics of Christian faith as prescribed by the school's Statement of Faith also provide the boundaries within which faculty members are given to exercise their academic freedom. Faculty members, who hold differing and potentially contentious theological views, may be asked to step down from their faculty positions. When this happens, WMU will still hold the resigning faculty member in highest regard, realizing that the human perspective on theological truth is never complete and clear.

WMU has adopted the statement of Academic Freedom as developed by the Association of Theological Schools, a recognized accrediting association by the U.S. Department of Education, as its standard concerning faculty academic freedom. The statement reads as follows:

1. The Christian faith directs all thought and life toward God who is the source of truth, the judge of all human thoughts, and the ultimate end of all theological inquiry.
2. The freedom of the Christian always involves a commensurate responsibility toward God and neighbor. It is never the freedom merely to be left alone or ignore basic obligations.
3. Christian freedom exists within the confession of Christian faith. A theological school may acknowledge specific confessional adherence as laid down in its own charter and constitution. A concept of freedom appropriate to a theological school will respect this confessional loyalty, both in the institution and with their individual members. At the same time, no confessional standard obviates the requirement for responsible liberty of conscience in the Christian community and the practice of the highest ideal of academic freedom.
4. While freedom must ultimately be realized through the spirit and loyalties of humanity,

it must take form and be protected through concrete standards of institutional practice. Every statement of such standards moves somewhat in the sphere of law and regulation. We recognized that the effectiveness of stated principles depends finally upon the dedication within the Christian theological school to a genuine concern for liberty of mind and spirit in theological teaching.

### **Withdrawal & Leave of Absence**

Students wishing to withdraw from the school must complete a Petition to Withdraw, secure the necessary signatures, and submit it to the registrar's office. Courses must be officially dropped or a grade of "F" will be entered on the permanent record. Failure to properly withdraw will result in the student not being allowed to re-enroll in the future or to receive proper refunds.

In the case of discontinuing course work due to serious illness or other valid reasons, permission for a leave of absence may be granted by the Chief Academic Officer. The student must submit a Leave of Absence Form and in certain cases submit a petition with documentation (i.e., a note from a licensed doctor, etc.).

### **Contract, Cancellation, and Dismissal**

Registration can be canceled anytime by students without hindrance. The contract and cancellation forms are available in the admissions office.

Concerning refunds, see the Financial Information section.

Students who do not register consecutively for more than two semesters without written notification will be dismissed automatically for academic reasons. Dismissed students desiring to be re-admitted must submit a re-admission application.

### **Right to Review the Academic Record**

Students have the right to review their own academic records and files. To review them, a request form must be filed with the Registrar. Any errors will be corrected.

## **Satisfactory Academic Progress Policy**

### **Full-Time Undergraduate Students:**

Satisfactory Academic Progress toward a baccalaureate degree as a full-time undergraduate student is obtained by completing 12 or more credits per semester or 24 or more credits per academic year while maintaining a cumulative GPA of 2.0 or higher. Repeated courses which students previously passed cannot be counted toward minimum Satisfactory Academic Progress requirements. The student must complete the degree requirements within the period of time required when progressing at the minimum full-time rate. For example, in a program requiring 126 credits progressing at 12 credits, a student would have 11 semesters (approximately 5 years) to complete the program. When a student takes 12 credits each semester, he/she is considered full time, however, in order to complete the program within the "normal" time frame, a student must take approximately 15 credits each semester.

### **Academic Standing**

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

### **Academic Warning**

Undergraduate students receive an academic warning when the semester GPA is lower than 2.0 but the cumulative WMU GPA is 2.0 or higher. This notation is not recorded on the student's academic transcript.

### **Academic Probation**

To remain in acceptable academic standing, an undergraduate student must maintain a cumulative GPA of 2.0 in their course work taken at World Mission University. The school will notify the student in writing, when their cumulative GPA is below 2.0 and place the student on academic probation for two semesters. Academic probation will be recorded on the student's permanent academic record.

Students on academic probation are limited to a course load of 12 credits or fewer.

A student failing to attain the minimum GPA during the probationary period may be dismissed. If the student remains on probation for two consecutive semesters the student may be dismissed from WMU.

Incoming students may be admitted on academic probation.

The student's High School or undergraduate GPA was below the admission standard.

### **Probation Removed**

If the student raises their cumulative GPA above the minimum requirement during the probation period, he/she will be removed from probation and it will be recorded on student's academic record.

### **Appeals**

If a student is dismissed for failure to meet academic standards, the student may appeal to the Academic Committee for readmission. The student must show that there were exceptional circumstances involved and provide evidence indicating that he or she can remove the GPA deficiency within one semester.

### **Academic Integrity Commitment**

The maintenance of academic integrity and quality education is the responsibility of each student at World Mission University (WMU). Cheating or plagiarism in connection with an academic program is an offense for which a student may be expelled, suspended, or given a less-severe disciplinary action. Academic dishonesty is a serious offense which diminishes the quality of scholarship and defrauds those who depend upon the integrity of the educational system. Academic dishonesty includes:

1. Cheating: Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
  - a. Students completing any examination should assume that external assistance (e.g., Books, notes, calculators, conversations

with others) is prohibited unless specifically authorized by the instructor.

- b. Students may not allow others to conduct research or prepare any work for them without advance authorization from the instructor.
- c. Substantial portions of the same academic work may not be submitted for credit in more than one course without authorization.

2. Fabrication: Intentional falsification or invention of any information or citation in an academic exercise.
3. Facilitation of academic dishonesty: Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
4. Plagiarism: Intentionally or knowingly representing the works, ideas, or work of another as one's own in any academic exercise.

### **International Students**

F-1 students are held to the same standards as regular students and must maintain academic eligibility.

If an F-1 student fails to maintain Satisfactory Academic Progress, he/she will be notified in writing and placed on academic probation for one semester. The F-1 student must show he/she is making progress during the probation period. If at the end of that semester the student has not brought their GPA above the satisfactory level of 2.0 for undergraduate, the student will be dismissed from the university and their I-20 will be terminated.

### **Financial Aid Students**

One of the requirements of eligibilities for federal financial aid is a student must maintain Satisfactory Academic Progress (SAP) and be in good academic standing. At the end of each semester WMU will measure the student's SAP and academic standing in the following ways:

1. Cumulative GPA



All students who have attempted more than 16 credits must maintain a cumulative GPA of 2.0 or higher.

GPA's are reviewed at the end of each semester.

Students who fail to maintain the minimum GPA will be given one semester of probation for Financial Aid in which they must earn the above GPA for that semester or they will be suspended from the Federal Aid programs and not eligible for aid the following semester.

## 2. Class Completion Rate

The number of credits a student has successfully completed at WMU is calculated each semester.

Full-time undergraduates must complete 21 credits per year in order to graduate on time.

The student has a maximum time limit to complete his/her degree or program at WMU. B.A. degree program maximum time limit is 12 semesters.

## Consequences of Failing

Failing to maintain SAP can adversely affect a student's eligibility for current and future financial aid. The student will not be eligible to receive WMU scholarships, Pell Grant or Campus Based funds until he/she regains eligibility or a petition is approved on his/her behalf. Even if a student's petition receives approval, he/she may not be eligible to receive funds from past semesters.

## Financial Aid SAP Petition Policy

WMU acknowledges that there are certain circumstances that may limit a student completing his/her courses or maintaining SAP. Students can request a petition for a SAP waiver if they meet one of the following criteria:

- Death in the family;
- Illness or medical emergency; and
- Other performance factors beyond a student's control.

To petition, a student must submit the following documentation:

- A letter explaining the exceptional circumstances that affected the student's ability to meet the Financial Aid SAP requirements;
- A resolution or plan of action explaining how the student will assure future academic success;
- A statement from the student's academic advisor confirming his/her ability to meet the SAP requirements; and
- Documentation of illness or medical condition. The student must provide a letter from his/her attending physician confirming that his/her condition will no longer hinder the student's ability to succeed academically. The letter must include the dates the condition occurred. The dates must coincide with the period in which the student failed to meet Financial Aid SAP requirements.

The Academic Committee will make a decision and notify the student in writing of a decision within 30 days of submission. Decisions of the Academic Committee are final.

## Undergraduate Program Descriptions

### General Education Learning Outcomes

Upon completion of the program, students will be able to:

- Demonstrate the knowledge, abilities, and skills necessary to speak and write effectively for a variety of audience;
- Observe and then analyze relevant information in order to evaluate and construct arguments and draw conclusions;
- Demonstrate the basic understanding of key concepts in general education
- Integrate broad knowledge in general education for a Christian worldview.

### BA Core Biblical Studies Program Learning Outcomes

Upon completion of the degree, students will be able to:

- Demonstrate the knowledge of the general content, purpose, structure, themes, relationship, and theology of the Old and New Testament Scriptures; and
- Exhibit spiritual maturity as a Christian leader;

### **Associate of Arts in Biblical Studies**

#### General Description and Program Goals

World Mission University offers an Associate degree in Biblical Studies requiring 60 semester hours of credit. The program requires two academic years and is designed to equip students for effective lay ministries. The goal of the program is to help students attain a fundamental grounding in general education, Biblical Studies, and practical ministry skills.

The goals of the Associate of Arts in Biblical Studies program are to:

- To prepare students for transferring to a university; and
- To prepare students to assist professional ministers in the various duties of the church or Christian organizations.

### AABS Program Learning Outcomes

Upon completion of the degree, students will be able to:

- Integrate broad knowledge in general education for a Christian worldview.
- Demonstrate a knowledge of Scripture, proper use of hermeneutics, and ability to communicate the Gospel;
- Exhibit spiritual maturity as a Christian leader;
- Demonstrate the basic theoretical understanding and practical skills for ministry

### Graduation Requirements

The Associates degree in Biblical Studies program requires the completion of a minimum of 60 semester hours of credit, and demonstration of Christian character. Credits can be a combination of transfer credits and completion of course work with a Grade Point Average of C (2.0). At least 21 credits must be in General Education.

### **Degree Requirements: 60 credits**

<u>Course</u>	<u>Credits</u>
<b>General Education: 21 credits</b>	
BT201 Freshman Seminar .....	3
HS203 Christianity and Civilization .....	3
LA101 Introduction to Philosophy .....	3
LA103 Introduction to Sociology.....	3
LA164 Research and Writing.....	3
LA171 Interpersonal Communication.....	3
LA181 Introduction to Science.....	3
<b>Biblical/Theological Studies: 9 credits</b>	
BT119 Bible Survey .....	3
BT225 Bible Hermeneutics and Teaching Methods .....	3
BT231 Spiritual Formation and Soul Care .....	3
<b>Major: 15 credits</b>	
BS316 Genesis .....	3
BS317 Psalms .....	3
BS345 Gospel of John .....	3
BS347 Acts .....	3
IS203 Evangelism and Mission .....	3

### **Christian Service/Chapel : 3 credits**

PT111-113 Student Ministry I-III (.5 credit each)

PT211-213 Student Chapel I-III (.5 credit each)

### **Open Elective: 12 credits**

#### **Field Education**

World Mission University is committed to equipping students to become full-time ministers or lay leaders in Christian ministry. In order to serve God more effectively, all students at World Mission University are required to participate in ministry outside of the classroom experience.

#### Student Ministry

Associate Degree Program students are required to complete three semesters of student ministry. Students will earn half a credit for each semester.

Student ministry courses are graded pass/fail. Student Ministry “PT111-113” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration and must also submit the Student Ministry Registration Form. Students who need less than three semesters to graduate (transfer students) will not be required to complete three semesters of student ministry, but will be required to take a student ministry course every semester they study at WMU.

For transfer students, the number of semesters he/she must register for student ministry depends on the number of credits the student transferred and has remaining to complete their degree program. A general rule for transfer students is for every 21 credits remaining the student must register and successfully complete one student ministry course.

When the student decides on the area of student ministry (i.e., type of ministry) he/she will sign up for, the student needs the approval of the faculty advisor and must submit the Student Ministry Registration Form at the time of registration or to the Dean of Student Affairs at the student chapel that is scheduled for Tuesday and Thursday of the second week of each semester or at the time of registration for courses.

At the end of the semester in order to pass the student ministry course, the following forms are to be submitted to the Dean of Student Affairs: The Ministry Supervisor Evaluation Form and the

Student Self-evaluation Form. If a student fails the submit these forms, they cannot pass and must retake the student ministry course.

Students must demonstrate competence in the ten ministry skills listed on the Ministry Skills Assessment Form (see Student Ministry Handbook). The academic counselor checks this in their academic counseling session.

#### Student Chapel

Associate Degree Program students are required to register and complete three semesters of student chapel. Students will earn half a credit for each semester.

Student chapel are graded pass/fail. Student Chapel “PT211-213” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration.

In order to pass the student chapel, students must not miss it more than twice. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

Students must ensure that they register for online chapel. Students who register for online chapel must follow the regulations of the online chapel. Students who have a campus course before or after Tuesday or Thursday chapel must register for campus chapel. No exceptions will be made.

## Associate of Arts in Christian Counseling

### General Description and Program Goals

World Mission University offers an Associate degree Christian Counseling requiring 60 semester hours of credit. The program requires two academic years and is designed to equip students for effective lay ministries. The goal of the program is to help students attain a fundamental grounding in general educations, Biblical Studies, and practical ministry skills.

The goals of the Associate of Arts in Christian Counseling are to:

- To prepare students for transferring to a university; and
- To prepare students to assist professional ministers in the various duties of the church or Christian organizations.

### AACC Program Learning Outcomes

Upon completion of the degree, students will be able to:

- Integrate broad knowledge in general education for a Christian worldview.
- Demonstrate a knowledge of Scripture, proper use of hermeneutics, and ability to communicate the Gospel;
- Exhibit spiritual maturity as a Christian leader;
- Demonstrate the basic theoretical understandings and practical abilities for counseling; and

### Graduation Requirements

The Associate of Arts in Christian Counseling degree program requires the completion of a minimum of 60 semester hours of credit, and demonstration of Christian character. Credits can be a combination of transfer credits and completion of course work with a Grade Point Average of C (2.0). At least 21 credits must be in General Education.

## Associate of Arts in Christian Counseling

### Degree Requirements: 60 credits

<u>Course</u>	<u>Credits</u>
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#### **General Education: 21 credits**

BT201 Freshman Seminar .....	3
HS203 Christianity and Civilization .....	3
LA101 Introduction to Philosophy .....	3
LA103 Introduction to Sociology.....	3
LA164 Research and Writing.....	3
LA171 Interpersonal Communication.....	3
LA181 Introduction to Science.....	3

#### **Biblical/Theological Studies: 9 credits**

BT119 Bible Survey .....	3
BT225 Bible Hermeneutics and Teaching Methods .....	3
BT231 Spiritual Formation and Soul Care .....	3

#### **Major: 15 credits**

CC115 Essential Qualities of a Christian Counselor.....	3
CC215 Family Life Ministry.....	3
CC217 Marriage and Psychology .....	3
CC221 Abnormal Psychology.....	3
CC340 Crisis Counseling.....	3

#### **Christian Service/Chapel: 3 credits**

PT111-113 Student Ministry I-III (.5 credit each)	
PT211-213 Student Chapel I-III (.5 credit each)	

#### **Open Elective: 12 credits**

### **Field Education**

World Mission University is committed to equipping students to become full-time ministers or lay leaders in Christian ministry. In order to serve God more effectively, all students at World Mission University are required to participate in ministry outside of the classroom experience.

### Student Ministry

Associate Degree Program students are required to complete three semesters of student ministry. Students will earn half a credit for each semester.

Student ministry courses are graded pass/fail. Student Ministry “PT111-113” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration and must also submit the Student Ministry Registration Form. Students who need less than three semesters to graduate (transfer students) will not be required to complete three semesters of student ministry, but will be required to take a student ministry course every semester they study at WMU.

For transfer students, the number of semesters he/she must register for student ministry depends on the number of credits the student transferred and has remaining to complete their degree program. A general rule for transfer students is for every 21 credits remaining the student must register and successfully complete one student ministry course.

When the student decides on the area of student ministry (i.e., type of ministry) he/she will sign up for, the student needs the approval of the faculty advisor and must submit the Student Ministry Registration Form at the time of registration or to the Dean of Student Affairs at the student chapel that is scheduled for Tuesday and Thursday of the second week of each semester or at the time of registration for courses.

At the end of the semester in order to pass the student ministry course, the following forms are to be submitted to the Dean of Student Affairs: The Ministry Supervisor Evaluation Form and the Student Self-evaluation Form. If a student fails the submit these forms, they cannot pass and must retake the student ministry course.

Students must demonstrate competence in the ten ministry skills listed on the Ministry Skills Assessment Form (see Student Ministry Handbook). The academic counselor checks this in their academic counseling session.

### Student Chapel

Associate Degree Program students are required to register and complete three semesters of student chapel. Students will earn half a credit for each semester.

Student chapel are graded pass/fail. Student Chapel “PT211-213” must be taken beginning with the first

semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration.

In order to pass the student chapel, students must not miss it more than twice. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

Students must ensure that they register for online chapel. Students who register for online chapel must follow the regulations of the online chapel. Students who have a campus course before or after Tuesday or Thursday chapel must register for campus chapel. No exceptions will be made.

## Bachelor of Arts in Biblical Studies

### General Description and Program Goals

World Mission University offers a Bachelors degree in Biblical Studies requiring 126 semester hours of credit. The program requires four academic years, includes general education courses, and is designed to equip students for effective communication of the Gospel. The goal of the program is to help students attain a fundamental grounding in Biblical Studies, including an introduction to the theory and practice of ministry, Church History, missiology, the Old and New Testaments, and Christian theology. The program allows students to master enabling skills for autonomous learning and to focus on a specific area of knowledge.

The elective segment provides the opportunity for students to choose diverse exposure to other areas of interest.

The goals of the Biblical Studies program are to:

- To prepare students for graduate study; and
- To prepare students to assist professional ministers in the various duties of the church or Christian organizations.

### Learning Outcomes

Upon completion of the program, students will be able to:

- Demonstrate a knowledge of Scripture, proper use of hermeneutics, and ability to communicate the Gospel;
- Exhibit the basic theoretical understanding of character formation and the personal growth for emerging leader;
- Understand basic concepts of the Christian theology; and
- Demonstrate the integrative theoretical understanding the improved attributes for Christian ministry.

### General Education

The Bachelor of Arts degree in Biblical Studies requires a minimum of 36 course credits earned in General Education. General Education courses

include courses in communications, humanities, natural sciences, computer, and the social sciences.

### Graduation Requirements

The Bachelors degree program in Biblical Studies requires the completion of a minimum of 126 semester hours of credit, passing the Bible Comprehensive Exam, and demonstration of Christian character. Credits can be a combination of transfer credits and completion of course work with a Grade Point Average of C (2.0). At least 36 credits must be in General Education. A minimum of 42 units must be completed at WMU and the remaining 84 units may be satisfied through transfer credit.

The student may submit a senior thesis (a major academic paper) earning 3 credits to complete the program. In this case, the student will take the course, BT400 Thesis, and present a prospectus and outline of the thesis during his/her final year of the program. The school will assign an academic supervisor according to the subject of the thesis. The text of the senior thesis will be approximately 30 pages double-spaced.

### Course Titles and Level

All courses are at the Bachelor degree level. Courses are numbered 100-400. Course descriptions are provided in this catalog.

### **Degree Requirements: 126 credits**

#### Course Credits

#### **General Education: 36 credits**

#### **Communications: 15 credits**

BT201 Freshman Seminar .....	3
LA155 Theological English .....	3
LA156 Ministry English.....	3
LA164 Research and Writing.....	3
LA171 Interpersonal Communication.....	3

#### **Humanities: 9 credits**

HS203 Christianity and Civilization .....	3
LA101 Introduction to Philosophy.....	3
TH106 Christian Life and Ethics.....	3

#### **Natural Sciences/Computer: 3 credits**

LA181 Introduction to Science.....	3
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**Social Sciences: 9 credits**

- LA102 Introduction to Psychology.....3
- LA103 Introduction to Sociology.....3
- LA204 Introduction to Cultural Anthropology.....3

**Bible/Theology: 30 credits**

- BS316 Genesis .....3
- BS317 Psalms .....3
- BS318 Isaiah .....3
- BS345 Gospel of John .....3
- BS347 Acts .....3
- BS348 Romans .....3
- BT119 Bible Survey .....3
- BT225 Bible Hermeneutics and Teaching  
Methods .....3
- BT231 Spiritual Formation and Soul Care .....3
- BT232 Spiritual Leadership and Mentoring .....3

**Professional Studies: 34 credits**

**Christian Ministry: 27 credits**

- BT401 Integrative Senior Seminar .....3
- CC212 Theology of Human Nature .....3
- CC215 Family Life Ministry .....3
- CE102 Introduction to Christian Education.....3
- CE301 Character Formation .....3
- IS203 Evangelism and Mission.....3
- PT403 Homiletics.....3
- PT404 Worship.....3
- PT405 Discipleship and Small Group.....3

**Field Education: 7 credits**

- PT111-116 Student Ministry I-VI (.5 credit each)
- PT211-218 Student Chapel I-VIII (.5 credit each)

**Open Electives: 26 credits**

**Field Education**

World Mission University is committed to equipping students to become full-time ministers or lay leaders in Christian ministry. In order to serve God more effectively, all students at World Mission University are required to participate in ministry outside of the classroom experience.

Student Ministry

Baccalaureate students are required to complete six semesters of student ministry. Students will earn half a credit for each semester.

Student ministry courses are graded pass/fail. Student Ministry “PT111-116” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration and must also submit the Student Ministry Registration Form. Students who need less than six semesters to graduate (transfer students) will not be required to complete six semesters of student ministry, but will be required to take a student ministry course every semester they study at WMU.

For transfer students, the number of semesters he/she must register for student ministry depends on the number of credits the student transferred and has remaining to complete their degree program. A general rule for transfer students is for every 21 credits remaining the student must register and successfully complete one student ministry course.

When the student decides on the area of student ministry (i.e., type of ministry) he/she will sign up for, the student needs the approval of the faculty advisor and must submit the Student Ministry Registration Form at the time of registration or to the Dean of Student Affairs at the student chapel that is scheduled for Tuesday and Thursday of the second week of each semester or at the time of registration for courses.

At the end of the semester in order to pass the student ministry course, the following forms are to be submitted to the Dean of Student Affairs: The Ministry Supervisor Evaluation Form and the Student Self-evaluation Form. If a student fails the submit these forms, they cannot pass and must retake the student ministry course.

Students must demonstrate competence in the ten ministry skills listed on the Ministry Skills Assessment Form (see Student Ministry Handbook). The academic counselor checks this in their academic counseling session.

Student Chapel

Baccalaureate students are required to register and complete eight semesters of student chapel. Students will earn half a credit for each semester.

Student chapel are graded pass/fail. Student Chapel “PT211-218” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration.

In order to pass the student chapel, students must not miss it more than twice. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

Students must ensure that they register for online chapel. Students who register for online chapel must follow the regulations of the online chapel. Students who have a campus course before or after Tuesday or Thursday chapel must register for campus chapel. No exceptions will be made.



## **Bachelor of Arts in Christian Counseling**

### General Description and Program Goals

The Bachelor of Arts degree in Christian Counseling is intended for students who wish to develop counseling skills in order to assist the personal growth of individuals as an integral part of ministry. This program requires four academic years based on 126 semester hours of credit and builds upon the General Education, Bible, and Theology requirements.

The goals of the Christian Counseling program are to:

- To prepare students for graduate study; and
- To prepare students for counseling related ministries in church.

### Learning Outcomes

Upon completing this program, students will be able to:

- Articulate biblical foundation for Christian counseling;
- Demonstrate growth in personal and spiritual life;
- Integrate counseling and Christian faith;
- Demonstrate the basic skills and practical abilities for counseling; and
- Demonstrate ability to address the need of individuals in diverse cultural settings.

### General Education

The Bachelor of Arts degree in Christian Counseling requires a minimum of 36 course credits earned in General Education. General Education courses include courses in communications, humanities, natural sciences, computer, and the social sciences.

