



**NORTHEASTERN  
SEMINARY**

# **Northeastern Seminary Student Handbook 2025-2026**



**Where Christ-centered people of different ages, ethnicities, and denominations gain the theological understanding, spiritual formation, and proven skills necessary for effective ministry to the church and the world.**

## **Dean's Message**

On June 30, 2024, Northeastern Seminary merged with its founding institution, Roberts Wesleyan University. It formed the School of Theology and Northeastern Seminary, which now offers not only master's and doctor of ministry classes but also associate and bachelor's degrees. The possibilities expand, yet the mission and vision remain the same: to prepare Christ-centered men and women for faithful, effective ministry to the church and the world. The school combines biblical and theological fundamentals with practical ministerial skills in the midst of cultivating authentic Christian spirituality that is attentive to the plea of the poor, oppressed, and broken-hearted. It is our conviction that such an approach to the Christian faith and ministry is today sorely needed.

***Dr. Josef Sykora***

***Associate Professor of Biblical Interpretation***

***Dean of the School of Theology and Northeastern Seminary***

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## **Insert Seminary specific calendar 2025-2026**

<b><u>2025 Fall</u></b>		
New Student Kickoff Zoom Session (D.Min.)		August 19, 2025
New Student Kickoff Zoom Session (Master's.)		August 21, 2025
Fall semester begins		August 25, 2025
Last day to add a class		August 29, 2025
Labor Day (offices remain open)		September 1, 2025
Last day to drop a course without a grade		September 5, 2025
Courses dropped now receive a grade of W		September 8, 2025
Homecoming		September 26-28, 2025
Spiritual Formation Week (Columbus Day holiday)		October 13-19, 2025
Online registration Week for spring '26 and summer '26		November 3-7, 2025
Last day to drop a course and receive a grade of W		November 24, 2025
Break Week - Thanksgiving holiday		November 24-30, 2025
Last day of the semester		December 12, 2025
Fall grades are due		December 26, 2025
Christmas break-offices closed (reopen January 2)		December 24-January 1
<b><u>2026 Spring</u></b>		
New Student Kickoff Zoom Session (D.Min.)		January 13, 2026
New Student Kickoff Zoom Session (Master's)		January 15, 2026
Martin Luther King, Jr. Holiday		January 19, 2026
Spring semester begins		January 20, 2026
Last day to add a class		January 26, 2026
Last day to drop a course without a grade		February 2, 2026
Courses dropped now receive a grade of W		February 3, 2026
Spiritual Formation Week (President's holiday)		February 16-22, 2026
Break Week - Holy Week		March 30-April 5, 2026
Online registration dates for summer '26 and fall '26		April 6-10, 2026
Last day to drop a course and receive a grade of W		April 24, 2026
Last day of the semester		May 8, 2026

Roberts Wesleyan University& Northeastern Seminary Commencement	May 16, 2026
Spring grades are due	May 22, 2026
<b><u>2026 Summer</u></b>	
New Student Kickoff Zoom Session (Master's)	May 14, 2026
Summer session begins	May 20, 2026
Last day to add and drop a summer class	May 21, 2026
Summer courses dropped now receive a grade of W	May 22, 2026
Summer Conference	June 21-25, 2026
Residency for Master's and D.Min.(optional)	June 21-25, 2026
Last day to drop a summer course and receive a grade of W	June 26, 2026
Independence Day (no classes)	July 4, 2026
Last day of summer semester	July 17, 2026
Grades are due for summer semester	July 24, 2026

<b>Tuition Refund Schedule for students who <u>withdraw</u> from the Seminary*</b>			
Refund Schedule	Fall 2025	Spring 2026	Percentage of tuition refunded
Week 1 & 2	By Sept. 7	By Feb. 2	100%
Week 3 & 4	By Sept. 21	By Feb. 16	75%
Week 5 & 6	By Oct. 5	By Mar. 1	50%
After Week 6	After Oct. 5	After Mar. 2	0%

\*This does not apply to students who drop a course. You will only receive a refund if you drop a course during the add/drop period (week 1 & 2). The above refund schedule is only for students who withdraw from the Seminary.

<b>Tuition Refund Schedule for students who <u>withdraw</u> from the Seminary*</b>		
Refund Schedule	Summer 2026	Percentage of tuition refunded
Week 1	By May 21	100%
Week 2	By May 28	50%
After Week 2	After May 28	0%

\*This does not apply to students who drop a course. You will only receive a refund if you drop a course during the add/drop period (week 1). The above refund schedule is only for students who withdraw from the Seminary.

# Introduction

## Our Mission

Rooted in biblical and historic Christian faith, Northeastern Seminary prepares Christ-centered men and women for faithful, effective ministry to the church and the world.

## Our Vision

The vision of Northeastern Seminary seeks to be a vibrant source for Christian theological formation whose students are formed in a biblical vision of gracious Christianity and impart wholeness to the world in an expansive array of vocations and contexts.

## Our Core Values

- *Rootedness:* We provide a theological education that is built upon the foundation of a deep, sustained engagement with biblical and historic Christianity.
- *Responsiveness:* We equip our students to practice ministry that is wisely and faithfully responsive to the constantly changing contexts of our culture and world.
- *Respect-filled community:* We affirm and learn from each person in our richly-diverse community of faith, regardless of such distinctives as denominational affiliation, ethnicity, gender, or age.
- *Scholarship:* We value the life of the mind, so we offer a carefully-designed, intentionally integrated academic program that cultivates an aptitude for faithful theological reflection about the most central questions of life and ministry.
- *Spiritual formation:* We affirm that the indispensable foundation for Christian ministry is a vital relationship with God through Christ, and so we seek to provide a nurturing community in which genuine Christian faith can deepen and thrive.
- *Service to the church:* We believe that a theological seminary does not exist for its own sake, but exists rather to serve and resource the church of Jesus Christ.

## Our Religious Heritage

Expressing a continuing commitment to the ideals of its founder, Roberts Wesleyan University founded Northeastern Seminary in 1998 as a graduate school of theology.

Roberts Wesleyan University, originally Chili Seminary, was founded by Benjamin Titus Roberts in 1866. Roberts was an evangelical Methodist minister and the first general superintendent of the Free Methodist Church. He and the other founders of the Church affirmed the view of Christian teaching, personal piety, and social action taught by John Wesley. The Church's official teaching in its Articles of Religion clearly shows its roots in

classical Christianity. Its heritage can be traced through the Thirty-Nine Articles of the Church of England, the Augsburg Confession of the Protestant Reformation, and the great historic creeds of the early Church, such as the Apostles' Creed, back to the Scriptures, and the teachings of Jesus Christ.

This heritage has been of major importance in the development of the educational programs at Roberts Wesleyan University and informs the mission of Northeastern Seminary as a graduate school of theology. Stating his purpose for the founding of Chili Seminary, Roberts wrote, "While we cannot prize too highly the benefits of mental culture, we should not lose sight of that moral and religious culture which lies at the foundation of correct principles and good character."

## **Our Theological Perspective**

Northeastern Seminary welcomes students who seek to ground their thinking and practice in the Holy Scriptures, to understand the rich learning and nurture of classic Christian teaching, and to enter into significant conversation with the best of all Christian traditions, including those other than their own.

This is consistent with our own heritage that can be traced to John Wesley, the founder of Methodism. Wesley provides an exceptional model of theological method. He was immersed in the Holy Scriptures, acknowledged them as the supreme authority, and profusely used them in his writings with striking aptness. Likewise, Wesley's viewpoint was deeply rooted in classical Christianity. He loved the insights of early Christian writers. Further, Wesley drew widely from the rich resources of the entire Christian family, such as the late medieval saints and the Protestant reformers. Finally, we note Wesley's pastoral passion: his vision sought embodiment in a holistic Christian life that included personal piety and social action as well as sound doctrine.

This is the theological perspective Northeastern Seminary seeks to emulate. We acknowledge the centrality and authority of the Holy Scriptures. These works convey the revelation of God in an utterly unique way. Moses, the prophets, and the apostles, though ancient, speak an enduring and timely message. We aspire to know the text of the Bible—both in its breadth and depth, and to discover the meaning and application of its message to our own day. We believe our theological discourse, our worship—both corporate and private, our professional work, and our personal conduct are to be shaped by God's Word.

We also embrace those understandings of the Scriptures that have always been treasured by the Church. The central teachings of such historic documents as the Nicene and

Apostles' Creeds and, to a lesser degree, the Augsburg Confession, the Thirty-Nine Articles of the Church of England, and the Articles of Religion of the Free Methodist Church provide indispensable guidance. So also do the great pastors and teachers of the historic Church, such as Augustine, Aquinas, the Protestant reformers, and Wesley.

Finally, we apply the rule often attributed to Augustine, "in essentials unity, in non-essentials liberty, in all things charity." Thus, we heartily welcome students who come from various traditions. The vigorous, stimulating, and instructive discussion that takes place at Northeastern Seminary enables us to clarify, adjust, and think through our own understandings of theological issues, as we measure them against the teachings of the Holy Scriptures.

The following statements, which echo the language of the Scriptures and the affirmations of the Church, identify those doctrines we believe of central importance.

- There is but one living and true God, spiritual in nature and infinite in power, wisdom, and goodness; and in this Godhead there are three Persons, the Father, the Son, and the Holy Spirit.
- God is the Creator and Preserver of all things, both visible and invisible.
- The only begotten Son of God, by whom all things were made, for us and for our salvation was made flesh in Jesus of Nazareth by the Holy Spirit and born of the Virgin Mary. Truly God, of one substance with the Father, and truly man, like us in all respects, yet without sin, our Lord Jesus Christ suffered under Pontius Pilate, was crucified, dead, and buried, was raised on the third day, ascended into heaven, and sits at the right hand of the Father; he shall come again to judge the living and the dead.
- The Holy Spirit, who proceeds from the Father and the Son, is the Lord and Giver of life, who rules over human affairs and brings us to salvation by convicting, persuading, renewing, sanctifying, comforting, and, at the end of time, raising us from the dead as our Lord Jesus Christ was raised, and who together with the Father and the Son is to be worshiped and glorified.
- The thirty-nine books of the Old Testament, the Hebrew Scriptures, and the twenty-seven books of the New Testament belong to the universally recognized Christian canon, of which there was never significant doubt. These Scriptures, inspired by the Holy Spirit, contain the teachings of Moses, the prophets, the apostles, and especially our Lord Jesus Christ. They are true and reliable, and instruct us authoritatively about God, human nature, the way of salvation, and the life of faith. They contain all things necessary to our salvation so that whatever cannot be read in them or proved by them should not be required as an article of faith.

- The Church was established by our Lord Jesus Christ through his ministry and his apostles, and he continues this ministry where there is a congregation of faithful persons in which the Scriptures, the Word of God, are rightly preached and the sacraments, the means of grace, are duly administered. Through its obedience to the Great Commission, our Lord constantly brings new persons into the Church and nurtures them in the life of faith. Though presently divided, the Church transcends these divisions and is composed of the faithful on earth, the saints who are in the presence of Christ, and the heavenly hosts. Through the Holy Spirit, our Lord Jesus Christ constantly renews the Church as one, holy, catholic, and apostolic; at the end of time, he will present the Church unblemished to the Father.
- Though humankind was created in the image of God and endowed with spiritual life, after the fall of Adam, we have all been born in sin, rebelled against God, and are very far gone from original righteousness. By ourselves we cannot turn and obey God; the Spirit of God must prepare us to seek forgiveness and spiritual renewal by awakening us from sin, calling us to repentance and faith, and graciously enabling us to do so.
- By the merit of our Lord Jesus Christ, those who acknowledge their sinfulness, genuinely repent of their sins, and trust in Christ are undeservedly forgiven and put in a right relationship with God.
- Through the work of the Holy Spirit, those who yield themselves to God and become obedient from the heart are transformed into the image of our Lord Jesus Christ, the last Adam.
- We are to follow the instructions of the Scriptures that guide our conduct; the moral commandments of the Old Testament, particularly the Ten Commandments; the admonitions of the apostles; and especially the commandments of Christ. All of these are contained in the Great Commandment to love God with all our heart, soul, mind, and strength, and our neighbors as ourselves.

## **Accreditation**

All degree programs at Northeastern Seminary are accredited and authorized by:

### **The Association of Theological Schools in the United States and Canada**

The Association of Theological Schools is a membership organization of graduate schools that conduct post-baccalaureate, professional, and academic degree programs to educate persons for the practice of ministry, teaching, and research in the theological disciplines. Accreditations include Northeastern Seminary's fully online programs for all master's degrees.



The Commission on Accrediting from the Association of Theological Schools in the United States and Canada, has approved the following degree programs for accreditation:

- Master of Divinity
- Doctor of Ministry
- Master of Arts
  - Theological Studies
  - Theology and Social Justice
  - Transformational Leadership
  - Ministry Practice
  - Spiritual Formation

Contact:

The Association of Theological Schools in the United States and Canada  
10 Summit Park Drive  
Pittsburgh, PA 15275  
412.788.6505  
[www.ats.edu](http://www.ats.edu)

### **Middle States Commission on Higher Education**

The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the United States Secretary of Education and the Council for Higher Education Accreditation. This commission is accepted by the United States Secretary of Education for accrediting activities in the District of Columbia, Delaware, Maryland, New Jersey, New York, Pennsylvania, Puerto Rico, and the U.S. Virgin Islands, including distance education and correspondence education programs offered at those institutions.

Contact:

Middle States Commission on Higher Education  
3624 Market Street  
Philadelphia, PA 19104,  
215.662.5606  
[info@msche.org](mailto:info@msche.org) [www.msche.org](http://www.msche.org)

### **National Council for State Authorization Reciprocity Agreements (SARA)**

Northeastern Seminary is authorized to offer distance-learning (online) programs and courses to residents of member states, districts and territories under the terms of SARA. Intended to make it easier for students to take online courses offered by institutions outside of their state of residence, the agreement establishes comparable national standards for

offering postsecondary distance education courses and programs. SARA is overseen by a national council and administered by four regional education compacts.

Contact:

National Council for State Authorization Reciprocity Agreements  
3005 Center Green Drive, Suite 130  
Boulder, Colorado 80301  
303.848.3275  
[info@nc-sara.org](mailto:info@nc-sara.org)

## Admissions

Northeastern Seminary seeks students whose personal and professional lives are characterized by honesty, integrity, and commitment to high academic, moral, and ethical standards. Applicants must present credentials which demonstrate aptitude for the academic work they will pursue and which indicate they meet other criteria of character and conduct.

### Admissions Process

Persons seeking admission to study for the Certificate, M.A. or M.Div. degree programs at Northeastern Seminary must complete an online application with the Admissions Office of the Seminary. Along with the online application itself, applicants must also furnish:

1. Two recommendations able to speak to the student's aptitude for ministry and academic study. Persons providing recommendations may not be related to the applicant.
2. An autobiographical statement: In this statement, the applicant will narrate his or her spiritual pilgrimage, history and vision for Christian service, and career goals and plans.
3. Official transcripts from every college or university where the applicant has received a degree (i.e., associate's, bachelor's, master's and/or doctoral) or any program you hope to use for graduate or post-graduate transfer credits. Those who do not possess a baccalaureate degree from a regionally accredited college or university at the time of applying may be accepted under the non-baccalaureate designation. Note: Additional documentation is required along with the application for those seeking admission in this category; see "Admissions Categories" section of this catalog.
4. In the case of international students who have not done previous studies in an English language institution, a TOEFL score of 79 or higher is required

In addition to the standard application, students applying to the Advanced Certificate in Spiritual Direction must complete the following before being admitted to the program:

1. Complete at least 18 graduate credits in theological studies from a school accredited by the Association of Theological Schools (ATS) or a graduate department of theological or biblical studies at a Christian college or university.
  2. Submit an essay describing personal experience providing spiritual guidance to others.
  3. Provide a reference letter from a person who has benefited from the applicant's spiritual guidance.
  4. Complete an interview with a faculty member during the application process
- Students applying to the Advanced Certificate in Spiritual Direction who can show a path to completion of the required theological studies courses may seek provisional admission with

up to nine credits outstanding. Students may take spiritual direction courses while completing the required theological studies credits.

## Articulated Programs

Northeastern Seminary has agreements with the following institutions:

- **Epiphany Association Academy of Formative Spirituality in Pittsburgh, PA**

Offering the premier program in pursuit of in-depth adult faith formation, immersion in The Epiphany Certification Program in Formative Spirituality provides participants with the foundational tools for deepening their discipleship with Christ, while facilitating the opportunity for ongoing, graced transformation of the heart. Upon completion of the Certification Program (six courses with appropriate reflection papers and participation in an Epiphany Life Formation Academy retreat), Northeastern Seminary students may receive up to 12 transfer credits toward the elective competency (M.Div., M.A. Theological Studies) or up to 9 transfer credits toward the support course requirement (D.Min.).

- **Roberts Wesleyan University in Rochester, N.Y.**

Roberts offers graduate programs in business, education, health administration, marketing, nursing, school counseling, school psychology, and social work. Students may opt to complement the Northeastern curriculum by taking elective coursework through one of these programs.

Qualified students may earn the M.Div., M.A. in Theology and Social Justice (M.A.T.S.J.), or M.A. Theological Studies degree at Northeastern and an M.S.W. degree from RWU in a time-shortened manner.

M.Div./M.S.W. cooperative degree students will be expected to complete all the requirements for the M.S.W. degree plus 53 required credits in the M.Div. program. A maximum of 27 credits of the M.S.W. courses may be substituted for the elective and field education requirements in the M.Div. program.

M.Div.-Theology and Social Justice/M.S.W. cooperative degree students will be expected to complete all the requirements for the M.S.W. degree plus 62 credits in the M.Div. program. A maximum of 18 credits of the M.S.W. courses may be substituted for the elective and field education requirements in the M.Div. program.

M.A. and M.A.T.S.J./M.S.W. cooperative degree students will be expected to complete all the requirements for the M.S.W. degree plus 32 required credits of the M.A./M.A.T.S.J. program. A maximum of 12 credits of the M.S.W. courses may be counted toward the M.A./M.A.T.S.J. programs.

These cooperative arrangements are strictly between Roberts Wesleyan University and Northeastern Seminary and do not apply to students holding or pursuing an M.S.W. degree from any other institution.

Admissions Requirements: To be admitted as a regular student in the NES/M.S.W. program at Northeastern Seminary and Roberts Wesleyan University, the applicant must:

- Have a baccalaureate degree from an accredited college or university  
Demonstrate readiness for graduate-level academic work
- Complete the Northeastern Seminary application process, and be approved by the Seminary admissions committee
- Apply separately to Roberts Wesleyan University and be approved for the M.S.W. program

Timeline:

Northeastern Seminary—one and a half years for M.A. or two and a half years for M.Div. degree

Roberts Wesleyan University—one or two years for M.S.W. dependent on admissions status and baccalaureate degree

- **Rochester Consortium of Theological Schools in Rochester, N.Y.**

Comprising Northeastern Seminary, Colgate Rochester Crozer Divinity School, and St. Bernard's School of Theology and Ministry, the consortium provides diverse opportunities for theological study in the greater Rochester region via the formal cross-registration agreements. Detailed information on these avenues of study is available in the Academic Dean's Office.

- **Dallas Willard Ministries in Agoura Hills, California**

Dallas Willard Ministries and Northeastern Seminary have developed a mutual commitment that provides leaders an opportunity to take a deep journey in Christian formation. Students entering either the Doctor of Ministry, or a Master's program at Northeastern Seminary must have successfully completed the School of Kingdom Living program before being granted advanced standing credit (12 credits). No partial credit will be allowed. For M.A. in Spiritual Formation/ Spiritual Direction students, SKL advanced standing credits, will fulfill degree requirements HST/SOC 651NE, PSF 612NE, PSF 654NE, and PSF 615NE. Students should follow normal application procedures and deadlines for admission to both the School of Kingdom Living, and Northeastern Seminary. For detailed information, please contact the Coordinator of Academic Planning.

- **United Theological Seminary (UTS) in Dayton, Ohio.**

NES and UTS maintain a partnership that allows students to cross register for courses. Detailed information about the cross-registration program is available in the Academic Dean's Office.

- **Point Loma Nazarene University (PLNU) in San Diego, California.**

Through the collaboration of Northeastern Seminary and Point Loma Nazarene University, up to 36 credits earned through the Master of Arts in Christian Ministry program at PLNU shall be transferred into the M.Div. program at Northeastern Seminary. Students must have a minimum cumulative grade-point average of 3.0 on a 4.0 scale in credits earned at PLNU. Only classes with a C+ grade or higher may transfer. Students must earn at least 40 credits at Northeastern Seminary. PLNU students should work closely with their academic advisor to develop an academic plan to ensure seamless transition to Northeastern Seminary.

## **International Students**

Northeastern Seminary is certified to enroll F-1 students who do not hold United States citizenship and who comply with all appropriate U.S. immigration regulations. Following acceptance into either the Master of Arts or Master of Divinity degree program, students must present a Certificate of Finance and I-20 documentation before they will be permitted to begin class. Non US citizens who are taking fully online master's programs are ineligible for I-20 documentation. To be eligible, master's students must take at least 2/3 of their classes onsite throughout each semester. Those persons found to be in non-compliance may be reported to immigration authorities. Additional information pertaining to F-1 student visas is available in the Registration Office.

International students are responsible for keeping immigration documents current with a Designated School Official (DSO). International students have certain restrictions for employment and off-campus internships; approval by a DSO is required before starting employment. International students are also required to be enrolled in a health insurance program and to purchase supplemental repatriation and medical evacuation benefits. Contact the Admissions Office (585.594.6802) for assistance.

## **NYS Public Health Law Attendance Mandates**

### **Immunization Requirements for Seminary Attendance**

New York State Public Health Law 2165 requires all NYS university/seminary students born after 1956 and enrolled in six credit hours or more to provide evidence of protection against measles, mumps, and rubella.

Proof can be demonstrated in the following ways:

- documentation of two doses of measles and one dose each of mumps and rubella vaccine;
- documentation of two MMR (measles, mumps, rubella) vaccines given at least 28 days apart; or serologic evidence of immunity
- titer tests (blood tests) showing proof of immunity from these diseases are also acceptable

New York State Public Health Law 2167 requires all university/seminary students, REGARDLESS OF AGE, to provide either proof of meningococcal vaccine or a signed (by the student) declination statement.



Students born before 1/1/57 are exempt only from the measles, mumps and rubella requirement; however, vaccination documentation or declination statement for meningococcal is required.

*Your physician (or a previous high school or college) is often the best source for immunization records.* Also, military and employment records are acceptable; however, these records may not satisfy all requirements. Immunization documents must be on file in the Health Center before the start of the course session.

All New York State educational institutions are required to exclude non-compliant students from the premises. Violations of NYS PHL 2165 and 2167 may result in the imposition of a penalty of up to \$2,000 per student.

To maintain confidentiality and expedite your submission, please send your documents directly to the Wellness Center via mail, email, or secure fax to 585.594.6920. Due to the significant amount of submissions, the processing and posting may take up to a week.

Online students are not required to submit immunization records unless they participate in assemblies that are held for more than one day/evening (conferences, seminars, annual week long sessions).

Questions? Please contact the Wellness Center at 585.594.6360 or [wellnesscenter@roberts.edu](mailto:wellnesscenter@roberts.edu).

## **Health Insurance**

Roberts Wesleyan University and Northeastern Seminary do not sponsor a health insurance program. While in attendance at Northeastern Seminary, it is strongly recommended for students to have comprehensive health care coverage to cover possible severe illness or significant medical issues.

If you are presently seeking insurance coverage, the internet provides many insurance coverage plans from which to choose. Listed below are a few websites to assist you in selecting a plan that best suits your needs.

- [www.excellusbcbs.com](http://www.excellusbcbs.com)
- [www.fideliscare.org](http://www.fideliscare.org)
- [www.cigna.com](http://www.cigna.com)
- [www.nystateofhealth.ny.gov](http://www.nystateofhealth.ny.gov)

## Transfer and Advanced Standing

### Transfer and Advanced Standing Terminology

- **Transfer:** The use of this term at Northeastern Seminary follows generally accepted practice. It describes the process of transferring graduate credits earned elsewhere and applying them to the student's program at Northeastern Seminary. Except for courses taken at Roberts Wesleyan University, course credits transfer without the grades.
- **Advanced Standing without Credit:** This practice at Northeastern Seminary follows guidelines established by the faculty in accordance with ATS standards. The terminology "without credit" describes the waiver of a specified course requirement in the Seminary curriculum based on undergraduate studies in the same area of study. The student must replace the course being waived with a free elective in order to achieve the number of credits required for degree completion.
- **Advanced Standing with Credit:** This practice at Northeastern Seminary follows guidelines established by the faculty in accordance with ATS standards. The terminology "with credit" describes a process by which students may be granted advanced standing in a graduate program at the Seminary, based on evaluation of their competence by testing as described below. Occasionally but rarely will coursework be evaluated without testing for advanced standing with credit

### General Transfer Policies

Students who have prior graduate credit should take initiative during the admissions process to have transcripts evaluated to determine whether credit can be applied to their Northeastern Seminary program. Students may be asked for a letter of good standing from their prior seminary as part of the admissions process at Northeastern Seminary.

- Transfer credits will not be accepted as a substitute for, or waiver of, the Northeastern Seminary capstone requirements (GMIN 6920, GMIN 7980, GRES 6980). Rarely will transfer credit be granted for the Great Conversation competency or for GPSF 6110 and 6120.
- Only credits eligible for graduate credit in the institution where they were taken will be considered for transfer.
- Only the graduate credit earned within 10 years of enrolling at Northeastern Seminary may be applied toward degree requirements. Credits earned more than 10 years prior will be evaluated on a case-by-case basis.
- Only the graduate credits earned at an institution accredited by a recognized accrediting body will be considered for transfer.
- Students may be asked for a letter of good standing from their prior seminary as part of the admissions process at Northeastern Seminary.
- Graduate credits earned at an ATS-accredited seminary/graduate school with a grade of C+ or higher (2.3 on a scale of 4.0) or a non-ATS-accredited seminary/graduate school with a grade of B or higher (3.0 on a scale of 4.0) will be eligible for transfer

consideration.

- No more than 12 credits may be transferred into the M.A. in Ministry Practice from a non-ATS accredited school.
- Transfer credits (including NES) for Advanced Certificate programs will be limited to 9 credits and must meet the stated requirements of the certificate and relate to the mission and goals of a seminary education. Substitutions for required courses for Advanced Certificate programs will rarely be allowed.
- Transfer credits for the M.A. Theological Studies free electives will be limited to 18 credits and must be related to the mission and goals of a seminary education.
- Transfer credit for the M.Div. free electives will be limited to 18 credits and must be related to the mission and goals of a seminary education.
- Upon receipt of documentation of completion, students may receive transfer credit from the Epiphany Academy of Formative Spirituality's Certification Program. Master's students may receive up to 12 transfer credits (2 credits per Epiphany course) toward the elective competency. Doctor of Ministry students may receive up to 9 transfer credits (1.5 credits per Epiphany course) as support course credits.
- Once evaluated and approved by the director of field education, a student may transfer one unit of Clinical Pastoral Education (CPE) for six credits (M.Div.) or three credits (M.A. or Advanced Certificate) of field education. Additional CPE credits may be applied to a Northeastern degree only by petition. Students planning to apply for chaplaincy certification through the military or through the Association of Professional Chaplains should determine whether utilizing CPE credit toward the degree will prevent the CPE credits from counting toward certification.
- No more than two-thirds of the credits required for a Northeastern Seminary degree may be granted on the basis of transfer credits, subject to the limitations noted above
- Credit from a previously earned graduate degree may be considered for transfer, but not more than half of the credits required for the previously earned degree may be transferred into a Northeastern Seminary program. In addition, no more than half the Northeastern Seminary program may be earned through credit from the previously earned degree. Such credits will be accepted as a substitution for, and waiver of, specific Northeastern Seminary courses only on the basis of equivalency as determined by the Academic Dean's Office.
- Students may not transfer field education credits from a previously earned degree when enrolling in a new degree program at Northeastern Seminary.

### **Application for Advanced Standing without Credit**

Accepted applicants and students may apply to the Academic Dean's Office for advanced standing without credit per the following stipulations:

- To qualify for consideration, the course(s) must meet the following conditions:
  - The undergraduate course appears to replicate a specific course requirement in the curriculum
  - It has a transcript listing at the 300-level or higher
  - The recorded grade is B (3.0 on a 4.0 scale) or higher
- Advanced standing without credit will be limited to a maximum of twelve credits in

the M.Div. program and six credits in any M.A. program.

### **Application for Advanced Standing with Credit**

Accepted applicants and students may apply to the Academic Dean's Office for advanced standing with credit for coursework taken as an undergraduate or from an unaccredited graduate program under the following conditions:

- Except in certain articulated agreements, advanced standing credit will not be granted as a substitute for, or waiver of, field education (GMIN 7310–7340) or capstone requirements (GRES 6980, GMIN 6920, GMIN 7980)
- Advanced standing with credit will be limited to one-fourth of the total credits required for the degree, subject to the limitations of number one above
- Students must complete an advanced standing exam for each course for which advanced standing with credit is being sought. Occasionally but rarely will coursework be evaluated without testing for advanced standing with credit.
- All exams will be given and graded by professors who have expertise in the areas tested.
- The exams are evaluated as pass (80% or higher) or fail.
- Students are encouraged to take all advanced standing exams before completing the first year of the program

Students may complete advanced standing with credit through an approved B.A. + M.Div. program at one of the Seminary's partner schools. Courses in these programs require students to complete a graduate-level assignment as a part of undergraduate coursework. Students may contact the Admissions Office for a list of current courses and program partners.

### **Biblical Language Proficiency**

The Northeastern Seminary biblical language proficiency requirement may be met by one of the following means:

- Successfully completing a 3-credit Northeastern Seminary course: GHEB 5100-Biblical Hebrew or GGRK 5100-Biblical Greek
- Passing the Northeastern Seminary year one Advanced Standing exam in either Greek or Hebrew with at least 80% to receive three Greek or Hebrew graduate credits

Advanced Standing without credit does not fulfill the biblical language proficiency requirement.

## Earning a Second Degree

### Earning the M.Div. Degree Following the M.A. Degree

Students occasionally decide to earn an M.Div. degree after graduating with an M.A. degree. The student begins the return-to-active-status process through the Office of Admissions. Depending on whether the student wishes to surrender the M.A. for the M.Div. or keep both degrees, the remaining process differs.

- Surrendering the M.A. for the M.Div. (80 credits): Students work with an academic advisor to identify a degree completion plan that utilizes the 44 credits earned in the M.A. degree, meets M.Div. course requirements, and fulfills the 80-credit degree—normally this requires an additional 36 credits beyond the M.A. Once the M.Div. requirements are completed, the M.A. credits are recorded on the student's M.Div. transcript. Upon completion of the M.Div., the M.A. degree is surrendered by the student to the Registration Office with "a surrendered on [date]."
- Keeping both degrees (102 credits): Students work with an academic advisor to identify a degree completion plan that utilizes 50 percent of the credits earned in the M.A. degree, meets M.Div. course requirements, and fulfills the 80 credit degree. The student MUST meet the course-specific requirements for BOTH degrees; this includes the capstone courses for both the M.A. degree and the M.Div. degree.

## Convenient Schedules

Northeastern Seminary is committed to scheduling its required courses in a manner convenient to students. While Northeastern Seminary programs are designed to accommodate the schedules of working people, course content is fully accredited and academically rigorous. Typically, onsite and online students attending a Northeastern Seminary program with a full-time course load should plan on a minimum of 20-25 hours of preparation per week in addition to class gatherings.

- Rochester Course Scheduling All master's programs can be completed through a combination of evening coursework on the Northeastern Seminary campus in Rochester, N.Y. and online. Onsite classes are held in the evenings between 5:45 p.m. and 10 p.m. Not all elective courses or courses unique to professional M.A. programs will be offered onsite. Students are encouraged to select courses to be taken online for increased flexibility, speed of completion and to satisfy certain elective or program requirements.
- Online Course Scheduling Northeastern Seminary is approved to offer all master's programs through the Seminary's online learning platform. Students may complete any program without attending classes on the Rochester campus. Courses are offered in fall, spring, and summer terms. Students in online programs should expect weekly participation in online courses. Online courses meet the same workload guidelines as courses offered onsite in Rochester.

## **Distance Learning**

Northeastern Seminary is approved by the Association of Theological Schools and Middle States Commission on Higher Education for fully distance learning degree programs. Students can complete their entire degree through online coursework. Courses include regular and substantive interaction between faculty and students. Students in online programs will complete assignments and participate in online discussion forums at least weekly. Some courses also require students to participate in synchronous video meetings.

# Financial Matters

The Seminary is interested in helping students supplement their individual resources with financial aid. Below are some of the resources a student may want to investigate for assistance. As you review the options please keep the following in mind:

- Students must be admitted, enrolled and registered at least half-time in a program leading to a degree to be eligible for federally funded financial assistance. This is at least 4 credits in the Certificate, M.A. or M.Div. programs and at least 3 credits in the Doctor of Ministry program.
- To receive federal financial aid, students may not owe a refund on any federal grant or be in default on any federal loan received for attendance at any institution; additional information regarding financial aid may be obtained by calling Student Financial Services 585.594.6150
- Financial aid is packaged annually for a full academic year and is distributed between the fall, spring and summer semesters. If a student enters the Seminary in the spring, the financial aid is packaged for the spring and summer only. Similarly, if the student enters the Seminary in the summer, the financial aid is packaged for the summer only. Contact Student Financial Services for direction at 585.594.6150.
- For additional financial aid information and loan applications, please contact Student Financial Services at 585.594.6150; if you are seeking a loan application, please make sure you have already fulfilled the application checklist.
- The Seminary’s tuition and fees, course offerings, admissions requirements, degree and faculty offerings, and academic and/or degree requirements are subject to change without notice and do not constitute a contract between any student and the Seminary.

## Tuition and Fees (2025-26)\* for Master’s & Advanced Certificate

Tuition per credit .....	\$575/hour
Student Fees (8 or more credits) .....	\$290/semester
Student Fees (1 to 7 credits) .....	\$155/semester
Non-Refundable Enrollment Deposit (applied to first tuition payment) ...	\$100
Audit Fee .....	\$190/course

\*These amounts are specific for master's-level classes. Doctor of Ministry tuition and fees are separate. Tuition and fees are subject to change.

Students are responsible for securing all books and course resources independent of Seminary fee structure.

Seminary fees cover access to library resources, technology support, and fees associated with orientation, Seminary retreats, and commencement activities.

## **Student Accounts & Billing**

Tuition payments are due by the due date recorded on the billing statement unless the student has arranged an approved alternative payment plan through Student Financial Services. Tuition payments can be made at the cashier's window in the lower level of the Rinker Community Service Center at the Rochester campus, or may be remitted to the address on the student bill. Checks should be made payable to Northeastern Seminary and the student should place their name and/or student ID on the check. Failure to make payments or payment arrangements on time may result in a late payment fee and/or a registration blockage for future semesters. All payments must be made in U.S. dollars.

Tuition payment plans are available by contacting Student Financial Services 585.594.6150.

## **FAFSA and Federal Direct Student Loans**

Students who are registered for at least half-time (4 credits Certificate/M.A./M.Div., 3 credits Doctor of Ministry) and have a minimum GPA of 2.0 are eligible for up to \$20,500/year in unsubsidized federal Stafford student loans to cover program costs and living expenses. Completion of the Free Application for Federal Student Aid (FAFSA) is required for assessing the range of eligibility. The FAFSA may be completed online at [www.studentaid.gov](http://www.studentaid.gov). To ensure that the financial information is received, students should list the Roberts school code (002805) on the FAFSA.

**Satisfactory Academic Progress-** According to financial aid regulations, students must make satisfactory progress toward a degree in order to remain eligible to receive financial aid. In order to meet satisfactory academic progress, students must maintain a 2.0 minimum cumulative grade point average. The Office of Student Financial Services will assess each student's progress prior to the beginning of every academic year. When students are dismissed due to a GPA below 2.0, they must work directly with Student Financial Services to determine when they will be eligible for aid again should they want to re-enroll.

## **Scholarships**

Northeastern Seminary is committed to keeping the cost of education low for all students. The following scholarships and grants are available to eligible master's students (who meet eligibility requirements and have a minimum GPA of 2.0 unless otherwise indicated). Incoming students apply for need-based awards while returning students apply each year in March for scholarships. Returning students are notified before May 1 of what awards they will receive the coming year.



Most awards are given as a percent off tuition. Students are expected to provide a thank you note to the donors who have contributed to their scholarship. For specific information regarding the details of eligibility for the grant or scholarship, please contact Student Financial Services in the Rinker Community Service Center on the Rochester campus or at 585.594.6150.

### **Seminary Sponsored Scholarships for Northeastern Seminary Graduate Students**

- Babcock Scholarship for Ethnic Diversity: for students of African-American or Hispanic descent preparing for a career in ministry or theological education
- Bishop Richard D. Snyder Scholarship for Ministry Excellence: for students preparing for the ministry in the Free Methodist Church with preference given to students who are Conference Ministerial Candidates or Elders and who have a 3.0 GPA or higher
- Broadstone Scholarship: need-based award for seminary students
- Clark William Snyder Scholarship: for students with financial need who are preparing for ministry
- Dr. Clarence H. and Elizabeth Zahniser Scholarship: for Free Methodist students in their final year of study, in the top 20% of their class, and who intend to pursue pastoral ministry or foreign missions in the Free Methodist Church
- Comenius International Scholarship: for international students from a developing part of the world
- Denton P. and Alice F. Harris Scholarship: for students with financial need
- Founder's Scholarship: for students of a broadly inclusive faith perspective
- Freda Burritt Lamson Memorial Scholarship: for gifted students who are members of the Free Methodist Church and are preparing for pastoral work in North America or for lifetime Christian service overseas; applicants prepare a 2-3 page essay according to guidelines for review by the Scholarship Committee
- Matthew H. Jones Memorial Scholarship: for students pursuing the Master of Divinity degree for pastoral ministry in the Free Methodist Church or other denomination within the Wesleyan tradition
- Matthew R. Plumeri Memorial Scholarship - for under-represented students, first-generation college students or Roberts Wesleyan University graduates
- Open Access Award: for individuals with a physical disability who are preparing for ministry or to persons preparing to serve the disability community; applicants include in their ministry profile/autobiographical statement a description of how their disability has impacted their goals for Christian service, or why they desire to strive for greater accessibility for individuals with disabilities
- Patricia Jordan-Smith Endowed Scholarship: preference given to M.Div. students within the Wesleyan tradition
- Robert L. Conner Memorial Scholarship Fund: for students planning on full-time Christian service in the Free Methodist Church
- Robert E. Smith Seminarian Award: for students with financial need who are preparing for either pastoral or teaching ministry with preference given to students from the greater Rochester, New York area
- Social Justice and Theology Scholarship: for students in their second year of the

Theology and Social Justice master's program

- Dr. Wayne G. McCown Scholarship: for students with financial need and strong academic ability who are preparing for full-time ministry or a career in Christian higher education
- Wesley R. and Charlotte A. Skinner Seminarian Award: for students with financial need and strong academic ability who are preparing for ministry
- Norman P. Leenhouts Memorial Scholarship: for students with financial need
- ACTS 2:16 Endowed Scholarship: Seminary students pursuing a Master of Divinity degree in preparation for pastoral ministry
- Stephen and Norma Grover Seminary Scholarship: Seminary students pursuing the Master of Divinity degree in preparation for pastoral ministry in the Free Methodist Church or other denomination within the Wesleyan tradition
- Rev. Jack A. Logan Scholarship: for students with financial need
- Fred and Floy Willmott Scholarship: For United Methodist master's students enrolled in an on campus degree program

### **Denominationally Sponsored Scholarship Options**

- Contact your denomination or church affiliation for options not listed here.
- The Foundation for Pentecostal Scholarship: The Foundation for Pentecostal Scholarship was founded to remove financial barriers that impede Pentecostal scholarship by funding doctoral and postdoctoral-level research projects focusing on Pentecostal theology.
- Genesis Conference of the Free Methodist Church-Seminary Scholarship: Annual scholarships of \$250 will be provided to Genesis Free Methodist Conference LMC's, CMC's, and elders who are pursuing an M.A., M.Div., or D.Min. degree at a seminary approved by the John Wesley Seminary Foundation. If the local church will match this amount, an additional \$250 will be provided by the conference (total available: \$500 conference + \$250 local church = \$750).
- John Wesley Seminary Foundation Grant: This scholarship is for those pursuing full-time ministry in the Free Methodist Church. The applicant must be enrolled in a master's program in biblical, theological, missiological, or pastoral studies.
- The Free Methodist Canadian Leadership Scholarship Plan: This scholarship was initiated to provide financial assistance to students pursuing post-secondary educational studies. You must be from the Canadian Free Methodist Church to be considered for this scholarship.
- The United Methodist Church: As a University Senate approved seminary, Northeastern students can seek scholarship and loan aid through the United Methodist Church.
- Presbyterian USA Theological Student Loan Program: for theological students preparing to serve in a PC(USA) congregation. The Presbyterian Church (U.S.A.) Theological Student Loan program serves Presbyterian M.Div. students who are inquirers or candidates and MACE students attending accredited seminaries in the United States. Check the website for the interest rate for new borrowers.
- American Baptist Church USA: Scholarships available for seminarians ranging in the

amount of \$500 - \$1000 per academic year. Options also available for Ph.D. candidates enrolling in a preparative course of study for a church related vocation. Scholarship amounts vary.

- Episcopal Church: There are a few graduate study scholarships available through the Episcopal Church Center; many of these are designated for very specific constituencies.

### **Additional Theological Scholarship Options**

- Fund for Theological Education Fellowship: for students responding to God's calling who are 35 years of age or younger. For information and application, go to [www.thefund.org](http://www.thefund.org). Deadline for application is March 1 and April 1, depending on the type of fellowship application.
- Philanthropic Educational Foundation Scholarship: The Philanthropic Educational Organization was one of the pioneer societies for women. Founded on January 21, 1869 in Mount Pleasant, Iowa this organization provides scholarship opportunities to women.

### **Scholarship Search Engines**

- Scholarship Search: Build your personal profile and receive information about relevant scholarship offerings.
- Christian School Scholarship: A list of Christian school scholarships can be found at: [www.christianscholarships.us](http://www.christianscholarships.us)
- Student Scholarship Search: The scholarship search engine not only focuses on national scholarships, but also includes scholarships by state and level of education.
- Financial Aid Scholarship Search: FinAid was established in the fall of 1994 as a public service. This award-winning site has grown into a comprehensive source of student financial aid information including a large amount of scholarship options.
- Fast Web Search: For nearly 15 years, FastWeb has been the leading scholarship search provider for every student, whether you're in high school or a mother of two returning to graduate school.

### **Tuition Payment Plan**

A tuition payment plan is available by contacting Student Financial Services at 585.594.6150.

## **Veterans and Military Scholarships and Benefits**

### **Veterans and Military Chaplain Scholarships**

- Military Chaplains Association: provides financial assistance to seminary students who currently serve as chaplain candidates in the Air Force, Army, or Navy
- US Air Force Chaplain: The US Air Force has several ways you can join the Reserve Chaplain Service Program. The programs offer tuition benefits for those pursuing Seminary. Contact your local recruiter for information.
- US Army Chaplain: While attending seminary, Chaplain Candidates may apply for

tuition assistance through the U.S. Army Reserve. This program requires service of at least four years in a U.S. Army Reserve unit once you become a qualified Chaplain.

- US Navy Chaplain Program: Opportunities offered through a Navy Chaplain career include supervision in clinical pastoral education and tuition assistance for numerous off-duty educational programs.
- Veteran's Benefits: Northeastern Seminary's programs are approved by the Department of Veteran Affairs. The Seminary participates in the Yellow Ribbon Program of the Post-9/11 Veterans' Educational Assistance Act of 2008. Students eligible for Veterans Administration Educational Benefits should contact Susan D'Ambrosio (dambrosio\_susan@roberts.edu), the VA Certifying Official for the Seminary.

### **Veterans Benefits and Transition Act of 2018, Section 103 Policy**

This policy, effective August 1, 2019, hereby upholds the additional subsection of section 103, PL 115-147, 38 US Code 3679 of the Veterans Benefits and Transition Act of 2018.

This additional subsection covers individuals receiving educational assistance under Chapter 31 or Chapter 33.

Students receiving educational assistance under Chapter 31 or Chapter 33 and who are in compliance with necessary paperwork and appointments, will NOT receive any penalty by the institution, Northeastern Seminary, due to any delay of disbursement of funding from the Department of Veterans Affairs.

### **Tuition Refund Schedule for Withdrawal**

(Master's & Advanced Certificate)

For students who withdraw (drop all classes) from the Seminary during the semester, tuition charges and Northeastern Seminary aid will be adjusted according to the following schedule. There is no refund of deposits or fees.

<b>Tuition Refund Schedule for students who <u>withdraw</u> from the Seminary*</b>			
Refund Schedule	Fall 2025	Spring 2026	Percentage of tuition refunded
Week 1 & 2	By Sept. 7	By Feb. 2	100%
Week 3 & 4	By Sept. 21	By Feb. 16	75%

Week 5 & 6	By Oct. 5	By Mar. 1	50%
After Week 6	After Oct. 5	After Mar. 1	0%

\*This does not apply to students who drop a course. You will only receive a refund if you drop a course during the add/drop period (week 1 & 2). The above refund schedule is only for students who withdraw from the Seminary.

<b>Tuition Refund Schedule for students who <u>withdraw</u> from the Seminary*</b>		
Refund Schedule	Summer 2026	Percentage of tuition refunded
Week 1	By May 21	100%
Week 2	By May 28	50%
After Week 2	After May 28	0%

\*This does not apply to students who drop a course. You will only receive a refund if you drop a course during the add/drop period (week 1). The above refund schedule is only for students who withdraw from the Seminary.

\*NOTE: Students are responsible for all tuition and fees up to the day the official change of registration form was completed and signed by both the student and the coordinator of academic planning, regardless of class non-attendance. Scholarship awards will be reversed according to the same schedule as tuition reversal percentages above.

## **Return of Federal (Title IV) Financial Aid**

If a student leaves school before the end of the semester, the return of federal financial aid will be based on the guidelines issued by the Federal Government in the 1998 reauthorization. Federal financial aid will be prorated on a per diem basis using calendar days, with exclusion of breaks of over 5 days. Once the 60% point of the semester is reached there is no return of federal financial aid. If no official withdrawal is made, the Seminary will establish the last date of attendance.

## **Academic Programs**

### **Format**

Northeastern Seminary offers classes in both online and onsite modalities. There are three entry points for master's degree and Advanced Certificate students each calendar year—one each fall, spring, and summer semester. For specific start dates please contact the Northeastern Seminary Office of Admissions. Most onsite classes are offered during the evening on Tuesday or through summer residency; Field Education classes meet on Wednesday evening three times during the semester. Fully online programs run on a Monday to Saturday schedule with synchronous and asynchronous gathering times set by the instructor and outlined in the course syllabus. A general academic calendar and detailed course schedules are available on the Northeastern Seminary website.

### **Advanced Certificate Programs**

Rooted in biblical and historic Christian faith, Northeastern Seminary prepares Christ-centered men and women for faithful, effective ministry to the Church and the world. The Advanced Certificate programs extend the Seminary's mission by enabling students to access theological education at a level appropriate for their chosen career path. The Advanced Certificate programs may also serve as a credentialing pathway for denominations who do not require a graduate-level degree for ordination but do require basic competence in preaching and teaching. The Seminary will work with partner denominations and organizations to develop course plans that meet the targeted educational requirements for ministry in particular contexts.