### Graduation Requirements

The Bachelor of Arts degree in Christian Counseling requires the completion of a minimum of 126 semester hours of credit, passing the Bible Comprehensive Exam, and demonstration of Christian character. Credits can be a combination of transfer credits and completion of course work with a Grade Point Average of C (2.0). At least 36

credits must be in General Education. A minimum of 42 units must be completed at WMU and the remaining 84 units may be satisfied through transfer credit.

The student may submit a senior thesis (a major academic paper) earning 3 credits to complete the program. In this case, the student will take the course, BT400 Thesis, and present a prospectus and outline of the thesis during his/her final year of the program. The school will assign an academic supervisor according to the subject of the thesis. The text of the senior thesis will be approximately 30 pages double-spaced.

### Course Titles and Level

All courses are at the Bachelor degree level. Courses are numbered 100-400. Course descriptions are provided in this catalog.

### **Degree Requirements: 126 credits**

#### **Course Credits** **General Education: 36 credits**

#### **Communications: 15 credits**

BT201 Freshman Seminar .....	3
LA155 Theological English .....	3
LA156 Ministry English.....	3
LA164 Research and Writing.....	3
LA171 Interpersonal Communication.....	3

#### **Humanities: 9 credits**

HS203 Christianity and Civilization .....	3
LA101 Introduction to Philosophy.....	3
TH106 Christian Life and Ethics.....	3

#### **Natural Sciences/Computer: 3 credits**

LA181 Introduction to Science.....	3
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#### **Social Sciences: 9 credits**

LA102 Introduction to Psychology.....	3
LA103 Introduction to Sociology.....	3
LA204 Introduction to Cultural Anthropology.....	3

#### **Bible/Theology: 30 credits**

BS316 Genesis .....	3
BS317 Psalms .....	3
BS318 Isaiah .....	3
BS345 Gospel of John .....	3
BS347 Acts .....	3

BS348 Romans .....	3
BT119 Bible Survey .....	3
BT225 Bible Hermeneutics and Teaching Methods .....	3
BT231 Spiritual Formation and Soul Care .....	3
BT232 Spiritual Leadership and Mentoring .....	3

**Professional Studies: 34 credits**

**Christian Counseling: 27 credits**

BT401 Integrative Senior Seminar.....	3
CC115 Essential Qualities of a Christian Counselor.....	3
CC215 Family Life Ministry.....	3
CC217 Marriage and Psychology .....	3
CC221 Abnormal Psychology.....	3
CC331 Multicultural Counseling.....	3
CC340 Crisis Counseling.....	3
CC412 Counseling Theory and Techniques.....	3
CE210 Life-Span Development.....	3

**Field Education: 7 credits**

PT111-116 Student Ministry I-VI (.5 credit each)	
PT211-218 Student Chapel I-VIII (.5 credit each)	

**Open Electives: 26 credits**

**Field Education**

World Mission University is committed to equipping students to become full-time ministers or lay leaders in Christian ministry. In order to serve God more effectively, all students at World Mission University are required to participate in ministry outside of the classroom experience.

Student Ministry

Baccalaureate students are required to complete six semesters of student ministry. Students will earn half a credit for each semester.

Student ministry courses are graded pass/fail. Student Ministry “PT111-116” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration and must also submit the Student Ministry Registration Form. Students who need less than six semesters to graduate (transfer students) will not be required to complete six semesters of student ministry, but will

be required to take a student ministry course every semester they study at WMU.

For transfer students, the number of semesters he/she must register for student ministry depends on the number of credits the student transferred and has remaining to complete their degree program. A general rule for transfer students is for every 21 credits remaining the student must register and successfully complete one student ministry course.

When the student decides on the area of student ministry (i.e., type of ministry) he/she will sign up for, the student needs the approval of the faculty advisor and must submit the Student Ministry Registration Form at the time of registration or to the Dean of Student Affairs at the student chapel that is scheduled for Tuesday and Thursday of the second week of each semester or at the time of registration for courses.

At the end of the semester in order to pass the student ministry course, the following forms are to be submitted to the Dean of Student Affairs: The Ministry Supervisor Evaluation Form and the Student Self-evaluation Form. If a student fails the submit these forms, they cannot pass and must retake the student ministry course.

Students must demonstrate competence in the ten ministry skills listed on the Ministry Skills Assessment Form (see Student Ministry Handbook). The academic counselor checks this in their academic counseling session.

Student Chapel

Baccalaureate students are required to register and complete eight semesters of student chapel. Students will earn half a credit for each semester.

Student chapel are graded pass/fail. Student Chapel “PT211-218” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration.

In order to pass the student chapel, students must not miss it more than twice. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

Students must ensure that they register for online chapel. Students who register for online chapel must follow the regulations of the online chapel. Students who have a campus course before or after Tuesday or Thursday chapel must register for campus chapel. No exceptions will be made.

## **Bachelor of Arts in Music**

### General Description and Program Goals

World Mission University offers a Bachelors degree in Music requiring 126 semester hours of credit. The program requires four academic years of course work including General Education courses, Bible/Theology courses and music courses to prepare graduates to use their musical talents to serve the Church and society. Graduates will be qualified to serve as directors of music, worship leaders and to prepare students for graduate study in music.

The goals of the Bachelor of Arts in Music program are to:

- Prepare students for graduate study in music; and
- Equip students for music ministry.

### Learning Outcomes

Upon completing this program, students will be able to:

- Articulate a biblical foundation for music;
- Demonstrate growth in spiritual and personal life as a Christian musician;
- Integrate Christian faith and music; and
- Demonstrate the basic theoretical understanding and practical skills for music.

## **BAM Concentrations**

### **Instrument**

#### Learning Outcomes

Upon completing this concentration, students will be able to:

- Evidence techniques of vocal and instrumental accompanying, and
- Demonstrate sufficient technical and musical skills for specific instrument.

## **Praise Ministry**

### Learning Outcomes

Upon completing this concentration, students will be able to:

- Demonstrate the ability to perform in ensembles, and
- Demonstrate sufficient technical and musical skills in a praise ministry.

### **Voice**

#### Learning Outcomes

Upon completing this concentration, students will be able to:

- Demonstrate a comprehensive knowledge of vocal literature, and
- Demonstrate sufficient technical and musical skills requisite for voice.

### General Education

The Bachelor of Arts degree in Music requires a minimum of 36 course credits earned in General Education. General Education courses include courses in communications, humanities, natural sciences, computer, and the social sciences.

### Audition

A personal audition is required of all applicants. A video recording may be submitted in lieu of an audition for applicants who do not live in Southern California. Auditions are administered on the World Mission University campus. Audition appointments are scheduled by the Director of Music after a Supplementary Application has been processed.

### Graduation Requirements

The Bachelors degree program in Music requires the completion of a minimum of 126 semester hours of credit, a passing grade on a comprehensive Bible Comprehensive Exam, and the demonstration of Christian Character. Credits can be a combination of transfer credits and completed course work at WMU with a Grade Point Average of C (2.0). At least 36 credits must be in General Education. A minimum of 42 units must be completed at WMU and the remaining 84 units may be satisfied through transfer credit.

A successful completion of a graduate recital is required in order for the student to graduate.

Course Titles and Level

All courses are at the Bachelor degree level. Courses are numbered 100-400. Course descriptions are provided in this catalog.

**Degree Requirements: 126 credits**

**Course Credits**  
**General Education: 36 credits**

**Communications: 15 credits**

- BT201 Freshman Seminar .....3
- LA155 Theological English .....3
- LA156 Ministry English.....3
- LA164 Research and Writing.....3
- LA171 Interpersonal Communication.....3

**Humanities: 9 credits**

- HS203 Christianity and Civilization .....3
- LA101 Introduction to Philosophy.....3
- TH106 Christian Life and Ethics.....3

**Natural Sciences/Computer: 3 credits**

- LA181 Introduction to Science.....3

**Social Sciences: 9 credits**

- LA102 Introduction to Psychology.....3
- LA103 Introduction to Sociology.....3
- LA204 Introduction to Cultural Anthropology.....3

**Bible/Theology: 30 credits**

- BS316 Genesis .....3
- BS317 Psalms .....3
- BS318 Isaiah .....3
- BS345 Gospel of John .....3
- BS347 Acts .....3
- BS348 Romans .....3
- BT119 Bible Survey .....3
- BT225 Bible Hermeneutics and Teaching  
Methods .....3
- BT231 Spiritual Formation and Soul Care .....3
- BT232 Spiritual Leadership and Mentoring .....3

**Professional Studies: 34 credits**

**Field Education: 7 credits**

- PT111-116 Student Ministry I-VI (.5 credit each)
- PT211-218 Student Chapel I-VIII (.5 credit each)

**Music Requirement: 27 credits**

**Music Theory & History : 17 credits**

- MC380 Praise and Worship.....3
- MH343 Introduction to Music History. ....3
- MI479 Music Literature.....3  
(Chamber Music Literature, Song Literature,  
Oratorio Solo Repertoire)
- MT151 Musicianship I ..... 2
- MT251 Musicianship II.....2
- MT255 Keyboard Harmony I.....2
- MT355 Keyboard Harmony II.....2

**Music/Performance : 10 credits**

**Application: 3 credits**

- MT453 Computer Music Application.....3

**Choir: 2 credits**

- ME132 Chamber Choir I AND.....1
- ME232 Chamber Choir II **OR**.....1
- ME122 Gospel Choir I AND .....1
- ME124 Gospel Choir II .....1

**Conducting: 2 credits**

- MD413 Choral Conducting .....2

**Senior Recital : 1 credit**

- BT401 Integrative Senior Seminar  
(MP483 Senior Recital).....3

**Emphasis:**

Instrument(14 credits), Praise Ministry(20 credits),  
Voice(12 credits)

**Instrument(14 credits)**

- ME375 Chamber Music Ensemble .....2
- MP171 Individual Instruction I.....2
- MP172 Individual Instruction II.....2
- MP271 Individual Instruction III  
(Accompanying) .....2
- MP272 Individual Instruction IV  
(Instrument Pedagogy) .....2
- MP371 Individual Instruction V.....2
- MP372 Individual Instruction VI.....2

**Praise Ministry(20 credits)**

- ME141 Band Ensemble I.....2

ME142 Band Ensemble II.....	2
ME241 Band Ensemble III (ME375Chamber Music Ensemble) .....	2
ME242 Band Ensemble IV.....	2
MP171 Individual Instruction I.....	2
MP172 Individual Instruction II.....	2
MP271 Individual Instruction III.....	2
MP272 Individual Instruction IV.....	2
MP371 Individual Instruction V.....	2
MP372 Individual Instruction VI.....	2

**Voice(12 credits)**

MP171 Individual Instruction I.....	2
MP172 Individual Instruction II.....	2
MP271 Individual Instruction III (Diction).....	2
MP272 Individual Instruction IV (Vocal Pedagogy) .....	2
MP371 Individual Instruction V.....	2
MP372 Individual Instruction VI.....	2

**Open Electives:**

Instrument(12 credits), Praise Ministry(6 credits),  
Voice(14 credits)

**Field Education**

World Mission University is committed to equipping students to become full-time ministers or lay leaders in Christian ministry. In order to serve God more effectively, all students at World Mission University are required to participate in ministry outside of the classroom experience.

Student Ministry

Baccalaureate students are required to complete six semesters of student ministry. Students will earn half a credit for each semester.

Student ministry courses are graded pass/fail. Student Ministry “PT111-116” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration and must also submit the Student Ministry Registration Form. Students who need less than six semesters to graduate (transfer students) will not be required to complete six semesters of student ministry, but will be required to take a student ministry course every semester they study at WMU.

For transfer students, the number of semesters he/she must register for student ministry depends on the number of credits the student transferred and has remaining to complete their degree program. A general rule for transfer students is for every 21 credits remaining the student must register and successfully complete one student ministry course. When the student decides on the area of student ministry (i.e., type of ministry) he/she will sign up for, the student needs the approval of the faculty advisor and must submit the Student Ministry Registration Form at the time of registration or to the Dean of Student Affairs at the student chapel that is scheduled for Tuesday and Thursday of the second week of each semester or at the time of registration for courses.

At the end of the semester in order to pass the student ministry course, the following forms are to be submitted to the Dean of Student Affairs: The Ministry Supervisor Evaluation Form and the Student Self-evaluation Form. If a student fails the submit these forms, they cannot pass and must retake the student ministry course.

Students must demonstrate competence in the ten ministry skills listed on the Ministry Skills Assessment Form (see Student Ministry Handbook). The academic counselor checks this in their academic counseling session.

Student Chapel

Baccalaureate students are required to register and complete eight semesters of student chapel. Each student chapel course is worth .5 credits.

Student chapels are graded pass/fail. Student Chapel “PT211-218” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration.

In order to pass the student chapel, students must not miss it more than twice. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

Students must ensure that they register for online chapel. Students who register for online chapel must follow the regulations of the online chapel.

Students who have a campus course before or after Tuesday or Thursday chapel must register for campus chapel. No exceptions will be made

## **Undergraduate Course Descriptions**

### **Biblical Studies (BS)**

#### **BS316 Genesis(3 credits)**

This course purposes to prepare students for understanding and communicating the message of the Genesis effectively. It studies the Genesis on the basis of appropriate understanding Pentateuch. It covers the origin of the universe and the people of God. Attention will be given to understand how God started his redemptive work to save the world through his people.

#### **BS317 Psalms(3 credits)**

This course purposes to prepare students for understanding and communicating the message of the Psalms effectively. It studies the Psalms on the basis of appropriate understanding the Holy Writings. It covers the origin of the Psalms, historical contexts, and the theological and ministerial messages of each psalm.

#### **BS318 Isaiah(3 credits)**

This course purposes to prepare students for understanding and communicating the message of the Isaiah effectively. It studies the Isaiah on the basis of appropriate understanding the Prophets. It covers the revelation, judgment and restoration given to Judah through prophets. Attention will be given to understanding our callings as the prophets.

#### **BS345 Gospel of John(3 credits)**

This course purposes to prepare students for understanding and communicating the message of the Gospel of John effectively. It studies the Gospel of John on the basis of appropriate understanding Gospel. It covers the historical backgrounds and messages. Attention will be given to its literary and theological uniqueness of the Gospel of John by comparison to other books of the New Testament, especially the synoptics.

#### **BS347 Acts(3 credits)**

This course purposes to prepare students for understanding and communicating the message of the Acts effectively. It studies the Acts on the basis of appropriate understanding Lukan Literature. It covers the emergence of the early Christian Church as recounted in the Acts of the Apostles. Attention is given to the historical context of the work, the literary techniques of the author, and the abiding

theological lessons for Christian faith and practice today.

#### **BS348 Romans(3 credits)**

This course purposes to prepare students for understanding and communicating the message of the Romans effectively. It studies the Romans on the basis of appropriate understanding Pauline Literature. It covers the backgrounds and the messages of the book. Special attention will be given to the principles of Christian life and ministry from the understanding of the whole book and exegesis of some passages.

### **Bible and Theology (BT)**

#### **BT119 Bible Survey(3 credits)**

This course is an introductory study of the Bible. It attempts to trace the historical background for each book of the Bible and seeks to understand each book in light of the historical context. Its key teaching(s) and literary character will be considered as well as its contribution to the overall message in the Old Testament.

#### **BT201 Freshman Seminar(3 credits)**

This course is an introductory course for the freshmen at World Mission University. The basic orientation for theological study and their major subjects and the guide for the school life at WMU will be given to the freshmen. It covers the moodle online system, WMU Library, Writing manual, academic ethics and policy for plagiarism.

#### **BT225 Bible Hermeneutics and Teaching Methods(3 credits)**

This course is an introductory study of hermeneutics. It helps students to learn and exercise the principles, methods and appropriate tools for the interpretation of the Bible. On the basis of understanding Bible, students will be equipped to grasp the principles and methods for the effective teaching.

#### **BT231 Spiritual Formation and Soul Care(3 credits)**

This course is an introductory study into the nature of spiritual formation and the meaning and importance of soul care within spiritual community. Emphasis will be given to the nature of personal character, virtues and vices, and the spiritual



disciplines as means of spiritual growth into the image of Christ.

**BT232 Spiritual Leadership and Mentoring (3 credits)**

This course introduces the principles and skills of spiritual leadership on the basis of the healthy spirituality. It also helps students to acquire the practical methods and dynamics of spiritual mentoring in order to help others to grow into good spiritual leaders.

**BT251 Integrative Senior Seminar (3 credits)**

A study of job hunting skills, motivated abilities and career choices, what studying at WMU has meant and an advanced study of worldviews and perspectives common to various fields of study and a Biblical analysis of these worldviews.

**BT401 Integrative Senior Seminar (3 credits)**

A study of job hunting skills, motivated abilities and career choices, what studying at WMU has meant and an advanced study of worldviews and perspectives common to various fields of study and a Biblical analysis of these worldviews.

**BT400 Thesis (3 credits)**

The student writes a thesis (academic major paper for graduation) to acquire the basic knowledge of thesis writing and to develop his/her academic field under the guidance of a supervisor.

**Christian Counseling (CC)**

**CC110 Introduction to Christian Counseling (3 credits)**

An introduction to the principles of Christian counseling. Students will explore the role of the counselor in Christian counseling, the place of counseling in the ministry of the church, and how Christian counseling relates to and differs from the common secular models.

**CC115 Essential Qualities of a Christian Counselor (3 credits)**

A study of character qualities of a Christian counselor. Students identify their strengths and weaknesses as counselors through self examination and explore ways to grow in their personal walk with Christ as a Christian counselor.

**CC212 Theology of Human Nature (3 credits)**

Exploration of key areas relating to the nature of man from both a theological and psychological perspective. The meaning and significance of man created in the image of God; Mechanism and components of heart -shame, guilt, motivation and values-will be explored and the practical application of these concepts in counseling ministry.

**CC215 Family Life Ministry (3 credits)**

This course offers the theological and practical foundation for Christian family ministry. Practical approaches to prevention programs for the local church and community are presented (i.e. lay counseling models). A team approach for pursuing wholeness and utilizing the appropriate resources is emphasized.

**CC217 Marriage and Psychology (3 credits)**

An examination of marriage from social, psychological and biblical perspective. An intimate relationship relation to interpersonal communication, marital sexuality, the developmental course of the marital relationship, emotional abuse and violence, and spirituality in marriage will be explored.

**CC221 Abnormal Psychology (3 credits)**

A Study of theories and issues of abnormal behavior, including the full range of mental disorders identified within current categorical systems. Therapeutic approach is examined from the perspective of Christian worldview.

**CC245 Marriage and Family Counseling (3 credits)**

An overview of marriage and family counseling issues relating to the content and process of counseling. Topics include a biblical review of marriage and relationships, gender differences, communication, conflict, divorce counseling, spouse abuse, in-law problems, and step-families.

**CC320 Counseling Children and Adolescents (3 credits)**

This course explores emotional, cognitive, physical and social developments and the tasks in children and adolescent phase and biblical understanding of their issues with preventive educational approaches and parenting model will be presented.

**CC331 Multicultural Counseling (3 credits)**

This course explores cultural influences in relation to social and individual value system, worldview

and attitudes in counseling. It focuses on the influences of cultural differences on the development and process of various counseling theory and techniques. This course provides students with a vital knowledge of multicultural counseling theories and its application to diverse ethnicities.

\* *Pre-requisite: LA102, CC412*

### **CC340 Crisis Counseling (3 credits)**

This course is designed to examine the dynamics of crisis situations and the biblical principles and procedures for intervening them. The emphasis will be on the application of biblical principles to crisis situations. Legal and ethical issues will be emphasized.

### **CC412 Counseling Theory and Techniques (3 credits)**

This course studies different theories and techniques in counseling which will be evaluated in the context of Christian framework.

### **CC420 Advanced Skills & Qualities for the Christian Counselor (3 credits)**

The course defines the important qualities of a Spirit-filled Christian counselor. Integration of personal faith and psychology is emphasized. The course offers advanced counseling skills in both individual and marriage and family counseling models.

## **Christian Education (CE)**

### **CE102 Introduction to Christian Education (3 credits)**

Basically this course seeks to examine the foundational educational theories related to Christian education. Emphasis shall be given upon theological, psychological, biblical, and philosophical foundations for Christian education. Further Christian worldview and teaching methods applicable to a local church together with newly emerging educational issues such as Christian mentoring and self-realization are to be dealt with.

### **CE210 Life-Span Development (3 credits)**

A survey of human development from infancy to adulthood that includes physical, cognitive, emotional, social, moral, and faith aspects. The emphasis is on the application of understanding human development in ministry.

### **CE301 Character Formation (3 credits)**

This course starts with a basic introduction of natures of Characteristics and personality. It then goes on to look at theories of Characteristics formation and development with cultural perspectives. This course is especially designed for those who want to learn more about who they are, which direction their life should take as a Christian.

### **CE310 Cross-cultural learning Theories (3 credits)**

This course provides learning theories and practices which relate to education in cross-cultural context. The course will be helpful to deepen our understanding of the mind of peoples with different cultural backgrounds.

### **CE315 Cross-cultural Ministry for Adolescents (3 credits)**

Find a way to carry out the ministry effectively by recognizing adolescents' developmental psychology and other related characteristics. Observe those adolescents in multi cultural societies in terms of identity issues and learning and communication skills to develop various education activities in a Christian perspective.

## **Church Music (CM)**

### **CM251 Hymnology (3 credits)**

Studies in the backgrounds of hymns and the ceremonial aspect of Christian worship in terms of Christian music.

## **History (HS)**

### **HS203 Christianity and Civilization (3 credits)**

This course is to trace the development of the Christian Church and civilization from ancient times to the contemporary world. Factors which shaped the development of civilization will be studied, as well as how the events of biblical and Church history are to be integrated with history at large.

## **Intercultural Studies (IS)**

### **IS170 Intercultural Communications (3 credits)**

Principles and processes of communicating from one culture to another. The focus is on the relevance of the incarnation as the model for intercultural communication of the Gospel.

**IS203 Evangelism and Mission (3 credits)**

This course is designed to present the biblical foundation, historical development, cross-cultural aspect and strategies of evangelism and mission. The students are expected to develop and coordinate a program for evangelism and mission.

**IS220 The Biblical Foundation of Missions (3 credits)**

Survey of perspectives in both the Old and New Testaments on the mission of God and the people of God touching the nations with an emphasis on the rubric of the Kingdom of God.

**IS430 Mission Field Education (3 credits)**

Field study of missions and evangelism. Students are exposed to the life experience of the mission field.

**Liberal Arts (LA)**

**LA101 Introduction to Philosophy (3 credits)**

An introductory study of the nature and scope of philosophy, dealing with such questions as what is philosophy, what is philosophical method, and how philosophy is related to theology and Christian faith; and examining some of its traditional areas of concern, such as ontology, epistemology, types of world views or ideas, and ethics.

**LA102 Introduction to Psychology (3 credits)**

A study of the basic principles of psychology such as maturation, motivation, emotion, personality, and mental health. The course emphasizes these principles to the teaching of the Bible, Christian life, and Christian service.

**LA103 Introduction to Sociology (3 credits)**

The introduction of sociological concepts with emphasis on group life, culture, socialization, social institutions, social processes, and change. This course includes theoretical as well as practical application of interaction and its effect on individuals and groups.

**LA156 Ministry English(3 credits)**

This course is designed for students who need to develop listening and speaking skills in English for a variety of ministry purposes and to participate in the ministry. Students will engage in conversations in structured situations on various ministry-related topics. It will focus on three areas: (1) becoming comfortable listener to spoken English, (2) producing accurate and intelligible English, and (3) learning common expressions and idioms in both formal and informal ministry-related contexts.

**LA155 Theological English(3 credits)**

This course prepares students to develop reading comprehension abilities in theological English. Students will learn basic theological vocabulary and develop grammatical knowledge by analyzing different sentence structures. In addition, students will learn paragraph organization, different types of paragraph and reading strategies that will enable them to read a variety of theological as well as Christian texts.