### **Northeastern Seminary offers five graduate Advanced Certificate programs.**

#### **Advanced Certificate in Biblical Interpretation (Hegis 2301.00)**

The Advanced Certificate in Biblical Interpretation prepares students to become faithful interpreters and communicators of God's Word in the context of God's world. Students grow in their understanding of the Bible within its cultural and historical contexts and how the history of doctrinal formation informs biblical interpretation. Students also grow in their ability to interpret and use Scripture in a variety of ministry contexts and as preachers and teachers who nurture new generations in Christian faith. Students who enroll in a master's program at the Seminary may apply appropriate courses taken in the Advanced Certificate program to any master's degree program upon matriculation.

### **Advanced Certificate in Black Church Studies (Hegis 2301.00)**

The Advanced Certificate in Black Church Studies is designed for students who want to deepen their understanding of the history, theology, and biblical interpretation unique to the Black Church. The Advanced Certificate program is designed to equip men and women to be scholars, church practitioners, and transformative leaders in urban or suburban congregations and other settings within African American culture. This program is an excellent option for those who seek to be prepared and equipped to pursue further academic scholarship in the field of the Black Church experience and social justice. Students who enroll in a master's program at the Seminary may apply appropriate courses taken in the Advanced Certificate program to any master's degree program upon matriculation.

### **Advanced Certificate in Chaplaincy (Hegis 2301.00)**

The Advanced Certificate in Chaplaincy is a graduate-level certificate program designed for those students who have completed or are in process of completing a theological master's program and desire to pursue a career in chaplaincy. Students without a theological master's degree may complete the Advanced Certificate to learn more about the ethics of chaplaincy care and ministry in multifaith contexts. Students wishing to pursue a career in chaplaincy should complete the Advanced Certificate course work in conjunction with or as a supplement to a master's program. Students in the program will complete one unit of Clinical Pastoral Education (CPE), which is required for board certification. CPE is taken through an outside agency and, upon successful completion, credits are transferred into Northeastern Seminary. CPE does not count as credit toward PT or FT status at Northeastern Seminary the semester it is taken, and Northeastern Seminary is not responsible for a student's acceptance into a CPE program. Courses in the Advanced Certificate may count toward electives in the Master of Arts in Ministry Practice, Master of Theological Studies, or Master of Divinity programs.

### **Advanced Certificate in Scripture, Theology, and Ministry (Hegis 2301.00)**

The Advanced Certificate in Scripture, Theology, and Ministry is a custom certificate program designed for those who are fulfilling requirements for ordination or completing courses for personal enrichment in Scripture, theology and ministry on top of an already earned bachelor's or master's degree. Students who enroll in a master's program at the Seminary may apply appropriate courses taken in the Advanced Certificate program to any master's degree program upon matriculation.

### **Advanced Certificate in Spiritual Direction (Hegis 2301.00)**

In the Advanced Certificate in Spiritual Direction, students gain insight into the history, theology, and practice of spiritual direction and prepare to serve as spiritual directors in



churches or other ministry contexts. The Advanced Certificate is designed for students who have completed or are in process of completing an Advanced Certificate or Master's degree in theology or divinity and are seeking specialized training in the art and practice of spiritual direction. Students must have at least 18 graduate credits in theology in order to enroll in the Advanced Certificate program. Students who enroll in a master's program at the Seminary may apply appropriate courses taken in the Advanced Certificate program to any master's degree program upon matriculation.

## **Degrees**

### **Master's Degrees Overview**

Students may enroll in any one of six master's programs:

- Master of Arts Theological Studies (44 credits)
- Master of Arts in Ministry Practice (44 credits)
- Master of Arts in Spiritual Formation (44 credits)
- Master of Arts in Theology and Social Justice (44 credits)
- Master of Arts in Transformational Leadership (44 credits)
- Master of Divinity (80 credits)

### **Master of Arts Theological Studies (Hegis Code 2301.00)**

The Theological Studies M.A. at Northeastern Seminary is a two-year program that provides a solid foundation in Biblical studies, history of the Church, theology, and personal and spiritual formation. Primarily intended for persons who do not seek ordination, the Theological Studies M.A. is the degree of preference for those going on to Ph.D. studies or a teaching profession. A capstone research project is required of all persons enrolling in this degree program, with a thesis option available by faculty approval. Students choosing the thesis option must submit the thesis in its final form no later than March 30 to participate in May Commencement.

### **Master of Arts in Ministry Practice (Hegis Code 2301.00)**

Built on the Seminary's Advanced Certificate in Scripture, Theology, and Ministry, the Master of Arts in Ministry Practice allows denominations and other ministry partners of the Seminary to create customizable degree plans that meet the educational requirements of their denomination. It serves as a credentialing pathway for denominations who do not require a Master of Divinity degree for ordination but do require a seminary degree. The Seminary will work with partner denominations and organizations to develop course plans that meet the targeted educational requirements and emphasize both broad theological frameworks and practical skill in the arts of ministry. Students who complete the Master of Arts in Ministry Practice will grow as reflective ministry practitioners through integrative coursework in Scripture, theology, and ministry.

### **Master of Arts in Spiritual Formation (Hegis Code 2301.00)**

The M.A. in Spiritual Formation prepares students as pastors, teachers, mentors and leaders of



formational ministries in churches and other organizations. Students in the M.A. in Spiritual Formation program may also complete the requirements for the Advanced Certificate in Spiritual Direction as a part of the program. Through the program, students become wise spiritual guides who attend to God's formative activity in their own lives, the lives of others, and the world. Students complete fieldwork in formation leadership within a church or organizational context.

### **Master of Arts in Theology and Social Justice (Hegis Code 2301.00)**

The M.A. in Theology and Social Justice is a two-year program designed to equip people for Christian service in the areas of local church mission, global justice ministries, and various arenas of social involvements through the church. Students in this program are prepared to work for social change on both micro and macro levels of church and society. An emphasis on theological reflection and practical application is at the core of the program. Students have the opportunity to work in the area of social justice in a variety of settings, including local parishes, parachurch organizations, and community centers.

### **Master of Arts in Transformational Leadership (Hegis Code 2301.00)**

The M.A. in Transformational Leadership is a two-year program designed to prepare Christian leaders for effective, faithful ministry to the church and the world. Built upon the foundation of a deep, sustained engagement with biblical and historic Christian thought, the program equips leaders who are thoughtful, reflective practitioners. In addition to studies in Scripture, theology, and spiritual formation, students learn models for leadership that are truly transformational. Best practices in Christian ministry and the business world are explored, and students have the opportunity to put their learning into practice in a full-year internship experience.

### **Master of Divinity (Theological Professions) (Hegis Code 2301.00)**

The Master of Divinity degree provides the premier theological and vocational preparation for those preparing for ordained Christian ministry. Students are immersed in Scripture, theology, history, and spiritual formation as the essential foundation for Christian ministry. In addition, the M.Div. curriculum prepares persons with the broad array of skills necessary for effective service to the church and the world. Those who wish to concentrate their studies in a particular discipline may choose one of six focused elective competencies: Advanced Biblical Studies, Chaplaincy, Spiritual Direction, Spiritual Formation, Theology and Social Justice, and Transformational Leadership. Normally a four-year program, students may accelerate program completion by maximizing semester loads.

## **Program Design & Objectives**

The programs at Northeastern Seminary are designed to help students grow in particular competency areas. Each competency includes integrated coursework that forms attitudes, habits,

and skills for faithful ministry. Each program has required competency blocks. Some programs also include the opportunity to create a competency block to fit the student's unique ministry context and calling.

## **The Great Conversation**

(All Programs)

The goal of this block is to help students become gracious participants in the worldwide, multiethnic, multigenerational Christian communion as a reflection of God's good news to the world. Evidence of successful completion includes:

- commitment to the primacy of Scripture for Christian faith and life
- the ability to articulate the development of church doctrine over time and the contributions of particular Christian traditions and communities
- attentiveness to God's active presence in one's own life, the lives of others, and the world
- the ability to listen and learn from the whole church by critically engaging global voices in theology
- capacity for engagement in practices of solidarity and social justice through Gospel witness in the world

## **Biblical Interpretation**

(Master of Divinity; elective option in Master of Arts in Theological Studies)

The goal of this block is to help students become faithful interpreters and communicators of God's Word in the context of God's world. Evidence of successful completion includes:

- commitment to becoming an interpreter who is formed and sustained by hearing God's voice through Scripture
- understanding of the Bible within its cultural and historical contexts
- understanding of how the history of doctrinal formation informs biblical interpretation
- the ability to interpret and use Scripture in a variety of ministry contexts
- the ability to identify contemporary cultural and social concerns and the way they are illuminated and critiqued by the Gospel
- aptitude for preaching and teaching Scripture and a commitment to the education of new generations in the faith

## **Chaplaincy**

(Elective option in Master of Divinity and Master of Arts in Theological Studies)

Students will develop as compassionate chaplains, who attend to God's presence in a variety of ministry contexts. Evidence of successful completion includes:

- ability to attend to God's active presence in one's own life, the lives of others, and the world

- aptitude for theological reflection on matters of war, peace, dying, and other aspects of the human experience
- ministerial identity and ethics for service in religiously plural contexts

\*CPE is taken through an outside agency and, upon successful completion, credits are transferred in to Northeastern Seminary. CPE does not count as credit toward PT or FT status at Northeastern Seminary the semester it is take, and Northeastern Seminary is not responsible for a student's acceptance into a CPE program.

## **Pastoral Ministry**

(Master of Divinity)

The goal of this block is to help students become pastoral leaders who empower God's people toward active participation in God's mission of restoring wholeness to the world. Evidence of successful completion includes:

- the ability to use scriptural and theological reflection faithfully in contexts of pastoral ministry
- growing awareness of the work of God in one's life and the development of dispositional qualities that nurture sensitivity to God's active presence in one's own life, the lives of others, and the world
- a missional understanding of the church and the ability to discern the social and cultural trends that inform a congregation's vision and sense of purpose
- aptitude for shaping healthy worshiping communities that draw new people into participation
- the ability to design and persuasively implement strategic initiatives for congregational renewal and vitality in the exercise of church leadership
- the ability to cultivate and communicate a compelling vision for ministry

## **Christian Spiritual Formation**

(Master of Arts in Spiritual Formation; elective option in Master of Divinity)

The goal of this block is to help students become wise guides who attend to God's activity in their own lives, the lives of others, and the world. Evidence of successful completion includes:

- a delight in the Scriptures
- growth in formative dispositions in imitation of Christ (such as trust in God, awe, gratitude, humility, attentiveness, respect, freedom, discernment, courage, peace, etc.)
- understanding of a variety of resources for and experiences of classic Christian spiritual practices (e.g., communal worship, scripture meditation, retreat, journaling, service, Sabbath, spiritual direction, etc.)
- ability to reflect theologically on and articulate the relationship between human and Christian spirituality

- skill in assessing the formational impact of personal and communal events, traditions, and dispositions in nurturing or hindering spiritual formation
- the ability to both appreciate distinctions between and see the unity in diverse forms of Christian spirituality across times and cultures

## **Spiritual Direction**

(Elective option in Master of Divinity; elective option in Master of Arts in Spiritual Formation)

The goal of this block is to deepen student's skills in offering spiritual guidance. Evidence of successful completion includes:

- knowing the history and development of the practice of spiritual formation and direction
- developing skills in personal spiritual direction through increased attentiveness and responsiveness to God's active presence in one's own life, and in the lives of others and in the world.
- understanding and utilizing resources around classic Christian spiritual practices (e.g. communal worship, scripture meditation, retreat, journaling, service, Sabbath, etc.)

## **Transformational Leadership**

(Master of Arts in Transformational Leadership; elective option in Master of Divinity)

The goal of this block is to help students become Christian leaders who champion transformation in organizations and communities. Evidence of successful completion includes:

- a philosophy of leadership grounded in well-developed biblical, theological, and leadership realities.
- growth in one's personal relationship with God and the development of dispositional qualities necessary for effective ministry.
- understanding the social and ethical demands of leadership and developing a life-long plan for personal and professional growth.
- ability to interpret the rapidly changing culture and to design and implement strategic initiatives to meet today's challenges .
- ability to provide effective leadership within an organizational context and commitment to and skill in leadership development.

## **Theology and Social Justice**

(Master of Arts in Theology and Social Justice; elective option in Master of Divinity)

The goal of this block is to help students become peacemakers who model Christ as agents of social justice in the church and in other organizations. Evidence of successful completion includes:

- understanding biblical texts in relation to God's call to justice and peacemaking
- ability to reflect on theological paradigms and theories of justice as they relate to present social concerns
- capacity for leadership in the church and society in promoting social justice
- ability to form appropriate strategies to respond to the effects of poverty, violence, war, sexism, and discrimination on families, societies, and the world

## Curriculum

At the center of our community is a great, ongoing conversation. We listen to voices from throughout time and around the world as we consider together what it looks like for each one of us to take up our place in God's ongoing work of restoring wholeness to the world. Each program at Northeastern Seminary centers around these six great conversations.

- **Biblical Worldview: Scripture, Theology, and Ethics** – the story of God from creation to new creation and God's intentions for the world
- **Exploring the Bible: Canon, Context, and Contemporary Significance** – the Bible as God's revelation; what God is communicating, how God communicates it, and how Scripture continues to speak today
- **Social Justice and Spirituality** – a study of the intersection of faith and social justice and relationship of the first two commandments
- **The Early Church** – what it means to be Christian in religiously plural contexts
- **Reformation and Renewal** – the nature of God's restorative grace in human life and the church as the people of God
- **Mission in the Modern World** – theology and mission in a diverse, global context

Through our life together in conversation with God, with each other, and with the world around us, it is our desire to become gracious participants in a worldwide, multiethnic, multigenerational Christian community.

## Theological Writing Courses

Northeastern Seminary's degree programs require a graduate-level proficiency in writing. Prior to enrollment, all students must complete a segment on writing and citation instruction as part of online orientation. This is designed to help students develop their skills in theological research and writing and is critically important to a successful educational experience.

CMC 501NE Practicum in Theological Research and Writing is a one-credit course designed for those who would benefit from further assistance in the craft of writing. CMC 501NE is recommended for students with a GPA below 2.5, though it is open to any student seeking tutorial guidance with writing. Students are also encouraged to utilize the services of the Writing Center in the Learning Center suite of the B. Thomas Golisano Library.

## **Electives and Focused Elective Competencies**

Students in the M.A. in Theological Studies and M.Div. programs at Northeastern Seminary are given the opportunity to tailor their studies to fit their specific needs, interests, and ministry. The 18-credit elective competency block allows students to design their own elective competency by selecting a blend of courses which fulfill their interests and goals, or students may choose a structured focused elective competency in one of the following areas: Advanced Biblical Studies, Biblical Interpretation, Black Church Studies, Chaplaincy, Spiritual Direction, Spiritual Formation, Theology and Social Justice, or Transformational Leadership.

## **Theological Field Education**

### **Introduction**

Roy Oswald, the church and pastoral consultant, was right when he said, “Who and what we are as persons is our most effective tool in pastoral ministry.” The field education program at Northeastern seeks to develop people who will be effective Christian leaders in the 21st century. Specifically, field education provides the opportunity for seminarians to develop their professional understanding and competence in ministry, as they are involved in the practice of ministry under capable supervision.

### **Essential Core Elements of Field Education**

Both Master of Divinity and Master of Arts students are required to complete a field education component. Normally, this requirement is met during the second, third, and/or fourth years. Each Master of Divinity student will complete two semesters of field education allowing them to experience at least two distinct ministry settings, namely, a congregational and a community based placement such as a hospital, hospice, children’s home, nursing home, or prison. Students in the Master of Arts Theological Studies program are only required to complete one semester of field education; students in the Master of Arts in Transformational Leadership and the Master of Arts in Ministry Practice programs are required to complete two semesters of field education; students in the Master of Arts in Spiritual Formation will complete one traditional field education as well as a formation leadership practicum; students in the Master of Arts in Theology and Social Justice will complete one traditional field education course as well as a social policy practicum where they will have opportunity to put into practice their knowledge and skills as a social change practitioner. Note: The social policy practicum may substitute as a Field Education course for any degree.

- All field education courses consist of a minimum of 8 hours of ministry practice each week and four hours spent in preparation and involvement in peer-reflection groups for a total course involvement of 150 hours

- Students will have a mentoring supervisor in each placement to foster the seminarian's personal and professional growth and to observe ministry activities. Mentoring supervisors will meet weekly with seminarians to invest themselves in the lives of the students.
- Students currently employed as pastors will be able to use their church appointment for their congregational placement. In these situations, a mentoring supervisor will be assigned to the student to fulfill the above requirement.
- Students will complete a Learning/Serving Covenant for each placement. These documents are prepared to help seminarians identify the things they want to learn in the process of serving. Students are asked to develop goals and objectives in the following three areas:
  - Ministry Knowledge (Knowing): "I want to better understand"
  - Ministry Skills (Doing): "I want to be better able to do"
  - Ministry Character (Being): "I would like to be"
- Each parish placement will provide a lay ministerial advisory committee to serve as a resource to the seminarian. Its primary focus is to create a supportive environment that allows seminarians the opportunity to learn more about their ministry setting, as well as to learn how the congregation is receiving their ministry.
- Peer-reflection groups are an important part of the field education experience. Seminarians meet regularly for the purpose of integrating classroom training with field-based ministry experiences. In addition to continuing to develop their spiritual formation through faith-sharing group meetings, students will submit case studies based on their actual ministry experiences for discussion during the peer-reflection group meetings.
- In addition to student case studies, the director of field education will make formal presentations related to the personal functioning of pastors. Some of the topics included are:
  - Ministerial Ethics
  - Exploring Your Sense of Vocational Calling
  - Maintaining Emotional Wellbeing
  - Marriage and Family Adjustment
  - Managing Transitions in Ministry
  - Authority/Leadership Conflict
  - Exit Interviews: "Why Do People Leave the Church?"
  - Church/Staff Relations
  - New Beginnings in Ministry
- Mid-term progress reports and formal final evaluations will occur at the end of each placement. The evaluation process seeks to help seminarians clarify personal directions in

ministry, address issues that contribute to or hinder their effectiveness, and provide an intentional learning agenda.

- Students are encouraged to consider taking a unit of Clinical Pastoral Education (CPE) from an accredited CPE center. A limited number of CPE units can be substituted for field education and/or electives in the M.Div. and M.A. degree programs (see “Transfer Policies” section of this catalog for more detailed information). There are hospital-based ACPE centers in western New York. This recommendation is especially important for students whose denomination requires the completion of CPE for ordination. Please contact your denominational representative for your specific ordination requirements. CPE is also an important consideration, if not essential, for individuals considering institutional ministry. Contact <http://www.acpe.edu/> for more information on the nature of this educational experience.

### **Summary**

Field education is an indispensable component of seminary training. Field education provides students who have successfully completed the first year of seminary studies the opportunity to further develop their readiness for ministry. The primary focus is to integrate what has been learned through classroom-based study, with insights and experiences of ministry gained under supervision.

Northeastern Seminary is partnering with churches and ministry-related community agencies in an imaginative and innovative way to enhance and revitalize pastoral theological training. The focus on the practice of ministry and on theological reflection in field-based learning programs brings the theory of ministry and pastoral experiences into dialogue. This coupling of theory and practice strengthens students’ personal and professional development making them better prepared for effective ministry for the 21st century.

### **Spiritual Formation**

Northeastern Seminary is committed to the personal and spiritual growth of every seminarian. Through an integrative personal and spiritual formation curriculum, students are exposed to the rich resources and disciplines of formative Christian spirituality. The fundamental objectives of Northeastern Seminary include the spiritual as well as the academic preparation of candidates for pastoral and lay ministry. The following are some of the ways the spiritual formation objectives are realized in the Northeastern Seminary community:

- At each student's program entry point, they are guided to engage in a prayer walk to nurture their awareness of God's presence in their neighborhood context.
- An All-Seminary Retreat is held each year.
- We offer a Spiritual Formation Emphasis Week each semester whereby students have access to a menu of suggestions for additional practices, and time for reflection.



- Spiritual formation groups are offered in both the Fall and Spring semester. Each group meets for one hour six times during the semester. These are not required. However, they offer another opportunity to participate in community.
- Readings in formative spirituality and Scripture study are integrated throughout the curriculum (scripture reflection, prayer, journaling, Sabbath/retreat practices).
- Christian spiritual practices are experienced by students throughout their seminary study.
- Students are provided spiritually nurturing resources for life after seminary.
- M.Div. students are required to take a course in spiritual formation and one in pastoral formation.
- Spiritual reflection is incorporated into the field education curriculum.
- As part of their capstone courses, students are guided to reflect on their personal and spiritual growth, and are equipped to attend to spiritual dispositions and practices in their lives and ministries after seminary.

## Capstone Requirement

All Northeastern Seminary degree programs culminate in a final integration course. These capstone courses provide the student with a focused opportunity to reflect on, synthesize and apply their learnings in the degree program. M.A. Theological Studies students may petition to complete a formal thesis project in conjunction with the theological research course.

## Degree Requirements

All master's degree programs at Northeastern Seminary require a minimum cumulative grade point average of 2.7 and a completed degree application submitted to academic services by October 1 prior to the May Commencement in which the student intends to graduate. Specific course requirements for each degree program follow.

### Master of Arts Theological Studies (44 Credits)

#### Master of Arts Theological Studies (HEGIS Code 2301.00)

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Elective Competency built around the student's research interests (18-21 Credits)
- GMIN 7310 Field Education (3 Credits)

- Capstone: Research Component (2-5 Credits)
  - GRES 6980 Theological Research (2 Credits)
  - M.A. Thesis Option (3 Credits)

(A thesis may be completed in one of the following disciplines: GBIB, GHST, GMIN, GPSF, GSOC, or GTHE. The thesis option must be pre-approved via a student petition prior to registering for it, and the thesis must be submitted in its final form and approved by the thesis advisor no later than March 30 in order to participate in May Commencement. Students not completing a thesis must complete 21 credits in the elective competency.)

### **Electives and Focused Elective Competencies (moved here)**

Students in the M.A. in Theological Studies program are given the opportunity to tailor their studies to fit their specific needs, interests, and ministry. The 18-credit elective competency block allows students to design their own elective competency by selecting a blend of courses that fulfill their interests and goals, or students may choose a structured focused elective competency in one of the following areas: Biblical Interpretation, Black Church Studies, Chaplaincy, Spiritual Direction, Spiritual Formation, Theology and Social Justice, or Transformational Leadership.

## **Master of Arts Theological Studies-Biblical Interpretation (44 Credits)**

### **Focused Elective Competency: Biblical Interpretation (HEGIS Code 2301.00)**

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GPSF 6240-Social Justice and Spirituality (3)
- Biblical Interpretation Competency--select six or seven courses from the following, depending on whether or not the thesis option is being pursued (18-21 Credits):
  - Choose one of the following:
    - GBIB 5110-Introduction to Biblical Exegesis for Preaching and Teaching (3)
  - Choose Biblical Greek (6) or Biblical Hebrew (6)
    - GGRK 5100 Biblical Greek I (3)
    - GGRK 6100 Biblical Greek II (3)
    - GHEB 5100 Biblical Hebrew I (3)
    - GHEB 6100 Biblical Hebrew II (3)\

- Choose two of the following:
  - GBIB 5150 -New Testament Epistles (3)\*
  - GBIB 5160-New Testament Gospels (3)\*
  - GBIB 5170-Old Testament Narrative (3)\*
  - GBIB 5180-Old Testament Poetry (3)\*
- Choose one of the following:
  - GMIN 6280 -Teaching the Bible\* or GMIN 6300 -Preaching (3)
  - GBIB 5150 or GBIB 5160 New Testament Epistles/Gospels (3)\*
  - GBIB 5170 or BIB 5180 Old Testament Narrative/Poetry (3)\*
  - Any Elective course (3)
- Supervised Ministry Internship (3 Credits)
  - GMIN 7310 -Field Education (3)
- Capstone: Research Component (2-5 Credits)
  - GRES 6900-Theological Research (2)
  - M.A. Thesis Option (3)

(A thesis may be completed in one of the following disciplines: BIB, HST, MIN, PSF, SOC, or THE. The thesis option must be pre-approved via a student petition prior to registering for it, and the thesis must be submitted in its final form and approved by the thesis advisor no later than March 30 in order to participate in May Commencement. Students not completing a thesis must complete 21 credits in the Biblical Interpretation competency.)

\*GBIB 5110 and first-semester language (GRK I or HEB I) are pre-/co-requisites for this course.

## **Master of Arts Theological Studies-Chaplaincy (44 Credits)**

### **Focused Elective Competency: Chaplaincy (HEGIS Code 2301.00)**

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Chaplaincy Competency (21 Credits)
  - GMIN 6240 -Care and Counsel (3)
  - GMIN 6320 -Chaplaincy Seminar (3)
  - GMIN 6330-World Religions and Human Spirituality (3)
  - GMIN 6470-Ministry to the Dying and Bereaved (3)
  - MIN/CPE-Clinical Pastoral Education-1 unit (3)\*
- Choose two of the following:
  - GMIN 6350-Moral Injury: Navigating Shame, Guilt, and Trauma (3)

- GMIN/GSOC 6500-Bioethics and Ministry in the 21st Century (3)
  - GTHE 7310-Suffering, Pain, and Evil: A Theological Response (3)
  - Any elective (3)
- GMIN 7310 -Field Education I-completed through CPE (3)
- Capstone: GRES 6900-Theological Research (2)

\*CPE is taken through an outside agency and, upon successful completion, credits are transferred into Northeastern Seminary. CPE does not count as credit toward PT or FT status at Northeastern Seminary during the semester it is taken, and Northeastern Seminary is not responsible for a student's acceptance into a CPE program.

## **Master of Arts in Ministry Practice (44 Credits)**

### **Master of Arts in Ministry Practice (HEGIS Code 2301.00)**

- Ministry Framework (18 Credits)
  - Select three courses from GBHT or GTHE
  - Select three courses from GBHT or GBIB\*
- Ministry Practice (18 Credits)
  - Select three courses from GMIN or GPSF
  - Select three courses from GMIN or GSOC
- Supervised Ministry Internship (6 Credits)
  - GMIN 7310-Field Education I (3)
  - GMIN 7320-Field Education II (3)
- Capstone: GMIN 6920-Ministry Integration Seminar (2 Credits)

\*GBIB 5110 is a prerequisite/corequisite for GBIB 5150-5180 and GMIN 6280.

## **Master of Arts in Spiritual Formation (44 Credits)**

### **Master of Arts in Spiritual Formation (HEGIS Code 2301.00)**

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Spiritual Formation Competency (18 Credits)
  - GHST/GSOC 6510-Women in Leadership: (3)
  - GPSF 6120-Spiritual Formation (3)

- GPSF 6540-Christian Faith: A Global Survey (3)
- GSOC 6250-Foundations in Social and Theological Ethics (3)
- Choose two of the following:
  - GPSF 6150-Exploring Personal and Spiritual Faith Development (3)
  - GPSF 6210-Introduction to Spiritual Direction (3)
  - GPSF 6330-World Religions and Human Spirituality (3)
  - GTHE/GSOC 7230-Theology, Leadership, & Political Action: (3)
  - Any elective
- Supervised Ministry Internship (6 Credits)
  - GMIN 7310-Field Education I (3)\*\*
  - GMIN 7370-Practicum in Formation Leadership (3)
- Capstone: GMIN 6920-Ministry Integration Seminar (2 Credits)

\*Students seeking a focused elective competency in spiritual direction must take GPSF 6210-Introduction to Spiritual Direction.

\*\*Students seeking a focused elective competency in spiritual direction must take GPSF 7310-7340 instead of GMIN 7310. For further information and prerequisite requirements, see course descriptions in this catalog.

## **Master of Arts in Theology & Social Justice (44 Credits)**

### **Master of Arts in Theology and Social Justice (HEGIS Code 2301.00)**

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Theology and Social Justice Competency (18 Credits)
  - GHST/GSOC 6510-Women in Leadership: (3)
  - GSOC 6250-Foundations in Social and Theological Ethics (3)
  - GSOC/GBIB 6420- Jesus and the Poor: (3)
  - GSOC 6550-Gender Violence and Reconciliation (3)
  - GTHE/GSOC 7230-Theology, Leadership, & Political Action: (3)
  - Choose one of the following:
    - GMIN/GSOC 6500-Bioethics and Ministry in the 21st Century (3)
    - GMIN 6720-Strategic Planning for Churches and Nonprofit Organizations (3)
    - GPSF/GSOC 6340-Land and Liturgy: (3)
    - GPSF 6540-Christian Faith: A Global Survey (3)
    - GTHE 7310-Suffering, Pain, and Evil: (3)
    - Any elective (3)

- Supervised Ministry Internship (6 Credits)
  - GMIN 7310-Field Education I (3)
  - GSOC 7350-Social Policy and Practice (3)
- Capstone: GMIN 6920-Ministry Integration Seminar (2 Credits)

## **Master of Arts in Transformational Leadership (44 Credits)**

### **Master of Arts in Transformational Leadership (HEGIS Code 2301.00)**

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Transformational Leadership Competency (18 Credits)
  - Choose two of the following:
    - GMIN 6200-Fundamentals of Transformational Leadership (3)
    - GSOC 6250-Foundations in Social and Theological Ethics (3)
  - Choose two of the following:
    - GMIN 6720-Strategic Planning for Churches and Nonprofit Organizations (3)
    - GTHE/GSOC 7230-Theology, Leadership, & Political Action: (3)
    - Any elective (3)
  - Choose one of the following:
    - GHST/GSOC 6510-Women in Leadership: (3)
    - GMIN 6820-Leadership in the Black Church (3)
  - Choose one of the following:
    - GBIB 7720-Biblical Theology of Leadership (3)
    - GMIN 6850\*-Special Topics in Leadership:\_\_\_\_\_ (1)
    - GMIN 6750-Renewing Congregations (3)
    - Any elective (3)
  - Supervised Ministry Internship (6 Credits)
    - GMIN 7310-Field Education I (3)
    - GMIN 7320-Field Education II (3)
- Capstone: GMIN 6920-Ministry Integration Seminar (2 Credits)

\* May take more than once with different topics.

## Master of Divinity (80 Credits)

### Master of Divinity (HEGIS Code 2301.00)

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Biblical Interpretation Competency (18 Credits)
  - GBIB 5110-Introduction to Biblical Exegesis for Preaching and Teaching (3)
- Choose one of the following:
  - GGRK 5100-Biblical Greek I (3)
  - GHEB 5100-Biblical Hebrew I (3)
- Choose one of the following:
  - GBIB 5150-New Testament Epistles (3)\*
  - GBIB 5160-New Testament Gospels (3)\*
- Choose one of the following:
  - GBIB 5170-Old Testament Narrative (3)\*
  - GBIB 5180-Old Testament Poetry (3)\*
- Choose one of the following:
  - GMIN 6300-Preaching (3)
  - GMIN 6280-Teaching the Bible (3)\*
- Select one elective in Bible, Hebrew, or Greek (3)
- Pastoral Ministry Competency (18 Credits)
  - GPSF 6110-Pastoral Formation (3)
  - GPSF 6120-Spiritual Formation (3)
  - GSOC 6250-Foundations in Social and Theological Ethics (3)
  - GMIN 6210-Worship (3)
  - GMIN 6240-Care and Counsel (3)
  - GMIN 6750-Renewing Congregations (3)
- Elective Competency built around the student's interests (18 Credits)
- Supervised Ministry Internship (6 Credits)
  - GMIN 7310-Field Education I (3)
  - GMIN 7320-Field Education II (3)
- Capstone: GMIN 7900-M.Div. Integration Seminar (2 Credits)

\*Prerequisite or corequisite is GBIB 5110.



NOTE: Specific M.Div. check sheets are available for students pursuing ordination in the following denominations: Nazarene, United Methodist, Wesleyan. For details, please contact the coordinator of academic planning at ross\_monica@roberts.edu.

### **Electives and Focused Elective Competencies**

Students in the Master of Divinity program are given the opportunity to tailor their studies to fit their specific needs, interests, and ministry. The 18-credit elective competency block allows students to design their own elective competency by selecting a blend of courses that fulfill their interests and goals, or students may choose a structured focused elective competency in one of the following areas: Advanced Biblical Studies, Black Church Studies, Chaplaincy, Spiritual Direction, Spiritual Formation, Theology and Social Justice, or Transformational Leadership.

### **Master of Divinity-Advanced Biblical Studies (80 Credits)**

#### **Focused Elective Competency: Advanced Biblical Studies (HEGIS Code 2301.00)**

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Biblical Interpretation Competency (18 Credits)
  - GBIB 5110-Introduction to Biblical Exegesis for Preaching and Teaching (3)
- Choose one of the following:
  - GGRK 5100-Biblical Greek (3)
  - GHEB 5100-Biblical Hebrew (3)
- Choose one of the following:
  - GBIB 5150-New Testament Epistles (3)\*
  - GBIB 5160-New Testament Gospels (3)\*
- Choose one of the following:
  - GBIB 5170-Old Testament Narrative (3)\*
  - GBIB 5180-Old Testament Poetry (3)\*
- Choose one of the following:
  - GMIN 6300-Preaching (3)
  - GMIN 6280-Teaching the Bible (3)\*
- Select one elective in Bible, Hebrew, or Greek (3)
- Pastoral Ministry Competency (18 Credits)
  - GPSF 6110-Pastoral Formation (3)



- GPSF 6120-Spiritual Formation (3)
  - GSOC 6250-Foundations in Social and Theological Ethics (3)
  - GMIN 6210-Worship (3)
  - GMIN 6240-Care and Counsel (3)
  - GMIN 6750-Renewing Congregations (3)
- Advanced Biblical Studies Competency (18 Credits)
  - GGRK 5100 or GHEB 5100-Biblical Greek or Biblical Hebrew (the first-level course not taken to complete the Biblical Interpretation block) (3)
  - GGRK 6100 or GHEB 6100-Greek II or Hebrew II (3)
  - GBIB 7500-Advanced Biblical Exegesis (3)
  - BIB xxx-Any Biblical Studies Elective (may be substituted with GRES 6900 combined with a one-credit independent study in Bible) (3)
  - Any Biblical Studies Elective (3)
  - Any Biblical Studies Elective or Thesis (by permission) (3)
- Supervised Ministry Internship (6 Credits)
  - GMIN 7310-Field Education I (3)
  - GMIN 7320-Field Education II (3)
- Capstone: GMIN 7900-M.Div. Integration Seminar (2 Credits)

\* Prerequisite or corequisite is BIB 511NE

## **Master of Divinity-Chaplaincy (80 Credits)**

### **Focused Elective Competency: Chaplaincy (HEGIS Code 2301.00)**

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Biblical Interpretation Competency (18 Credits)
  - BIB 511NE-Introduction to Biblical Exegesis for Preaching and Teaching (3)
- Choose one of the following:
  - ☐ GGRK 5100-Biblical Greek I (3)
  - ☐ GHEB 5100-Biblical Hebrew I (3)
- Choose one of the following:
  - ☐ GBIB 5150-New Testament Epistles (3)\*
  - ☐ GBIB 5160-New Testament Gospels (3)\*
- Choose one of the following:

BIB 517NE-Old Testament Narrative (3)\*

☐ GBIB 5180-Old Testament Poetry (3)\*

- Choose one of the following:
  - ☐ GMIN 6300-Preaching (3)
  - ☐ GMIN 6280-Teaching the Bible (3)\*
- Select one elective in Bible, Hebrew, or Greek (3)
- Pastoral Ministry Competency (18 Credits):
  - ☐ GPSF 6110-Pastoral Formation (3)
  - ☐ GPSF 6120-Spiritual Formation (3)
  - ☐ GSOC 6250-Foundations in Social and Theological Ethics (3)
  - ☐ GMIN 6210-Worship (3)
  - ☐ GMIN 6240-Care and Counsel (3)
  - ☐ GMIN 6750-Renewing Congregations (3)
- Chaplaincy Competency (18 Credits)
  - ☐ GMIN 6320-Chaplaincy Seminar (3)
  - ☐ GMIN 6330-World Religions and Human Spirituality (3)
  - ☐ GMIN 6470-Ministry to the Dying and Bereaved (3)
  - ☐ GMIN/GCPE-Clinical Pastoral Education-1 unit (3)\*\*
- Choose two of the following:
  - GMIN/GSOC 6500-Bioethics and Ministry in the 21st Century (3)
  - GMIN 6350-Moral Injury: (3)
  - GTHE 7310-Suffering, Pain, and Evil: (3)
  - Any elective (3)
- Supervised Ministry Internship (6 Credits)
  - GMIN 7310-Field Education I (3)
  - GMIN 7320-Field Education II-completed through CPE (3)
- Capstone: GMIN 7900-M.Div. Integration Seminar (2 Credits)

\*Prerequisite or corequisite is GBIB 5110.

\*\*CPE is taken through an outside agency and, upon successful completion, credits are transferred into Northeastern Seminary. CPE does not count as credit toward PT or FT status at Northeastern Seminary during the semester it is taken, and Northeastern Seminary is **not** responsible for a student's acceptance into a CPE program.

## **Master of Divinity-Spiritual Direction (80 Credits)**

### **Focused Elective Competency: Spiritual Direction (HEGIS Code 2301.00)**

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)

- GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Biblical Interpretation Competency (18 Credits)
  - GBIB 5110-Introduction to Biblical Exegesis for Preaching and Teaching (3)
- Choose one of the following:
  - GGRK 5100-Biblical Greek I (3)
  - GHEB 5100-Biblical Hebrew I (3)
- Choose one of the following:
  - GBIB 5150-New Testament Epistles (3)\*
  - GBIB 5160-New Testament Gospels (3)\*
- Choose one of the following:
  - GBIB 5170-Old Testament Narrative (3)\*
  - GBIB 5180-Old Testament Poetry (3)\*
- Choose one of the following:
  - GMIN 6300-Preaching (3)
  - GMIN 6280-Teaching the Bible (3)\*
- Select one elective in Bible, Hebrew, or Greek (3)
- Pastoral Ministry Competency (18 Credits):
  - GPSF 6110-Pastoral Formation (3)
  - GPSF 6120-Spiritual Formation (3)
  - GSOC 6250-Foundations in Social and Theological Ethics (3)
  - GMIN 6210-Worship (3)
  - GMIN 6240-Care and Counsel (3)
  - GMIN 6750-Renewing Congregations (3)
- Spiritual Direction Competency (18 Credits)
  - GPSF 6540-Christian Faith: A Global Survey (3)
  - GPSF 6210-Introduction to Spiritual Direction (3)
    - Choose one:
      - GPSF 6150-Exploring Personal and Spiritual Faith Development (3)
      - GPSF 6330-World Religions and Human Spirituality (3)
  - Choose two of the following:
    - GHST/GSOC 6510-Women in Leadership: (3)
    - GTHE/GSOC 7230-Theology, Leadership, & Political Action: (3)
    - Any elective (3)
  - Field Experience to be taken across four semesters:

- GPSF 7310–Personal Spiritual Direction I (0.5)\*\*
  - GPSF 7320–Personal Spiritual Direction II (0.5)\*\*
  - GPSF 7330–Supervised Spiritual Direction I (1)\*\*
  - GPSF 7340–Supervised Spiritual Direction II (1)\*\*
- Supervised Ministry Internship (6 Credits)
  - GMIN 7310–Field Education I (3)
  - GMIN 7320–Field Education II (3)\*\*\*
- Capstone: GMIN 7900–M.Div. Integration Seminar (2 Credits)

\*Prerequisite or corequisite is GBIB 5110.

\*\*See prerequisite requirements in the course descriptions section of this catalog. Extra expense required.

\*\*\*GMIN 7370–Practicum in Formation Leadership may be substituted.

## Master of Divinity–Spiritual Formation (80 Credits)

### Focused Elective Competency: Spiritual Formation (HEGIS Code 2301.00)

- The Great Conversation Competency (18 Credits)
  - GBHT 5210–Biblical Worldview: (3)
  - GBHT 5220–Exploring the Bible: (3)
  - GBHT 5240–The Early Church (3)
  - GBHT 5250–Reformation and Renewal (3)
  - GBHT 5260–Mission in the Modern World (3)
  - GSOC/GPSF 6240–Social Justice and Spirituality (3)
- Biblical Interpretation Competency (18 Credits)
  - GBIB 5110–Introduction to Biblical Exegesis for Preaching and Teaching (3)
- Choose one of the following:
  - GGRK 5100–Biblical Greek I (3)
  - GHEB 5100–Biblical Hebrew I (3)
- Choose one of the following:
  - GBIB 5150–New Testament Epistles (3)\*
  - GBIB 5160–New Testament Gospels (3)\*
- Choose one of the following:
  - GBIB 5170–Old Testament Narrative (3)\*
  - GBIB 5180–Old Testament Poetry (3)\*
- Choose one of the following:
  - GMIN 6300–Preaching (3)
  - GMIN 6280–Teaching the Bible (3)\*
- Select one elective in Bible, Hebrew, or Greek (3)

- Pastoral Ministry Competency (18 Credits)
  - GPSF 6110-Pastoral Formation (3)
  - GPSF 6120-Spiritual Formation (3)
  - GSOC 6250-Foundations in Social and Theological Ethics (3)
  - GMIN 6210-Worship (3)
  - GMIN 6240-Care and Counsel (3)
  - GMIN 6750-Rewewing Congregations (3)
- Spiritual Formation Competency (18 Credits)
  - GHST/GSOC 6510-Women in Leadership: (3)
  - GPSF 6540-Christian Faith: A Global Survey (3)
  - GTHE/GSOC 7230-Theology, Leadership, & Political Action: (3)
  - Choose three of the following:
    - GPSF 6150-Exploring Personal and Spiritual Faith Development (3)
    - GPSF 6210 Introduction to Spiritual Direction (3)\*\*
    - GPSF 6330-World Religions and Human Spirituality (3)
    - Any elective
- Supervised Ministry Internship (6 Credits)
  - GMIN 7310-Field Education I (3)\*\*\*
  - GMIN 7370-Practicum in Formation Leadership (3)
- Capstone: MIN 790NE-M.Div. Integration Seminar (2 Credits)

\* Prerequisite or corequisite is GBIB 5110.

\*\*Students seeking a focused elective competency in spiritual direction must take GPSF 621-Introduction to Spiritual Direction as the elective course.

\*\*\*Students seeking a focused elective competency in spiritual direction must take GPSF 731-734 instead of GMIN 731. For further information and prerequisite requirements, see course descriptions in this catalog.

## **Master of Divinity-Theology & Social Justice (80 Credits)**

### **Focused Elective Competency: Theology and Social Justice (HEGIS Code 2301.00)**

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)

- Biblical Interpretation Competency (18 Credits)
  - GBIB 5110-Introduction to Biblical Exegesis for Preaching and Teaching (3)
  - Choose one of the following:
    - GGRK 5100-Biblical Greek (3)
    - GHEB 5100-Biblical Hebrew (3)
  - Choose one of the following:
    - GBIB 5150-New Testament Epistles (3)\*
    - GBIB 5160-New Testament Gospels (3)\*
  - Choose one of the following:
    - GBIB 5170-Old Testament Narrative (3)\*
    - GBIB 5180-Old Testament Poetry (3)\*
  - Choose one of the following:
    - GMIN 6300-Preaching (3)
    - GMIN 6280-Teaching the Bible (3)\*
  - Select one elective in Bible, Hebrew, or Greek (3)
  - Pastoral Ministry Competency (18 Credits)
    - GPSF 6110-Pastoral Ministry (3)
    - GPSF 6120-Spiritual Formation (3)
    - GSOC 6250-Foundations in Social and Theological Ethics (3)
    - GMIN 6210-Worship (3)
    - GMIN 6240-Care and Counsel (3)
    - GMIN 6750-Renewing Congregations (3)
- Theology and Social Justice Competency (18 Credits)
  - GHST/GSOC 6510 Women in Leadership: (3)
  - GSOC/GBIB 6420-Jesus and the Poor: (3)
  - GSOC 6550-Gender Violence and Reconciliation (3)
  - GTHE/GSOC 7230-Theology and Political Action: (3)
  - Choose two of the following:
    - GMIN/GSOC 6500 Bioethics and Ministry in the 21st Century
    - GMIN 6720 Strategic Planning for Churches and Nonprofit Organizations (3)
    - GPSF/GSOC 6340 Land and Liturgy: (3)
    - GPSF 6540 Christian Faith: A Global Survey (3)
    - Any elective (3)
- Supervised Ministry Internship (6 Credits)
  - GMIN 7310-Field Education I (3)
  - GSOC 7350-Social Policy and Practice (3)
- Capstone: GMIN 7900 - M.Div. Integration Capstone (2)

\*Prerequisite or corequisite is GBIB 5110.

## **Master of Divinity-Transformational Leadership (80 Credits)**

### **Focused Elective Competency: Transformational Leadership (HEGIS Code 2301.00)**

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Biblical Interpretation Competency (18 Credits)
  - GBIB 5110-Introduction to Biblical Exegesis for Preaching and Teaching (3)
  - Choose one of the following:
    - GGRK 5100-Biblical Greek (3)
    - GHEB 5100-Biblical Hebrew (3)
  - Choose one of the following:
    - GBIB 5150-New Testament Epistles (3)\*
    - GBIB 5160-New Testament Gospels (3)\*
  - Choose one of the following:
    - GBIB 5170-Old Testament Narrative (3)\*
    - GBIB 5180-Old Testament Poetry (3)\*
  - Choose one of the following:
    - GMIN 6300-Preaching (3)
    - GMIN 6280-Teaching the Bible (3)\*
  - Select one elective in Bible, Hebrew, or Greek (3)
  - Pastoral Ministry Competency (18 Credits)
    - GPSF 6110-Pastoral Ministry (3)
    - GPSF 6120-Spiritual Formation (3)
    - GSOC 6250-Foundations in Social and Theological Ethics (3)
    - GMIN 6210-Worship (3)
    - GMIN 6240-Care and Counsel (3)
    - GMIN 6750-Renewing Congregations (3)
  - Transformational Leadership Competency (18 Credits)
    - GMIN 6200-Fundamentals of Transformational Leadership (3)
    - Choose two of the following:
      - GMIN 6720-Strategic Planning for Churches and Nonprofit Organizations (3)

- GTHE/GSOC 7230-Theology, Leadership, and Political Action: (3)
  - Any elective (3)
- Choose one of the following
  - GHST/GSOC 6510-Women in Leadership: (3)
  - GMIN 6820-Leadership in the Black Church (3)
- Choose two of the following:
  - GBIB 7720-Biblical Theology of Leadership (3)
  - GMIN 6850-Special Topics in Leadership: (1)\*\*
  - Any elective (3)
- Supervised Ministry Internship (6 Credits)
  - GMIN 7310-Field Education I (3)
  - GMIN 7320-Field Education II (3)
- Capstone: GMIN 7900-M.Div. Integration Seminar (2 Credits)

\* Prerequisite or corequisite is GBIB 5110.

\*\*May take more than once with different topics.

## MSW Combo Programs

Students at Northeastern Seminary have the opportunity to combine a Seminary degree with the Master of Social Work degree from Roberts Wesleyan University. Since courses are transferred between programs, a considerable savings of time and money is realized. While students typically complete one program in its entirety before beginning the second program, it is important for students to declare their intentions regarding the combo programs at the onset of the first program in order to take advantage of the maximum amount of transfer credit. The Northeastern Seminary degree is not conferred until the student has completed both programs, and this must occur within a 10-year time frame. Application and acceptance to both programs is required. Students who have already completed the MSW from Roberts Wesleyan University within the last five years will be considered for enrollment in a Northeastern Seminary combo program. Contact the academic office for more details regarding the following degree combinations:

- M.S.W. & M.A. in Theological Studies
- M.S.W. & M.A. in Theology and Social Justice
- M.S.W. & Master of Divinity
- M.S.W. & Master of Divinity with focused elective competency in Theology and Social Justice (62 NES credits)



## **MSW & M.A. in Theological Studies**

### **Master of Arts in Theological Studies (32 Northeastern Seminary Credits)**

Degree requirements for students in the cooperative M.S.W. program with Roberts Wesleyan University (HEGIS Code 2301.00)

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview (3)
  - GBHT 5220-Exploring the Bible (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Elective Competency built around the student's research interests (9 Credits)\*
- Supervised Ministry Internship: GMIN 7310-Field Education (3)
- Capstone: GRES 6900-Theological Research (2)

All requirements for the M.S.W. degree at Roberts Wesleyan University must be completed before the M.A. degree from Northeastern Seminary will be awarded. Please consult with the Roberts Wesleyan University Graduate Social Work Division for the M.S.W. degree requirements.