**LA164 Research and Writing (3 credits)**

An introductory study of how to conduct academic research (including use and documentation of library resources) and to report research on well-composed term papers.

**LA171 Interpersonal Communication (3 credits)**

This course examines the variables in interpersonal communication in interactions, both one-on-one and in groups. It includes the process of communication, language, verbal and non-verbal communication, self-concept, listening, and the nature of relationships and conflicts. This course will help students improve their interpersonal communication skills as analyzing and applying current theories of interpersonal communication.

**LA181 Introduction to Science (3 credits)**

This course introduces students to the basic principles of the natural sciences including chemistry, physics, geology, biology, as well as contemporary concepts and principles of in the sciences. A major focus will be on critically understanding and analyzing the interactions between humans and their world.

**LA204 Introduction to Cultural Anthropology (3 credits)**

Introduction to cultural anthropology with special attention to the application of an anthropological

perspective to Christian mission. A study of prehistoric humankind and the problem of race and evolution.

**LA209 Music and Worship (3 credits)**

A course designed to equip students as spirit-filled worship leaders. It includes the presentation of worship models, biblical patterns, and today's worship trends.

**Music**

**MC380 Praise and Worship (3 credits)**

This course is a study of worship and praise for its theology, trends, designs, methods and skills especially from integral perspective to coordinate praises within worship setting.

**MD413 Choral Conducting I (2 credits)**

Basic conducting techniques: score analysis; conducting patterns; problems of tempo, dynamics, articulation, and text. A study of styles and interpretations of choral music from the Renaissance to the present.

**ME122 Gospel Choir I (1 credit)**

This course consists of group singing of gospel music. The student practice and produce vocal sounds to perform in a public concert with proper singing techniques.

**ME124 Gospel Choir II (1 credit)**

Same as ME122

**ME132 Chamber Choir I (1 credit)**

Performance of choral works of all styles and periods.

**ME141 Band Ensemble I (2 credits)**

Focus on diatonic chord progression in basic 8 beat, shuttle, and 16 beat groove.

**ME142 Band Ensemble II (2 credits)**

Focus on blues and more 16 beat grooves

**ME232 Chamber Choir II (1 credit)**

Performance of choral works of all styles and periods.

**ME241 Band Ensemble III (2 credits)**

Focus on Brazilian rhythm such as Bossa nova, samba and more

**ME242 Band Ensemble IV (2 credits)**

Focus on rhythm unisons, sections, breaks, and 16 shuffle rhythms.

**ME374 Chamber Music Ensemble(3 credits)**

Preparation and performance of literature for piano with voice, string, wood-wind, brass, and percussion instruments.

**MH343 Introduction to Music History(3 credits)**

This course is Orientation to the study of the history of music in general. Music from ancient to the baroque including major medieval, renaissance and Present including major classical, romantic, and modern composers, styles, and musical genres.

**MI479 Music Literature (3 credits)**

Orchestral literature covering a broad spectrum of the repertoire with the emphasis on preparation for audition from the Romantic era to the present.

Song Literature of Italy, France German: comparative analysis of carious composers and their influence on song literature including the Musical theater - its historical, political, and economic foundations; significant milestones in opera; interrelation between the dramatic theater, opera, concert, and church music.

Discovering each part of aria from major oratorio: Messiah, The Creation, Elijah etc.

**MP171 Individual Instruction I (2 credits)**

Individual instruction in an instrument is given.

**MP172 Individual Instruction II (2 credits)**

Individual instruction in an instrument is given.

**MP271 Individual Instruction III (2 credits)**

Individual instruction in an instrument is given. (Accompanying/ Diction)

**MP272 Individual Instruction IV (2 credits)**

Individual instruction in an instrument is given. (Instrument Pedagogy/ Vocal Pedagogy)

**MP371 Individual Instruction V (2 credits)**

Individual instruction in an instrument is given.

**MP372 Individual Instruction VI (2 credits)**

Individual instruction in an instrument is given.

**MP471 Individual Instruction VII (2 credits)**

Individual instruction in an instrument is given.

**MP483 Senior Recital (1 credits)**

Preparation of an acceptable senior recital at least 20 minutes in length. The program chooses entirely of sacred and secular music.

**MT151 Musicianship I (2 credits)**

Sight-singing, dictation, and related keyboard application.

**MT251 Musicianship II (2 credits)**

Continuation of MT151

**MT255 Keyboard Harmony I (2 credits)**

A study of the fundamentals of music including notation, major and minor key signatures and scales, intervals, time signatures and rhythms, and triads .

Also The student studies diatonic harmony including primary and secondary triads, the seventh chords and their inversions. Also includes harmonizing figured and unfigured bass both in classic and commercial music

**MT355 Keyboard Harmony II (2 credits)**

The student studies more advanced diatonic and chromatic harmony including seventh chords, modally borrowed chords, sequences, secondary dominants, secondary diminished sevenths, and jazzy expanded chords. Also student studies voicing of all kinds of tall chords and altered chords

\* *Pre-requisite: MT 255*

**MT453 Computer Music Application (3 credits)**

This course is an introduction to instrumentation, arranging techniques (including four part harmonizing and basic counterpoint), and notation practices for various kinds of ensembles. Through the Sibelius notation software, emphasis is placed on scores and parts preparation for the arranging of Hymn and Contemporary Christian Music. As a final project, each student presents a video recording of a performance with their arrangements of small or large ensembles.

**Practical Theology (PT)****PT106 Study Skills (3 credits)**

Study Skills aims to expose students to different ways to study effectively and efficiently. The course focuses on teaching life-long learners the practical study skills that are applicable to their

ministry. The skills learned in this course will be basic foundation for future studies and ministry.

**PT111-116 Student Ministry (0.5 credit per course)**

A supervised ministry experience to provide the student with actual ministry experiences. This supervised ministry experience must be approved by the Director of Student Ministries and only one course (0.5 hour) may be taken per semester. Students need to take 6 courses (PT111 - PT116) of Student Ministry in order to fulfill the graduation requirement.

**PT211-218 Student Chapel (0.5 credit per course)**

All students are required to register and attend weekly Student chapel. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

**PT403 Homiletics (3 credits)**

A course designed to teach the student principles of sermon preparation. Topics studied include the development of an outline and the use of exegesis, illustration, application, and effective introductions and conclusions. Among the sermons students must write will be at least one on the mandate to bring the Gospel message to a needy world.

**PT404 Worship (3 credits)**

A class to equip ministers to provide meaningful worship services and ceremonies for their congregations. This includes an exploration of wedding, funeral, baptismal, and the Lord's Supper ceremonies as well as regular worship services.

**PT405 Discipleship and Small Group (3 credits)**

An in-depth examination of the biblical principles and methodology of discipleship and mentoring. The emphasis is on the practical concern of how to develop an ongoing discipleship program and lead small group Bible study in the local ministry.

**PT 435 Christian Field Education(3 credits)**

Educational field experience for lay leaders during a summer session. Combines theory and practice of ministry through seminar, mentoring, and field experience; focuses upon ministerial perspectives.

**Theology (TH)**

**TH106 Christian Life and Ethics (3 credits)**

A consideration of various areas in personal and social ethics as they are formulated upon a foundation of Christian Theology and as they apply to Christian life and ministry.

**TH203 Introduction to Christian Theology (3 credits)**

This course provides an introduction to theology, its purpose and method. The course focuses on the theological areas of Bibliology and Theology Proper. The course will survey key historical and biblical themes and equip the student to do theological research using appropriate sources and methods.

**TH204 History of Christian Theology (3 credits)**

This course is a survey of the history of Christian doctrine from its origins in the Bible to the doctrine of modern day. Starting with the Christian roots in the Particular attention is paid to Augustine and Aquinas. Students at the end of the course will have a good grasp of the complexity and diversity of Christian thought through the ages.

**TH304 Contemporary Theology (3 credits)**

Background and development of important theological movements and leading figures in contemporary theology.

# GRADUATE PROGRAMS

## MASTER'S DEGREE PROGRAMS

Graduate programs at WMU equip students to combine academic discipline with Christian formation and discipleship. Students are expected to demonstrate they have acquired knowledge on a graduate level of competency. The programs are designed to integrate knowledge of biblical and theological disciplines with practical skills to help broaden the student's Christian worldview.

Graduate studies are fundamentally different than undergraduate studies. Graduate students are expected to take significant responsibility in determining what to learn and how to learn it.

Instead of submitting course work to professors, graduate students will often submit or orally present work to their peers for comments, reflection, and ideas for improvement. Sometimes this involves team projects. A research paper at the bachelor's level may primarily require that a student report what authors have said. Graduate students will be required to evaluate an author's work, or suggest applications to their ministries. In short, graduate students are responsible to take initiative – they are partners with their professors in their own equipping.

Degree	Biblical Studies	Theological/Historical Studies	Practical Ministry Studies	Field Education	Electives	Total Credits	Special Requirements
M. Div.	12	24	27	7	20	90	Ministry Project or Thesis

Degree	Biblical Studies	Theological/Historical Studies	Integration and Research	Field Education	Electives	Total Credits	Special Requirements
M.A. in Theology	24	6	9	4	9	52	Bible Teaching Methods

Degree	Biblical/Theological Studies	Practical Ministry Studies	Professional Studies	Field Education	Electives	Total Credits	Special Requirements
M.A. in Christian Counseling	9	3	24	11	0	47	Practicum, Comprehensive Examination

Degree	Biblical/Theological Studies	Practical Ministry Studies	Field Education	Professional Studies	Total Credits	Special Requirements
M.A. in Music	6	3	4	31	44	Graduation Recital,





## Admissions Policies

Students who apply for the Master's degree must hold a four-year college degree or its academic equivalent. Students who desire to take courses by audit will not be subject to this requirement.

### Application

WMU's academic programs are open to students of all Christian denominations who meet the standard requirements for admissions. WMU admits only qualified students and persons who are committed to Jesus Christ. However, WMU does not discriminate on the basis of sex, race, color, national or ethnic origin in the administration of educational policies, admission policies, scholarships, or any other programs or activities.

The following documents must be included in the application process.

1. The application form and a non-refundable application fee (\$100);
2. Testimony;
3. One reference;
4. Official transcript(s) from university; and
5. Two recent photographs (passport style).

The application form and other materials can be obtained from the admissions office. They may be requested by phone, mail, or downloaded via the internet. The mailing address, phone/fax numbers and e-mail address are:

Admissions Office  
World Mission University  
500 Shatto Pl. Suite 600  
Los Angeles, CA 90020

Phone: (213) 388-1000/ Fax: (213) 385-2332  
E-mail: admissions@wmu.edu  
Home Page: www.wmu.edu

The deadline to apply for the Fall semester is the middle of August, and for the Spring semester it is middle of January. For exact dates please see the academic calendar on the school's website. International students must apply earlier in order to process visas and make the necessary arrangements to enroll.

## Admissions Procedure

Once the student submits the application and the supporting documents, the Admissions Office reviews the documents and confirms the completion of each applicant's file. The application and records are submitted to the admissions committee for evaluation based on the following criteria:

- A sense of calling from God for Christian ministry;
- Born-again experience and baptism with water;
- Active participation in a church community;
- Evaluation of prior academic performance and the ability to successfully complete the academic program;
- Recommendations;
- Music students must submit audition CD or DVD; and
- Interview with program director

Applicants will be officially notified by mail, and admitted students will receive new student orientation information.

### Personal Interview

The program director interview the applicant in the application process.

In the interview, director will check the sense of calling and the academic qualification for the study.

### Language

Since WMU uses Korean as its primary language of instruction, it does not require English proficiency tests such as the TOEFL for admissions.

### Health Insurance

World Mission University highly recommends that every student have health insurance. World Mission University does not provide student health plan.

### Admissions Categories

Full Acceptance: A student who has met all the requirements and is fully accepted as a student at WMU.

Provisional Acceptance: A student who is not able to complete the admission file before the deadline may be accepted with full benefits of the school for one semester. This restricted status allows the student the opportunity to complete the admission file. If the student fails to move to the full acceptance status within one semester, he or she will be dismissed.

Probationary Acceptance: A student who does not meet the normal academic standards or lacks other qualifications, but provides a strong indication for academic success may be accepted on probationary status. The student is granted one year to achieve the academic level or other qualifications necessary to move to full acceptance.

Visiting Student: A visiting student is one concurrently enrolled at another school who desires to take courses at WMU for transfer back to their primary school of enrollment.

### **Ability-to-Benefit**

Given the fact that some students may not have obtained the appropriate degree qualifications for admissions to a program, WMU may consider them for admission on an individual basis.

Those who are admitted under the conditions of the Ability-to-Benefit will work closely with their academic advisor to ensure they are making Satisfactory Academic Progress.

*UPDATE: Ability-to-Benefit students who attended prior to July 1, 2012 will continue to be eligible for Title IV aid. For students who were first time attendees after July 1, 2012 will be ineligible to receive Title IV aid.*

### **International Students and Visas**

WMU is authorized by the U.S. Government to issue the I-20 form for visas from foreign countries. Once the applicant is accepted, WMU will send various documents including the I-20 form. International students must enroll as full time students, which mean a graduate student must take 9 or more credits per semester. International students should direct their questions to the International Student Office.

### **Spiritual Requirements**

All applicants to WMU must be born-again Christians whose lives demonstrate excellent Christ-like character and attitude. Students wishing to enroll at WMU must have a compassionate heart to serve as Christ served and actively engage in the pursuit of spiritual disciplines.

### **Non-discriminatory Policy**

WMU seeks a diverse student body. Everyone has equal opportunity and access to WMU's educational programs and activities. The school does not discriminate on the basis of race, color, age, sex, physical condition, or national origin. Non-discriminatory policies apply to the admissions policy, educational programs, employment, and all other activities that WMU provides.

WMU complies with the provisions of Title VI of the Civil Rights Acts of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975.

### **Transfer of Credits**

World Mission University accepts transfer credits from accredited institutions. Accredited means that the school is listed as accredited in the current issue of Accredited Institutions of Postsecondary Education published by the Council on Higher Education Accreditation or approved by the Ministry of Education for the Republic of Korea. If a degree student desires to transfer credit from another postsecondary school to WMU, an official transcript stating the courses and grades must be submitted to the Director of Admissions prior to acceptance.

Transfer Policy from Accredited Schools:

- Master of Arts in Music students can receive a maximum of 22 credits;
- Master of Arts in Christian Counseling students can receive a maximum of 23 credits;
- Master of Arts in Theology students can receive a maximum of 26 credits; and
- Master of Divinity students can receive a maximum of 45 credits.

The transcripts from foreign educational institutions must be confirmed by an official seal. WMU may ask schools in foreign countries to be evaluated through the American Council for Education.

Only courses receiving C or higher are considered for transfer. Students need to submit requests for transfer consideration prior to enrollment.

#### Transfer Policy from Unaccredited Schools:

The transfer of credit from non-accredited institutions is individually evaluated and determined. Courses are evaluated on an individual basis. If credit is granted, the basic transfer policy for work done at unaccredited American schools or schools in Korea that have not achieved recognition by the Ministry of Education is as follows:

- 1/3 of a credit may be granted for each credit earned at an unaccredited American school that has achieved state approval;
- 1/3 of a credit may be granted for each credit earned at an unaccredited American school that has not achieved state approval with a limit of 20 credits accepted for 60 or more credits work; and
- 1/3 of a credit may be granted for each credit earned at a Korean school that has not achieved recognition by the Ministry of Education.

It is the responsibility of the student desiring the transfer of credit from a non-accredited institution to provide WMU with academic catalogs of the attended institutions and syllabi of each course to be considered for transfer.

#### Advanced Standing

Students who graduated from the WMU undergraduate program may earn up to 15 credit hours of advanced standing towards the M.Div. degree and 9 credit hours towards the M.A. degree from the courses listed below.

Advanced standing is based on the following criteria: (1) only designated courses may be awarded; (2) the student earned a C or higher on the comparable course; and (3) only credits which the student took at WMU undergraduate program may be applied.

<u>Course</u>	<u>Credits</u>
BT501 Introduction to Old/New Testament.....	3
IS504 Theology of Mission.....	3
PT514 Expository Preaching.....	3
PT543 Spirituality and Leadership.....	3
ST502/503 Systematic Theology I or II.....	3
ST516 Advanced Research and Writing.....	3

### Academic Policies

The school operates on a traditional semester calendar. There are two semesters in the academic year that occur from August to May. The Fall Semester usually starts the last week of August and ends in December. The Spring Semester usually starts the last week of January and ends in May. During the academic year each semester is 16 weeks in length. The Summer and Winter sessions are divided into several two-week intensive courses.

The majority of courses are equivalent to three semester hours of credit and thus requires a minimum of 37 1/2 contact hours. Each credit represents one fifty-minute period of class instruction for each of the fifteen weeks plus approximately two-to-three hours of out-of-class involvement. For field education, 30 hours of ministry involvement is required for one unit.

Graduate students must be enrolled for a minimum of 9 semester credits in order to be classified as full-time students. Special permission must be granted to enroll in more than 15 credits per semester. Such permission must be approved in writing from the Chief Academic Officer before registration. Students can obtain the form in the main office.

#### Grading

World Mission University utilizes letter grades. Grades are reported to students in writing from the Registrar's Office. Grades are designated as follows:

<b>Grade</b>	<b>GPA</b>	<b>Numeric Description</b>
A	4.0	93+
A-	3.7	90-92
B+	3.3	88-89
B	3.0	83-87
B-	2.7	80-82
C+	2.3	78-79
C	2.0	73-77

C-	1.7	70-72
D+	1.3	68-69
D	1.0	63-67
D-	0.7	60-62
F	0.0	0-59

I	Incomplete**
CR	Credit***
NC	No Credit
H	Hold
P	Pass
NP	No Pass

\* A grade of "I" can be raised to a grade of "B+" by the end of the next semester when all course requirements have been satisfied.

\*\* A grade of "CR" will not be included in the computation of Grade Point Average.

\*\*\* A grade of "F" can be raised a maximum grade of "B+" after retaking the course.

### Repeated Courses

If a student receives a failing grade, the student may retake the course. If the course is retaken, the new grade will be calculated into the student's Grade Point Average (GPA) replacing the previous failing grade. The credits are counted only once. All grades become a permanent part of the student's academic history. Student must pay the current tuition to retake the course.

### Incomplete policy

Sometimes a student discovers that they are unable to finish their requirements for a course or courses during a semester. Sometimes, life presents us with problems that we have no way of foreseeing or planning for. In these situations, a student may need extra time to complete their course requirements. If a student needs extra time to complete their course work, WMU has devised a way to help individual students work through these problems.

Please be sure to follow the procedures correctly: First, students need to obtain permission for an incomplete from the Dean of Academic Affairs. Then, students must obtain approval from the instructor. Students should not assume that he/she will be given an incomplete for a course just because he/she choose not to complete the assignments, tests or quizzes. Instructors will

assign grades based on submitted work if students have not been granted an official incomplete from the Dean of Academic Affairs office. Students who have been given an incomplete will not receive credit for the course before work is completed.

### Auditing

Regularly matriculated students as well as those not enrolled in the school may audit a course upon the written permission of the Dean of Academic Affairs. An application to audit must be submitted and tuition must be paid before auditing. Credit is not given for audited courses. There are no scholarships available for auditing students. The fee for auditing a course is 50% of the regular tuition. For WMU alumni the audit fee is \$0.00 per course. Some courses are not allowed to audit.

### Class Attendance

Regular classroom attendance is crucial, and students are expected to attend all classes. Absences exceeding 1/3(6 wks) of the total scheduled class periods(16 wks) will result in an automatic failing grade.

### Registration

To begin study, all students must submit registration forms each semester which have been approved by the students' academic advisor. Student information, the title and number of the course, academic advisors signature and students' signature regarding the financial policy are required.

### Full/Part Time Status

Graduate students must register for 9 or more semester credits to be considered full time students. However, in order to graduate on-time, graduate students at least 12 credits each semester. Any student whose GPA in a previous semester is 3.5 or above can register for up to 18 semester credits with the Chief Academic Officer's approval.

### Time Limits for Completion of Degree

All courses and examination requirements must be completed within four and a half years for the M.Div., and three years for the M.A. degree programs beginning from the date of the student's

first registration at World Mission University. An extension may be granted for special circumstances.

### **Requirements for Graduation**

A Grade Point Average of 2.5 or above for the master's is required for graduation. Students must fulfill all financial obligations to WMU and file a petition to graduate before the middle of February to be eligible to receive a degree in June. A graduate ministry project for all master's degree level is required. M.Div students must pass a comprehensive Bible exam before graduation.

### **Ministry Project**

M.Div. students must write a thesis or ministry project for graduation. Students need to follow three steps for the approval of the thesis or ministry project; 1) the approval of the subject by the advisor, 2) the approval of the outline and prospectus by the advisor, and 3) the approval of the first draft and following drafts by the thesis or ministry project Committee. Two readers will be assigned to read each project for evaluation.

### **Comprehensive Counseling Exam**

Graduation from M.A.C.C. program students requires passing of a comprehensive Counseling exam.

### **Comprehensive Bible Exam**

Graduation from M.Div program students requires passing of a comprehensive Bible exam. Students must pass the exam during the length of study for graduation.

### **Application for Graduation**

Students must file their applications and pay their graduation fee at the time of enrollment for their last semester of study. All financial accounts and documents, files, etc., are to be in satisfactory order before a student is permitted to graduate. Students are expected to be present for graduation. Graduation in absentia will be permitted only by special approval of the Chief Academic Officer in response to a written request that cites acceptable reasons.

### **Academic Freedom Policies**

WMU recognizes that within the field of education, academic freedom is a highly held right. In that regard, WMU will do everything possible to insure that faculty members are given the freedom to represent views, theories, research results, and opinions in the normal process of teaching their assigned courses. However, WMU also recognizes that academic freedom must be weighed in response to the responsibilities of Christian faith and practice. The principles of developing Christian community, the responsibility of leadership by faculty members as role models to the students, and the ethics of Christian faith as prescribed by the school's Statement of Faith also provide the boundaries within which faculty members are given to exercise their academic freedom. Faculty members, who hold differing and potentially contentious theological views, may be asked to step down from their faculty positions. When this happens, WMU will still hold the resigning faculty member in highest regard, realizing that the human perspective on theological truth is never complete and clear.

WMU has adopted the statement of Academic Freedom as developed by the Association of Theological Schools, a recognized accrediting association by the U.S. Department of Education, as its standard concerning faculty academic freedom. The statement reads as follows:

1. The Christian faith directs all thought and life toward God who is the source of truth, the judge of all human thoughts, and the ultimate end of all theological inquiry.
2. The freedom of the Christian always involves a commensurate responsibility toward God and neighbor. It is never the freedom merely to be left alone or ignore basic obligations.
3. Christian freedom exists within the confession of Christian faith. A theological school may acknowledge specific confessional adherence as laid down in its own charter and constitution. A concept of freedom appropriate to a theological school will respect this confessional loyalty, both in the institution and with their individual members. At the same time, no confessional standard obviates the requirement for responsible liberty of

conscience in the Christian community and the practice of the highest ideal of academic freedom.

4. While freedom must ultimately be realized through the spirit and loyalties of humanity, it must take form and be protected through concrete standards of institutional practice. Every statement of such standards moves somewhat in the sphere of law and regulation. We recognized that the effectiveness of stated principles depends finally upon the dedication within the Christian theological school to a genuine concern for liberty of mind and spirit in theological teaching.

### **Withdrawal & Leave of Absence**

Students wishing to withdraw from the school must complete a Petition to Withdraw, secure the necessary signatures, and submit it to the registrar's office. Courses must be officially dropped or a grade of "F" will be entered on the permanent record. Failure to properly withdraw will result in the student not being allowed to re-enroll in the future or to receive proper refunds.

In the case of discontinuing course work due to serious illness or other valid reasons, permission for a leave of absence may be granted by the Chief Academic Officer. The student must submit a Leave of Absence Form and in certain cases submit a petition with documentation (i.e., a note from a licensed doctor, etc.).

### **Contract, Cancellation, and Dismissal**

Registration can be canceled anytime by students without hindrance. The contract and cancellation forms are available in the admissions office.

Concerning refunds, see the Financial Information section.

Students who do not register consecutively for more than two semesters without written notification will be dismissed automatically for academic reasons. Dismissed students desiring to be re-admitted must submit a re-admission application.

### **Right to Review the Academic Record**

Students have the right to review their own academic records and files. To review them, a request form must be filed with the Registrar. Any errors will be corrected.

## **Satisfactory Academic Progress Policy**

Full-Time Graduate Students:

Satisfactory Academic Progress toward a graduate degree as a full-time graduate student is obtained by completing nine or more credits per semester or 18 or more credits per academic year while maintaining a cumulative GPA of 2.5 or higher. Repeated courses which students previously passed cannot be counted toward minimum Satisfactory Academic Progress requirements. The student must complete the degree requirements within the period of time required when progressing at the minimum full-time rate.

For example, in a program requiring 96 credits progressing at nine credits, a student would have 11 semesters (approximately 5 years) to complete the program. When a graduate student takes 9 credits each semester, he/she is considered full time, however, in order to complete the program within the "normal" time frame, a student must take at least 12 credits each semester.

### **Academic Standing**

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

### **Academic Warning**

Graduate students receive an academic warning when the semester GPA is lower than 2.5 but the cumulative WMU GPA is 2.5 or higher. This notation is not recorded on the student's academic transcript.

### **Academic Probation**

To remain in acceptable academic standing, WMU graduate students must maintain a cumulative GPA of 2.5 or higher. The school will notify the student in writing, when their cumulative GPA is below 2.5

for graduate students and place the student on academic probation for two semesters. Academic probation will be recorded on the student's permanent academic record.

Students on academic probation are limited to a course load of 9 credits or fewer.

A student failing to attain the minimum GPA during the probationary period may be dismissed. If the student remains on probation for two consecutive semesters the student may be dismissed from WMU.

Incoming students may be admitted on academic probation.

The student's baccalaureate degree was granted from a non-accredited institution. In such cases, the probationary status may be removed after the completion of 12 credit hours of satisfactory work as compared to the required GPA for acceptable academic standing.

### **Probation Removed**

If the student raises their cumulative GPA above the minimum requirement during the probation period, he/she will be removed from probation and it will be recorded on student's academic record.

### **Appeals**

If a student is dismissed for failure to meet academic standards, the student may appeal to the Academic Committee for readmission. The student must show that there were exceptional circumstances involved and provide evidence indicating that he or she can remove the GPA deficiency within one semester.

### **Academic Integrity Commitment**

The maintenance of academic integrity and quality education is the responsibility of each student at World Mission University (WMU). Cheating or plagiarism in connection with an academic program is an offense for which a student may be expelled, suspended, or given a less-severe disciplinary action. Academic dishonesty is a serious offense which diminishes the quality of scholarship and defrauds those who depend upon the integrity of the educational system. Academic dishonesty includes:

1. Cheating: Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
  - a. Students completing any examination should assume that external assistance (e.g., Books, notes, calculators, conversations with others) is prohibited unless specifically authorized by the instructor.
  - b. Students may not allow others to conduct research or prepare any work for them without advance authorization from the instructor.
  - c. Substantial portions of the same academic work may not be submitted for credit in more than one course without authorization.
2. Fabrication: Intentional falsification or invention of any information or citation in an academic exercise.
3. Facilitation of academic dishonesty: Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
4. Plagiarism: Intentionally or knowingly representing the works, ideas, or work of another as one's own in any academic exercise.

### **International Students**

F-1 students are held to the same standards as regular students and must maintain Academic eligibility.

If an F-1 student fails to maintain Satisfactory Academic Progress, he/she will be notified in writing and placed on academic probation for one semester. The F-1 student must show he/she is making progress during the probation period. If at the end of that semester the student has not brought their GPA above the satisfactory level of 2.5, the student will be dismissed from the university and their I-20 will be terminated.

## Master's Program Descriptions

### Master of Divinity

#### General Description and Program Goals

The Master of Divinity program is designed primarily for those who expect to enter the pastoral ministry.

The degree program incurs three academic years and requires 90 semester hours of credit. As many as 45 semester credits may be transferred from another institution.

The goals of the Master of Divinity program are:

- To prepare individuals for ordained ministry in the church and
- To prepare individuals for vocations in pastoral counseling, Christian education, youth work, college and university student ministries, and urban service.

#### Learning Outcomes

Upon completing this degree, students will be able:

- To exegete the text of scripture as given in the original languages (**Scripture**)
  - To demonstrate growth in personal integrity and spiritual depth (**Spirituality**)
  - To demonstrate knowledge of the Christian tradition gained through the study of theological disciplines (**Christian Tradition**)
  - To understand the particularity of cultural context and apply God's eternal word to a changing world and to particular individuals and congregations (**Culture**)
  - To provide effective ministerial skills (**Ministry Skills**)
- To demonstrate ability to preach the meaning of Scripture with practical applications on the basis of the understanding of audience (**Preach**)
  - To demonstrate knowledge of historic and modern Christian-worship forms and ability to construct and skill to lead a worship service (**Worship**)
  - To demonstrate knowledge of counseling and ability to work as caregiver and as leader of a caring

community of faith (**Pastoral Counseling**)

- To demonstrate ability to shepherd the local congregation by aiding in spiritual maturity, promoting use of gifts and callings and encouraging a concern for non-Christians (**Pastoral Ministry**)
- To demonstrate ability to influence people with a leadership philosophy and skills (**Leadership**)
- To demonstrate ability to articulate ideas and concepts clearly, including a concrete plan for future ministry (**Articulation**)

#### Graduation Requirements

To graduate from the Master of Divinity degree program, the student is required to complete a minimum of 90 semester credits and write a Ministry project. The student must have a GPA of 2.5 or above. M.Div students must pass a comprehensive Bible exam before graduation.

To complete the program, a Ministry project must be submitted and approved by the graduation committee. The student will register for the course PT606 Ministry Project during the final year of the program and submit a prospectus and outline of the project for faculty approval. The school will assign an academic supervisor according to the topic of the project. The student will write a Ministry project on a topic which the student is interested and desires to further develop under the guidance of the supervisor. The length of the Ministry project will be approximately 50 pages of text, double-spaced. The Ministry project will meet the writing standards of World Mission University.

#### **Residential Requirement**

World Mission University requires Master of Divinity online program student are required to complete at least one course of work to be done in residence. This requirement may be fulfilled through intensive modular courses.

#### Course Titles and Level

All courses at the Masters level are numbered 500 - 699. Course descriptions are provided in this catalog.



## Degree Requirements: 90 Credits

The M.Div. requires 90 semester credits of course work comprised of 12 credits of biblical studies, 24 credits of theological/historical studies, 27 credits of practical ministry studies, 7 credits of field education, and 20 credits of open electives

### Core Courses (70 Credits)

<u>Course</u>	<u>Credits</u>
<b>Biblical Studies: 12 credits</b>	
BL501 Greek I .....	3
BT501 Introduction to Old Testament.....	3
BT502 Introduction to New Testament.....	3
BT605 Exegetical Methods and Practices.....	3
<b>Theological/Historical Studies: 24 credits</b>	
BT531 Biblical Theology .....	3
HS501 Church History.....	3
HS507 Korean Church History.....	3
ST502 Systematic Theology I.....	3
ST503 Systematic Theology II.....	3
ST509 Contemporary Ethical Issues.....	3
ST510 Faith and Reason.....	3
ST516 Advanced Research and Writing.....	3
<b>Practical Ministry Studies: 30 credits</b>	
CC555 Integration of Theology and Psychology...3	
IS504 Theology of Mission.....	3
IS534 Cross-Cultural Ministry.....	3
MC534 Introduction to Worship.....	3
PT514 Expository Preaching.....	3
PT524 Preaching Practicum.....	3
PT530 Pastoral Ministry.....	3
PT543 Spirituality and Leadership.....	3
PT606 Ministry Project.....	3
<b>Field Education: 7 credits</b>	
PT655-656 Supervised Ministry I-II (.5 credit each)	
PT657-658 Supervised Ministry III-IV (1.5 credits each)	
PT685-690 Student Chapel I-VI (.5 credit each)	

### Open Elective: 20 credits

### Field Education

World Mission University is committed to equipping students to become full-time ministers or

lay leaders in Christian ministry. In order to serve God more effectively, all students at World Mission University are required to participate in ministry outside of the classroom experience.

### Supervised Ministry

Master of Divinity students are required to complete four semesters of supervised ministry. Students should take two 0.5 credit (PT 655-656) in the first and the second semesters and two 1.5 credits supervised ministry courses (PT 657-658) in the 3rd and 4th semesters.

Supervised ministry courses are graded pass/fail. Supervised Ministry “PT655-658” must be taken beginning during the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration and must also submit the supervised Ministry Registration Form. Students who need less than four semesters to graduate (transfer students) will not be required to complete four semesters of supervised ministry, but will be required to take a supervised ministry course every semester they study at WMU.

For transfer students, the number of semesters he/she must register for supervised ministry depends on the number of credits the student transferred and has remaining to complete their degree program. A general rule for transfer students is for every 15 credits remaining the student must register and successfully complete one supervised ministry course.

When the student decided on the area of Christian service (i.e., type of ministry) he/she will sign up for, the student needs the approval of the faculty advisor and must submit the Supervised Ministry Registration Form at the time of registration or to the Dean of Student Affairs at the Supervised Ministry Chapel that is scheduled for Tuesday and Thursday of the second week of each semester or at the time of registration for courses.

In the first and second semester (PT 655-656), students are required to submit Ministry Self Report and Disciple Life Report by the second week every month (Feb. Mar. and Apr. in the spring semester and Sept. Oct. and Nov. in the fall semester). At the end of the semester, students must submit the Supervised Ministry Evaluation Form. In the third

and fourth semester (PT 657-658), students must attend the supervised ministry class.

Students must demonstrate competence in the ten ministry skills listed on the Ministry Skills Assessment Form (see supervised Ministry Handbook). The academic counselor checks this in their academic counseling session.

### Internship

In addition to the Supervised Ministry, students who have finished more than 50% of the M.Div degree program can take internship programs PT 671 or PT 675-677 as elective in a local church or mission field of our alumni/WEMA

### Student Chapel

Master of Divinity students are required to register and complete six semesters of student chapel. Each student chapel course is worth .5 credits.

Student chapels are graded pass/fail. Student Chapel “PT685-690” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration.

In order to pass the student chapel, students must not miss it more than twice. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

Students must ensure that they register for online chapel. Students who register for online chapel must follow the regulations of the online chapel. Students who have a campus course before or after Tuesday or Thursday chapel must register for campus chapel. No exceptions will be made.

## Master of Arts in Theology

### General Description and Program Goals

The MA in Theology (MAT) degree is a two-year graduate theological program covering a range of biblical theology. The MAT program provides a strong biblical foundation for Christians living out their faith in any setting. This program concentrates on the studies of the Bible and will help students have the right theology, faith, and biblical world view.

This program is designed primarily for devoted lay people who desire training to serve as a Bible teaching leader. They will be able to cultivate their personal calling from God in order to serve their church or parachurch organization with the word of God.

This program is also recommended for pastors and missionaries (along with their spouses) who are already working in the field. They will be able to redefine the theological knowledge acquired before and systematize the contents of the Bible in new viewpoints.

The degree program requires 52 semester credits. As many as 28 semester credits of graduate work may be transferred from another institution.

The goal of the Master of Arts in Theology program is to prepare individuals for being a 'committed Bible teacher' who can handle accurately the word of truth (2Tim 2:15).

### Learning Outcomes

Upon completing this degree, students will be able to:

1. Comprehend fully the word of God when reading the Bible in its entirety (Comprehensive Reading).
2. Identify historical, cultural, literal and canonical knowledge of each book from the Bible (Interpretation).
3. Demonstrate personal and spiritual maturity expressed in devotion to God, the truth, and to others (Application).

4. Demonstrate a systematic understanding of the whole Bible with an overall theological perception (Integration).
5. Become a 'committed Bible teacher' who can handle accurately the word of truth (Professional Serving).

### Graduation Requirements

To graduate from the Master of Arts in Theology program the student is required to have completed a minimum of 52 semester credits with a 2.5 GPA or above. At least 26 credits must be completed at World Mission University.

### Course Titles and Level

All courses at the Masters level are numbered 500 - 699. Course descriptions are provided in this catalog.

### **Degree Requirements: 52 Credits**

The M.A. in Theology requires 52 semester credits of course work comprised of 24 semester credits of Biblical Studies, 6 semester credits of Theological/Historical studies, 9 semester credits of Integration and Research, 4 semester credits of Field Education, and 9 semester credits of electives.

### Course Credits

#### **Biblical Studies: 24 credits**

BT501 Introduction to Old Testament.....	3
BT502 Introduction to New Testament.....	3
BT506 Pentateuch.....	3
BT508 Holy Writings.....	3
BT511 Gospels.....	3
BT525 Prophet.....	3
BT537 Acts and Pauline Epistles.....	3
BT538 General Epistles and Revelation.....	3

#### **Theological/Historical Studies: 6 credits**

BT531 Biblical Theology.....	3
ST502 Systematic Theology I OR .....	3
ST503 Systematic Theology II.....	3

#### **Integration and Research: 9 credits**

BT605 Exegetical Methods and Practices.....	3
PT515 Bible Teaching Methods .....	3
PT543 Spirituality and Leadership.....	3

**Field Education: 4 credits**

PT695-698 Supervised Ministry I-IV (.5 credit each)

PT685-688 Student Chapel I-IV (.5 credit each)

**Open Electives: 9 credits****Field Education**

World Mission University is committed to equipping students to become full-time ministers or lay leaders in Christian ministry. In order to serve God more effectively, all students at World Mission University are required to participate in ministry outside of the classroom experience.

Supervised Ministry

Master of Arts in Theology students are required to complete four semesters of supervised ministry. Each supervised ministry course is worth .5 credits.

Supervised ministry courses are graded pass/fail. Supervised Ministry “PT695-698” must be taken beginning during the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration and must also submit the Supervised Ministry Registration Form. Students who need less than four semesters to graduate (transfer students) will not be required to complete four semesters of supervised ministry, but will be required to take a supervised ministry course every semester they study at WMU.

For transfer students, the number of semesters he/she must register for supervised ministry depends on the number of credits the student transferred and has remaining to complete their degree program. A general rule for transfer students is for every 15 credits remaining the student must register and successfully complete one supervised ministry course.

When the student decided on the area of Christian service (i.e., type of ministry) he/she will sign up for, the student needs the approval of the faculty advisor and must submit the Supervised Ministry Registration Form at the time of registration or to the Dean of Student Affairs at the Supervised Ministry Chapel that is scheduled for Tuesday and

Thursday of the second week of each semester or at the time of registration for courses.

Graduate students are required to submit two Graduate Supervised Ministry Self Report Form three times during the semester. At the end of the semester, students must submit the Supervised Ministry Evaluation Form.

Students must demonstrate competence in the ten ministry skills listed on the Ministry Skills Assessment Form (see supervised Ministry Handbook). The academic counselor checks this in their academic counseling session.

Student Chapel

Master of Arts in Theology students are required to register and complete four semesters of student chapel. Each student chapel course is worth .5 credits.

Student chapel are graded pass/fail. Student Chapel “PT685-688” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively.

In order to pass the student chapel, students must not miss it more than twice. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

Students must ensure that they register for online chapel. Students who register for online chapel must follow the regulations of the online chapel. Students who have a campus course before or after Tuesday or Thursday chapel must register for campus chapel. No exceptions will be made.

## Master of Arts in Christian Counseling

### General Description and Program Goals

The Master of Arts in Christian Counseling degree is a two year program that provides in-depth course work for those who wish to be equipped with counseling competence needed to assist Christian individuals and families both in and out of the local church context. The degree program requires 47 semester credits. As many as 23 semester credits of graduate work may be transferred from another institution. It is a non-licensure program, which is not designed to fulfill the California state requirements for licensure.

The goals of the Master of Arts in Christian Counseling program are to:

- To prepare students for practical counseling ministry; and
- To prepare students for counseling related services in church and community.

### Learning Outcome:

Upon completing this degree, students will be able to:

- Demonstrate general knowledge of Bible and theology;
- Integrate Bible/theology and counseling/psychology;
- Demonstrate personal and spiritual maturity as a care giving professional;
- Demonstrate comprehensive knowledge of counseling theories in specific area(s);
- Demonstrate leadership and practical skills for counseling and its related services;
- Demonstrate critical thinking ability for academic research; and
- Demonstrate cultural sensitivity, knowledge, and/or skills in counseling

### Prerequisites

Students who do not have a BA in psychology or (Christian) counseling must take 6 credits of BA-level prerequisite course. The following course is required:

CE210 Life-Span Development (3 credits)  
LA102 Introduction to Psychology (3 credits)

### Graduation Requirements

To graduate from the Master of Arts in Christian Counseling program the student is required to have completed a minimum of 47 semester credits with a 2.5 GPA or above. At least 24 credits must be completed at World Mission University. Students must pass comprehensive counseling examination and demonstrate competence of at least average level on the Student Training Evaluation Form.

### Course Titles and Level

All courses at the Masters level are numbered 500 - 699. Course descriptions are provided in this catalog.

### **Degree Requirements: 47 credits**

The Master of Arts in Christian Counseling requires 50 semester credits of course work comprised of 9 credits of Biblical/Theological studies, 3 credits of Practical Ministry Studies, 24 credits of Professional studies, and 11 credits of field education.

### **Biblical/Theological Studies: credits**

BT501 Introduction to Old Testament.....3  
BT502 Introduction to New Testament.....3  
ST502 Systematic Theology I... OR.....3  
ST503 Systematic Theology II.....3

### **Practical Ministry Studies: 3 credits**

PT543 Spirituality and Leadership.....3

### **Professional Studies: 24 credits**

CC512 Principles and Practice of Counseling.....3  
CC514 Psychopathological Issue in Counseling ...3  
CC521 Child and Adolescent Counseling.....3  
CC527 Marriage and Family Counseling .....3  
CC552 Cross Cultural Counseling.....3  
CC553 Grief Counseling.....3  
CC555 Integration of Theology & Psychology.....3  
CC563 Ethical and Legal Issues in Christian  
Counseling.....3

### **Field Education: 11 credits**

CC591 Counseling Practicum I.....3  
CC592 Counseling Practicum II.....3  
CC593 Counseling Practicum III.....3  
PT685-688 Student Chapel I-IV (.5 credit each)

### **Elective: 0 credits**

## **Field Education**

World Mission University is committed to equipping students to become full-time ministers or lay leaders in Christian ministry. In order to serve God more effectively, all students at World Mission University are required to participate in ministry outside of the classroom experience.

## Counseling Practicum

Master of Arts in Christian Counseling students are required to complete three semesters of counseling practicum including counseling and its related experiences. This course is intended to provide Christian counseling students with out of the classroom experience with an opportunity to practice theoretical knowledge. Each counseling practicum course is worth 3/3/3 credit including supervision. Counseling practicum courses are graded pass/fail. Counseling Practicum “CC591-593 must be taken as early as beginning the second semester of enrollment with completion of minimum 6 credits of professional studies. At the end of the semester, students must submit the Student Training Evaluation Forms from both a field supervisor and a faculty supervisor.

Students must demonstrate competence in the ten ministry skills listed on the Ministry Skills Assessment Form (see Supervised Ministry Handbook). The academic counselor checks this in their academic counseling session.

## Student Chapel

Master of Arts in Christian Counseling students are required to register and complete four semesters of student chapel. Each student chapel course is worth .5 credits.

Student chapel is graded pass/fail. Student Chapel “PT685-688” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration.

In order to pass the student chapel, students must not miss it more than twice. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

Students must ensure that they register for online chapel. Students who register for online chapel must follow the regulations of the online chapel. Students who have a campus course before or after Tuesday or Thursday chapel must register for campus chapel. No exceptions will be made.

## Master of Arts in Music

### General Description and Program Goals

The Master of Arts in Music degree is a two-year program designed to provide opportunities for advanced study in music so that graduates may use their musical talents to serve the Church and the world. Graduates will be qualified to serve as directors of music, private music instructors, and performers. The M.A. in Music program requires 44 semester credits. As many as 22 semester credits of graduate work may be transferred from another institution.

The goals of the Master of Arts in Music program are that students will be equipped:

- To prepare students for leadership in church music; and
- To equip students with excellent performing skills.

### Learning Outcomes

Upon completing this degree, students will be able to:

- Integrate Bible/theology and music critically;
- Exhibit a substantial and growing spiritual and personal maturity as a musician;
- Demonstrate practical performance skills in conducting, praise ministry, voice, and instrument;
- Demonstrate ability to influence and lead others in church music;
- Demonstrate advanced understanding of art music in the Western European tradition; and
- Demonstrate advanced understanding of music styles as discovered in musical analysis.

### Prerequisites

Students who do not have a BA in music must take 9 credits of BA-level prerequisite courses. The following courses are required:

MT151 Musicianship I (2 credits)  
MT255 Keyboard Harmony I (2 credits)  
MH343 Music History (3 credits)

MP171 Individual Instruction I (2 credits)

For students who do not have a BA in music, but do have college-level music instruction, they will meet with the music program director to assess which prerequisites may still be needed.

### Graduation Requirements

To graduate from the Master of Arts in Music program, the student is required to have completed a minimum of 44 semester credits of course work with a 2.5 GPA or above. At least 22 credits must be completed at World Mission University.

Students must present a full recital and receive a passing grade. In addition, students in Choral Conducting and Vocal must pass a Keyboard Proficiency Examination before graduation.

### Course Titles and Level

All courses at the Masters level are numbered 500 - 699. Course descriptions are provided in this catalog.

### **Degree Requirements: 44 Credits**

The M.A. in Music requires 44 semester credits of course work comprised of 6 semester credits of Biblical/Theological studies and 3 semester credits of Practices of Ministry studies and 4 credits of field education, and 31 semester credits of Professional Studies.

<u>Course</u>	<u>Credits</u>
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#### **Biblical/ Theological Studies: 6 credits**

BT501 Introduction to Old Testament. <b>or</b> .....	3
BT502 Introduction to New Testament.....	3
ST502 Systematic Theology I <b>or</b> .....	3
ST503 Systematic Theology II .....	3

#### **Practical Ministry Studies: 3 credits**

PT543 Spirituality and Leadership.....	3
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#### **Field Education: 4 credits**

PT695-698 Supervised Ministry I-IV (.5 credit each)	
PT685-688 Student Chapel I-IV (.5 credit each)	

**Professional Studies: 34 credits**

**Core Courses: 14 credits**

MC524 Church Music History.....	3
MC544 Ministry of Worship.....	3
MH543 Seminar in Music History.....	3
MT551 Analytical Study of Music.....	3
MP685 Graduate Recital.....	2

**Choir(Choose 2): 2 credits**

ME533 Chamber Choir I <b>and</b> .....	1
ME534 Chamber Choir II .....	1
<b>OR</b>	
ME512 Gospel Choir I <b>and</b> .....	1
ME514 Gospel Choir II.....	1

**Individual Instruction: 6 credits**

**Performance  
(Conducting, Instruments and Voice)**

MP591 Individual Instruction I.....	2
MP592 Individual Instruction II.....	2
MP691 Individual Instruction III.....	2

**OR**

**Praise and Worship**

MP591 Individual Instruction I.....	2
MP592 Individual Instruction II.....	2
MP691 Individual Instruction III.....	2

**Open Electives: 9 credits**

MC553 Praise and Worship(all) .....	3
MD523 Choral Conducting I(all) .....	3
MD534 Band Directing(all) .....	3
MD596 Choral Literature(Cond) .....	3
MD597 Choral Technique (Cond) .....	3
ME545 Group Ensemble(Praise) .....	3
ME 578 Chamber Music Ensemble .....	3
MI 578 Chamber Music Literature .....	3
MV563 Special Studies in Song Literature.....	3
MV567 Voice Pedagogy.....	3

**Field Education**

World Mission University is committed to equipping students to become full-time ministers or lay leaders in Christian ministry. In order to serve God more effectively, all students at World Mission

University are required to participate in ministry outside of the classroom experience.