\*As part of the 9-credit elective competency, a thesis may be completed in one of the following disciplines: GBIB, GHST, GMIN, GPSF, GSOC, or GTHE. The thesis option must be pre-approved via a student petition prior to registering for it, and the thesis must be submitted in its final form and approved by the thesis advisor no later than March 30 in order to participate in May Commencement.

## **MSW & M.A. in Theology and Social Justice**

### **Master of Arts in Theology and Social Justice (32 Northeastern Seminary Credits)**

Degree requirements for students in the cooperative M.S.W. program with Roberts Wesleyan University (HEGIS Code 2301.00)

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)

- Theology and Social Justice Competency (9 Credits)
  - GSOC 6550-Gender Violence and Reconciliation (3)
  - GBIB/GSOC 6420-Jesus and the Poor: (3)
- Select one of the following:
  - GTHE/GSOC 7230-Theology, Leadership, and Political Action: (3)
  - GSOC/GHST 6510-Women in Leadership: (3)
  - GTHE/GSOC-Any theology or sociology elective (3)
- Supervised Ministry Internship: GSOC 7350-Social Policy and Practice (3 Credits)
- Capstone: GMIN 6920-Ministry Integration Seminar (2)

All requirements for the M.S.W. degree at Roberts Wesleyan University must be completed before the M.A. in Theology and Social Justice degree from Northeastern Seminary will be awarded. Please consult with the Roberts Wesleyan University Graduate Social Work Division for the M.S.W. degree requirements

## **MSW & M.Div.**

### **Master of Divinity (53 Northeastern Seminary Credits)**

Degree requirements for students in the cooperative M.S.W. program with Roberts Wesleyan University (HEGIS Code 2301.00)

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Biblical Interpretation Competency (18 Credits)
  - GBIB 5110-Introduction to Biblical Exegesis for Preaching and Teaching (3)
    - Choose one of the following:
      - GGRK 5100-Biblical Greek I (3)
      - GHEB 5100-Biblical Hebrew I (3)
    - Choose one of the following:
      - GBIB 5150-New Testament Epistles (3)\*
      - GBIB 5160-New Testament Gospels (3)\*
    - Choose one of the following:
      - GBIB 5170-Old Testament Narrative (3)\*
      - GBIB 5180-Old Testament Poetry (3)\*

- Choose one of the following:
    - GMIN 6300-Preaching (3)
    - GMIN 6280-Teaching the Bible (3)\*
- Select one elective in Bible, Hebrew, or Greek (3)
- Pastoral Ministry Competency (15 Credits)
  - GPSF 6110-Pastoral Formation (3)
  - GPSF 6120-Spiritual Formation (3)
- Choose three of the following:
    - GMIN 6210-Worship (3)
    - GMIN 6240-Care and Counsel (3)
    - GMIN 6250-Sharing Christ (3)
    - GMIN 6750-Renewing Congregations (3)
- Capstone: GMIN 7900-M.Div. Integration Seminar (2 Credits)

All requirements for the M.S.W. degree at Roberts Wesleyan University must be completed before the M.Div. degree from Northeastern Seminary will be awarded. Please consult with the Roberts Wesleyan University Graduate Social Work Division for the M.S.W. degree requirements.

\* Prerequisite or corequisite is GBIB 5110.

## **MSW & M.Div. - Theology and Social Justice**

### **Master of Divinity with a focused elective competency in Theology and Social Justice (62 Northeastern Seminary Credits)**

Degree requirements for students in the cooperative M.S.W. program with Roberts Wesleyan University (HEGIS Code 2301.00)

- The Great Conversation Competency (18 Credits)
  - GBHT 5210-Biblical Worldview: (3)
  - GBHT 5220-Exploring the Bible: (3)
  - GBHT 5240-The Early Church (3)
  - GBHT 5250-Reformation and Renewal (3)
  - GBHT 5260-Mission in the Modern World (3)
  - GSOC/GPSF 6240-Social Justice and Spirituality (3)
- Biblical Interpretation Competency (18 Credits)
  - GBIB 5110-Introduction to Biblical Exegesis for Preaching and Teaching (3)
  - Choose one of the following:
    - GGRK 5100-Biblical Greek I (3)
    - GHEB 5100-Biblical Hebrew I (3)

- Choose one of the following:
  - GBIB 5150-New Testament Epistles (3)\*
  - GBIB 5160-New Testament Gospels (3)\*
- Choose one of the following:
  - GBIB 5170-Old Testament Narrative (3)\*
  - GBIB 5180-Old Testament Poetry (3)\*
- Choose one of the following:
  - GMIN 6300-Preaching (3)
  - GMIN 6280-Teaching the Bible (3)\*
- Select one elective in Bible, Hebrew, or Greek (3)
- Pastoral Ministry Competency (15 Credits)
  - GPSF 6110-Pastoral Formation (3)
  - GPSF 6120-Spiritual Formation (3)
  - Choose three of the following:
    - GMIN 6210-Worship (3)
    - GMIN 6240-Care and Counsel (3)
    - GMIN 6250-Sharing Christ (3)
    - GMIN 6750-Renewing Congregations (3)
- Theology and Social Justice Competency (9 Credits)
  - GSOC 6550-Gender Violence and Reconciliation (3)
  - GBIB/GSOC 6420-Jesus and the Poor: (3)
  - Choose one of the following:
    - GTHE/GSOC 7230-Theology, Leadership, and Political Action: (3)
    - GSOC/GHST 6510-Women in Leadership: (3)
    - Any theology or social ethics elective (3)
- Capstone: GMIN 7900-M.Div. Integration Seminar (2 Credits)

All requirements for the M.S.W. degree at Roberts Wesleyan University must be completed before the M.Div. degree with a focused elective competency in Theology and Social Justice from Northeastern Seminary will be awarded. Please consult with the Roberts Wesleyan University Graduate Department of Social Work for the M.S.W. degree requirements.

\* Prerequisite or corequisite is GBIB 5110.

## Advanced Certificate Programs

### Advanced Certificate in Biblical Interpretation (18 credits)

(HEGIS Code 2301.00)

- Select six courses from the following:
  - GBHT 5220-Exploring the Bible: (3)
  - GBIB 5110-Introduction to Biblical Exegesis for Preaching and Teaching (3)
  - GBIB 5150-New Testament Epistles (3)\*
  - GBIB 5160-New Testament Gospels (3)\*
  - GBIB 5170-Old Testament Narrative (3)\*
  - GBIB 5180-Old Testament Poetry (3)\*
  - GGRK 5100-Biblical Greek (3)
  - GHEB 5100-Biblical Hebrew (3)
  - GMIN 6280-Teaching the Bible (3)\* or
  - GMIN 6300-Preaching (3)

\*GBIB 5110 is a prerequisite/corequisite for GBIB 5150-5180 and GMIN 6280.

### **Advanced Certificate in Black Church Studies (18 credits)**

(HEGIS Code 2301.00)

- Required courses:
  - GHST/GSOC 6800-History of the Black Church (3)
  - GTHE 6830-Black Theology (3)
  - GBIB 6810-Biblical Interpretation from a Black Perspective (3)
  - GMIN 6820-Leadership in the Black Church (3)
- Choose 2 elective courses of Social Ethics, Leadership, or Biblical Studies\*
  - Elective (3)
  - Elective (3)

\*See prerequisite requirements in Catalog course description.

### **Advanced Certificate in Chaplaincy (18 credits)**

(HEGIS Code 2301.00)

- Required courses:
  - GMIN 6240-Care and Counsel (3)\*
  - GMIN 6320-Chaplaincy Seminar (3)
  - GMIN 6330-World Religions and Human Spirituality (3)
  - GMIN 6470-Ministry to the Dying and Bereaved (3)
  - GMIN/CPE-Clinical Pastoral Education-1 unit (3)\*\*
- Choose one of the following:
  - GMIN 6350-Moral Injury: (3)
  - GMIN/GSOC 6500-Bioethics and Ministry in the 21st Century (3)

■ GTHE 7310-Suffering, Pain, and Evil: (3)

\*Students who have completed a course in Pastoral Counseling take two courses from GMIN 6350, GMIN 6500, or GTHE 7310.

\*\*CPE is taken through an outside agency and, upon successful completion, credits are transferred into Northeastern Seminary. CPE does not count as credit toward PT or FT status at Northeastern Seminary during the semester it is taken, and Northeastern Seminary is **not** responsible for a student's acceptance into a CPE program.

### **Advanced Certificate in Scripture, Theology, and Ministry (18 credits)**

(HEGIS Code 2301.00)

Students may choose any courses that support the program title, designing a specialized focus for denominational certification, personal ministry context, or academic/scholarly pursuits.

Courses in the following disciplines are acceptable: Bible/History/Theology (GBHT), Biblical Studies (GBIB)\*, Biblical Languages (GGRK/GHEB), Historical Studies (GHST), Ministry (GMIN\*/GBUS), Personal Spiritual Formation (GPSF), Social Ethics (GSOC), or Theological Studies (GTHE).

\*GBIB 5110 is a prerequisite / corequisite for GBIB 5150-5180 and GMIN 6280.

### **Advanced Certificate in Spiritual Direction (18 credits)**

(HEGIS Code 2301.00)

- Required courses:
  - GPSF 6120-Spiritual Formation (3)
  - GPSF 6210-Introduction to Spiritual Direction (3)
  - GPSF 6240-Social Justice and Spirituality (3)
  - GPSF 6540-Christian Faith: A Global Survey (3)
- Choose one of the following:
  - GPSF 6150-Exploring Personal and Spiritual Faith Formation (3)
  - GPSF 6330-World Religions and Human Spirituality (3)
- Field experience to be taken across four semesters:
  - GPSF 7310-Personal Spiritual Direction I (.5)\*
  - GPSF 7320-Personal Spiritual Direction II (.5)\*
  - GPSF 7330-Supervised Spiritual Direction I (1)\*
  - GPSF 7340-Supervised Spiritual Direction II (1)\*

\*See prerequisite requirements in the course descriptions section of this catalog. Extra expense required.

## Course Descriptions

To determine which courses are required for a particular program, please refer to the “Degree Requirements” section of this catalog and the program check sheets available on the Northeastern Seminary internal website--theCommons. To determine when individual courses are typically offered, please contact the coordinator of academic planning at 585.594.6623.

### **Bible, History, and Theology (GBHT)**

#### **GBHT 5210**

##### **Biblical Worldview: Scripture, Theology, and Ethics**

##### **Credits: 3**

The entire biblical story or metanarrative stretching from creation to eschaton articulates a vision of God’s intentions for this world, beginning with creation, and continuing after the fall, as the Creator works through Israel, Jesus, and the church for the world’s redemption, until that day when there will be a new heaven and new earth, in which righteousness dwells. This narrative vision of the mission Dei provides a non-negotiable framework within which we live out our faith. A clear understanding of this biblical vision is of great value for interpreting individual biblical texts, especially for those engaged in pastoral leadership, which typically involves interpreting Scripture in various contexts. Without a solid grasp of the foundational biblical vision of reality we are in danger of (mis)reading Scripture in light of our own contemporary assumptions. This course, therefore, aims to help Christian leaders grasp the basic contours of the overarching story the Scriptures tell, with a focus on exploring the logic of salvation as holistic—for the whole person, and even the entire created order.

#### **GBHT 5220**

##### **Exploring the Bible: Canon, Context, and Contemporary Significance**

##### **Credits: 3**

The Scriptures of the Old and New Testament are crucial to the life and ministry of all followers of Christ. They are central to the preaching and teaching ministry of the church. Furthermore, the Scriptures undergird our ethics at work and home. They reveal to us the nature of God, what it means to be fully human, and our role in the mission of God. But in order for Scripture to play the formative role that it is designed to play, we must know these Scriptures well. Moreover, to know these Scriptures well we must understand the context in which they were composed. This is true not only of the popular books of the Bible, but also for the parts of the Bible that are often ignored. This class will introduce students to the Bible in all its complex and multifaceted glory. Students will gain an understanding of the major sections of the Bible (the Torah, the histories, the Psalter, the Prophets, The Gospels, the Letters of Paul, etc.). They will discern the major themes in these texts and their relevance for ministry in the 21st century. They will also discuss issues of

authorship, setting, and the major interpretative approaches to these texts throughout church history. The goal is to open up the whole Bible as a resource for ministry and spiritual formation.

### **GBHT 5230**

#### **Being Human**

**Credits: 3**

What does the fact that God became incarnate as a human being in Jesus Christ reveal about God's priorities for what it means for us to be human persons? What do the Christian scriptures and the historic church have to say about what it means to be human? How do we nurture and attend to our basic human qualities in imitation of our Lord Christ?

This course will lead students through an exploration of what Christianity uniquely contributes to the conversation about what it means to "be human." It will assist students in developing a framework for discerning and integrating formational insights from various fields of study that contribute to human flourishing, emphasizing that to do so is to attend to and cooperate with the redemptive work of the Holy Trinity. It will also provide students with opportunities to explore and reflect on classic Christian practices of nurturing attentiveness to and cooperation with God's work in their own lives and in the world at large.

### **GBHT 5240**

#### **The Early Church**

**Credits: 3**

Reflecting on the formative era of the Christian church, this course takes up the conversation about what it means to be and to become Christian. Much like today, the early church found itself in a religiously plural context, which shaped the development of Christian identity. In this course, students will consider how Scripture, context, and spirituality shaped early Christian communities, the formation of doctrine through early church councils, and the ways in which these conversations continue to shape the church throughout the world today.

### **GBHT 5250**

#### **Reformation and Renewal**

**Credits: 3**

In this course students enter into the ongoing conversation on the nature of God's restorative grace in human life, with a particular focus on the church as the people of God. Through a focus on the theological perspectives of the Catholic and Protestant Reformations and the Great Awakening, the course moves toward contemporary understandings and application of such questions as how people come into a restored relationship with God and what it means to be to people of God in today's world.

### **GBHT 5260**



## **Mission in the Modern World**

### **Credits: 3**

Dietrich Bonhoeffer posed a question to the church of the early twentieth century: “Who is Jesus Christ for us today?” This perennial question shaped Bonhoeffer’s ecclesiology and understanding of church mission. This same question provides the course framework for exploring God’s call to the church from the nineteenth century through our time. The course is organized around conversations focused on the relationship of historical theology, church mission, and culture. Reflections on current trends, and exploration for application to student church context are a central theme of the course. Within these course conversations are topics that are revisited in each century and unit of study. These themes include: racial and gender identity, social change movements, the relationships of worship and service, spirituality, ecumenism, and church leadership. Strategies for understanding these historical theological themes include reading primary texts that bring “alive” the conversations that were occurring during these time periods. Emphasis is on critical analysis and interpretation of the central Christological question, and application to contemporary church mission. This course fulfills the *Mission of Church in the World* requirement for students preparing for United Methodist ordination.

## **Biblical Studies (GBIB)**

### **GBIB 5110**

#### **Introduction to Biblical Exegesis for Preaching and Teaching**

### **Credits: 3**

This course introduces students to responsible interpretation (or “exegesis”) of the Bible (both Old and New Testaments). The course focuses on the hands-on, practical skills in reading the biblical text carefully in its literary and historical/cultural context, to understand its message for today. Students will be introduced to the process of exegesis, applying each step in the process to two significant biblical passages (one Old Testament and one New Testament). Significant attention will also be paid to researching and writing an exegesis paper as a basis for teaching and preaching in the church.

### **GBIB 5150**

#### **New Testament Epistles**

### **Credits: 3**

This course focuses on hands-on, practical skills in reading the biblical text carefully in its literary and historical/cultural context to understand its message for today. Focus will be placed on one or more New Testament Epistles as case studies in exegesis. Significant attention will also be paid to the process of researching and writing an exegesis paper as a basis for teaching and preaching in the church. This course may be repeated if the topic differs. *[Prerequisite or corequisite: GBIB 5110]*

**GBIB 5160****New Testament Gospels****Credits: 3**

This course focuses on hands-on, practical skills in reading the biblical text carefully in its literary and historical/cultural context to understand its message for today. Focus will be placed on a New Testament Gospel as a case study in exegesis. Significant attention will also be paid to the process of researching and writing an exegesis paper as a basis for teaching and preaching in the church. This course may be repeated if the topic differs. *[Prerequisite or corequisite: GBIB 5110]*

**GBIB 5170****Old Testament Narrative****Credits: 3**

This course focuses on hands-on, practical skills in reading the biblical text carefully in its literary and historical/cultural context to understand its message for today. Focus will be placed on Old Testament narratives as case studies in exegesis. Significant attention will also be paid to the process of researching and writing an exegesis paper as a basis for teaching and preaching in the church. This course may be repeated if the topic differs. *[Prerequisite or corequisite: GBIB 5110]*

**GBIB 5180****Old Testament Poetry****Credits: 3**

This course focuses on hands-on, practical skills in reading the biblical text carefully in its literary and historical/cultural context to understand its message for today. Focus will be placed on Old Testament poetic and prophetic books as case studies in exegesis. Significant attention will also be paid to the process of researching and writing an exegesis paper as a basis for teaching and preaching in the church. This course may be repeated if the topic differs. *[Prerequisite or corequisite: GBIB 5110]*

**GBIB 6070****1 and 2 Kings****Credits: 3**

This course will examine the books from a rigorous historical perspective, but it will be constructed to find a “middle way”: the students and professor will together examine the theological trajectory of the books—especially the ways in which they point to their fulfillment, and Israel’s fulfillment, in Christ and his Church. The students will not simply be left with the stories, finally, as disparate units, but as narratives constructed—in their pre-Christian

context—with tremendous theological sensitivity. A bridge will be made between the theological sensitivity and meaning of the Jewish writers and redactors on the one hand and, on the other hand, the historic Christian theological interpretations of these books. No reading knowledge of Hebrew will be required. This course is cross-listed as GTHE 6070. *[Prerequisite or corequisite: GBIB 5110]*

### **GBIB 6210**

#### **Old Testament Prophets' Cry for Justice**

##### **Credits: 3**

This course examines the Old Testament prophets and their call for social justice. It offers an opportunity for an in-depth examination of the prophets' exhortations and teachings on God's justice for the Israelite community. Particular attention is given to the Minor Prophets, including Amos, Hosea, and Micah. Reflection on this prophetic literature provides an opportunity to delineate the significance of the prophetic cry for justice for the Church today. This course is cross-listed as GSOC 6210. *[Offered on demand]*

### **GBIB 6420**

#### **Jesus and the Poor: Biblical Perspectives on Economic Justice**

##### **Credits: 3**

Howard Thurman's question, "What, then, is the work of the religion of Jesus to those who stand with their backs against the wall?" is a perennial one. This course begins in the New Testament with a study of Jesus' relationship with the poor and his sayings regarding poverty, wealth, and discipleship. Topics also include exegeses on key biblical passages regarding economic justice in both the Old and New Testament and an examination of contemporary successes and failures of the local and global Christian Church to end economic oppression. The course explores the implications for applying a biblical ethic of justice to individual Christian discipleship and corporate church witness. This course is cross-listed as GSOC 6420.

### **GBIB 6440**

#### **Gospel of John**

##### **Credits: 3**

Throughout the history of the Church, the unique character of St. John's Gospel has intrigued and inspired countless theologians, philosophers, historians, and believers. The poignant, specific, and three-dimensional character of the materials selected and the author's subtle and understated theological insights make for a rich meditative experience in Scripture study. This brief but substantive course will pay particular attention to two important aspects of the Gospel, while at the same time, demanding mastery of the basic content: (1) how the Gospel has been read and interpreted over the centuries by the Church; and (2) the sacramental orientation of the Gospel,

which pervades its meaning. Reading the English text, lecture, and class discussion will be part of the weekly rhythm. This course is cross-listed as GTHE 6440.

### **GBIB 6810**

#### **Biblical Interpretation from a Black Perspective**

**Credits: 3**

This course will discuss the African American biblical hermeneutics and biblical interpretation of the scriptures. This interpretation of the Christian Bible is informed by African American history, traditions, culture and experiences. The course will be informed by the classical approach to hermeneutics while addressing the specifics from the historical Black Church perspective.

### **GBIB 6950**

#### **Independent Study in Biblical Studies**

**Credits: 1–3**

This is an independent study course in which the student will, under the guidance of a professor, conduct an in-depth study of a biblical theme, collection of biblical books, or a single book.

Typically this course is available to students during the second, third, and fourth years of study.

The course may involve independent research, reflection papers, and classroom instruction.

*[Prerequisite: advisor and instructor approval required and a GPA of 3.0]*

### **GBIB 6990**

#### **MA Thesis in Biblical Studies**

**Credits: 3–6**

This course is a research option for M.A. students in the field of biblical studies. Students wishing to pursue thesis work must file a written petition with academic services formally requesting this degree completion method prior to registering for the course. (Students who have not completed the thesis project by the end of the semester will automatically be registered for RES

799NE-Continuation of Registration for Master's Thesis, and charged a fee every subsequent semester until the completion of the master's thesis.) *[Prerequisite: faculty approval]*

### **GBIB 7350**

#### **Topics on Location**

**Credits: 3**

This travel course is designed to help students discover ways that biblical events can be placed in their proper geographical, historical, and cultural context. Under the guidance of a seminary professor, the course combines traditional study methods (readings, lectures/discussions, and map work) with a tour of a biblical region such as the Holy Land, Turkey, Greece, or Rome.

Students are responsible for all travel costs and fees in addition to the tuition for this course. *[This course may be repeated if the topic/location differs.]*

**GBIB 7500****Advanced Biblical Exegesis****Credits: 3**

This is an advanced seminar course especially designed for students doing the M.Div. with a focus in Advanced Biblical Studies and for those doing M.A. thesis research in Biblical Studies. The course is open to anyone who has completed the biblical interpretation competency courses, or by permission of the instructor. Participants will be expected to present the fruits of their research in a seminar format. *[Prerequisite course: GBIB 5110]*

**GBIB 7720****Biblical Theology of Leadership****Credits: 3**

There is a great need in the modern church and world for wise and faithful Christian leadership. This course examines the Bible with an interest in how the whole message and story of Scripture develops a theology of leadership. Four areas, in particular, are of significance in view of such leadership: character (the lifestyle of the leader), care (the ministry of the leader), catechesis (what leaders should teach and pass on), and crises (how leaders handle challenges). Other course topics include: leadership systems and structures in Scripture, key biblical metaphors that shape leadership, and women in leadership in Scripture.

**Business (GBUS)****GBUS 5100****Organizational Diagnosis and Change Management****Credits: 3**

This course examines the structural and environmental forces that influence management processes within organizations. Students will learn how to identify an organization's type, relative readiness for change, and appropriate intervention and change strategies. Issues examined include power and resistance, human motivation and behavior, intervention in systems, group dynamics, team building, and the creation of change-oriented cultures. This course is cross-listed as GMIN 5100.

**Written Communication (GCMC)**

(For a more advanced theological writing course, see GRES 6900.)

## **GCMC 5010**

### **Practicum in Theological Research and Writing**

#### **Credits: 1**

This course provides additional assistance in the skills of academic research, writing, and critical thinking. These skills are practiced in tandem with course materials for another writing-intensive seminary course so that assignments for this course will contribute to the completion of assignments for another credit-bearing course. This course is recommended for students with a grade point average below 2.5, but is open to any student seeking tutorial guidance with writing.

## **Biblical Languages: Greek (GGRK) and Hebrew (GHEB)**

### **GGRK 5100**

#### **Biblical Greek**

#### **Credits: 3**

This course takes a unique approach to introducing New Testament Greek to those preparing for ministry in the 21<sup>st</sup> century. A basic assumption underlying this approach to the introduction of New Testament Greek is that the student's goal is not to teach Greek as a scholar, but to use it in the study of the New Testament as a minister. The focus in this course is on gaining a conceptual understanding of New Testament Greek, not on memorizing all the paradigms, specific details, "rules," and "exceptions" involved. Students will be required to memorize a basic vocabulary.

### **GGRK 5950**

#### **Independent Study in Greek**

#### **Credits: 1–3**

Students do reading or exegesis of Greek under the direction of a faculty member. *[Prerequisite: advisor and instructor approval required]*

### **GGRK 6100**

#### **Biblical Greek II**

#### **Credits: 3**

This course will focus primarily on a selection of readings in Greek texts, representing different New Testament authors and books. Continued expansion of Greek vocabulary is another primary objective. The course will also provide an introduction to available tools, including their use in reading the Greek New Testament, exegeting texts, and pursuing word studies *[Prerequisite: GGRK 5100]*

### **GHEB 5100**

#### **Biblical Hebrew**

**Credits: 3**

This course takes a unique approach to introducing Old Testament Hebrew to those preparing for ministry in the 21st century. A basic assumption underlying this approach to the introduction of Old Testament Hebrew is that the student's goal is not to teach Hebrew as a scholar, but to use it in the study of the Old Testament as a minister. The focus in this course is to gain a conceptual understanding of Old Testament Hebrew, not on memorizing all the paradigms, specific details, "rules," and "exceptions" involved. Students will be required to memorize a basic vocabulary.

**GHEB 5950****Independent Study in Hebrew****Credits: 1–3**

Students do reading or exegesis of Hebrew under the direction of a faculty member. *[Prerequisite: advisor and instructor approval required]*

**GHEB 6100****Biblical Hebrew II****Credits: 3**

This course will focus primarily on a selection of readings in Hebrew texts, representing different Old Testament authors and books. Continued expansion of Hebrew vocabulary is another primary objective. The course will also provide an introduction to available tools, including their use in reading the Hebrew Old Testament, exegeting texts, and pursuing word studies. *[Prerequisite: GHEB 5100]*

**Historical Studies (GHST)****GHST 6510****Women in Leadership: Historical and Biblical Perspectives****Credits: 3**

This course explores the lives and roles of women throughout church history. It examines the historical and social contexts of various women leaders identified as having an impact on theology, biblical interpretation, cultural influence, and social justice. Individual women's lives will be discussed in terms of their response to God's call, their commitment to leadership development, and their contributions to the overall Christian church. The course provides an analysis of the strategies and resources women in various times and cultures have used to have their voices "heard." Students will be able to identify the diverse global views of church leaders toward women's roles as this course examines the support, obstacles, and beliefs of the historical church. The final course section focuses on the current status of women in the church and reflection on global challenges for women in the 21st century. This course is cross-listed as GSOC 6510.

**GHST 6800****History of the Black Church****Credits: 3**

The historical role of the Black Church in the Black community is emphasized in conjunction with the contributions and distinctive characteristics within American Protestantism. The course focuses on an examination and interpretation of the history of the Black church, including the seven historic American Black denominations:

the African Methodist Episcopal Church; the African Methodist Episcopal Zion Church; the Christian Methodist Episcopal Church; the National Baptist Convention, U.S.A.; the National Baptist Convention of America; the Progressive National Baptist Convention; the Church of God in Christ and other Pentecostal Associations and Non-Denomination affiliations.

**GHST 6950****Independent Study in Historical Studies****Credits: 1–3**

Under the guidance of a professor, the student pursues independent research in a specific topic of church history or historical theology. *[Prerequisite: advisor and instructor approval required and a GPA of 3.0]*

**GHST 6990****M.A. Thesis in Historical Studies****Credits: 3–6**

This course is a research option for M.A. students in the field of historical studies. Students wishing to pursue thesis work must file a written petition with academic services formally requesting this degree completion method prior to registering for the course. (Students who have not completed the thesis project by the end of the semester will automatically be registered for RES 799NE–Continuation of Registration for Master’s Thesis, and charged a fee every subsequent semester until the completion of the master’s thesis.) *[Prerequisite: faculty approval]*

**GHST 7270****Calvinism and Arminianism****Credits: 3**

This course will focus on the divergent views of Calvinism and Arminianism with significant readings in the primary texts they authored. The course will examine the overarching issues related to Calvinism and Arminianism from an historical, biblical, theological, and practical perspective. The issues will be presented in their clearest possible light in order that they might be discussed and examined with as much understanding and fairness as possible. Attention will also



be given to how their successors interpreted and applied their teachings. This course is cross-listed as GTHE 7270. *[Offered on demand]*

## **Ministry (GMIN)**

### **GMIN 5100**

#### **Organizational Diagnosis and Change Management**

##### **Credits: 3**

This course examines the structural and environmental forces that influence management processes within organizations. Students will learn how to identify an organization's type, relative readiness for change, and appropriate intervention and change strategies. Issues examined include power and resistance, human motivation and behavior, intervention in systems, group dynamics, team building, and the creation of change-oriented cultures. This course is cross-listed as GBUS 5100.

### **GMIN 5915**

#### **The History of The United Methodist Church**

##### **Credits: 2**

Introduction to the narratives forming personal and corporate identity of United Methodists today, including founders' stories, phases of the denomination, persons representative of major developments, and stories that counter present perceptions. Fulfills the UM History requirement for election to probationary membership and commissioning in The United Methodist Church as specified in the most current Book of Discipline. *Normally taken through Wesley Theological Seminary.*

### **GMIN 5925**

#### **United Methodist Polity**

##### **Credits: 2**

The constitution and structural relationships of The United Methodist Church are examined with a particular focus on the workings of the local church. Fulfills the UM Polity requirement for election to probationary membership and commissioning in The United Methodist Church as specified in the most current Book of Discipline. *Normally taken through Wesley Theological Seminary.*

### **GMIN 5935**

#### **The History and Discipline of The Wesleyan Church**

##### **Credits: 3**

Through self-directed study and classroom discussion, students will investigate the pertinent historical, theological, and governmental documents of The Wesleyan Church. This course is

designed to meet the ordination requirements for The Wesleyan Church. *[Taught by a denominationally-approved instructor.]*

### **GMIN 5955**

#### **Lutheran Theology and Practice**

##### **Credits: 3**

Through self-directed study and classroom discussion, students will investigate the pertinent historical, theological, and governmental documents of Lutheranism. This course is designed to meet the ordination requirements of the various branches of the Lutheran tradition (ECLA, MS, LCMC, etc.). *[Taught by denominationally-approved instructors.]*

### **GMIN 5965**

#### **History and Polity of the Free Methodist Church**

##### **Credits: 3**

Through self-directed study and classroom discussion, students will investigate the pertinent historical, theological, and governmental documents of the Free Methodist Church of North America. This course is designed to meet the ordination requirements for the Free Methodist Church.

### **GMIN 5975**

#### **Doctrine, History, and Polity of the American Baptist Church**

##### **Credits: 3**

Through self-directed study and classroom discussion, students will investigate the pertinent historical, theological, and governmental documents of the American Baptist Church. This course is designed to meet the ordination requirements of the American Baptist Church. *[Taught by a denominationally-approved instructor.]*

### **GMIN 5985**

#### **Doctrine, History, and Polity of the Nazarene Church**

##### **Credits: 3**

Through self-directed study and classroom discussion, students will investigate the pertinent historical, theological, and governmental documents of the Nazarene Church. This course is designed to meet the ordination requirements of the Nazarene Church. *[Taught by a denominationally-approved instructor.]*

### **GMIN 5995**

#### **Doctrine, History, and Polity of the Presbyterian Church**

##### **Credits: 3**

Through self-directed study and classroom discussion, students will investigate the pertinent historical, theological, and governmental documents of the Presbyterian Church, PC (USA). This course is designed to meet the ordination requirements of the Presbyterian Church. *[Taught by a denominationally-approved instructor.]*

## **GMIN 6200**

### **Fundamentals of Transformational Leadership**

#### **Credits: 3**

This course explores the process by which God calls and prepares people for leadership and gives attention to the development of the inner life and character of an effective leader. The course will contribute to the student's self-understanding and the identification and appreciation of personal and professional strengths. In addition, attention will be given to clarifying personal leadership vulnerabilities and developing a plan for life-long growth as a leader. Students will clarify their personal ministry values and priorities and reflect on the nature of ethical decision making in leadership. Beyond self-leadership, students will consider the fundamentals of transformational leadership including the principles of communication and the constructive use of criticism and resistance. Transformational theory will be presented and illustrated through the use of case studies.

## **GMIN 6210**

### **Worship**

#### **Credits: 3**

This course examines the history, theology, and practice of Christian worship from an ecumenical perspective. It surveys major features of worship, including the Christian calendar, word and sacrament, the role of music, liturgical space, and occasional services. In addition to classical patterns, the course discusses contemporary trends in worship, including the liturgical renewal movement, charismatic and neo-Pentecostal influences, and the seeker-service movement. The aim of the course is to guide the student in building a foundation for the ministry of worship planning and leadership. This course fulfills the *United Methodist Worship and Liturgy* requirement for students preparing for United Methodist ordination.

## **GMIN 6240**

### **Care and Counsel**

#### **Credits: 3**

This course surveys the scope and practice of pastoral care. Employing the analogy of a physician's care for the physical body, the course seeks to develop proficiencies necessary in the pastor's responsibility to care for the spiritual person. Among the issues explored, specific attention is given to spiritual direction, pastoral counsel and counseling skills, crisis ministries, care of the dying, development of Christian community, and social justice as pastoral care.

**GMIN 6250****Sharing Christ****Credits: 3**

This course explores the theology and practice of the Church's ministry of evangelism and discipleship as both personal and corporate practices. The course focuses on Christian identity in the midst of religious plurality and the ethical and spiritual requirements of Christian life and witness. In this course students will develop an approach to evangelism and discipleship that is a natural expression of the Christian faith, rooted in the truth of Scripture, and appropriate to changing cultural contexts. This course fulfills the *Evangelism in the Wesleyan Tradition* requirement for students preparing for United Methodist ordination.

**GMIN 6260****Leadership Development****Credits: 3**

Rooted in a Christological model of biblical servanthood, this course examines the role of the leader in organizational development. Topics of study include personal leadership, team building, board and staff development, and the identification, training, and empowering of others to achieve organizational goals and objectives. The course explores strategies for achieving both missional faithfulness and organizational effectiveness with a focus on developing leadership capacity within the organization. In addition, attention will be given to understanding approaches to creating cultural change within churches and organizations to foster institutional vitality and longevity.

**GMIN 6280****Teaching the Bible****Credits: 3**

This course focuses on the educational ministry of the church and the practice of teaching the Bible as God's Word. Students will develop skills in teaching, curriculum planning and evaluation, and communicating God's word to people of all ages. Opportunity will be given to improve teaching skills through in-class practice. *[Prerequisite: GBIB 5110 or permission of the instructor.]*

**GMIN 6290****Lectionary Preaching****Credits: 3**

The Lectionary, which follows the church year, is a helpful tool for both personal study and sermon preparation, covering a major portion of the Bible over a three-year period. This course will focus on using the Lectionary to the best advantage, understanding both its benefits and pitfalls. This course will address how to speak through the Lectionary to relevant topics in the culture and

the Church. The act of preaching in the congregation lies at the core of what defines a pastor; therefore, pastors should continually seek ways to expand their preaching repertoire and develop their preaching skills. Each student will have the opportunity to preach at least once from Lectionary passages corresponding to the week he/she is assigned to preach. The focus will be placed on: sermon preparation and delivery; faithfulness to the biblical text(s); and relevancy in preaching.

### **GMIN 6300**

#### **Preaching**

##### **Credits: 3**

This course will trace the move from text to sermon and aid students in the study, shaping, and presentation of sermons which follow Scripture. The course will require at least two preaching experiences. The beginning stages of the class will examine the spiritual life of the minister, with a particular focus on prayer, and then move to the study and exegesis of individual biblical passages. The class will then study the transition from text to sermon, with special attention to the sermon having a form which fits the form of the biblical passage. The class will conclude with work on effective public presentation.

### **GMIN 6320**

#### **Chaplaincy Seminar**

##### **Credits: 3**

This course provides students with an overview of the complexities of the specialized role of chaplains within a variety of contexts including: healthcare and correctional facilities, schools, fire and police departments, and the military. Students will consider topics such as the history of the profession and the professional identity of chaplains, ministry within complex institutional systems, assessing individual spiritual needs, expanding cultural competence, faith as it relates to ethical decision-making, and providing pastoral and emotional/spiritual support to others, as well as caring for staff and caregivers. In addition, students will be introduced to the various competencies expected of board-certified chaplains and will explore the regulations related to healthcare privacy. Students will have the opportunity to expand their understanding of the importance of research in ministry and the need to develop self-care practices. The course will include presentations from chaplains serving in a variety of settings and will enable the student to compare the uniqueness and commonalities of ministry within each context.

### **GMIN 6330**

#### **World Religions and Human Spirituality**

##### **Credits: 3**

This course explores the global character of the church and the practice of ministry in the multi-faith and multicultural context of contemporary society. Attention is given to the wide

diversity of religious traditions present in the potential ministry settings and considers how the church can serve with faithfulness and respect in a religiously pluralistic culture. Students will have the opportunity to develop their theological convictions in dialog with other religious traditions and gain skills in interfaith engagement as an expression of their Christian discipleship. This course is cross-listed as GPSF 6330 and GTHE 6330.

### **GMIN 6350**

#### **Moral Injury: Navigating Shame, Guilt, and Trauma**

##### **Credits: 3**

Moral injury is a term used to describe extreme and unprecedented life experience including the harmful aftermath of exposure to such events. In the Armed Forces, it focuses on the trauma of those who experience deep inner wounds created by an incongruity between their actions and convictions of right and wrong. This course will examine the differences between moral injury and PTSD and other frequent diagnoses related to trauma experienced in the military. Focus will then be given to the nature and devastating effects of moral injury along with ways to identify and enter its brokenness in order to move toward health and wholeness. *This course is especially recommended for Military Chaplains.*

### **GMIN 6470**

#### **Ministry to the Dying and Bereaved**

##### **Credits: 3**

This course seeks to develop pastoral leadership skills to provide spiritual care to those experiencing loss and grief. The course focuses on the role of the minister in providing understanding, guidance, and support to children and young, middle, and senior adults. Strategies for helping people of all ages cope with loss and grief will be discussed. Cultural practices relative to funerals, graveside services, viewing, cremation, and hospital visitation will be explored. Participants will develop listening skills and the ability to interpret and use Scripture appropriately within the context of loss.

### **GMIN 6490**

#### **Contemporary Ethical Issues**

##### **Credits: 3**

This course is designed to help those in, or entering, ministry to understand better their own ethical perspective and apply it to significant ethical questions facing society today. Issues to be covered include: approaches to ethical decision-making (both general and explicitly Christian), bioethical issues (reproductive technology, genetic screening, and physician-assisted suicide), social issues (pornography, sexual harassment), and business issues (job discrimination, capitalism). This course is cross-listed as GSOC 6490. *[Offered on demand]*

**GMIN 6500****Bioethics and Ministry in the 21st Century****Credits: 3**

Human cloning is very near. Healthcare rationing is an increasing reality. Comfort care for the dying increasingly hastens death. This course is designed to help those currently in, or entering, ministry to understand better their own ethical perspective (their own general approach to ethical decision-making) and how this perspective applies to bioethical tensions such as those mentioned above. Students will have the opportunity to prepare and present a detailed analysis of an ethical issue they perceive to be of particular social significance. *This course is especially recommended for hospital chaplains.* This course is cross-listed as GSOC 6500.

**GMIN 6520****Navigating the Minefield of the Parish: Conflict in the Local Church****Credits: 3**

How should church leaders respond when a member, a sub-group, or the entire congregation “gets mad” at them? What should they do when members of the church or the staff are fighting among themselves? What can leaders do when the congregation gets upset with the ecclesiastical hierarchy outside the local church? The church leader’s role as referee, mediator, and conciliator will be examined in this seminar, as well as their personal involvement as participant or bystander, and (most importantly) as a faithful disciple of Jesus Christ. *[Offered on demand]*

**GMIN 6600****Church Planting****Credits: 3**

There is no greater need in the body of Christ today than effective church planting. Increasing secularization, the rate of change accelerated by the introduction of new technology, sustained globalization, and the proliferation of a variety of religious faiths and pluralistic philosophies have combined to drive many communities of Christian faith into a posture of disengagement from culture. The result has been irrelevance and decline in church involvement, especially among the younger generation. Living in the midst of this new world, fresh expressions of the church are necessary in order to engage with the masses of people that the gospel of Jesus calls us to reach. Planting new congregations will be the most successful way of inviting unreached people into the life of the gospel. This course serves as a theological and practical introduction to that process. Students taking this course are required to participate in the church planting conference/training through Ecclesia Network. *[Special/intermittent offering]*

**GMIN 6670****The Fantasy Literature of Tolkien and Lewis**

**Credits: 3**

This course will look at fantasy works by both authors, and Tolkien's essay "On Fairy-Stories" will provide the critical context and language for the discussion of these works. Among Tolkien's works that will be examined are *The Fellowship of the Ring*; *Smith of Wootton Major*; and *Farmer Giles of Ham*. Among Lewis's works that will be studied are *The Lion, the Witch and the Wardrobe*; *The Great Divorce*; and *Till We Have Faces*. The students will examine the relationship between the Anglican and Roman Catholic churches during the first half of the 20<sup>th</sup> century and will consider themes of good and evil, temptation, mercy, and redemption in Tolkien's and Lewis's writings as well as biblical and mythological influences on their texts.

**GMIN 6720****Strategic Planning for Churches and Nonprofit Organizations****Credits: 3**

This course reviews the reasons why churches and nonprofit organizations should embrace strategic planning as a way of improving their performance. It presents an effective strategic planning process that has been successfully used by leaders of nonprofit organizations. The course is comprised of a set of concepts, procedures, and tools that can help leaders enhance organizational achievement. Overall, the course is based on the premise that leaders of churches and nonprofit organizations must be effective strategists in order to fulfill their missions.

**GMIN 6750****Renewing Congregations****Credits: 3**

This course explores steps that pastors can take to lead a congregation from maintenance to a missional focus. The course pre-supposes that renewal is a personal and corporate spiritual journey that leaders and congregations undertake in order to realize their full potential in God's redemptive work. The outlined approach to experiencing renewal is biblical, systematic, and intentional. The course will cover topics such as clarifying a missional theology, developing a corporate identity, assessing organizational preparedness for change, cultivating a healthy congregational climate, building supportive relationships among leaders, focusing on redemptive outreach, preparing for change, and celebrating God's faithfulness. The course will explore the current research on the status of the American church, noting commonly held variables among declining congregations and among those congregations that have experienced renewal. This compare and contrast approach will enable students to develop their own strategic plan to bring congregational members together for more effective outreach to their community.

**GMIN 6820****Leadership in the Black Church****Credits: 3**



This course is designed to acquaint students with major figures, movements, and issues in African American theological and ethical traditions with particular emphasis on leadership. The course explores theoretical concerns within respective traditions and offers a forum for practical engagement with contemporary problems associated with African American church life and culture.

### **GMIN 6850**

#### **Special Topics in Leadership:**

#### **Credits: 1**

This course explores one focused topic of leadership. In the course, students will develop a theologically grounded approach to leadership in the contemporary world. Some topics may include non-profit administration, church administration, vocation and calling, mental health assessment, and trauma care. This course may be repeated if the topic differs.

### **GMIN 6920**

#### **Ministry Integration Seminar**

#### **Credits: 2**

In this course, M.A. students will complete a portfolio project and presentation that summarizes their learning from their program and the connection to life and ministry. Additionally, students will identify vocational next steps and evaluate ways in which the program has prepared them to live out this vocation, identify ways those called to ministry contribute to imparting wholeness to the world, and identify a major question of ethics and justice that may arise in the regular practice of ministry and how this issue might be considered in light of the gospel of Jesus Christ.

### **GMIN 6950**

#### **Independent Study in Christian Ministry**

#### **Credits: 1–3**

Under the guidance of a faculty member, the student is given the opportunity to investigate additional areas of Christian ministry – current and historical. *[Prerequisite: advisor and faculty approval required and a GPA of 3.0]*

### **GMIN 6990**

#### **M.A. Thesis in Ministry Studies**

#### **Credits: 3–6**

This course is a research option for M.A. students in the field of ministry studies. Students wishing to pursue thesis work must file a written petition with academic services formally requesting this degree completion method prior to registering for the course. (Students who have not completed the thesis project by the end of the semester will automatically be registered for GRES

7990-Continuation of Registration for Master's Thesis, and charged a fee every subsequent semester until the completion of the master's thesis.)

### **GMIN 7230**

#### **Advanced Seminar in Biblical Preaching**

##### **Credits: 3**

This course is intended to enhance the communication skills of students who have had some experience in preaching. Topics of study include the development of sermons that are both biblical and relevant, creativity and clarity in preaching, effective delivery, special occasion preaching, and the life of the preacher. Designed as a practicum experience, this course will provide the student with opportunities for in-class presentation and critique. *[Offered on demand]*

### **GMIN 7310, 7320, 7330, 7340**

#### **Field Education**

##### **Credits: 3**

This sequence of four courses will provide the student with hands-on professional training from capable practitioners and educators. Students will develop professional understanding and competence in ministry. Each course provides time for on-site training, personal and peer-reflection, and classroom instruction. Personal and spiritual formation is a continuing aspect of field education.

### **GMIN 7360**

#### **International Field Education**

##### **Credits: 3**

This course is designed to accommodate students who wish to participate in an independent mission's trip or ministry tour and utilize the experience for field education credit. Trips must be approved by the director of field education who will assign additional readings and course assignments to be completed prior to travel. The student is responsible for all travel costs and fees in addition to the tuition for this course. To register for MIN 736, the student must complete the Application for Credit for Non-Classroom Course.

### **GMIN 7370**

#### **Practicum in Formation Leadership**

##### **Credits: 3**

This course focuses on the development of skills related to the formational leadership of small groups (e.g., Bible studies, communal prayer), facilitation of personal and group retreats, and developing formation modalities of other types of communal Christian formation. Students study common dynamics of such formation settings, and both engage as participants in and give

leadership to various types of communal formation gatherings, building competencies in assessment and the nurturing of holistic Christian formation.

### **GMIN 7900**

#### **M.Div. Integration Seminar**

##### **Credits: 2**

This course is designed to serve as the capstone to the M.Div. degree. The goal is to conduct a review of the student's learning experience throughout the program. The student's reflections and analysis are integrated into the preparation of a written ministry plan and professional portfolio. Additional goals: provide written and oral defense of the student's theological approach to identified ecclesiastical and ministerial concerns and issues; reflect on current and future financial planning; identify conflict management styles and learn adaptive methodology; reflect on personal and professional growth in the areas of community building, spiritual formation, and engagement with culture.

### **GMIN 7990**

#### **M.Div. Thesis**

##### **Credits: 3-6**

This course is a research option for M.Div. students. When approved by NES faculty, it takes the place of M.Div. electives. Students will design a research project in some area of Christian ministry. *[Prerequisites: faculty permission; offered in the third or fourth year of the M.Div. by petition only; Corequisite: must be taken in conjunction with GRES 6900]*

## **Personal Spiritual Formation (GPSF)**

### **GPSF 6110**

#### **Pastoral Formation**

##### **Credits: 3**

Building on a foundation of the central pastoral acts of prayer, Scripture reading, and spiritual direction, this course seeks to assist the student in the development of a method for ongoing theological reflection in ministry. Among the issues explored are the spiritual and theological foundations of pastoral work, the discovery of a pastoral identity, the meaning of ordination, and the office and functions of the pastor.

### **GPSF 6120**

#### **Spiritual Formation**

##### **Credits: 3**

What is spiritual formation? What makes spiritual formation distinctly Christian in relation to other religious and ideological spiritualities in our world? What dynamics are involved in Christian spiritual formation? This course seeks to address such questions and to be both formational and informational as it does so.