Supervised Ministry

Master of Arts in Music students are required to complete four semesters of supervised ministry. Each supervised ministry course is worth .5 credits.

Supervised ministry courses are graded pass/fail. Supervised Ministry “PT695-698” must be taken beginning during the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration and must also submit the Supervised Ministry Registration Form. Students who need less than four semesters to graduate (transfer students) will not be required to complete four semesters of supervised ministry, but will be required to take a supervised ministry course every semester they study at WMU.

For transfer students, the number of semesters he/she must register for supervised ministry depends on the number of credits the student transferred and has remaining to complete their degree program. A general rule for transfer students is for every 15 credits remaining the student must register and successfully complete one supervised ministry course. When the student decided on the area of Christian service (i.e., type of ministry) he/she will sign up for, the student needs the approval of the faculty advisor and must submit the Supervised Ministry Registration Form at the time of registration or to the Dean of Student Affairs at the Supervised Ministry Chapel that is scheduled for Tuesday and Thursday of the second week of each semester or at the time of registration for courses.

Graduate students are required to submit two Graduate supervised Ministry Self Report Form three times during the semester. At the end of the semester, students must submit the Supervised Ministry Evaluation Form.

Students must demonstrate competence in the ten ministry skills listed on the Ministry Skills Assessment Form (see supervised Ministry Handbook). The academic counselor checks this in their academic counseling session.



## Student Chapel

Master of Arts in Music students are required to register and complete four semesters of student chapel. Each student chapel course is worth .5 credits.

Student chapels are graded pass/fail. Student Chapel “PT685-688” must be taken beginning with the first semester of enrollment at WMU and must be taken consecutively. Students register for the course during registration.

In order to pass the student chapel, students must not miss it more than twice. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

Students must ensure that they register for online chapel. Students who register for online chapel must follow the regulations of the online chapel. Students who have a campus course before or after Tuesday or Thursday chapel must register for campus chapel. No exceptions will be made.

## **Master's Program Course Descriptions**

### **Biblical Language (BL)**

#### **BL501 Greek (3 credits)**

A study of the exegetically significant categories of Greek grammar and the resources available for understanding these categories. Attention is given to significant New Testament texts involving grammatical questions and to the place of grammar in exegesis.

#### **BL502 Greek II (3 credits)**

This course seeks to equip students with both what could not be dealt with in Greek 1 and skills for advanced level of reading NT Greek. After a short recapitulation of Greek 1, parsing techniques shall be introduced and a number of Greek texts shall be examined and translated into Korean or English based on Greek Grammar and syntax taught in the course, Greek 1.

#### **BL601 New Testament Exegesis (3 Credits)**

This course is designed to serve the need of Bible interpretation and its application to sermon preparation. The course explores general steps for Bible interpretation and followed by basic guidelines for the interpretation of each literary genre found in the Old and New Testaments. It aims at equipping the student with knowledge of both the tools and the techniques for Bible exegesis.

### **Biblical Theology (BT)**

#### **BT501 Introduction to Old Testament (3 credits)**

An examination of the text, canon, foundation, and conclusions of modern historical-critical methods with a special introduction of each Old Testament book.

#### **BT502 Introduction to New Testament (3 credits)**

An examination of the historical background of the New Testament including the formation, history, extent, and transmission of the canon. Includes a special introduction to each New Testament book.

#### **BT503 Hermeneutics (3 credits)**

A study of the principles for sound interpretation and application of the Bible including analysis of presuppositions, general rules, and specialized principles for the various biblical genre and phenomena.

#### **BT504 Old Testament Theology (3 credits)**

A theological approach to the Old Testament which includes key themes from the text and ideas of influential theologians. An in-depth study which includes key writers, themes, and a selection of Old Testament literature.

#### **BT505 New Testament Theology (3 credits)**

A theological approach to the New Testament which includes major themes from the text and key ideas from influential theologians. An in-depth study which includes key writers, themes, and a selection of New Testament literature.

#### **BT506 Pentateuch (3 credits)**

This course examines the Word of God as it was expressed through the Pentateuch (the first five books of the Old Testament). It presents a panoramic view of the content, main characteristics, and message of the Pentateuch in the light of their historical, cultural, and literary contexts. To become a committed bible teacher, the student learns how to teach the overall message of the Pentateuch within the context of the church.

#### **BT508 Holy Writings (3 credits)**

This course examines the Word of God as it was expressed through the Psalms and Wisdom Literature in the Old Testament (Psalms, Job, Proverbs, Ecclesiastes, and Song of Solomon). While emphasis is placed on understanding the purpose and message of each book, special attention is given to how this practical wisdom can be applied to life. To become a committed bible teacher, the student learns how to teach the overall message of the Writings within the context of the church.

#### **BT509 Major Prophets (3 credits)**

The content and literary qualities of the major prophets such as Isaiah, Jeremiah, Ezekiel and Daniel in light of their historical background and their developing theological content.

#### **BT511 Gospels (3 credits)**

This course examines the Word of God as it was expressed through the Gospels. It studies the

content, main characteristics, and message of the Gospels in the light of their historical, cultural, and literary contexts. Special attention is given to the major lessons of each book of the Gospels emphasizing both the understanding of the text and the applications to Christian living. To become a committed bible teacher, the student learns how to teach the overall message of the Gospels within the context of the church.

**BT512 Gospel of John (3 credits)**

A study of the Gospel of John, its historical setting, narrative progression, theological themes, and unique use of signs and symbols.

**BT513 Gospel of Matthew (3 credits)**

An exegetical study of selected portions of the Greek text with special attention to Matthew's theology as determined by redaction-critical analysis.

**BT514 Gospel of Mark (3 credits)**

An exegetical study of selected portions of the Greek text with special attention to Mark's theology as determined by redaction-critical analysis.

**BT515 Gospel of Luke (3 credits)**

An exegetical study of selected portions of the Greek text with special attention to Luke's theology as determined by redaction-critical analysis.

**BT516 Acts (3 credits)**

A study of the emergence of the early Christian Church as recounted in the Acts of the Apostles. Attention is given to the historical context of the work, the literary techniques of the author, and the abiding theological lessons for Christian faith and practice today.

**BT519 Prison Epistles (3 credits)**

Paul's theologizing of his own context and the context of his audience in these four epistles.

**BT521 Hebrews (3 credits)**

Interpretation of this creative book against the background of first century Jewish literature and institutions. Special emphasis is given to spiritual values for growth and sermon preparation.

**BT522 General Epistles (3 credits)**

A careful exegetical study of the general epistles. Special attention is given to the context of these letters in the history of the early Church.

**BT523 Revelation (3 credits)**

The study of apocalyptic as a genre of literature in the New Testament with a focus on the book of Revelation; The original setting, meaning and purpose of the book of Revelation and its imagery in relation to the Old Testament, intertestamental literature, and other Jewish writings of antiquity; perspectives in prophetic interpretation along with potential ways in which Revelation may be sensibly preached and taught in the Church.

**BT524 Pauline Theology (3 credits)**

An examination of Paul's theological and missiological messages with special emphasis on Christology, salvation, ethics, discipleship, evangelism, eschatology and the leading exegetical issues.

**BT525 Prophets (3 credits)**

This course examines the Word of God as it was expressed through the Prophets. Following the way of division of the Hebrew Bible, this course studies the Former Prophets (the narrative books of Joshua, Judges, Samuel and Kings) and the Latter Prophets (the books of Isaiah, Jeremiah, Ezekiel and the Twelve Minor Prophets). This course presents a panoramic view of the content, main characteristics, and message of the books of the Prophets in the light of their historical, cultural, and religious environment. It treats as well their importance as literary expressions of the faith and history of the Israelites.

**BT526 Minor Prophets (3 credits)**

A study of the historical backgrounds and themes of the twelve minor prophets, their lifestyles, theological themes, and their reception and subsequent proclamation of the Word of the Lord.

**BT527 Wisdom Literature (3 credits)**

A systematic study of biblical Wisdom Literature including the Book of Job, Proverbs, and Ecclesiastes, together with the impact of Wisdom Literature on the New Testament.

**BT 531 Biblical Theology (3 credits)**

This course examines the Word of God as it was expressed through the whole Bible. It focuses on the biblical message as a whole by integrating this course with previous study of the Bible. This course seeks to determine the theological meaning of biblical texts as it was written and explains what that theology means for today. Special attention is

given to assessment of modern critical methods for the interpretation of the biblical text.

**BT532 Spiritual Formation (3 credits)**

This course offers a study of foundation principles and biblical models of Christian Formation. It will focus three major areas: The Spiritual formation including principles for spiritual growth, the spiritual disciplines including the inward and outward disciplines, and biblical models of Spiritual Formation.

**BT534 Message of the Gospel of Mark (3 credits)**

This course aims to prepare students to appreciate and preach the messages of the Markan Gospel. Its attention is firstly given to the origin of the Gospel, that is, the historical setting from which it emerged, and secondly, to the theological and pastoral messages communicated by its author. When equipped with an understanding of both the origin and the messages, students are requested to present, after examining the texts in the light of them, two sermons in written form.

**BT535 Preaching Doctrine (3 credits)**

This course aims to prepare students to appreciate and preach the messages of the Epistles to the Romans. Its attention is firstly given to the origin of the Gospel, that is, the historical setting from which it emerged, and secondly, to the theological and pastoral messages communicated by the author of the Gospel. When equipped with an understanding of both the origin and the messages, students are expected to prepare, after examining the texts in the light of them, two sermons in written form.

**BT536 Message of the Psalms (3 credits)**

This course aims to prepare students to appreciate and preach the messages of the Psalms. Its attention is firstly given to the origin of the Psalms and secondly, to the main theological and pastoral messages communicated by its author. When equipped with an understanding of the historical backgrounds, categories, and the messages of the Psalms, students are expected to prepare, after examining the texts in the light of them, two sermons in written form.

**BT537 Acts & Pauline Epistles (3 credits)**

This course examines the Word of God as it was expressed through the Pauline Epistles in the light of the historical framework of the book of Acts.

This course studies the Apostle Paul's pastoral work and his theology of the church with special attention given to assessment of modern critical methods. It studies Paul's letters with developing skill in the methods of biblical exegesis and engaging the theological and ethical implications of Paul's thought.

**BT538 General Epistles & Revelation (3 credits)**

This course examines the Word of God as it was expressed through Hebrews, General Epistles, and Revelation. This course presents a panoramic view of the content, main characteristics, and message of these books in the light of their historical, cultural, and religious environment. It emphasizes the reflection upon ways in which God has been in work in the lives of people in these biblical materials.

**BT605 Exegetical Methods and Practices (3 credits)**

This course introduces students to the basic principles and tools for exegesis of the New Testament. Attention will be given to equipping students with knowledge of the various assumptions, modern criticisms, and techniques of New Testament interpretation. While the primary attention is given to New Testament exegesis, some issues of Old Testament exegesis are to be dealt with as well.

**BT606 Commentary Reading (3 credits)**

This course is designed to help students understand and use major commentaries of the New Testament in English for their ministry of God's word. The course consists basically of translations of some parts of a New Testament commentary into Korean or English and comprehension of theories and terminology related to modern theology.

**Christian Counseling (CC)**

**CC511 Pastoral Care and Counseling I (3 credits)**

This course introduces the student to theories and methods of general pastoral care and counseling in congregations. Emphasis is on the pastor's identity and work as care giver and as leader of a caring community of faith.

**CC512 Principles and Practice of Counseling (3 credits)**

The basic skills necessary for the development of counseling skill are presented with emphasis upon the foundational presuppositions underlying the task of counseling and integration with Biblical perspective.

**CC514 Psychopathological Issues in Counseling (3 credits)**

This course is a study of full range of mental disorders identified within current diagnostic systems. Therapeutic approach is examined from the perspective of Christian worldview.

**CC521 Child and Adolescent Counseling (3 credits)**

A study of the literature and practice of counseling with children and adolescents. The course provides an overview of various approaches to children and adolescents counseling. This course requires at least one child or adolescent case to apply counseling techniques.

**CC522 Pastoral Care and Counseling II (3 credits)**

This course equips students with advanced relationship skill that help people with the realization of physical, spiritual, emotional and moral issues in their lives. Pastoral counseling approaches that promote spiritual growth of congregation, dual role of pastor-counselor, ministry boundaries and proper referral service will be explored.

**CC523 Pastoral Counseling (3 credits)**

This course equips students with advanced relationship skills that help people understand physical, spiritual, emotional and moral issues in their lives. Pastoral counseling approaches that promote spiritual growth of congregation, dual role of pastor-counselor, ministry boundaries and proper referral service will be explored. Emphasis is on the pastor's identity and work as care giver and as leader of a caring community of faith.

**CC527 Marriage and Family Counseling (3 credits)**

An overview of marriage and family counseling issues relating to the content and process of counseling. Topics include a biblical review of marriage and relationships, gender differences, communication, conflict, divorce counseling, spouse abuse, in-law problems, and step-families.

**CC551 Issues in Gender and Human Sexuality (3 credits)**

This course deals with the spiritual, psychological, sociological, and physiological aspects of gender and human sexuality. The focus is on specific issues relevant to persons in Christian ministry.

**CC552 Cross-Cultural Counseling (3 credits)**

A consideration of the impact of social and cultural factors upon the utilization and dynamics of counseling and caring ministry. Cross-cultural counseling techniques and principles will be studied with emphasis in developing cultural sensitivity in the therapeutic process.

**CC553 Grief Counseling (3 credits)**

The nature of human suffering, the problem of theodicy, the meaning of pain, the mystery of healing, and the discovery of hope will be theological and experiential themes central to the course. Grief, pain, loss, separation, death and dying—the major cries of life—will be explored experientially, psychologically and culturally.

**CC555 Integration of Theology and Psychology (3 credits)**

This course will explore models of integrating social science with insights from Scripture, the history of the Church, and the experiences of contemporary Christians involved in the helping professions. Students will be exposed to a wide range of models of integration.

**CC557 Spirituality and Counseling (3 credits)**

This course is intended to enhance students' awareness of the process of spiritual and psychological growth in counseling. Students will work on their own spiritual and psychological growth as well as integrate both in counseling with clients.

**CC563 Ethical and Legal Issues in Christian Counseling (3 credits)**

A study and discussion of the ethics of counseling with an emphasis on the American Association of Christian Counselors (AACC), the Christian Association of Psychological Studies (CAPS), and the American Psychological Association (APA)'s Code of Ethics, guidelines, and laws. The challenge to integrate a professional, Christian, and personal ethical code is discussed.

**CC565 Supervision and Conference I (0.5 credit)**

Small group supervision, consultation, and presentation of ongoing counseling cases. Co-registration in Practicum is required.

\* *Pre-requisite: 6 credits of Professional Studies*

\* *Co-registration with CC573*

### **CC566 Supervision and Conference II (0.5 credit)**

Small group supervision, consultation, and presentation of ongoing counseling cases. Co-registration in Practicum is required.

\* *Co-registration with CC574*

### **CC567 Supervision and Conference III (0.5 credit)**

Small group supervision, consultation, and presentation of ongoing counseling cases. Co-registration in Practicum is required.

\* *Co-registration with CC575*

### **CC591 Counseling Practicum I (3 credits)**

This course will assist students with their field work experience in local church or in counseling organization in the community.

\* *Pre-requisite: 6 credits of Professional Studies*

### **CC592 Counseling Practicum II (3 credits)**

This course will assist students with their field work experience in local church or in counseling organization in the community.

\* *Pre-requisite: CC591*

### **CC593 Counseling Practicum III (3 credits)**

This course will assist students with their field work experience in local church or in counseling organization in the community.

\* *Pre-requisite: CC591, CC592*

## **History of Church (HS)**

### **HS501 Church History (3 credits)**

A survey of the history of the Church ranging from its New Testament foundations to the Apostolic age, middle ages, reformation, and including the contemporary events of significance.

### **HS503 History of Christian Thought (3 credits)**

An exploration of the historical context and development of Christian thought with a focus on the development of church practice and doctrine.

### **HS507 Korean Church History (3 credits)**

This course introduces the Korean church history from the beginning stage to the current stage. It covers the birth, growth, trial, schism, and revival of the Korean church. This course also helps students to promote the understanding and strategic approach to the Korean diaspora mission by studying the history of Korean diaspora and Korean immigrant church all over the world.

## **Intercultural Studies (IS)**

### **IS501 World Missions (3 credits)**

This course introduces the student to mission history, biblical foundations of mission, religious dialogue, local theologies of mission, communication of the Gospel in context, the motives, goals, and methods of mission.

### **IS502 Evangelism (3 credits)**

An introduction to the communication of the Christian faith in personal and congregational spheres.

### **IS503 History of World Mission (3 credits)**

This course surveys the expansion of Christianity with an emphasis on the cultural and strategic dimensions of its growth. Special attention will be given to factors arising during the post-reformation era.

### **IS504 Theology of Mission (3 credits)**

This course surveys themes and issues of both biblical and contemporary theology of mission, leading to the formulation of theological foundation for missionary effort, mission practice and mobilization.

### **IS505 Cultural Anthropology (3 credits)**

This course introduces cultural anthropology with special attention to the application of an anthropological perspective to Christian mission

### **IS509 World Religion (3 credits)**

This course introduces the major non-Christian religions and modern cults from an evangelical standpoint. It will provide the student with a better understanding of the challenges and opportunities for evangelism and church-planting throughout the world.

### **IS512 Church Growth and Leadership (3 credits)**

Basic principles and procedures of church growth as applied to present-day church leadership.

**IS513 Church Development (3 credits)**

This course is designed to present theological and missional foundation of the local church and principles and successful models of church development. The students are expected to develop a church ministry philosophy, which is bible-based and relevant to the unique needs of the context.

**IS514 Leadership Development (3 credits)**

This course helps students to articulate clearly their personal ministry philosophy including their life purpose, major role, unique methodology, ultimate contribution and core values through the analysis of the works of God in their unique lives. This is based on the study of many Christian leaders' lives and ministries.

**IS516 Mission Through Theological Education (3 credits)**

This course introduces issues in educational philosophy, planning, administration, and teaching related to theological education in cross-cultural ministry contexts.

**IS519 Evangelism and Mission (3 credits)**

This course introduces the biblical foundation, historical development, cross-cultural aspects and strategies of evangelism and mission. The special emphasis is given to the definition, importance and methodologies of evangelism.

**IS520 Cross-Cultural Leadership (3 credits)**

This course will cover leadership and mentorship in intercultural contexts. Matter of leadership operations across cultural boundaries and related issues will be examined. Another major component of the course is the creation of a mentoring process which facilitates leadership development and operations cross-culturally.

**IS521 History & Crucial Issues of Korean Mission (3 credits)**

This course retraces the missionary movement of the Korean church from its inception to the present as a major force in contemporary world mission. And it also reflects critically, in the light of an evangelical missiology, on various aspects of Korean mission: theology of mission, cultural understanding, mission strategy, missionary selection and training, mission administration, and the role of sending/supporting/receiving bodies.

**IS522 Ministry in Contemporary Culture (3 credits)**

This course introduces contemporary culture, with a view to enabling students to minister effectively in their ministries.

**IS524 Foundations of Christian Community Development (3 credits)**

This course introduces foundations and principles for Christian community development as integral to mission in the majority world, with implications for effective practices

**IS525 Business as Mission (3 credits)**

This course examines the intrinsic value of work, business creation, and employment generation from a biblical and practical viewpoint. Attention will be given to the historical and re-emerging role of business as a vehicle of mission in limited-access countries

**IS526 Missional Church (3 credits)**

This course presents a theological foundation for the missional church with application for both church plants and established congregations. The integrity of Word, church and world is crucial to the development of missional approaches to the ministry of the local congregation

**IS527 Cross-Cultural Church Planting (3 credits)**

This course introduces biblical principles behind church planting in the New Testament together with case studies and modern research relative to church planting in other cultures

**IS531 Cross-Cultural Communication (3 credits)**

We, living in globalizing and multicultural world, need to understand other cultures and people to enhance our intercultural competence. This course examines theories and issues related to intercultural communication and identifies strategies for effective interaction among people of different cultures.

**IS532 Contextualization (3 credits)**

This course introduces how to understand and apply the Bible faithfully and effectively in changing global contexts. Attention is given to biblical and historical bases and an evangelical hermeneutic and methodology.

**IS534 Cross Cultural Ministry (3 credits)**

This course provides students with the opportunity to enhance their understanding of culture and cultural differences as well as further develop their cultural awareness and communication skills in a global context. This course helps students to have wide perspectives and practices in cross-cultural ministry through observation, research, and interacting with other ethnic people.

**IS607 Mission Field Education (2 credits)**

This course is practical internship in a cross cultural ministry under the direction of a supervising professor. Students must qualify for acceptance into this program and must devote a minimum of 5 years per week to assigned ministry experience.

**Music****MC524 Church Music History(3 Credits)**

A study of the place of music in the great liturgies (Jewish, early Christian, Eastern Orthodox, Roman Catholic, Reformed, Lutheran, Anglican, and Episcopal) Attention is given to liturgical principles, the forms and developments in the history of liturgies, and to the contribution which an understanding of liturgies can make to non-liturgical churches.

**MC 534 Introduction to Worship (3 credits)**

This course provides an introduction to the principles and practices of Christian worship. The course deals with biblical and church-historical perspectives on and practices of worship, particularly those of the Reformed tradition, elements of Christian Reformed Church liturgy including psalmody and hymnody, and contemporary worship styles in different cultural settings.

**MC544 Ministry of Worship (3 Credits)**

A study of the philosophical and theological foundations of worship music with emphasis on determining, evaluating, expressing, and applying the basic facts and principles involved in developing a comprehensive and consistent approach to worship music.

**MC553 Praise and Worship (3 credits)**

A study of the current trends and issues related to contemporary music and worship. Consideration is

given to various worship models, worship evangelism, cross-cultural issues, and church worship in transition.

**MD523 Choral Conducting (3 credits)**

Problems of preparing and conducting contemporary choral music and major choral-orchestral works from full score; special projects according to student's development and interests including choral conducting pedagogy.

**MD534 Band Directing (3 credits)**

This course is required for Conducting Major students and Classical Voice and Instruments Major students. Students will study of basic conception for contemporary church music like rhythm section's (Drum, Bass, E. guitar, Keyboards, percussion etc.) ranges, characters, and techniques. Students will also study Pop, Rock, Funk, Blues, and Jazz, Latin genres.

**MD596 Choral Literature (3 credits)**

Study for major choral composers and their choral works from the beginning to the 18th century and 19th 21 century.

**MD597 Choral Technique (3 credits)**

Problems of achieving proper balance, blend, intonation, diction, precision, etc., in choral groups: criteria for selection of repertoire for particular groups.

**ME512 Gospel Choir I (1 credit)**

Course requires that contemporary music students learn and perform solo and ensemble gospel literature, CCM, including traditional spirituals and anthems. Students will initially learn by ear and then learn to read and notate as well as voice train like breathing and vocalization and stage manners.

**ME514 Gospel Choir II (1 credit)**

Course requires that students who completed Gospel Choir 1 will learn to analyze and describe gospel music. Additional emphasis is placed on understanding the relationship among gospel music, the other arts, and the cultural context in which contemporary gospel music functions.

**ME533 Chamber Choir I (1 credit)**

Performance of choral works of all styles and periods.

**ME534 Chamber Choir II (1 credit)**



Performance of choral works of all styles and periods.

**ME545 Group Ensemble (3 credits)**

This course is designed to provide the understanding of instrument and: Balance with various instruments in mix and control of volume; Play in spontaneous arrange and precision of rhythm; Communicate better between players so that players can relax from tension causing uncomfortable situations. Also will cover extended music style and more groove concept.

**ME578 Chamber Music Ensemble (3 credits)**

Chamber music performances with a focus on historical and stylistic performance practices. Weekly two-hour coaching; weekly rehearsals with supplementary rehearsals and performances as required.