First, students will be guided in developing an appraisal framework that is truly holistic as well as conducive to and compatible with the Christian revelation. This appraisal framework, based on the Formative Spirituality of Adrian van Kaam, will provide students with specific perspectives by which to reflect upon human experiences in order to discern various dynamics of spiritual formation. Second, students will be guided through a survey of classic Christian texts from a variety of Christian traditions throughout history in order to deepen their appreciation for the rich and varied ways, unique and communal, in which people have experienced knowing the Holy Trinity. Third, this course will engage students in several classic spiritual practices throughout the course, including: Scripture reading, reading Christian devotional texts, prayer, journaling, and retreat. Through these and other means, students will nurture their attentiveness to the presence and work of God in their everyday lives, thus complementing the seminary experience of learning “about” God with the experience of growing in their attentiveness to and their love for God.

### **GPSF 6150**

#### **Exploring Personal and Spiritual Faith Development**

##### **Credits: 3**

Faith will be explored from a life cycle, developmental perspective, from infancy through senior adulthood. Autobiographical, theological, and theoretical perspectives will be examined. Students will narrate/map their own faith journeys. Strategies for facilitating faith development in the church setting will be discussed.

### **GPSF 6200**

#### **The Use of Scripture in Meditation and Prayer**

##### **Credits: 3**

The use of Scripture in meditation and prayer is key to both a close relationship with Jesus Christ and to a faithful ministry. John Wesley considered meditation upon Scripture and prayer like the air we breathe. He used *Lectio Divina* and journaling as the means by which he traced the movements of God in his life in order to “walk according to the Spirit.” The student will learn about and experience *Lectio Divina*, other prayer forms, and journaling in the course. Students will learn about the rich spiritualities which influenced Wesley and his life of prayer and ministry. *[Offered on demand]*

### **GPSF 6210**

#### **Introduction to Spiritual Direction**

##### **Credits: 3**

Spiritual direction is one milieu in which we find another person of faith who will invite us to pay attention to our experiences and responses to God's action in our daily lives. This course will provide a basic introduction to spiritual direction as well as an experiential understanding of what it is, what it is not, its benefits, and differences between it and pastoral counseling or clinical therapy. It will address the history and practice of spiritual direction as well as its place in 21<sup>st</sup> century spirituality.

### **GPSF 6240**

#### **Social Justice and Spirituality**

##### **Credits: 3**

This course is a study of the intersection of faith and social justice and relationship of the first two great commandments. Students will study relevant spiritual writings that include application to social justice and peacemaking. Included are readings by Henri Nouwen, Dorothy Day, Gustavo Gutierrez, Teresa of Avila, and others. The disciplines including prayer, simplicity, confession, and worship will be studied in relation to the Christian call to mission and creating social justice. Students will explore practical ways to live out the call of Jesus to worship God and love their neighbor. This course is cross-listed as GSOC 6240.

### **GPSF 6260**

#### **The Ministry of Writing for Publication**

##### **Credits: 3**

Writing is one of the foremost means of communication. It has the possibility of leaving an indelible mark upon the reader, of creating meaning, and shaping worlds. Whether or not explicitly Christian, believers can share gospel truths through creative non-fiction, sermon, song, poems, or even scripts. Writing is a way to frame the world, a venue used to explore questions, inform, and express ourselves. Writing can also help us figure out what we believe. It is a form of ministry. The goal of this course is to complete a book chapter or article by the end of the semester and to submit it for publication. During class we will learn how to become better writers and stewards of our writing ministry while reading, writing, and listening to the occasional guest lecturer.

Note: Students must apply to be in the course by submitting a one-thousand word writing sample in the genre of their own choosing and be granted acceptance into the course prior to enrollment.

### **GPSF 6330**

#### **World Religions and Human Spirituality**

##### **Credits: 3**

This course explores the global character of the church and the practice of ministry in the multifaith and multicultural context of contemporary society. Attention is given to the wide diversity of religious traditions present in the potential ministry settings and considers how the

church can serve with faithfulness and respect in a religiously pluralistic culture. Students will have the opportunity to develop their theological convictions in dialog with other religious traditions and gain skills in interfaith engagement as an expression of their Christian discipleship. This course is cross-listed as GMIN 6330 and GTHE 6330.

### **GPSF 6340**

#### **Land & Liturgy: A Biblical Spirituality for Eco-Justice**

##### **Credits: 3**

The course explores the roots of a biblical worldview and ethic of “shalom,” especially as it relates to our relationship with the particularities of our place. Provoked by recent interest, and in response to an increased awareness of the impact of climate change on the poor and displaced, students will discern how such concerns can be addressed. The course will also identify the ways that eco-justice is fulfilled in the Gospel of Jesus Christ, and in the life of his ancestors in Israel. Students will emerge more deeply grounded in their own ministry practice, while equipped for contemporary missional engagement, following the witness Christians like Hildegard of Bingen, Francis of Assisi and Wendell Berry, whose discipleship found fresh sources of sustainability and power through their stewardship and attention to God’s created world. *[Cross-listed with GSOC 6340.]*

### **GPSF 6520**

#### **Calling and Vocation**

##### **Credits: 3**

This course will provide students with an opportunity to explore the relationships between spiritual formation, personality, and leadership. Students will benefit from standard personality and leadership assessment tools to gain insights into their own personality and leadership style. In addition, students will enhance their understanding of the biblical foundation of leadership and the significance of spiritual formation for today’s Christian leaders. The expected outcomes of this course will be a well-developed theology of ministry within the context of the individuals’ personality, spiritual giftedness and leadership style. Students will develop an informed sense of calling to their unique place in the Kingdom of God and will begin to consider a strategy of continuous personal growth to enhance their effectiveness in ministry for years to come.

### **GPSF 6540**

#### **Christian Faith: A Global Survey**

##### **Credits: 3**

What do Christian solitaires in the Egyptian desert, mothers of rebellious teenagers, monks in community in the mountains of France, missionaries to Japan, and charismatic worshipers in a megachurch all have in common? They all provide a glimpse of people seeking to follow Christ

faithfully in their different geographic and cultural contexts. This course surveys the myriad ways in which Christians across the globe have found themselves redeemed and enlivened by the Spirit of God, and celebrates the diverse expressions of our shared Christian faith.

Students will engage art, music, film, stories, and various texts in order to explore both the diversity and commonalities of the ways people seek to live as faithful Christians, and will reflect on the ways in which their cultural and historic situatedness influences their own expressions of faithfulness.

### **GPSF 6950**

#### **Independent Study in Personal Spiritual Formation**

**Credits: 0.5–3**

Through guided studies and spiritual readings, the student is given the opportunity to investigate additional or assigned areas of personal spiritual formation—current and historical. *[Prerequisite: advisor and instructor approval required and a GPA of 3.0]*

### **GPSF 6990**

#### **M.A. Thesis in Personal and Spiritual Formation**

**Credits: 3–6**

This course is a research option for M.A. students in the field of personal and spiritual formation. Students wishing to pursue thesis work must file a written petition with academic services formally requesting this degree completion method prior to registering for the course. (Students who have not completed the thesis project by the end of the semester will automatically be registered for GRES 7990–Continuation of Registration for Master’s Thesis, and charged a fee every subsequent semester until the completion of the master’s thesis.)

### **GPSF 7310**

#### **Personal Spiritual Direction I**

**Credits: .5**

This course is an experiential introduction to the classic Christian practice of personal spiritual direction. Students engage in one-on-one spiritual direction with an approved spiritual director throughout the semester. In addition, activities of preparation for and reflection on the sessions are required. Note: extra expense required (approx. \$400).

### **GPSF 7320**

#### **Personal Spiritual Direction II**

**Credits: .5**

Building upon the work of GPSF 7310, this course expands the student's experiential engagement with the classic Christian discipline of one-on-one spiritual direction. Students engage in spiritual direction with an approved spiritual director throughout the semester. In addition, activities of

preparation for a reflection on the sessions are required. Note: extra expense required (approx. \$400). *[Prerequisite: GPSF 7310]*

### **GPSF 7330**

#### **Supervised Spiritual Direction I**

##### **Credits: 1**

This course provides guidance and supervision in the practice of the ministry of spiritual direction. Students serve as a spiritual director for at least three different people over a four-month period (a minimum of 48 hours of providing one-on-one direction). Students engage in a monthly supervision group and training videos throughout the semester. Note: extra expense required (approx. \$300). *[Prerequisite: GPSF 7320 and GPSF 6210]*

### **GPSF 7340**

#### **Supervised Spiritual Direction II**

##### **Credits: 1**

A continuation of GPSF 7330, this course provides continued guidance, experience, and supervision in the practice of one-on-one spiritual direction. Students serve as a spiritual director for at least three different people over a four-month period (a minimum of 48 hours of providing one-on-one direction). Students engage in a monthly supervision group and training videos throughout the semester. Note: extra expense required (approx. \$300). *[Prerequisite: GPSF 7330]*

## **Research Methodology (GRES)**

### **GRES 6900**

#### **Theological Research**

##### **Credits: 2**

This course introduces the theory and practice of research in theological disciplines. Students will consider the role of research as a Christian ministry practice and the various forms research takes. The course includes practical skill development in theological bibliography, research, and writing. This course is required for the M.A. Theological Studies program and may be taken as an elective in other programs by petition.

### **GRES 7990**

#### **Continuation of Registration for Master's Thesis**

##### **Credits: 0**

Fee: \$250

Students who have registered for M.A. or M.Div. Thesis (GBIB/GHST/GMIN/GPSF/GSOC/GTHE 6990) in a previous semester but who have not completed the thesis project will automatically be registered for this continuation course every subsequent semester until the completion of the



master's thesis. The \$250 fee will automatically be applied to the student's account each semester. The fee keeps a student's ID and IT services active during the thesis research and writing process. Students who do not wish to complete the thesis project should file a withdrawal form with the coordinator of academic planning to avoid this charge.

## **Social Ethics (GSOC)**

### **GSOC 6210**

#### **Old Testament Prophets' Cry for Justice**

##### **Credits: 3**

This course examines the Old Testament prophets and their call for social justice. It offers an opportunity for an in-depth examination of the prophets' exhortations and teachings on God's justice for the Israelite community. Particular attention is given to the Minor Prophets, including Amos, Hosea, and Micah. Reflection on this prophetic literature provides an opportunity to delineate the significance of the prophetic cry for justice for the Church today. This course is cross-listed as GBIB 6210. *[Offered on demand]*

### **GSOC 6230**

#### **Social Policy, Leadership and Community Development**

##### **Credits: 3**

Creating social justice requires leadership skills and an understanding of the nature of the development of systems change. This course focuses on the history of social change movements, the development of social policy, and the role of the church in promoting justice in society. Students learn to recognize the roles of power and relational dynamics in the development of systemic struggles that ultimately lead to social policy and societal change. Students will have the opportunity to organize and implement a project that utilizes their leadership skills in the area of social justice in a local or larger community setting.

### **GSOC 6240**

#### **Social Justice and Spirituality**

##### **Credits: 3**

This course is a study of the intersection of faith and social justice and relationship of the first two great commandments. Students will study relevant spiritual writings that include application to social justice and peacemaking. Included are readings by Henri Nouwen, Dorothy Day, Gustavo Gutierrez, Teresa of Avila, and others. The disciplines including prayer, simplicity, confession, and worship will be studied in relation to the Christian call to mission and creating social justice. Students will explore practical ways to live out the call of Jesus to worship God and love their neighbor. *[This course is cross-listed as PSF 624NE.]*

**GSOC 6250****Foundations in Social and Theological Ethics****Credits: 3**

This course is an introduction to the basic themes in Christian theology as they relate to contemporary social issues and public policy. The course provides a Christian global perspective that relates theology and ethics to ministry and service in the public realm. Topics include a survey of existing justice and moral theories that relate to cultural analysis and ministerial practice. Areas that will be explored include power, government, war, wealth and poverty, gender, and diversity. The goal is to provide students with both theological and ministerial tools to address important social issues in their churches, community, and larger society.

**GSOC 6340****Land & Liturgy: A Biblical Spirituality for Eco-Justice****Credits: 3**

The course explores the roots of a biblical worldview and ethic of “shalom,” especially as it relates to our relationship with the particularities of our place. Provoked by recent interest, and in response to an increased awareness of the impact of climate change on the poor and displaced, students will discern how such concerns can be addressed. The course will also identify the ways that eco-justice is fulfilled in the Gospel of Jesus Christ, and in the life of his ancestors in Israel. Students will emerge more deeply grounded in their own ministry practice, while equipped for contemporary missional engagement, following the witness Christians like Hildegard of Bingen, Francis of Assisi and Wendell Berry, whose discipleship found fresh sources of sustainability and power through their stewardship and attention to God’s created world. *[Cross-listed with GPSF 6340]*

**GSOC 6420****Jesus and the Poor: Biblical Perspectives on Economic Justice****Credits: 3**

Howard Thurman’s question, “What, then, is the word of the religion of Jesus to those who stand with their backs against the wall?” is a perennial one. This course begins in the New Testament with a study of Jesus’ relationship with the poor and his sayings regarding poverty, wealth, and discipleship. Topics also include exegeses on key biblical passages regarding economic justice in both the Old and New Testament and an examination of contemporary successes and failures of the local and global Christian church to end economic oppression. The course explores the implications for applying a biblical ethic of justice to individual Christian discipleship and corporate church witness. This course is cross-listed as GBIB 6420.

**GSOC 6490**

## **Contemporary Ethical Issues**

### **Credits: 3**

This course is designed to help those in, or entering, ministry to understand better their own ethical perspective and apply it to significant ethical questions facing society today. Issues to be covered include: approaches to ethical decision-making (both general and explicitly Christian), bioethical issues (reproductive technology, genetic screening, and physician-assisted suicide), social issues (pornography, sexual harassment), and business issues (job discrimination, capitalism). This course is cross-listed as GMIN 6490. *[Offered on demand]*

## **GSOC 6500**

### **Bioethics and Ministry in the 21st Century**

#### **Credits: 3**

Human cloning is very near. Healthcare rationing is an increasing reality. Comfort care for the dying increasingly hastens death. This course is designed to help those currently in, or entering, ministry to understand better their own ethical perspective (their own general approach to ethical decision-making) and how this perspective applies to bioethical tensions such as those mentioned above. Students will have the opportunity to prepare and present a detailed analysis of an ethical issue they perceive to be of particular social significance. *This course is especially recommended for hospital chaplains.* This course is cross-listed as GMIN 6500.

## **GSOC 6510**

### **Women in Leadership: Historical and Biblical Perspectives**

#### **Credits: 3**

This course explores the lives and roles of women throughout church history. It examines the historical and social contexts of various women leaders identified as having an impact on theology, biblical interpretation, cultural influence, and social justice. Individual women's lives will be discussed in terms of their response to God's call, their commitment to leadership development, and their contributions to the overall Christian church. The course provides an analysis of the strategies and resources women in various times and cultures have used to have their voices "heard." Students will be able to identify the diverse global views of church leaders toward women's roles as this course examines the support, obstacles, and beliefs of the historical church. The final course section focuses on the current status of women in the church and reflection on global challenges for women in the 21st century. This course is cross-listed as GHST 6510.

## **GSOC 6550**

### **Gender Violence and Reconciliation**

#### **Credits: 3**

This course addresses gender violence from a global, structural, and Christian theological perspective. Gender violence is defined in legal, psychological and spiritual language that provides a description of the problem and a framework for addressing this important issue. The course will provide an analysis of current theories, practices, and leadership strategies. Topics include gender violence as an international human rights issue, the responsibility of the church in its prophetic role to provide a response, and exploring the possibilities of creative responses with the goal of gender reconciliation. The objective is to develop leaders who help create a cultural and theological shift that recognizes the dignity and equality of both women and men.

### **GSOC 6600**

#### **The Ethics of War and Peace**

##### **Credits: 3**

This course surveys the development of Christian theological and ethical perspectives on just war theory and pacifism from the biblical period to the present day. Attention will be given to the crusades, the two world wars, and the unconventional warfare in Vietnam, Iraq, and Afghanistan. Students will examine the perspectives of their own denomination or faith group and apply their findings to one of the above wars. Finally, students will examine the meaning of conscientious objection and grounds for its approval in the military. Consideration will be given throughout the course to the formation of personal conscience in light of Christian traditions and in the context of responsible citizenship. *[Offered on demand]*

### **GSOC 6800**

#### **History of the Black Church**

##### **Credits: 3**

The historical role of the Black Church in the Black community is emphasized in conjunction with the contributions and distinctive characteristics within American Protestantism. The course focuses on an examination and interpretation of the history of the Black church, including the seven historic American Black denominations: the African Methodist Episcopal Church; the African Methodist Episcopal Zion Church; the Christian Methodist Episcopal Church; the National Baptist Convention, U.S.A.; the National Baptist Convention of America; the Progressive National Baptist Convention; the Church of God in Christ and other Pentecostal Associations and Non-Denomination affiliations.

### **GSOC 6830**

#### **Black Theology**

##### **Credits: 3**

The course will examine the enduring institution and changing dynamics of the Black Church from its inception in America to present. It will explore its changing history, theology, Biblical interpretation, culture, education, ethics, and ministry. It will examine the importance of the Black

Church in the life of the community and its people. Emphasis includes the relationship of the twentieth century Black liberation theologies and civil rights movements. The lives and contribution of Black women and men who offered new theological interpretations, social change movements, and provided a foundation for the global church in the twenty first century is examined.

### **GSOC 6950**

#### **Independent Study in Social Ethics**

##### **Credits: 1–3**

Under the guidance of a professor, the student pursues independent research in a specific social ethics topic. *[Prerequisite: advisor and instructor approval required and a GPA of 3.0]*

### **GSOC 6990**

#### **M.A. Thesis in Social Ethics**

##### **Credits: 3–6**

This course is a research option for M.A. students in the field of social ethics. Students wishing to pursue thesis work must file a written petition with academic services formally requesting this degree completion method prior to registering for the course. (Students who have not completed the thesis project by the end of the semester will automatically be registered for GRES 7990–Continuation of Registration for Master’s Thesis, and charged a fee every subsequent semester until the completion of the master’s thesis.)

### **GSOC 7230**

#### **Theology, Leadership, & Political Action: Readings in Luther, Bonhoeffer, and Martin Luther King, Jr.**

##### **Credits: 3**

Theological questions concerning the role of church and state, Christian ethics and public policy, and the intersection of Christian spirituality and civic values are perennial questions that every generation within their own social, cultural, and political context need to address. This course examines Martin Luther's theology of the cross as a framework for addressing his two kingdoms paradigm, and subsequent understanding of the boundaries of temporal authority and church. Luther's construct is instrumental in the development of Bonhoeffer's Christology, his insistence on solidarity with the oppressed, and resistance to social and political evil. Martin Luther King, Jr. is deeply influenced by both Luther and Bonhoeffer, and further develops concepts that include strategies of active nonviolent resistance, the beloved community, and Christian reconciliation. These themes related to the role of church and state will be explored with an emphasis on application for the 21st century church. *[This course is cross-listed as GTHE 7230. Prerequisite: GBHT 5250 Reformation and Renewal or GBHT 5260 Mission in the Modern World.]*

## **GSOC 7350**

### **Social Policy and Practice**

#### **Credits: 3**

This course provides students with an opportunity to put into practice their knowledge, and skills as a social change practitioner. Students will identify one topic that has spiritual, social and communal relevance for those who have been socially, economically, and/or politically marginalized. Subjects for study may include any contemporary social concern. Students will become a task force that studies the identified subject, plans a strategy to create social change and then works together to implement this change. They will work to create change in social policy on both a local and State level. Their expertise and practice strategies will be presented during a workshop, luncheon, or gathering. *[Note: This course may substitute as a Field Education course for any degree.]*

## **Theological Studies (GTHE)**

### **GTHE 6330**

#### **World Religions and Human Spirituality**

#### **Credits: 3**

This course explores the global character of the church and the practice of ministry in the multifaith and multicultural context of contemporary society. Attention is given to the wide diversity of religious traditions present in the potential ministry settings and considers how the church can serve with faithfulness and respect in a religiously pluralistic culture. Students will have the opportunity to develop their theological convictions in dialog with other religious traditions and gain skills in interfaith engagement as an expression of their Christian discipleship. This course is cross-listed as GMIN 6330 and GPSF 6330.

### **GTHE 6440**

#### **Gospel of John**

#### **Credits: 3**

Throughout the history of the Church, the unique character of St. John's Gospel has intrigued and inspired countless theologians, philosophers, historians, and believers. The poignant, specific, and three-dimensional character of the materials selected and the author's subtle and understated theological insights make for a rich meditative experience in Scripture study. This brief but substantive course will pay particular attention to two important aspects of the Gospel, while at the same time, demanding mastery of the basic content: (1) how the Gospel has been read and interpreted over the centuries by the Church; and (2) the sacramental orientation of the Gospel, which pervades its meaning. Reading the English text, lecture, and class discussion will be part of the weekly rhythm. This course is cross-listed as GBIB 6440.

**GTHE 6830****Black Theology****Credits: 3**

The course will examine the enduring institution and changing dynamics of the Black Church from its inception in America to present. It will explore its changing history, theology, Biblical interpretation, culture, education, ethics, and ministry. It will examine the importance of the Black Church in the life of the community and its people. Emphasis includes the relationship of the twentieth century Black liberation theologies and civil rights movements. The lives and contribution of Black women and men who offered new theological interpretations, social change movements, and provided a foundation for the global church in the twenty first century is examined. This course is cross-listed as GHST 6830.

**GTHE 6950****Independent Study in Theological Studies****Credits: 1–3**

Under the guidance of a faculty member, a student will investigate a specific area or topics in theological or religious studies. *[Prerequisite: advisor and instructor approval required and a GPA of 3.0]*

**GTHE 6990****M.A. Thesis in Theological Studies****Credits: 3–6**

This course is a research option for M.A. students in the field of theological studies. Students wishing to pursue thesis work must file a written petition with academic services formally requesting this degree completion method prior to registering for the course. (Students who have not completed the thesis project by the end of the semester will automatically be registered for GRES 7990-Continuation of Registration for Master's Thesis, and charged a fee every subsequent semester until the completion of the master's thesis.) *[Prerequisite: faculty approval]*

**GTHE 7030****The Christian Doctrine of Human Nature and Sin****Credits: 3**

This course will explore the Christian understanding of the human being as the apex of the Creator's work according to Genesis 1–2, who was plunged into evil and misery according to Genesis 3–5. Significant attention will be given to selected biblical passages, the debate over "original sin" in the Western Church, the different descriptions of human sinfulness that distinguish the Eastern Church from the Western Church, and the implications of these teachings in pastoral work.

**GTHE 7150****The Openness of God Debate****Credits: 3**

One of the most significant, often contentious, current debates in evangelical circles centers on what has come to be called "Openness of God" theology. Proponents of this theological perspective, while affirming a high view of Scripture, do not view God as the all-knowing, all-controlling, unchanging being often portrayed in classical Christian thought. God is viewed, rather, as a being who does not have infallible knowledge of our future free actions and thus as a being who must work relationally with us day by day to help actualize the divine goals for us and our world. This course will take an in-depth look both at openness theology and the numerous critiques that have been offered in response to it. The main goal of the course will be to help each student come to a clearer understanding of her or his own theological perspective. *[Offered on demand]*

**GTHE 7230****Theology, Leadership, & Political Action: Readings in Luther, Bonhoeffer, and Martin Luther King, Jr.****Credits: 3**

Theological questions concerning the role of church and state, Christian ethics and public policy, and the intersection of Christian spirituality and civic values are perennial questions that every generation within their own social, cultural, and political context need to address. This course examines Martin Luther's theology of the cross as a framework for addressing his two kingdoms paradigm, and subsequent understanding of the boundaries of temporal authority and church. Luther's construct is instrumental in the development of Bonhoeffer's Christology, his insistence on solidarity with the oppressed, and resistance to social and political evil. Martin Luther King, Jr. is deeply influenced by both Luther and Bonhoeffer, and further develops concepts that include strategies of active nonviolent resistance, the beloved community, and Christian reconciliation. These themes related to the role of church and state will be explored with an emphasis on application for the 21st century church. This course is cross-listed as GSOC 7230. Prerequisite: GBHT 5250 Reformation and Renewal or GBHT 5260 Mission in the Modern World.