**MI565 Instrument Pedagogy (2 credits)**

Pedagogy and methodology of beginning methods Studio/Group instruction: children/adults-survey, observation, and seminar.

**MI578 Chamber Music Literature (3 credits)**

This course is designed to study of selected major chamber works from baroque to Romantic periods.

**MP581 Individual Instruction I (3 credits)**

Individual instruction on an instrument is given in these courses.

**MP582 Individual Instruction II (3 credits)**

Individual instruction in an instrument is given.

**MP591 Individual Instruction I (2 credits)**

Individual instruction on an instrument is given in these courses (M.Div.).

**MP592 Individual Instruction II (2 credits)**

Individual instruction in an instrument is given (M.Div.).

**MP671 Individual Instruction III (3 credits)**

Individual instruction on an instrument is given.

**MP672 Individual Instruction IV (3 credits)**

Individual instruction on an instrument is given.

**MP691 Individual Instruction III (2 credits)**

Individual instruction on an instrument is given.

**MP692 Individual Instruction IV (2 credits)**

Individual instruction on an instrument is given.

**MP681 Graduate Recital (0 credits)**

Preparation of an acceptable master recital at least 30 minutes length. The program chooses entirely of sacred music. (M.Div. students only)

**MP685 Graduate Recital (2 credits)**

As a last individual instruction, preparation of an acceptable master recital at least 50 minutes length. The program chooses entirely of sacred, secular music. (MAM students only)

**MT550 Analytical Study of Music (2 credits)**

Survey of systematic approaches to musical analysis and their application to selected tonal works.

**MT551 Analytical Study of Music (3 credits)**

Survey of systematic approaches to musical analysis and their application to selected tonal works.

**MV563 Special Studies in Song Literature (2credits)**

Art song, concert and operatic repertoire. Emphasis to be determined by the department. Also, including historical survey of literature, style and performance practice: emphasis on performing solo and small ensemble sections of larger works.

**MV564 Cantata and Oratorio (2 credits)**

Historical survey of literature, style and performance practice: emphasis on performing solo and small ensemble sections of larger works.

**MV567 Vocal Pedagogy (3 credits)**

To provide students with an understanding of the basics of teaching singing, including an introduction to basic anatomy and physiology of the singing voice, and the development of a solid foundation for continued learning in the theories and methods of vocal pedagogy.

**Practical Theology(PT)**

**PT501 Introduction to Practical Theology (3 credits)**

This course focuses on the discipline of an applied ministry and seeks to integrate spirituality, theology,

and community. The course views ministry as a living and practical experience.

**PT503 Theology of Ministry (3 credits)**

A study of the theology of ministry including the conduct of worship, liturgy, hymnody, parish responsibilities and procedures, church administration, community relations, and ministerial ethics.

**PT504 Homiletics (3 credits)**

A course designed to teach students the principles of sermon preparation. Topics studied include the development of an outline, the use of exegesis, illustration, application and effective introductions and conclusions.

**PT506 Worship and Liturgy (3 credits)**

The course is an introduction to the principles and practices of Christian worship. It will examine the biblical and historical theology of worship and liturgy with analysis of Roman Catholic Church, Orthodox Church and various contemporary worship styles, including psalmody and hymnody, particularly those of the Reformed tradition.

**PT 513 Narrative Preaching (3 Credits)**

This course will examine the theory of and give practical experience in narrative preaching. It will develop the premise that faithful preaching of the Word ought to be governed not only by the content of the Word but also by its form.

**PT 514 Expository Preaching (3 Credits)**

This course is designed to develop the skills essential to the expository method of preaching. Significant emphasis will be devoted to the distinctive features relevant to preaching various biblical literary genres.

**PT515 Bible Teaching Methods (3 credits)**

The Word of God is important in the life and ministry of a Christian leader. This course presents hermeneutics and various tools for understanding the Bible correctly. It presents various theories and practical methods for effective communication of biblical truths. Students will be guided in preparing and teaching lesson plans.

**PT 516 Discipleship and Small Group (3 Credits)**

This course explores an in-depth examination of the biblical principles and methodology of discipleship

and mentoring. The emphasis is on the practical concern of how to develop an ongoing discipleship program and lead small Bible study in the local ministry.

**PT 519 Moodle Tutorial (0 credit)**

This course is designed for students new to the Moodle system or who have not learned in the environment before. Student will learn how to successfully navigate a typical online course. Emphasis is given to learning key Moodle concepts such as setting up the profile, turning in assignments, checking grades, accessing the course content, and communicating with the teacher and other students in the class.

**PT520 Educational Ministry (3 credits)**

A study of the church's educational ministry including its historical, philosophical, and theological foundations. The emphasis is on the application and understanding of the local church educational ministry.

**PT523 Immigrant Ministry: A Case Study (3 credits)**

A study of the ministry and history of the immigrant Korean Church.

**PT524 Preaching Practicum (3 credits)**

An advanced course for those who have already shown special aptitude for the preaching ministry. Emphasis is placed on expository preaching.

**PT525 Preaching Practicum (2 credits)**

An advanced course for those who have already shown special aptitude for the preaching ministry. Emphasis is placed on expository preaching.

**PT527 Advanced Computer (3 Credits)**

This course is an advanced class for non-computer science students who finish LA161 course or have an equivalent computer level. Students of this course are mostly composed of candidates for pastor, church staffs and missionary so that they can handle some useful applications and fix, upgrade and even build computers as their mission tool.

**PT530 Pastoral Ministry (3 Credits)**

A course teaching students how to fulfill basic functions of ministry in the local church. Including such ministry events as celebrating communion, performing baptism, dedications, funerals, weddings, and other vital aspects of ministry.

**PT533 Learning Methods (3 credits)**

Learning method aims to expose students to advanced method to study effectively and efficiently. The course focuses on teaching life-long learners the practical advanced study methods that are applicable to their ministry. The skills learned in this course will be upper level for future studies and ministry.

**PT 537 Communication for ministry (3 Credits)**

The art of preaching the gospel of Christ involves the acquisition of the reasoning skills and principles of developing and delivering persuasive and interpersonal presentations without compromising the gospel.

**PT539 Preaching Practicum II (2 credits)**

An advanced course for those who have already shown special aptitude for the preaching ministry. Emphasis is placed on narrative preaching.

**PT540 Ministry and Technology (3 credits)**

With the increasing need and dependence upon highly developed technologies today, this course is designed to equip students with the effective use of technologies in ministry. It covers the basics of computers, sound system, video system, and web design.

**PT543 Spirituality and Leadership (3 credits)**

This course introduces the spiritual quality and leadership values and skills of Christian leaders. On the basis of theological and theoretical understanding of spirituality and leadership, it helps students to analyze and develop their own spiritual and leadership formation.

**PT606 Ministry Project (3 credits)**

This course requires students to write a ministry project under the guidance of a faculty supervisor in order to complete the master's degree program. The project must demonstrate graduate level work in terms of format, grammar, contents, and styles in writing skills. This study will provide a foundation for their further study and ministry.

**Field Education**

**PT 570 Ministerial Field Education(3 credits)**

Ministerial field experience for ministerial candidates during a summer session. Combines theory and practice of ministry through seminar,

mentoring, and field experience; focuses upon ministerial perspectives.

**PT671 Intensive Ministry Internship (3 credits)**

Students who have finished more than 50% of the M. Div. degree program can work as an intern in a local church of our alumni/WEMA. Students are required to work at least 10 hours a week under the intensive mentoring and supervision of the pastor of the local church. The dean of supervised ministry provides the supervision of the internship and this is an elective course which does not replace the required supervised ministry program.

**PT675-677 Mission Field Internship (3 credits each)**

Students who have finished more than 50% of the M. Div. degree program can work as a full time intern in a local church or mission field (of our alumni/WEMA and outside of Southern California). Students are expected to work as full time under the intensive mentoring and supervision of the pastor or missionary. The dean of supervised ministry provides the supervision of the internship and this is an elective course which does not replace the required supervised ministry program. Students can take up to 9 credits per semester. (F1 students cannot take this course).

**PT685-688 Student Chapel I-IV (.5 credit each)**

All students are required to register and attend weekly Student chapel. Chapel occurs every Tuesday and Thursday. Students who are not able to attend chapel on campus may sign up for online chapel.

**PT655-656 Supervised Ministry I – II (.5 credit each)**

A supervised ministry experience to provide the student with actual ministry experience. This supervised ministry experience must be approved by the Director of Student Ministries and only one course may be taken per semester.

**PT657-658 Supervised Ministry III – IV (1.5 credits each)**

Fieldwork in a ministerial setting with supervision and regular meetings for evaluation of ministry experience and theological reflection, including case reports, regular reviews, and other materials for learning and growth. PT655-656 are prerequisite.

## **Systematic Theology (ST)**

### **ST502 Systematic Theology I (3 credits)**

This course constitutes the first half of major doctrinal studies. This course covers method of theology, basic doctrines of God and Trinity, Revelation and Scripture, Creation and Providence, Fall and Sin.

### **ST503 Systematic Theology II (3 credits)**

This course constitutes the second half of major doctrinal studies. This course covers Christology, Pneumatology, Soteriology, Ecclesiology and Eschatology. In Christology, the Person and Work of Christ are discussed. In Pneumatology, the Person and Work of Holy Spirit are discussed. In Soteriology the nature, source and the order of salvation are discussed. In Ecclesiology the nature, mission and structure of the church are discussed. Eschatological discussion includes various position on the notion of the Kingdom of God, last things of history and their orders.

### **ST505 Contemporary Theology (3 credits)**

Against the backdrop of philosophical development from the time of the Enlightenment, representative figures in theology are studied in order to grasp current hermeneutical methodologies and the development of biblical criticism.

### **ST506 Christian Ethics (3 credits)**

A study of contemporary issues in relation to moral policies and conduct.

### **ST509 Contemporary Ethical Issues (3 credits)**

This course deals with the issues in relation to moral policies and conduct. The focus is on specific issues relevant to ethical issues.

### **ST510 Faith and Reason (3 credits)**

This course is a study on the interaction between faith and reason. It is composed of a historical survey on the interaction and its influence on Christian worldview and an analysis of Christian response to the challenge of the modern rationalism

### **ST516 Advanced Research and Writing (3 credits)**

This course offers a working knowledge of the methods and sources used in theological and biblical research with an emphasis on the elements and methods of thesis writing.

A significant focus on theological bibliography, research methodology, and form, style, and elements of thesis writing.

### **ST528 Theological English (3 credits)**

Through this course students sharpen their English skills and theological knowledge by reading, translating, and discussing selected theological literature. Students strengthen their English proficiency and confidence so as to perform regular academic reading tasks. Students gain a basic theological framework for regular theological study.

## DOCTORAL DEGREE PROGRAM

Degree	Ministry	Professional Studies	Total Credits	Special Requirements
D. Min	28	6	34	Professional Dissertation Project
DCM	42	6	48	DCM Paper Graduation Recital Comprehensive Examinations

### Doctor of Ministry

### Admissions Policies

Students who apply for the Doctoral program must hold a three-year Master of Divinity degree or its academic equivalent.

#### Application

WMU's academic programs are open to students of all Christian denominations who meet the standard requirements for admissions. WMU admits only qualified students who are committed to Jesus Christ. However, WMU does not discriminate on the basis of sex, race, color, national or ethnic origin in the administration of educational policies, admission policies, scholarships, or any other programs or activities.

The following documents must be included in the application process.

#### Admission requirements

1. The application form and a non-refundable application fee (\$100.00);
2. Testimony;
3. Two references;
4. Statement of three years of ministry experience after receipt of the M.Div. degree and be currently involved in ministry;
5. Table of three years of ministry experience after receipt of the M. Div. degree and be currently involved in ministry;

6. Official transcripts from all post-secondary educational institutions attended;
7. Two recent photographs (passport style); and
8. An earned Master of Divinity (M.Div.) degree or the equivalent with at least a 3.0 GPA (on a 4.0 scale) from an accredited institution.

The application form and other materials can be obtained from the admissions office. They may be requested by phone, mail, or downloaded via the internet. The mailing address and phone/fax numbers are:

Doctoral Program Office  
World Mission University  
500 Shatto Pl. Suite 600  
Los Angeles, CA 90020

Phone: (213) 388-1000/ Fax: (213) 385-2332  
E-mail: [admissions@wmu.edu](mailto:admissions@wmu.edu)  
Home Page: [www.wmu.edu](http://www.wmu.edu)

The deadline to apply for the Spring semester is the last Friday of December, and for the Fall semester it is the last Friday of May. International students must apply earlier in order to process visas and make the necessary arrangements to enroll.

#### **Admissions Procedure**

Once the student submits the application and the supporting documents, the Admissions Office reviews the documents and confirms the completion of each applicant's file. The application and records are submitted to the admissions committee for evaluation based on the following criteria:

- A sense of calling from God for Christian ministry;
- Born-again experience and baptism with water;
- Active participation in a church community;
- Evaluation of prior academic performance and the ability to successfully complete the academic program; and
- Recommendations.

Applicants will be officially notified by mail.

### **Health Insurance**

World Mission University highly recommends that every student have health insurance. World Mission University does not provide student health plan.

### **Admissions Categories**

**Full Acceptance:** A student who has met all the requirements and is fully accepted as a student at WMU.

**Provisional Acceptance:** A student who is not able to complete the admission file before the deadline may be accepted with full benefits of the school for one semester. This restricted status allows the student the opportunity to complete the admission file. If the student fails to move to the full acceptance status within one semester, he or she will be dismissed.

**Probationary Acceptance:** A student who does not meet the normal academic standards or lacks other qualifications, but provides a strong indication for academic success may be accepted on probationary status. The student is granted one year to achieve the academic level or other qualifications necessary to move to full acceptance.

### **International Students and Visas**

WMU is authorized by the U.S. Government to issue the I-20 form for visas from foreign countries. Once the applicant is accepted, WMU will send various documents including the I-20 form. International students must enroll as full time students, which mean a Doctorate student must take 8 or more credits per semester. International students should direct their questions to the International Student Office.

### **Spiritual Requirements**

All applicants to WMU must be born-again Christians whose lives demonstrate excellent Christ-like character and attitude. Students wishing to enroll at WMU must have a compassionate heart to serve as Christ served and actively engage in the pursuit of spiritual disciplines.

### **Non-discriminatory Policy**

WMU seeks a diverse student body. Everyone has equal opportunity and access to WMU's educational programs and activities. The school does not discriminate on the basis of race, color, age, sex, physical condition, or national origin. Non-discriminatory policies apply to the admissions policy, educational programs, employment, and all other activities that WMU provides.

WMU complies with the provisions of Title VI of the Civil Rights Acts of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975.

### **Transfer of Credits**

WMU DMin program grants credits to the courses taken at other institutions. The regulations related to this practice are as follows:

1. Up to 8 semester credits
2. The doctoral level courses taken at ATS member schools, either candidate or full members, or the schools with equivalent accreditation are transferable at the proportion of 1:1, while the courses taken at the schools with accreditation inferior to ATS member schools, either candidate or full members, are transferable at the proportion of 3:1
3. The doctoral level courses taken outside WMU DMin program are to be considered transferrable only when the content of the course is the same as or similar to that of the following WMU DMin courses:  
DM731 Theology of Ministry, DM735 Understanding the Ministry Environment, DM748 Pastoral Leadership, DM771 Discipleship and Spirituality

## Academic Policies

### Grading

World Mission University utilizes letter grades. Grades are reported to students in writing from the Registrar's Office. Grades are designated as follows:

Grade	GPA	Numeric Description
A	4.0	93+
A-	3.7	90-92
B+	3.3	88-89
B	3.0	83-87
B-	2.7	80-82
C+	2.3	78-79
C	2.0	73-77
C-	1.7	70-72
D+	1.3	68-69
D	1.0	63-67
D-	0.7	60-62
F	0.0	0-59

\* A grade of "F" can be raised a maximum grade of "B+" after retaking the course.

### Repeated Courses

If a student receives a failing grade, the student may retake the course. If the course is retaken, the new grade will be calculated into the student's Grade Point Average (GPA) replacing the previous failing grade. The credits are counted only once. All grades become a permanent part of the student's academic history. Student must pay the current tuition to retake the course.

### Auditing

Regularly matriculated students as well as those not enrolled in the school may audit a course upon the written permission of the Director of the doctoral program. An application to audit must be submitted and tuition must be paid before auditing. Credit is not given for audited courses. There are no scholarships available for auditing students. The fee for auditing a course is 50% of the regular tuition.

### Class Attendance

Class is mandatory, no excused/unexcused absences allowed.

### Registration

To begin study, all students must submit registration forms each semester which have been approved by the Director of the doctoral program. Student information, the title and number of the course, academic advisors signature and students' signature regarding the financial policy are required. Full/Part Time Status

Full-time status in the Doctoral program is 8 credits per semester. Students who enroll in 4 units are considered to be half time.

International students are required to register for two courses, 8 credits, each semester as well as meet other criteria. Please contact the doctoral program office for more details.

### Time Limits for Completion of Degree

The program is a minimum of three years in length and requires the completing of seven (four semester hour) courses plus the completion and of a Professional Dissertation Project.

Course work must be completed within two academic years. The Professional Dissertation Project course (DM790) needs to be registered in the first semester after completing the course work. The Professional Dissertation Project may be completed during the third year, but must be completed by the fifth.

### Requirements for Graduation

#### Graduation Requirements

Successfully complete and pass each of the 7 courses with an average grade of a B. Students are allowed only two B- grades. When a student earns a third B- in a course, he/she will be dismissed from the school. Student must complete a Professional Dissertation Project, its successful oral defense, and receive a pass grade.

#### Dissertation project

Students will demonstrate academic and practical learning through completion of a professional dissertation project. They will conduct research, develop and write their project in a ministry

practice field of interest. The project will be a minimum of 100 pages and a maximum of 200 pages in length. Information on the professional dissertation project is available in the doctoral program office.

### **Academic Freedom Policies**

WMU recognizes that within the field of education, academic freedom is a highly held right. In that regard, WMU will do everything possible to insure that faculty members are given the freedom to r opinions in the normal process of teaching their assigned courses. However, WMU also recognizes that academic freedom must be weighed in response to the responsibilities of Christian faith and practice. The principles of developing Christian community, the responsibility of leadership by faculty members as role models to the students, and the ethics of Christian faith as prescribed by the school's Statement of Faith also provide the boundaries within which faculty members are given to exercise their academic freedom. Faculty members, who hold differing and potentially contentious theological views, may be asked to step down from their faculty positions. When this happens, WMU will still hold the resigning faculty member in highest regard, realizing that the human perspective on theological truth is never complete and clear.

WMU has adopted the statement of Academic Freedom as developed by the Association of Theological Schools, a recognized accrediting association by the U.S. Department of Education, as its standard concerning faculty academic freedom. The statement reads as follows:

1. The Christian faith directs all thought and life toward God who is the source of truth, the judge of all human thoughts, and the ultimate end of all theological inquiry.
2. The freedom of the Christian always involves a commensurate responsibility toward God and neighbor. It is never the freedom merely to be left alone or ignore basic obligations.
3. Christian freedom exists within the confession of Christian faith. A theological school may acknowledge specific confessional adherence as laid down in its own charter and constitution. A concept of

freedom appropriate to a theological school will respect this confessional loyalty, both in the institution and with their individual members. At the same time, no confessional standard obviates the requirement for responsible liberty of conscience in the Christian community and the practice of the highest ideal of academic freedom.

4. While freedom must ultimately be realized through the spirit and loyalties of humanity, it must take form and be protected through concrete standards of institutional practice. Every statement of such standards moves somewhat in the sphere of law and regulation. We recognized that the effectiveness of stated principles depends finally upon the dedication within the Christian theological school to a genuine concern for liberty of mind and spirit in theological teaching.

### **Withdrawal & Leave of Absence**

Students wishing to withdraw from the school must complete a Petition to Withdraw, secure the necessary signatures, and submit it to the registrar's office. Courses must be officially dropped or a grade of "F" will be entered on the permanent record. Failure to properly withdraw will result in the student not being allowed to re-enroll in the future or to receive proper refunds.

In the case of discontinuing course work due to serious illness or other valid reasons, permission for a leave of absence may be granted by the Director of each doctoral program. The student must submit a Leave of Absence Form and in certain cases submit a petition with documentation (i.e., a note from a licensed doctor, etc.).

### **Contract, Cancellation, and Dismissal**

Registration can be canceled anytime by students without hindrance. The contract and cancellation forms are available in the admissions office.

Concerning refunds, see the Financial Information section.

Students who do not register consecutively for more than two semesters without written notification will be dismissed automatically for academic reasons.



Dismissed students desiring to be re-admitted must submit a re-admission application.

### **Right to Review the Academic Record**

Students have the right to review their own academic records and files. To review them, a request form must be filed with the Registrar. Any errors will be corrected.

### **Satisfactory Academic Progress Policy**

Full-Time Students:

Satisfactory Academic Progress toward a graduate degree as a full-time graduate student is obtained by completing eight or more credits per semester or 16 or more credits per academic year while maintaining a cumulative GPA of 3.0 or higher. Repeated courses which students previously passed cannot be counted toward minimum Satisfactory Academic Progress requirements. The student must complete the degree requirements within the period of time required when progressing at the minimum full-time rate.

### **Academic Standing**

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

### **Academic Warning**

Doctoral program students receive an academic warning when he/she earns a B- in a course. This notation is not recorded on the student's academic transcript.

### **Academic Probation**

When a student earns a second B- in a course, he/she will be placed on academic probation. The school will notify the student in writing. Academic probation will be recorded on the student's permanent academic record.

A third grade of a B- will result in dismissal from the school.

### **Appeals**

If a student is dismissed for failure to meet academic standards, the student may appeal to the Academic Committee for readmission. The student must show that there were exceptional circumstances involved and provide evidence indicating that he or she can remove the GPA deficiency within one semester.

### **Academic Integrity Commitment**

The maintenance of academic integrity and quality education is the responsibility of each student at World Mission University (WMU). Cheating or plagiarism in connection with an academic program is an offense for which a student may be expelled, suspended, or given a less-severe disciplinary action. Academic dishonesty is a serious offense which diminishes the quality of scholarship and defrauds those who depend upon the integrity of the educational system. Academic dishonesty includes:

1. Cheating: Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
  - a. Students completing any examination should assume that external assistance (e.g., books, notes, calculators, conversations with others) is prohibited unless specifically authorized by the instructor.
  - b. Students may not allow others to conduct research or prepare any work for them without advance authorization from the instructor.
  - c. Substantial portions of the same academic work may not be submitted for credit in more than one course without authorization.
2. Fabrication: Intentional falsification or invention of any information or citation in an academic exercise.
3. Facilitation of academic dishonesty: Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
4. Plagiarism: Intentionally or knowingly representing the works, ideas, or work of another as one's own in any academic exercise.
- 5.

## **International Students**

F-1 students are held to the same standards as regular students and must maintain Academic eligibility. If an F-1 student fails to maintain Satisfactory Academic Progress, he/she will be notified in writing and placed on academic probation for one semester. The F-1 student must show he/she is making progress during the probation period. If at the end of that semester the student has not brought their GPA above the satisfactory level of 3.0, the student will be dismissed from the university and their I-20 will be terminated.

## D. Min Program Description

### General Description and Program Goals

The Doctor of Ministry is an advanced professional program for those persons already successfully engaged in Christian ministry. The program is designed to enhance professional competence in the practice of ministry, to provide opportunity for the renewal of the minister's personal and spiritual life, and to stimulate growth in ministry.

The Doctor of Ministry program seeks to equip students with practical knowledge and skills for pastoral ministry with increased competence and effectiveness. Through 28 credits of in-depth study of theology and ministry, students are spiritually and intellectually renewed, grow personally, and develop ministry skills to better serve the Korean Christian community.

The Doctor of Ministry degree program seeks to:

1. Provide an evangelical field oriented learning environment where professionals in ministry can learn from instructors and from their peers in ministry;
2. Provide ministerial field opportunity to increase professional effectiveness in their ministry;
3. Allow the opportunity to explore significant biblical, theological, and ministry themes as issues relative to current ministries;
4. Facilitate in developing increased leadership effectiveness;
5. Examine ministerial context and skill and develop in their ministry; and
6. Allow the opportunity to develop ministerial foundation in a chosen area through the process of the Professional Dissertation Project.

### Learning outcomes

Upon completing this degree, students will be able to:

1. articulate mature philosophy of pastoral ministry
2. articulate a broad and critical knowledge of contemporary challenges in ministry
3. demonstrate expertise in a particular area of ministry

4. demonstrate advanced-level of ministry skills
5. demonstrate the ability to use standard research methods and tools in the chosen field of ministry
6. demonstrate the enhanced spirituality for pastoral ministry

### **Degree Requirements: 34 Credits**

The program is a minimum of three years in length and requires the completing of seven (four semester hour) on-campus courses plus the completion and oral defense of a Professional Dissertation Project.

### Required Courses

<u>Course</u>	<u>Credits</u>
DM710 Research clinic for professional dissertation project	4 credits
DM731 Theology of ministry	4 credits
DM735 Understanding the ministry environment	4 credits
DM748 Pastoral leadership	4 credits
DM753 Text and Sermon	4 credits
DM771 Discipleship and Spirituality	4 credits )
DM781 Sharpening exegetical skills	4 credits
DM790 Professional dissertation project	6 credits

## **D.Min Program Course Descriptions**

### **DM710 Research Clinic for Professional Dissertation project (4 credits)**

This course helps students understand the basic elements of D. Min dissertation and design a proposal for the dissertation

### **DM731 Theology of Ministry (4 credits)**

This course is designed to provide a foundational theology for pastoral ministry with result that students may reflect, evaluate, and improve a variety of pastoral activities and ministry with renewed pastoral values and goals.

### **DM735 Understanding the ministry environment (4 credits)**

This course helps students understand the society in which the church is found, particularly its ideological and philosophical aspects, for effective evangelistic dialogue.

### **DM748 Pastoral leadership (4 credits)**

This course introduces and examines major theories and models of pastoral leadership to improve and enhance students' leadership for pastoral ministry. It helps students identify their strengths and weakness as a leader, and improve their leadership for effective ministry.

### **DM753 Text and Sermon (4 credits)**

This course helps students firstly understand the nature of biblical text, and secondly the significance and importance of the intended meaning in the sermon of the protestant church. It also introduces them contemporary preaching skills for analysis and improvement.

### **DM771 Discipleship and Spirituality (4 credits)**

This course is a study of NT teachings on discipleship and spirituality. It will engage spiritual formation, the seasons and stages of the maturing spiritual journey, ministries of guiding others in groups and individuals on the spiritual path, and the implementation of Christian formation for the local church. Attention is given also to understanding contemporary issues in discipleship and spirituality and evaluating popular trends and practices.

### **DM781 Sharpening exegetical skills (4 credits)**

This course is a refresher, facilitator, and enhancer of learned but neglected exegetical skills. It gives attention to a set of Christian doctrines related to

exegesis (inspiration, double authorship, the nature of the bible texts and its exegetical implications, the nature and function of Christian preaching, human need of God's word and the attributes of God's word, etc.), helps students understand the value and importance of the intended meaning to preachers, and help student utilize scholarship to identify the intended meaning.

### **DM790 Professional Dissertation Project (6 credits)**

This course helps students to write a doctoral-level project for ministry under a supervision of an individual advisor.

### **DM 795-798 Dissertation Continuation I-IV (1 credit each)**

This course is for students who did not complete the dissertation project in a year after registering DM790. By registering DM795-798 with payment of 1 credit tuition for each course, they will be granted an extension of one semester to complete the dissertation project.

## Doctor of Church Music

### Admissions Policies

Students who apply for the Doctoral program must hold a three-year Master of Arts in Music degree or its academic equivalent.

#### Application

WMU's academic programs are open to students of all Christian denominations who meet the standard requirements for admissions. WMU admits only qualified students who are committed to Jesus Christ. However, WMU does not discriminate based on sex, race, color, national or ethnic origin in the administration of educational policies, admission policies, scholarships, or any other programs or activities.

The following documents must be included in the application process.

#### Admission requirements

1. The application form and a non-refundable application fee (\$100.00);
2. Testimony;
3. Recommendation letters (2);
4. A copy of current Resume;
5. Official transcripts from all post-secondary educational institutions attended;
6. Two recent photographs (passport style); and
7. An earned Master of Arts in Music (MAM) degree or the equivalent with at least a 3.0 GPA (on a 4.0 scale) from an accredited institution.

The application form and other materials can be obtained from the admissions office. They may be requested by phone, mail, or downloaded via the internet. The mailing address and phone/fax numbers are:

Doctoral Program Office  
World Mission University  
500 Shatto Pl. Suite 600  
Los Angeles, CA 90020

Phone: (213) 388-1000/ Fax: (213) 385-2332  
E-mail: admissions@wmu.edu

Home Page: [www.wmu.edu](http://www.wmu.edu)

The deadline to apply for the Spring semester is the last Friday of December, and for the Fall semester it is the last Friday of May. International students must apply earlier in order to process visas and make the necessary arrangements to enroll.

#### Admissions Procedure

Once the student submits the application and the supporting documents, the Admissions Office reviews the documents and confirms the completion of each applicant's file. The application and records are submitted to the admissions committee for evaluation based on the following criteria:

- A sense of calling from God for Christian ministry;
- Born-again experience and baptism with water;
- Active participation in a church community;
- Evaluation of prior academic performance and the ability to successfully complete the academic program; and
- Recommendations.

Applicants will be officially notified by mail.

#### Transfer of Credits

WMU DCM program does not grant credits for courses taken at other institutions.

### Academic Policies

#### Registration

To begin study, all students must submit registration forms each semester which have been approved by the Director of the doctoral program. Student information, the title and number of the course, academic advisors signature and students' signature regarding the financial policy are required. Full/Part Time Status

Full-time status in the Doctoral program is 8 credits per semester. Students who enroll in less than 4 units are considered to be part time.

International students are required to register for three courses, 8 credits, each semester as well as meet other criteria. Please contact the DCM program director for more details.

### **Time Limits for Completion of Degree**

The program is a minimum of three years and a maximum of five years in length and requires the completion of nine (including two electives) courses plus the completion of DCM Paper, Recital, Lecture-Recital, and the Comprehensive Examination.

### **Requirements for Graduation**

#### Graduation Requirements

Successfully complete and pass each of the 7 courses and 2 electives with an average grade of a B. Students are allowed only two B- grades. When a student earns a third B- in a course, he/she will be dismissed from the school. Students must complete DCM Paper, Recital, Lecture-Recital, and the Comprehensive Examination.

#### DCM Paper

Students will demonstrate academic and practical learning through completion of a professional dissertation paper. The paper will be a minimum of 20 pages in length. Students will prepare for the Paper with major instructor and the DCM director.

## DCM Program Description

### Doctor of Church Music

#### General Description and Program Goals

The Doctor of Church Music is an advanced professional program offering proficient level studies in performance, research, and other related academic areas, with particular attention in church music.

The Doctor of Church Music program seeks to equip students to become inspiring educators for spiritual and musical leaders in church ministry with professional skills in their major performance area. Students will be pursuing their studies toward becoming a proficient music director or worship leader. Through 48 credits of in-depth study, students will be growing intellectually and mature spiritually, and be more than ready to serve as confident leaders in various areas of church music ministry.

#### Learning outcomes

Upon completing this degree, students will be able to:

1. Demonstrate performance competence at the highest possible level in their major area (Conducting, Piano, Voice, and Worship Arts)
2. Acquire highest level scholarly knowledge on historical/theological development of church music and demonstrate professional leadership as church musicians.
3. Demonstrate comprehensive expertise in related fields such as musicology and literature.
4. Demonstrate high proficiency in verbal communication of musical concepts and literary capability needed for music research.

#### **Degree Requirements: 48 Credits**

The program requires the completing of 9 courses (27 academic credits) and other requirements (21 performance related credits).

#### Required Courses

<u>Course</u>	<u>Credits</u>
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Music History and Theory (12 credits)

**MH 711** Music History (3 credits)

**MT 711** Music Literature and Analysis (3 credits)

**MH 712** World Music Seminar (3 credits)

**MT 712** Advanced Pedagogy (3 credits)

Church Music (15 credits)

**MC 711** Research in Church Music (3 credits)

**MC 712** Research in Contemporary Worship (3 credits)

**MC 713** Church Music Philosophy and Music Ministry (3 credits)

**Electives I\*** (3 credits)

**Electives II\*** (3 credits)

Performance (15 credits)

**MP 711-714** Major Lesson I, II, III, IV (2 credits each)

**MP 721-722** Minor Lesson I, II (2 credits each)

Ensemble (choose one):

**ME 711-713** Ensemble Choir I, II, III (1 credit each)

or

**ME 721-723** Band Ensemble I, II, III (1 credit each)

Graduation Requirements (6 credits)

**MH 721** DCM Paper

**MP 731** Recital (2 credits)

**MP 732** Lecture Recital (2 credits)

**MH 722** Comprehensive Examinations

\*Electives: Choose two classes from MAM program with director's approval

#### **Minor Lesson Options for each Major student (Choose one or two)**

Conducting: Worship Vocal, Voice, Composition, piano

Piano: Jazz Piano, Conducting, Voice

Voice: Conducting, Guitar, Jazz Piano

Worship Arts: Worship Vocal, Guitar, Piano, Composition.

## **DCM Program Course Descriptions**

### **MH 711 Music History (3 credits)**

This course is designed to provide a fundamental survey in Music History in an intense format. Students will actively involve in research, discussions, and presentations. By examining significant composers and their works in detail students will explore a broad range of scholarly approaches to and critical studies of music. This course will provide a practical introduction to the diverse sources of information in the field; and give experience employing solid research strategies. Students will develop their own strategies for acquiring solid information on historical evidences relating composers and their compositional styles.

### **MT 711 Music Literature and Analysis (3 credits)**

This course explores analytical techniques and issues relevant to the traditional tonal musical literature, with much focus on the performance implications. Approach to tonal analysis will start from the non-tonal early music and students will also study 12 tone techniques of the contemporary period. Students will examine and explore the analysis of various musical dimensions in a core repertoire. Topics include meter/rhythm, harmonic structure, motivic transformation, formal processes, and text/music relationships. These will be used as systematic tools when students teach/lead others.

### **MH 712 World Music Seminar (3 Credits)**

This course provides understanding of diverse musical genres and extending of applicable scopes because contemporary worship music has been developed with diverse musical genres of the times. Jazz, Blues, Negro Spiritual, Afro-Cuban, R&B, Popular and Rock music will be studied in seminars in order to improve contemporary worship music.

### **MT 712 Advanced Pedagogy (3 credits)**

This course's primary focus is on teaching intermediate and advanced students and more information about professional employment and becoming influential leaders. Students will experience teaching major performance area with music literacy, evaluating a new student and providing plans, and time/schedule management as teachers. By researching articles and scholarly publications on teaching, students will gain knowledge on good teaching techniques.

### **MC 711 Research in Church Music (3 credits)**

This course provides a highest-level studies and research skills in church music history. Students will be analyzing and discussing worship practice of church music with emphasis on contemporary trends. Students will acquire practical planning and presentation of worship services in music.

### **MC 712 Research in Contemporary Worship (3 credits)**

This course explores and analyzes songs, singers, composers, players, genres, styles, arranging, lyrics, instrumental formations, and worship leaders of contemporary worship music in order to provide knowledge and sources for roles and individual creative activities of worship musician, leader, and music director.

### **MC 713 Church Music Philosophy and Music Ministry (3 credits)**

An advanced study of the philosophical and theological foundations of church music with emphasis on determining evaluating, expressing and applying the basic facts and principals involved in developing a comprehensive and consistent approach to church music. Consideration will be given to the history of the philosophy of church music.

### **ME 711-713 Ensemble Choir I, II, III (1 Credit each)**

This course provides students opportunities to experience diverse repertoire in choral music. Students will not only grow as a leader in choral ensemble but also analyze the ensemble critically and come up with plans to promote the highest level of music making.

### **ME 721-723 Band Ensemble I, II, III (1 credit each)**

Students play diverse worship music in professional level settings and their own songs and also have training of band arrangements in order to improve roles and skills of worship leaders and musicians.

### **MP 731 Recital (2 credits)**

All DCM candidates are required to give public demonstrations of proficiency in the major performance area at a professional level. This full



length solo recital will exhibit technical and musical strength as well as scholarly interpretations. Programs must be approved by the candidate's major teacher and DCM program director. A faculty committee will be in attendance at each public program to assess if the performance reaches the level expected of doctoral candidates.

**MP 732 Lecture Recital (2 credits)**

The lecture recital is the culmination of the Doctor of Church Music degree-program. This Recital requires the candidate to demonstrate his or her accumulated knowledge on a presentation demonstrating a professional synthesis of performance and scholarship. The candidate will provide a proposal to the committee at least two month prior to the recital date. It is expected that the lecture recital will last approximately one hour,

including a few minutes at the end for questions from those in attendance.

**MH 722 Comprehensive Examinations**

For Comprehensive Examinations, all DCM students must pass the comprehensive examinations before completing the degree, proofing that they have attained broad competency as practitioners of music. The comprehensive examinations consist of a written examination in the fields of music history, literature, theory, and of a broad nature covering the student's major and related fields of study. The qualifying examination consists of four parts; I. terminology and composer names; II. Music analysis & skills; III. Score Identification; and IV. Essay.

## Financial Information

### Disclosure

World Mission University has no pending petition in bankruptcy, has not operated as a debtor in possession, has filed no petition within the preceding five years, or has had no 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.).

### Schedule of Charges

*All tuition and fees are mandatory and are subject to change without prior notice.*

<b>Tuition Charges</b>		
Non-Degree Programs	ESL	\$550 per 4 weeks (\$3,300/year) Tuition Deposit \$200
	Early Childhood Education	\$230 per credit (\$5,520/year)
	Family Christian Counseling	\$180 per credit (\$3,240/year)
Undergraduate Programs	A.A in Biblical Studies	\$240 per credit (\$5,760/year)
	A. A in Christian Counseling	\$240 per credit (\$5,760/year)
	B.A in Biblical Studies	\$240 per credit (\$5,760/year)
	B. A in Christian Counseling	\$240 per credit (\$5,760/year)
	B.A in Music	\$240 per credit (\$5,760/year)
Graduate Programs	M. A in Christian Counseling	\$260 per credit (\$4,680/year)
	M.A in Music	\$260 per credit (\$4,680/year)
	M.A in Theology	\$260 per credit (\$4,680/year)
	Master of Divinity	\$260 per credit (\$4,680/year)
	Doctor of Ministry	\$400 per credit (\$6,600/year)
	Doctor of Church Music	\$500 per credit (\$8,000/year)
Audit	1/2 of tuition; spouse of WMU student 1/4 tuition; WMU alumni \$0 per course (There are some exceptional. Contact the Registrar's Office)	

<b>General Fees</b>	
Application Fee (non-refundable)	\$100
Enrollment Fee (non-refundable)	\$100
Administration Service Fee (non-refundable)	\$90 Doctoral program, \$100
Student Activity Fee (non-refundable)	\$30
Readmission Fee (non-refundable)	\$50
Thesis Registration Fee	\$300
Change of Degree Fee (non-refundable)	Program change, \$100 Concentration change, \$50
Online Service Fee	\$100 per course
Online Course Material Fee	\$100 per course
Tuition Installation Fee	\$35
Add/Drop Fee	\$10 per change
Return Check/Denied Credit Card Fee	\$35
International Student Service Fee	\$250
I-20 Re-Issue Fee	\$50
I-20 Extension Fee (2 <sup>nd</sup> )	\$100
Shipping Fee – Domestic	\$15 per course

Shipping Fee – International	\$30 per course
Express Shipping Fee - Domestic	\$40 per course
Express Shipping Fee - International	\$50 per course
Individual Instruction Fee – Music Students	\$600 - \$700
Independent Study Fee – General Students	\$50
Graduation Fee	\$300
Student ID Card	\$10
Student ID Card Replacement Fee	\$25
Transcript/Certificate	\$10 per copy
Transcript Express Mailing Fee	\$20
Transcript Mailing Fee	\$5
Library Annual Membership Fee, Non-WMU Student	\$25
Library ID Card, Non-WMU Student	\$10
Library Deposit, Non-WMU Student	\$60
Library Overdue Charge	\$.10 per day, per book
Library ID Replacement Fee	\$25
Parking Pass Replacement Fee	\$25
Parking Fee, Non-WMU Student	\$3 per day; \$15 per month; \$100 per year

## **Student Right to Cancel**

You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance.

Cancellation may occur when the student provides a written notice of cancellation, by mail or by hand delivery, at the following address:

Admissions Office  
World Mission University  
500 Shatto Pl. Suite 600  
Los Angeles, CA 90020

## **Withdrawal from the Program**

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less admission fee and application fee. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is

considered earned and the student will receive no refund.

For the purpose of determining a refund, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies WMU of the student's withdrawal or as of the date of the student's withdrawal, whichever is later;
- WMU terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to WMU;
- The student has failed to attend class for three (3) consecutive weeks; and

- The student fails to return from a leave of absence.

## **Refund Policy**

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal. For the purpose of determining when the refund must be paid, the student shall be deemed to have withdrawn at the end of three (3) consecutive weeks. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

## **Payment Schedule**

All tuition and fees are due at registration. Full-time students who are financially unable to pay all tuition and fees at registration may be allowed to pay by installment as follows:

For new students:

1/2 tuition plus all fees at registration  
1/4 tuition by the end of the 4th week  
1/4 tuition by the end of the 8th week

All New F-1 international students must pay their tuition in full at the time of registration.

For continuing students:

1/3 tuition plus all fees at registration  
1/3 tuition by the end of the 4th week  
1/3 tuition by the end of the 8th week

Students will not be permitted to register for a new semester unless all financial obligations of prior semesters at the school have been settled.

If a student fails to pay the remaining balance by end of the 8th week, 12% interest(year basis) will be charged each month until the student has paid the balance in full.

### **Financial Assistance**

WMU offers financial aid and a variety of institutional scholarships semi-annually to both incoming and current students for the purpose of achieving better quality of education. The conditions for receiving this assistance differ with each scholarship. Applicants may obtain information and applications by writing to or visiting the Registrar's office.

The qualifications for awarding institutional scholarships are based on the following:

1. Be actively involved in WMU community.
2. Be registered as a fulltime student (minimum of 12 credits undergraduate and 9 credits graduate).
3. Have not received any disciplinary actions during prior semester.
4. Have registered as a fulltime student during the previous semester and earned a minimum GPA of 2.0/2.5 or higher.
5. Not have any outstanding balances or incomplete student files.
6. Maintain Satisfactory Academic Progress.
7. Submit a completed application on time.
8. Meet other qualifications as specified.

### **Scholarships**

The total scholarship amount cannot exceed the student's total amount of tuition. Scholarships are awarded at the beginning of each semester and recipients will receive the credit for the amount of the scholarship toward their tuition.

#### **Alumni Student Scholarship**

Alumni Student scholarship is awarded to the students who graduated WMU Bachelor programs and then registered in WMU master programs such

as M.Div, MAT, MAM, and MACC. A 30% tuition discount is given to the students. In addition to that, the M.Div program students who graduated WMU Bachelor programs can receive an extra 20% tuition discount from the Founder Scholarship. For all kinds of Alumni Student Scholarship, student They must maintain a G.P.A of 2.5 or higher. If the G.P.A falls below 2.5, the scholarship will be rescinded.

#### **Overseas Mission Scholarships**

This scholarship is awarded to missionaries who have served more than 3 years overseas, who enroll at WMU and plan to return to the mission field upon graduation. The Scholarship Committee will review each applicant at the beginning of each semester. The recipient will be awarded between 25% of his/her tuition. Unmarried Children(under 30 years old) of missionary will be waived between 25% of tuitions.

#### **Family Scholarship**

The student couple scholarship is awarded to one member of the student couple when both are registered as full-time students. A 50% tuition discount is given to the lesser or the two student's tuition for the specific semester. Both students must maintain a GPA of 2.0/2.5 or higher. If the GPA falls below 2.0/2.5, the scholarship will be rescinded.

#### **Pastor's Scholarship**

WMU awards pastors or wives of pastors a scholarship of 25% off of total tuition. Unmarried Children(under 30 years old) of pastor receive 25 % of tuitions.

#### **Matching Scholarship**

WMU will match any third party scholarship a student earns, dollar for dollar, up to \$ 250 per semester.

#### **Designated Scholarship**

The amount, duration and guidelines of each scholarship are determined by the sponsor.

The following are the current designated scholarships:

1. Jae Soon Scholarship
2. Bong Mo Scholarship
3. Kyoung Ae Scholarship
4. Sung Hwan Scholarship
5. Yong Jang Seoung Scholarship

6. Soon Ja Scholarship
7. Kun Joon Scholarship
8. Dong Soon Scholarship
9. Kuem Soon Scholarship
10. Dae Soon Scholarship

### **Scholarship Applications**

All applicants for scholarships must attain a 2.0/2.5 GPA or higher in the previous semester. Students desiring to receive financial assistance must submit a scholarship application. The application is available in the school office.

### **Student Tuition Recovery Fund**

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

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

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

1. You are not a California resident, or are not enrolled in a residency program; or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program, attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency

program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

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

### **Federal Financial Aid**

The cost of higher education has increased significantly and paying for higher education is a challenge for many students. Many students are forced to rely on some outside help to pay for the rising costs of postsecondary education. Some students work while attending school, others seek educational loans. Federal Student Aid (FSA) is available for WMU students. World Mission University (WMU) is committed to helping students apply and receive FSA based on their eligibility.

The financial aid office at WMU will do its best to assist students in the application process for FSA, answer questions, and process all FSA in a professional and timely manner.

### **Requirements for Eligibility**

Requirements for Eligibility are the following:

- The student must be a citizen or eligible non-citizen
- Have a high school diploma or GED
- Must be enrolling in an eligible educational program
- Working toward a degree or certificate
- Making satisfactory academic progress
- Must not be in default of a previous federal educational loan
- If a student already has a Baccalaureate degree he/she is not eligible to receive Pell grants but educational loans are available
- A student who has a federal or state drug conviction can be disqualified for Federal Student Aid

### Applying for Federal Student Aid

To apply for Title IV aid, a student submits a Free Application for Federal Student Aid (FAFSA). This is required for all students who wish to receive FSA. Through an established formula a student's need is calculated based on an analysis of household and financial information from the FAFSA and determining the Expected Family Contribution (EFC).

### Types of Aid

- Federal Pell Grants are need-based and do not need to be repaid.
- Federal Supplemental Education Opportunities Grant (FSEOG) and Federal Work Study (FWS) programs are a campus-based, federally funded employment program that provides paid jobs on campus or off campus for students who need such earnings to meet a portion of their educational expenses.
- Direct Loans must be repaid once the student graduates or withdraws from school.
- WMU also offers some limited scholarships to students based on need.

For more information regarding financial aid please contact the Financial Aid Office.

### **Return of Title IV Funds Policy**

When a student who receives Federal Student Aid funds withdraws from the World Mission

University prior to completing 60% of a payment period or period of enrollment (Fall, Spring Semesters), the student may be required to return a portion of his/her Federal Aid received.

A return is only required of those students who withdraw from school, who cease to be enrolled. A student who reduced his/her course load is considered a reduction and not a withdrawal. A Return calculation is not required for such students.

The calculation required determines a student's earned and unearned Title IV aid based on the percentage of the enrollment period completed by the student. The percentage of the period that the student remained enrolled is derived by dividing the number of days the student attended by the number of days in the enrollment period.

If the withdrawal date is after the 60% point in the payment period or period of enrollment, a student is considered to have earned 100% of the Title IV funds he or she was scheduled to receive during the period. For such a student there are no unearned funds. WMU will still complete a Return calculation in order to determine whether the student is eligible for a post-withdrawal disbursement.

WMU must determine the student's withdrawal date. The withdrawal date is defined as:

1. The date the student began the withdrawal process or officially notified WMU of his/her intent to withdraw; or
2. The last date of attendance at an academically-related activity by a student who does not notify WMU.

Based on the date of withdrawal, the financial aid office will determine the actual date of the student's withdrawal and using the Return of Title IV form provided by the Department of Education, calculate the amount, if any, the student must return. The student will then be notified by mail of any amount of Federal Aid that they must return. In some cases both the school and the student may be required to return unused or unearned portions of Federal Aid to the Federal Title IV program.

## **Overpayments and Overawards**

There are times when a student's award package exceeds the student's need. There may be circumstances that change a student's award package after the aid has been awarded that result in an overpayment. For example a student may receive a scholarship or grant from an outside source or organization, or the student may want to extend his or her work-study employment. In case of overpayments or overawards the WMU financial aid office will need to make adjustments to the other federal student aid in the package.

When the total of all aid received by the student exceeds the student's cost of attendance budget, awards in the package will be adjusted (cancelled or reduced) in order to eliminate the overaward. Federal Work-Study awards and loans will be reduced before any reduction is made to Pell grant or scholarship awards.

Students who owe funds due to overpayment or overaward will be required to make payment of those. As required by federal regulations, the Office of Financial Aid will report the overpayment to the Department of Education via the National Student Loan Data System (NSLDS) within 30 days from the date when the overpayment was created.

The amount of the overpayment may be satisfied by reducing the student's federal award(s) in a subsequent enrollment period during the same award year as the overpayment was created. If the overpayment amount cannot be satisfied by deducting the amount from a future disbursement, the student is responsible for making direct restitution.

For examples of the Return of Title IV Funds calculations or questions regarding the overpayment policy, please contact the Financial Aid Office.



## **Student Life and Services**

### **Standards of Conduct**

It is assumed that each student who enrolls at WMU will be in accord with the school's aims and will cooperate in furthering these purposes by adhering to the regulations governing student behavior (Philippians 3:17). WMU expects all of its students and employees to abide by the highest standards of moral and ethical behavior in harmony with its Christian philosophy and purposes (I Peter 1:15-16). WMU reserves the right to refuse admittance to or to suspend any person who violates these principles.

The Standards of Conduct attempt to stimulate not only intellectual growth, but also spiritual, ethical, and emotional growth. The WMU Standards of Conduct foster among students, faculty, and administrators a spirit of community. Furthermore, it creates a climate of mutual trust, respect, and interpersonal concern where openness and integrity prevail (Romans 12:10, I John 4:21, I Peter 2:17, Hebrews 13:16-17).

The Standards of Conduct emphasize the dignity of each individual in pursuing self-improvement and developing full personal potential (I Corinthians 10:24). It provides free competition and independent intellectual effort, without tolerating dishonesty, cheating, or plagiarism in any form. Each member of the WMU community is expected to adhere to and enforce the standards (Genesis 1:26-27, Romans 12:2, I Peter 1:15-16). A full statement of the WMU's Standards of Conduct is included in the WMU College Student Handbook. It is the obligation of every student to be familiar with this standard.

Improper conduct for which students are subject to discipline includes dishonesty in any form. Furnishing false information to the school with prior knowledge, forgery, alterations, or misuse of any WMU documents are violations of this principle.

### **Discipline**

A student violating any regulation of WMU intentionally and continuously will be disciplined.

Any student whose GPA is below 2.0 on the 4.0 scale will be placed on probation.

Any student whose moral conduct violates Christian principles will be disciplined. This includes, but is not limited to: cheating, plagiarism, drunkenness, sexual assault, physical violence, adultery, homosexual conduct, and stealing. Discipline will be administered through the Student Discipline Committee. There are four categories of discipline: warning, probation, suspension, and dismissal. Appropriate demonstration of Christian character is a requirement for graduation.

### **Sexual Harassment**

The World Mission University is committed to providing a safe learning and working environment. In keeping with this commitment, the school prohibits unlawful harassment including sexual harassment by any of its employees, students, staff, faculty, or anyone conducting business on University premises. Sexual harassment is defined as any unwelcome or unsolicited attention of a sexual nature, including but not limited to verbal, physical, or visual contact. Any person who observes or is subject to an act of sexual harassment should report it immediately to the nearest faculty or staff member, who will notify the Dean of Student Affairs. Confidentiality is required in order to protect all parties involved. Appropriate disciplinary action will be taken for students, faculty members, or staff members accused of sexual harassment.

### **Student Orientation**

WMU offers orientation each semester for new and continuing students to provide information on school life, policies, regulations, faculty, administration, and the surrounding community for the upcoming semester. Orientation is required of all new students.

### **International Students**

The needs of students studying at WMU on an F-1 visa are unique and require additional attention to meet their needs. WMU recognizes that these students need more help than local students in adjusting to life at WMU and United States. The international student office is available to answer any questions international students may have.

The university does not operate dormitories. International students who need to find housing can search on local Korean websites for vacancies near the university.

### **Student Fellowship**

Every student enrolled at World Mission University is a member of the Student Fellowship. The student activity fee funds student activities. The Student Fellowship seeks to stimulate prayer and community among students and organizes the semesterly mountain prayer meetings.

### **Student Leadership**

Comprised of students elected annually by the student body, the Student Council promotes students' interests and conducts activities which directly relate to student life. For example, the Student Council nominates students to serve on various faculty/student committees, presents the needs and desires of students to the school, and organizes social events for fellowship during the school year.

### **Worship and Spiritual Life**

Students at World Mission University enjoy a variety of opportunities to enhance their spiritual development. It is expected that all students will regularly attend and be involved in a local church.

World Mission University conducts Revival Meetings at the beginning of each semester. There are chapel services for students every Tuesday and Thursday on campus. Online chapel service is available for WMU students studying from distance. Students who want to register for online student chapel must contact the Distance Education Coordinator and register. Chapel services feature worship, as well as messages by members of the faculty and other Christian leaders. All students are expected to attend chapel. In addition, to assist in the spiritual nurturing of the student body, the Student Government Council arranges the Mountain Prayer Meeting during each semester.

The worship services and other spiritual nurture opportunities are intended to complement the instruction and spiritual growth students receive in the classroom.

### **Student Handbook**

The students and staff of WMU have written a special handbook in which the specific requirements of student conduct have been detailed. This handbook also contains specific information on community resources, school procedures, student organizations, and student activities.

### **Counseling Services**

Counseling services are available to interested graduate and undergraduate students. The Chief Academic Officer and faculty are ready to meet the needs of academic counseling. Besides, for psychological or adjustment issues, personal and professional counseling services could be provided by Korean American Counseling Center in World Mission University. Low fee will be charged for the personal or professional counseling of WMU students. The request form for counseling is obtainable in the main office. In case of emergency, a full-time faculty member or an administrator can be contacted. Students will be referred to outside professional counseling services when necessary.

### **Graduation and Employment**

Those who minister at WMU feel they are stewards of the students God has entrusted to us to equip for His service. We have been proud of the dedication and hard work demonstrated by our students. Since our founding in 1989, we are grateful to have seen many students graduate from our bachelor and graduate programs. More impressive than the dedication to study demonstrated by our students has been their commitment to serve Jesus Christ after graduation. Many of our alumni are serving in ministry positions, serving overseas as missionaries, and/or are currently pursuing graduate studies.

### **Student's Complaint Procedure**

A student with complaints relating to a particular class, grade, or instructor should discuss them first with the instructor. If the complaint is not resolved satisfactorily, the student should then contact the Dean of Student Services. The Dean of Student Services will review the complaint with all parties concerned and investigate all documentation.

Complaints will be determined unfounded and rejected or valid, at which time a settlement will be determined. The Dean of Student Services will write a decision within five days, notifying the student(s) by mail and a copy of the decision and complaint will be placed in the student's academic file. The complaint will be logged on the University's complaint record. The Dean of Student Services' decision is considered final. Students have the right to contact:

Association for Biblical Higher Education  
5850 T. G. Lee Blvd., Suite 130  
Orlando, FL 32822

The Association of Theological Schools  
10 Summit Park Drive  
Pittsburgh, PA 15275-1110

Bureau for Private Postsecondary Education  
2535 Capitol Oaks Drive, Suite 400  
Sacramento, CA 95833

P.O. Box 980818,  
West Sacramento, CA 97798-0808

### **First Aid Kit**

A First Aid Kit is available in the main office. It may be utilized free of charge.

### **Emergency and Campus Crime**

Any student in an emergency situation should call 911. If a student has an English language problem, the LAPD Koreatown police is available (213-237-0569). If a student needs assistance, ask the Dean of Student Affairs' office. On campus, crime is very scarce. However, students are encouraged to walk in groups and watch one another.

### **Career Planning and Placement Services**

Information concerning employment opportunities and referral services is available in the office of the Dean of Student Affairs. WMU will provide introductory letters to sister churches of the Oriental Mission Church and Mission Organizations. Current job openings and career opportunities are posted on bulletin boards in the student lounge. The school makes every effort to assist students by keeping these postings current.

### **Housing**

Los Angeles is one of the most livable cities in the U.S., thanks to its great weather, public transportation system and affordable housing. Although World Mission University does not have dormitories for students, the office of Dean of Student Affairs can assist students to find an affordable apartment or house in the Korean town area by providing information concerning housing but does not guarantee it. The cost of housing in the Korean town area ranges from \$800 to \$1,400. Students who need help regarding housing can contact the office of Dean of Student Affairs (213- 388-1000 EXT.158).

### **Bookstore**

The institution does not operate a bookstore on campus. However, WMU has an agreement with Joy Church Supplies (323-766-8793) and Sung Ji Book Store (213-388-2839) which are located within three miles of the campus to provide textbooks. Students can purchase books at these locations.

### **Alumni Association**

An Alumni Association membership fee is collected annually and funds alumni activities. It seeks to assist alumni members' ministries, the sharing of experiences, and provides various information in different areas.

## Library Services

### Users

People associated with World Mission University (the faculty, the staff, and the enrolled student) have borrowing privileges. The enrolled student uses his/her student ID card as his/her library card. The enrollment sticker of that semester should be attached to the backside of the student ID card. New students should visit the Library with the student ID card and open the library account for using the Library. When others would like to borrow materials as a member of WMU Library (WMUL), they should pay a \$10 card fee plus a \$60 deposit at the only first time and a yearly membership fee of \$25 every year. The deposit would be returned to the person when they want to cancel the membership. The alumni could apply to the WMU alumni library membership. Thanks to the support of the WMU Alumni Association, the alumni only have to pay a \$10 card fee for it.

### Library Hours

Monday - Thursday 10:00 AM – 10:00 PM  
Friday 10:00 AM – 6:00 PM  
Saturday 10:00 AM – 3:00 PM  
Sunday / Holiday Closed

\* During vacation, library hours will vary. Please contact the library for more information.

### Holdings

The WMU library houses one of the largest Korean-language theological collections outside of Korea. Historical materials on Korean and Korean immigrant churches and denominations are also the strength of our collection. Additionally, the collection has significant materials pertaining to the Korean communities in various countries.

The library holds the 56,000 plus print volumes and more than 40 periodical titles. The library has 120 e-books and subscribes more than 9,000 e-books. Various audio/video recordings are also available.

### Search

The library has various kinds of collections. Please go to the library website (<http://www.wmu.edu/library>) and choose what kind of materials you would like to search. Then, you can search each material on a different website. At the library catalog website (<http://library.wmu.edu>), the user may also check his/her own library account through the website. It let him/her be able to identify the due dates of items that he/she checked out and renew them.

### Database

- The WMU Library (WMUL) subscribes to DBpia (managed by Nurimedia Co., Ltd.) and KISS (managed by Korean Studies Information Co., Ltd.), two Korean Native Scholarly Databases.
- The WMUL purchases e-books from Kyobo and subscribes e-books from KISS.
- The WMUL made a copyright agreement with the National Library of Korea. Thus, at the designated computers of the WMUL, users could use most of full-text databases built by the National Library of Korea;
- The WMUL helps users search and use Dissertations of the Republic of Korea and over 20 English databases through Research Information Sharing Service website (<http://riss.kr>) managed by Korea Education and Research Information Service (KERIS);
- The WMUL assists users in searching the reliable Korean academic theological journals through the internet.

### Internet Service

Wireless Internet Service is available at the library. Students may contact the library for information on usage and availability.

### Copy/Printing

Photocopying/printing is five cents per page. Copy cards are available in the main office (6<sup>th</sup> floor).

**Color Scanning is available.**

### Cooperative Agreements

- SCATLA

The World Mission University is a member of The Southern California Theological Library Association (SCATLA) which allows graduate students and faculty circulation privileges at member institutions. A letter of reference from the librarian is needed to obtain a SCATLA library card. For a list of SCATLA member schools please visit their website <https://www.atla.com/Members/divisions/regional/SCATLA/Pages/default.aspx>

#### **- Reciprocal Borrowing Agreement**

The World Mission University made the Reciprocal Borrowing Agreement with several universities. Through these agreements, the undergraduate students as well as the graduate students and faculty could have circulation privileges at those institutions. For more information, please contact the library.

#### **Lending Policies**

1. To obtain a library card, borrowers are required to fill out a library card application and pay the membership fee and deposit.
2. All users must show a library card or student ID (for World Mission University students) to borrow materials. WMU enrolled students should attach the enrollment sticker to the backsides of their student ID cards and show them to the library for updating their library accounts every semester.
3. For WMU students and staff, eight books may be checked out for up to three weeks. For faculty ten books for eight weeks and for alumni five books for one week. Visitors with SCATLA forms or students and faculty of institutions that WMU made a borrowing agreement with may borrow five books for two weeks, and charged members may check out three books for one week.

4. The overdue fine for each item is ten cents a day.
5. Renewals can be made once if there are no pending holds or reserves.
6. Reserve collections, dissertations, reference books and periodicals cannot be checked out.
7. The reserve collection is located near the circulation desk. Reserve materials are loaned for a two hour period and must be used in the library.
8. Those borrowers who lose or severely damage a library book will be charged a \$5 processing fee plus a minimum of \$15 or the actual price for a replacement, whichever is greater.

#### **Library User Rules**

1. Unnecessary or excessive noise or any disruptive behavior will not be permitted.
2. Consumption of food or beverages (exception, lidded drinks) is not allowed in the library.
3. The library cannot hold personal belongings and the school is not responsible for theft or lost of personal belongings.
4. Downloading files or programs onto the library computers is not allowed.
5. Do not reshelv library materials. Please return books to a book cart.
6. Periodicals must be returned to their original places.
7. All library users may be subject to inspection of their bags and books at the circulation desk when needed.
8. The library security device will activate when a person tries to take books out of the library without checking them out and may be subjected to disciplinary actions.

9. Lending one's student ID or library card is not allowed and the person is responsible for all fees that have accrued on his/her account.
10. Due to the duties involved in closing the library, books should be checked out or renewed ten minutes before closing.
11. Library cards of the charged member should be renewed every year and students should renew it every semester as showing the student ID card that the enrollment sticker is attached.
12. Anyone who is not associated with WMU and does not have a membership card must first seek permission of the Director of Business prior to using the library.
13. Children must be accompanied by an adult at all times. Guest must be accompanied by their host at all times.
14. All reference questions should be directed to the librarian.
15. Persons not complying with these policies may be asked to leave the library.

# APPENDICES

## Distance Education

### International Students

F1 visa student must register for a minimum of 12 undergraduate or 9 graduate credits each semester. International student may take one three-credit DE course each semester. A student wishing to register for more than 13 undergraduate or 10 graduate credits per semester cannot take more than one three-credit DE courses.

### Moodle Tutorial

Moodle tutorial is a prerequisite for students who enroll in online courses. Students must complete online video tutorial before starting online courses. The online tutorial provides students with a basic understanding of Moodle system. Once students have completed the training, and feel confident that students have understood Moodle system, they are ready to take the test. Students can take the test as many times as necessary until they pass. The test checks students' overall understanding of Moodle, which is important for online studies. Students must pass the test in order to take online courses.

This non credit tutorial (course code: LA 111, PT 519) consists of the following parts: 1) Introduction, 2) What is Moodle? 3) Understanding of the web, browsers, and web standards, 4) Understanding of an educational internet homepage and WMU homepage, 5) Creating an online account, 6) My homepage, 7) Managing my courses (free board, my profile, forum, quiz, assignment, evaluation, grade), 8) Effective online learning, 9) Conclusion.

### Contact

Website: <http://online.wmu.edu>

Staff:

Sunmi Kim-Park

Telephone: (213) 388-1855

Email: [online@wmu.edu](mailto:online@wmu.edu)

Moung Uk Lee

Telephone: (213) 388-1000

Email: [onlineba@wmu.edu](mailto:onlineba@wmu.edu)

## Student Privacy Policy

WMU protects the privacy of all students, adhering to the same privacy standards for online students as it does for students studying on the campus.

WMU issues a unique user ID and password to each student upon enrollment and each college employee upon date of employment. The user ID is required for both students and faculty to access the MOODLE course management system for all courses, including distance learning courses (MOODLE stands for Modular Object-Oriented Dynamic Learning Environment). MOODLE is a secure environment where faculty members post course materials, assignments and exams, provide chat and discussion forums for their courses, and where students participate in forum discussions, chat sessions, upload assignments, and take quizzes and exams. The privacy of individual students' assessments and grades is maintained within the course management system.

Anyone using MOODLE is required to have a unique user ID and password to access any course management resources. Faculty are restricted to accessing information associated with the specific courses they teach. Students are automatically enrolled in courses through a batch process run by the administrative team in May, June, July, August, and January each year and identified by their unique user ID and password. Students are restricted to faculty-published information in courses for which they have enrolled and student-group related activities in a given course. Guest access to courses is not allowed. Course and user profile information is not visible to anyone without an account. Authorized Moodle users cannot view the profile information of other users unless those users give permission.

**Secure Login and Password:** Each distance learning faculty and student enters his/her user ID and password into Moodle to gain access to authorized Moodle learning environment resources. This combination of user ID and password identifies faculty and students to the system on each course visit. All users should understand the following:

- All parties accept responsibility for the security of their personal passwords;

- Private student information is separated from others' within the course management system and protected from outside intruders through limited student group permissions; and
- Private faculty information is protected from student views within the course management system and from outside intruders through typical faculty group permissions.

### **Technical Requirements**

It will be essential for you to have access to a computer if you take a course delivered via the internet. You may also use the computers located in the library. Students are expected to check their e-mail on at least a weekly basis for communication with their instructors. Having your own computer may be more convenient.

You need to have some basic technology skills, such as word processing and using a web browser. If you don't presently possess these skills, you will need to pick up on them fairly quickly. If you don't think you can learn these technology skills easily, you may need to develop new skills, take a class or do some reading before enrolling.

The successful online student knows how to:

- Start, shut down, and reboot a computer appropriately;
- Use a keyboard and mouse gracefully;
- Use his or her Internet Service Provider or otherwise gain access to the Internet;
- Access URLs (addresses) on the Internet;
- Use online search tools to locate materials on the web;
- Navigate forward and backward on web sites with links, frames, image maps, and other elements;
- Troubleshoot a URL or link that is not working;
- Recognize when a "plug-in" is needed to view a particular web page;
- Print pages in the programs he or she uses, especially web browsers;
- Send, receive, reply to, and forward email;
- Send and receive email attachments;
- Use a word processor;
- Copy and paste text across documents and software applications;

- Save a document or other file to a particular location; and
- Find a file or document previously saved.

Spend some time at your computer and on the Internet every day, getting comfortable with your equipment and surroundings. Practice your computing skills until you feel confident that you can complete class assignments.

### **Student Responsibilities**

In the distance learning environment, some responsibilities shift from the instructor to the student, given the independent nature of the learning experience. In addition to setting and sticking to your own schedule, reading all the assigned chapters and keeping up with due dates, you must do a few things to make the distance learning process work:

- Do not procrastinate!;
- Make sure you keep a copy of every assignment you submit;
- Check with your instructor for the file format for assignments and how to submit them;
- Identify yourself in all e-mail messages using your actual name, as your e-mail address may not identify who you are; and
- Evaluate the course delivery method as well as the course. Ask for help when you need it.

### Instructor Response Time

As a general policy, grades for all assignments and exams will be available two week after the due date or the exam date. If the time frame within which the instructor gives feedback and grades for exams or assignments varies, the instructor specify in the course syllabus the expected response time for all submissions.

### Academic Honesty

Given the lack of face-to-face contact in the distance learning environment, instructors invest a great deal of trust in distance learning students. High expectations are held for the level of maturity and integrity in the distance student.



## Academic Calendar

### Fall Semester, 2017

July 3~14	Registration for Fall semester
July 31~August 10	Late Registration for Spring semester (Late fees apply)
August 4	End of New Students Admission
August 8	New Student Orientation & Faculty Introduction
August 14	First Day of Classes
August 15/17	Fall Opening Revival Meeting
August 22/24	Emergency Evacuation Drill
August 24	Last Day to Receive a Full Refund
August 24	Last Day to Add Classes
September 4	Labor Day Holiday – No Classes
September 7	Last day to submit Scholarship application, Christian Service Registration form, Graduation Request form
September 19	Graduation meeting
October 2	WMU faculty seminar,
October 3	Fall Special Academic Seminar
October 5	Last Day to Drop Classes
October 23~Nov. 2	Registration for Winter semester, Early Registration for Spring semester
November 4	Donor Appreciation Night
November 11	Music student concert
November 21	World Mission Night
November 22-24	Thanksgiving Break
Nov. 27~30	Final Exam
Nov. 30	Last Day of Classes

### Winter Session, 2017-2018

December 4-15	Winter Intensive I
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## **Spring Semester 2018**

January 2-11	Late Registration for Spring semester (Late fees apply)
January 5	End of New Students Admission
January 9	New Student Orientation & Faculty Introduction
January 15	Martin Luther King, Jr. Holiday - No Classes
January 16	First Day of Classes
January 16/18	Spring Opening Revival Meeting
January 23/25	Emergency Evacuation Drill
January 25	Last Day to Receive a Full Refund
January 25	Last Day to Add Classes
February 1	Last day to submit Scholarship application, Christian Service Registration Form, Graduation Request Form
February 19	President Day Holiday - No Classes
March 5	WMU faculty seminar
March 6	Graduation meeting
March 8	Last Day to Drop Classes
March 13	Anniversary Seminar
March 15	Student Preaching challenge
March 26-30	Easter Break
March 26-April 5	Registration for Summer semester, Early registration for Fall semester
April 7	Spring Music Concert
May 3	Last Day of Classes
May 1-3	Final Exam Week
June 2	Annual Commencement (27 <sup>th</sup> )

## **Summer Sessions, 2018**

May 7-May 18	Summer Intensive I
May 21-June 1	Summer Intensive II

## Campus Map



World Mission University in compliance with Titles VI and VII of the Civil Rights Act of 1994 and Titles IX of the Educational Amendments of 1974, does not discriminate on the basis of race, color, national origin or gender in any of its policies, practices or procedures.

# School Anthem

## 월드미션 대학교 교가

씩씩하게  
Allegro Moderato ♩ = 120

임동선 작사  
박재훈(1992.5.30)

1. 주님이 부르셨네 주님이 부르셨네 추수할 일 - 끝 -  
2. 주님이 보내시네 주님이 보내시네 죽기까지 - 충성

6  
되 라 우리를 부르셨네 체력 학 문 연 마 하 라 인격 영 력 길 러 보  
하 라 우리를 보내시네 모든 민 족 제 자 삼 아 땅 끝 까 지 증 인 되

12  
라 (길러 보라) 주 - 님 (주님) 이 부르셨네 주 - 님 이 부르셨네  
라 (증인 되라) 주 - 님 (주님) 이 보내시네 주 - 님 이 보내시네

17  
solo piano or orchestra 주 님 만 스 - 승 - 삼 은 우 리 월 드 미 션 대 학

21  
교 주 님 만 을 스 승 삼 은 우 리 월 드 미 션 대 학 교