**GTHE 7240****Life and Theology of Martin Luther****Credits: 3**

This course explores Luther's life, theology and subsequent impact on society. The course is divided into three areas of study. The initial focus is a discussion of Luther in historical context. The medieval antecedents and early 16th century theology and social life provide a backdrop for Luther's entrance onto the European religious and political stage. The second area is an examination of Luther's dialectical theology. This course will explore his views on the sacraments,



faith, government, women, vocation, and the role of government and just war. The final area for study includes an analysis of modern interpretations of Luther's theology. A look at contemporary Luther studies includes an overview of current "hot" topics and possible applications of his theology in the area of social justice.

### **GTHE 7260**

#### **Wesleyan Theology**

##### **Credits: 3**

This course explores major theological themes of Wesleyan theology through the examination of primary materials. While focusing on Wesley's theology of salvation as expressed in his sermons, the course also includes exposure to Wesleyan thought on such matters as the doctrine of God, anthropology, the person and work of Christ, the Church, ministry, the sacraments, and eschatology. In addition, consideration is given to the development of early Methodism in its historical context, its relevance for contemporary Methodist traditions, and its potential contribution to the Church at large. A secondary purpose of this course is to impart to the student an appreciation of the field of Wesleyan Studies and its present-day interpreters. This course fulfills the *United Methodist Doctrine* requirement for students preparing for United Methodist ordination.

### **GTHE 7270**

#### **Calvinism and Arminianism**

##### **Credits: 3**

This course will focus on the divergent views of Calvinism and Arminianism with significant readings in the primary texts they authored. The course will examine the overarching issues related to Calvinism and Arminianism from an historical, biblical, theological, and practical perspective. The issues will be presented in their clearest possible light in order that they might be discussed and examined with as much understanding and fairness as possible. Attention will also be given to how their successors interpreted and applied their teachings. This course is cross-listed as GHST 7270. *[Offered on demand]*

### **GTHE 7280**

#### **The Holiness Pentecostal Tradition**

##### **Credits: 3**

This course surveys the 19<sup>th</sup> and 20<sup>th</sup> century Holiness and Pentecostal movements in the United States, including principal and formative events, theological distinctives, and important figures. The course will examine the culture(s) of the movements, major controversies, and opportunities for ecumenical dialogue. *[Offered on demand]*

**GTHE 7310****Suffering, Pain, and Evil: A Theological Response****Credits: 3**

Those in ministry must often respond to the following question: “Why did God allow that horrible event—that tragic accident, that terrible betrayal, that intense suffering—to happen?” After outlining the various responses (theodicies) available to Christians, this course will discuss how best to help those asking “why” determine what these responses have to offer. Included among the texts read will be the book of Job.

**GTHE 7330****Sacramental and Liturgical Theology****Credits: 3**

This course examines the liturgical and sacramental life of the church as *theologia prima* (first theology). Attention is given to the historical and theological development of liturgical and sacramental theology in major branches of Christianity, as well as to the practical implications of liturgical and sacramental praxis for the formation of communal and individual faith. A particular focus of the course is on the Christological, ecclesiological, and anthropological dimensions of liturgy and sacraments.

**GTHE 7350****Reformed Theology****Credits: 3**

This course explores foundational perspectives and contemporary trajectories of the Reformed theological tradition. Students are exposed to key themes in the theology of John Calvin, the confessional literature of the Reformed churches, *The Book of Confessions*, and selected contemporary thinkers within the Reformed tradition. Through the examination of the ecclesiastical, political, social, economic, and ethical dimensions of Reformed thought, this course seeks to prepare students to articulate the contemporary relevance of the Reformed tradition, to show how Reformed doctrine illuminates Christian faith and life, and to apply Reformed theology to the practice of ministry. This course is open to all students, but required for those preparing for ministry in the Presbyterian Church.

**GTHE 7400****Theology of the City****Credits: 3**

The 20<sup>th</sup> century began as a predominantly rural world. At the beginning of the 21<sup>st</sup> century, the world is predominantly urban; by 2015, more than half of the world’s population will live in major urban centers. This massive demographic shift has created huge challenges for political and social systems and also for the Church. This course will develop a biblical theology for urban

mission that will serve as a foundation for pastors and church leaders seeking to understand the city and will guide them in constructing and implementing effective urban ministry strategies.

*[Offered on demand]*

## Academic Policy and Procedures

The following policies and procedures have been established to ensure the smooth operation of the Seminary and to assist students in their educational journey. Careful reading of this catalog section upon admission to the Seminary will allow students to proceed to graduation in an informed and efficient manner.

### Academic Integrity

Northeastern Seminary seeks to promote academic honesty within the Seminary community. Academic writing requires a strong culture of careful documentation of the use of sources, both to ensure intellectual integrity and to provide the apparatus for scholarly work by others using your materials. Such honesty is fundamental to the principles of the Judeo-Christian tradition and education. To foster among students a spirit of honest intellectual inquiry, the Seminary has identified the following practices as unacceptable:

1. Cheating in its various forms, whether copying another student's work, allowing work to be copied, using unauthorized aids on an examination, fabricating research data, or submitting as your own another person's work
2. Denying other students access to academic information whether in the classroom, library, or computer lab
3. Destroying, altering, or tampering with another student's work to impede academic progress
4. Plagiarizing (presenting as one's own the words or ideas of another person)—including inadequate documentation of sources and excessive dependence on the language of sources even when documented. As a guard against plagiarism, the student should learn how to document his or her sources. The Northeastern Seminary faculty has adopted the Chicago style as described in *A Manual for Writers of Term Papers, Theses, and Dissertations* (9th Edition), by Kate L. Turabian. A writing guide prepared by the faculty is provided in the online orientation guide and on the Seminary's internal website theCommons.
5. Submitting the same or similar work for more than one course or assignment without documentation and/or approval from the professor
6. Copying of copyrighted materials, including computer software

Students who knowingly violate the principles of academic honesty will be subjected to disciplinary action through the Academic Dean's Office. Depending on the nature of the offense, the student's grade or credit earned may be affected. In serious cases, the student may be suspended or terminated.

## **Academic Standards**

Students must achieve a cumulative grade point average (GPA) of 2.7 in order to graduate; students failing to maintain this GPA will automatically be placed on academic probation. Students who do not bring up their GPA each subsequent semester and reach 2.7 within the next 18 credits, will be dismissed from the program and their registration for the next semester will automatically be terminated. Students with a GPA lower than 2.0 at the end of the summer semester (or 18 credits) will be dismissed from the program and their registration for the fall semester will automatically be terminated. Re-admittance to the program is possible after one full year and upon the recommendation of the faculty advisor and the vote of the faculty.

Field education courses which receive less than a "P" will be referred to an academic progress committee for special action which may include termination from the program. At least one semester (excluding summer) must transpire before reapplying. For additional information, please refer to the "Graduate Student Termination Policy" section in this catalog.

### **Academic Progress Committee**

Northeastern Seminary's academic dean will appoint an academic progress committee (APC) to review and act on a student's academic and/or professional progress as needed. The committee will be composed of the student's academic advisor, a representative from the Student Life Office or the Academic Dean's Office, and an additional Northeastern Seminary faculty member, with the option of the student selecting an upper class student in good standing. The APC may, upon review of the student's record and a personal interview, place a student on probation, suspension, or in some cases, dismiss the student from the Seminary.

### **Graduate Student Termination Policy**

The Academic Dean's Office will monitor each student's academic progress and professional development. When necessary, the academic dean shall appoint an academic progress committee (APC) (see "Academic Progress Committee" section in this catalog). Possible actions for failure to meet academic or professional development requirements are identified below.

Northeastern Seminary faculty will notify the Academic Dean's Office of concerns about students who are not progressing appropriately in their professional development. Areas of concern may include the following: emotional stability, self-confidence and assertiveness,

ability to accept constructive criticism, ability to form and maintain positive relationships, ability to work with diverse groups, and values and ethics consistent with the Seminary.

The formal process of evaluation related to concerns about non-academic issues begins upon signed receipt of the concern(s) in writing, addressed to the APC. The student will be asked to meet with the APC to respond to the concern(s). The committee will also interview other relevant persons as indicated or necessary. The outcome of the process will be one of two possible decisions:

1. Unfounded—which results in no further action by the APC regarding the complaint
2. Founded—which results in amelioration or recommendation for termination as described in the options under “Failure to Meet Non-Academic Requirements”

### **Failure to Meet Academic Requirements**

Students failing to maintain a cumulative grade point average (GPA) of 2.7 will automatically be placed on academic probation. Students who do not bring up their GPA each subsequent semester and reach 2.7 within the next 18 credits will be dismissed from the program and their registration for the next semester will be automatically terminated. Students with a GPA lower than 2.0 at the end of the summer semester will be dismissed from the program and their registration for the fall semester will be automatically terminated. Re-admittance to the program is possible after one full year and upon the recommendation of the faculty advisor and the vote of the faculty.

Academic progress committee (APC) actions for other academic issues (poor writing skills, plagiarism, excessive incomplete grade requests, etc.) may include but are not limited to the following:

- A student may be placed on probation for one semester, be given a specific action plan for making up unsatisfactory work, and allowed to continue in other coursework. Failure to complete all work satisfactorily in the time frame prescribed will result in the student being withdrawn from her or his academic program. Students may not have a probation period extended.
- A student may be required to withdraw from her or his academic program until the incomplete or unsatisfactory work is made up. In this case, the student may be required to repeat the failed course or work with the professor to otherwise meet the requirements of the course failed at which time the student may apply for readmission.
- A student may be terminated from her or his academic program and not allowed to continue studies at Northeastern Seminary

- In some, but not all cases, the APC may stipulate when a student who has been terminated may reapply for admission. If allowed, and prior to readmission, the student will be interviewed by the APC.

### **Failure to Meet Non-Academic Requirements**

Academic progress committee (APC) actions for non-academic issues may include but are not limited to the following:

- The student may be placed on probation and specific areas needing improvement are identified by the APC. A specific plan to address these concerns is developed by the student with his or her faculty advisor. This plan is submitted to the committee. If the committee does not agree with the plan, a committee member meets with the student and his or her academic advisor to develop an alternate plan. The student is allowed to continue in the program as long as she or he is making progress as based on the plan of action.
- The APC may recommend to the academic dean of the Seminary that the student be terminated. A student who is terminated from the program for non-academic reasons can reapply for admission following withdrawal for one semester (excluding summer). Students reapplying for admission will be reviewed by the APC, prior to review by the admissions committee.

### **Failure to Meet Academic/Non-Academic Requirements**

In cases where there are academic and non-academic reasons to consider termination, the actions identified above will be combined as appropriate. For example, the action may include the student retaking courses and developing a plan to address areas that need improvement.

Once the APC decides on the course of action as identified above, the student and his or her faculty advisor are notified of this action in writing. The student has the right to file a formal grievance with the academic dean of the Seminary. Procedures for filing a formal grievance are identified in the "Graduate Student Grievance Policy."

In cases of termination from the program, the APC will make this recommendation to the academic dean of Northeastern Seminary. The academic dean either concur with the APC's decision and act on their recommendation by notifying the student or, in cases other than those that are based on failure to achieve grade standards, may decide otherwise. This

completes the termination process. If the student desires to appeal the decision, this must be done by submitting an appeal in writing according to the grievance process.

## **Access to Educational Records**

Requests for access to educational records should be submitted in writing directly to the school official responsible for the record's custody. A standard form, request to review academic record, is available at the Registration Office. Consistent with time and record security limitations, access must be granted or permission denied and a reason stated within 45 days of the request to review the record. Access will be denied only for reasons specifically authorized by the act and applicable regulations. For more information go to: <https://www.roberts.edu/registration/ferpa.aspx>.

An informal record review and resolution of inquiry is urged. If this process does not prove satisfactory, the student may petition for a formal hearing through the Office of the Academic Dean. If a formal hearing is requested the academic dean shall appoint an ad hoc committee (see "Graduate Student Grievance Policy" section in this catalog).

An ad hoc committee will be appointed specifically to deal with student petitions under applicable federal laws and regulations, such as the Buckley Amendment. The student has the right to challenge the content of the record only on the ground that it is inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student. No challenges will be heard regarding the merit upon which individual grades have been based. The record may be amended, based upon the committee's findings, or the student may insert in the record a statement commenting upon or in rebuttal of a document.

All determinations of the ad hoc committee are subject to a final review by the president, if requested by the student in writing within two weeks of the committee's written decision.

## **Advisement**

Advisement begins with the admissions process as prospective students are given materials and counseled on the degree options, contents, and requirements. During the student's first semester a faculty advisor is assigned to each student. Additionally, the coordinator of academic planning is available to meet with students as needed to assist them in creating semester-by-semester completion plans. Registration information is communicated to all enrolled students well in advance of each new semester via the student's campus email account.



Faculty advisors assist students in clarifying vocational goals and developing a program of study. The program of study includes electives and focused elective competencies. It is the responsibility of graduate students to contact their faculty advisors to arrange meetings concerning program planning.

In addition to academic program planning, the faculty advisor provides support to students concerning other issues such as personal problems, difficulties with other faculty members, grievance issues, etc. The faculty advisor can also assist a student in developing ideas for her or his research project (M.A. Theological Studies).

It is important to note that advising appointments may be conducted in a variety of formats such as tele-conferencing, Skype, or Zoom for online students.

## **Attendance Policy**

Class attendance is expected for all students at Northeastern Seminary. This includes timely attendance at all class sessions, field education hours, retreats and other required activities. In online courses, this means active and timely participation in discussion forums, Zoom meetings, or other learning activities. Zoom meetings provide an opportunity to participate in a synchronous, communal experience between classmates and faculty. While regularly scheduled Zoom sessions are encouraged, if you cannot attend, it is expected that you will watch the recording, posted to the course site. There are several online classes (Care & Counsel and Preaching) where weekly Zoom attendance is required. Students who log into the course page but do not contribute are not counted as participating students. Emergencies are the only exception, in which case students are responsible for notifying their instructors or supervisors in advance when possible. Excessive class absences, whether excused for emergency reasons or unexcused, may negatively affect evaluation and continuance in a given course.

## **Spiritual Formation Policy**

Northeastern Seminary places a high value on community and the formative dynamics associated with communal formation, and so seeks to provide opportunities for such formation together as a learning community. One such opportunity is our annual All-Seminary Retreat or Community Gathering. This is a time when faculty, students, alumni, administrators, and board members join together for a day to "step outside our normal routines" and position ourselves in such a way as to receive refreshment from the Lord and one another as we share together in a classic Christian contemplative retreat.

We encourage all students to attend the All-Seminary Retreat or Community Gatherings each year. Some courses require a retreat experience that may be fulfilled through attendance. See the Northeastern Seminary website for retreat details. Registration is free for current students.

## **Catalog Year/Program Changes Policy**

Students will complete the degree requirements in place at the time (catalog year) of initial enrollment unless New York State alters those requirements. If the Seminary makes changes to an academic program, the practice is to allow students who have been continuously enrolled (summer excluded) to continue following the requirements current at the time of initial enrollment. Any change demanded by institution curricular policy should not add to the total number of courses nor delay the date of graduation.

Students may opt to advance to a more recent catalog year if it is advantageous to their academic goals; however the entire set of graduation requirements listed in any one catalog must be used. Any change of catalog year must be noted and must be approved by the student's faculty advisor (or the coordinator of academic planning) and the registrar.

Students who interrupt the program for two or more semesters (summer excluded) must meet the requirements of the catalog current at the time of return.

## **Changing Degrees**

As students move through the seminary experience they may decide to change degree programs. To change degrees, students should consult their faculty advisor or the coordinator of academic planning, and complete the change of degree application found on Northeastern Seminary's internal website.

## **Computer Integrity**

Northeastern Seminary contracts with Roberts Wesleyan University for computing facilities for the benefit of students and faculty. The efficient operation of these facilities requires cooperation between users and the staff of Information Technology Services (ITS). The hardware and software in these facilities is the property of RWU; the files of users are individual property. All require respect. Use of the computing facilities is thus a privilege that can be withdrawn if users abuse the hardware or software, or violate the rights and needs of others.

The Roberts Wesleyan University/Northeastern Seminary assigned email account is the official means of electronic communication within the University and Seminary communities. Students are responsible for all information sent to them from faculty and administrative offices via their University or Seminary assigned email account. Students should check their campus email account on a daily basis.

### **Unacceptable Computer User Policy**

1. You may use and distribute copyrighted or proprietary material only with written consent of the copyright holder. Unless otherwise indicated by the author, you should assume that any software you did not create is copyrighted.
2. You may not use false identification or misleading information to gain access to computing resources nor use computing resources for which you are not authorized. You may use an account only for Northeastern Seminary related activities, and not for others such as advertising for a commercial organization or endeavor, or running a business.
3. Your password should be kept private, even from faculty or staff members. If a need arises for another person to use your account, you need to receive approval by the systems administrator.
4. Access to the Roberts Wesleyan University system should be available for all Northeastern Seminary campus members. Please refrain from disabling or crashing the system, playing games at inappropriate times, sending mass mailings or chain letters, and creating unnecessary multiple jobs or process names.
5. The Roberts Wesleyan University system has several security mechanisms in place to protect your files. Any attempt to circumvent data protection schemes or uncover security loopholes is prohibited. Only University or Seminary software intended to be user-customized can be modified.
6. You may not harass others or send obscene, defamatory, or threatening messages. This includes messages spoken, phoned, or sent via the computer.
7. Individuals are not allowed to set up a network server on the University network without prior permission from the CIO and the network administrator.
8. Network drives are provided for your use. You are responsible for adhering to the acceptable computer-use policy in regard to how you use the network drives.
9. If you violate any of the above policies, you may face one of the following penalties: Network/email account locked or disabled, restricted access to the computer labs/classrooms, loss of network drives, printing privileges revoked

Specific Internet guidelines and an abstract from the New York State Computer Crime Statute are available on the RWU intranet home page or by calling the IT [Services Help Desk at 585.594.6898](#).

## Directed and Independent Studies

A directed study is defined as one-on-one instruction of a course currently offered or listed in the Northeastern Seminary catalog. An independent study is defined as a unique, individualized study on a topic of particular interest to the student. All such studies require the same level of engagement with the material as a traditional course. Registration for a directed or independent study may not be made through traditional means; students must seek approval for a directed/independent study via the application for credit for a non-classroom course thereby securing a faculty member to supervise the study. A directed study may be taken to replace a D or an F in a classroom course. To register for an independent study, a grade-point average (GPA) of 3.0 is required; there are no GPA requirements for directed studies. No more than 10% of a degree program may be completed via directed/independent study, though for special circumstances, a student may petition to extend the limit to 15%.

## Dropping Classes

### Class Withdrawal Policy

DESIRED OUTCOME	ACTION DEADLINE
To not have the course even appear on the transcript	File change of registration form before the end of the second week of a 15-week (fall/spring) class or before the end of the first week of an 8-week (summer) class.*
To receive a "W" on the transcript and therefore not have the grade calculated into the GPA	File change of registration form before week thirteen for a 15-week (fall/spring) course, or before week seven for an 8-week (summer) course.*
Failure to file a change of registration form altogether or filing after the above deadlines will result in the course and the earned grade—including an F if applicable—remaining on the transcript and being calculated into the GPA.	

**IMPORTANT:** The date the form is received by the coordinator of academic planning is the official date of change. The date the form is filed not only affects the transcript grade, but also determines the amount of tuition refund (if any), and the financial aid adjustment (see the Tuition and NES Aid Reversal Schedule section of this catalog).

Students who must withdraw from Northeastern Seminary altogether are responsible to file a withdrawal form promptly with the coordinator of academic planning. Delay or failure in filing the withdrawal form causes the student to be liable for the full semester's tuition, and can result in a grade of F permanently appearing on the student's academic transcript. When considering withdrawal from a course or from seminary altogether, it is always advisable to speak with the professor(s) first to determine whether the course(s) can be salvaged. This is the most cost-effective and time-effective approach, rather than dropping and repeating courses.

\*For further clarification, see the Academic Calendar in this catalog or on the Seminary's website.

## Duration of Programs

Students will be expected to complete their degree program within two years of its normal length. Thus, M.Div. students will be allowed six years and M.A. students four years to complete their academic work. Students who withdraw from Northeastern Seminary and wish to return at a later date to complete a degree should keep in mind that only academic credits earned within 10 years of Northeastern Seminary degree conferral—including Northeastern credits—can count toward a degree.

## Grading System

The following descriptions guide the faculty in evaluating student work and assigning grades at Northeastern Seminary:

<b>A</b>	=	95-100%	Unusually high quality, exceptional graduate work; represents not only industry, thoroughness, and correctness of detail, but also originality, natural ability, and no small degree of insight
<b>A-</b>	=	91-94%	Far above average, fine graduate work

<b>B+</b>	=	88-90%	Above average for graduate work
<b>B</b>	=	85-87%	Very good, average for graduate work; indicates that a student has intellectually fulfilled the requirements of a course, assimilating the subject matter with thoroughness and correctness (yet without distinctive ability and insight)
<b>B-</b>	=	81-84%	Slightly below average for graduate work
<b>C+</b>	=	78-80%	Meets minimal requirements, but with noticeable inadequacies for graduate work
<b>C</b>	=	75-77%	Meets minimal requirements, but with significant gaps for graduate work; represents work that may be mechanically or outwardly correct but which shows little reflection upon or assimilation of the material, or that is uneven, irregular, or fragmentary
<b>C-</b>	=	71-74%	Meets minimal requirements, but with serious gaps
<b>D+</b>	=	68-70%	Minimal work
<b>D</b>	=	65-67%	Barely acceptable for graduate work; indicates work that is far inferior to the average both in quantity and in quality; represents either low potentiality or the lack of initiative and sense of responsibility
<b>D-</b>	=	61-64%	Inadequate work
<b>F</b>	=	60% or lower	Failure
<b>I</b>	=		Temporary grade indicating that not all requirements for the course have been completed; all incomplete work must be completed per policy in current Northeastern Seminary catalog

<b>N</b>	=		Indicates no credit and no quality points. It is assigned to allow extension of time for Independent Study and Directed Study courses or for research projects extending beyond one semester
<b>W</b>	=		Indicates a student has withdrawn from the course. This grade has no effect on the grade point average.
<b>(AU)</b>	=		Audit
<b>[ ]</b>			Grades in brackets indicate course that was repeated.

### **Grade Changes**

A student must file an appeal for a grade change within two months from the date of the end of the semester in which the disputed grade was given. To appeal a grade, a student must follow the graduate student grievance policy outlined in this catalog.

### **Criteria for Grading Individual Papers**

Three items are considered in the evaluation of the grade, two of them dealing with content and one dealing with writing style. When evaluating the content of papers, the professor considers (1) the degree to which students demonstrate an understanding, with fullness of detail and with accuracy of the materials read and discussed in class and (2) the precision and creativity students have shown in reacting to and applying these materials to the contemporary situation. The professor also considers (3) writing style. Consideration is given to such things as grammar, spelling, word choice, clarity of writing, organization, logic, and other such items. Students will want to consult *A Manual for Writers of Term Papers, Theses, and Dissertations* (9th Edition), by Kate L. Turabian and, if they have never purchased a simple book on writing, *The Elements of Style* by William Strunk, Jr. and E.B. White. Students should also make regular use of *Inclusive Language Handbook* by Donald Thorsen and Vickie Becker.

### **Incomplete Grades**

Students who are unable to complete their work for any Seminary course must submit a request for an incomplete grade form to the professor no later than the second to last class session. Incompletes are only granted when work is delayed by serious illness or other sufficient reason, and it is the prerogative of the professor whether or not to grant an incomplete. When an incomplete is granted, the student must submit all incomplete work within 14 days of the last class session. If incomplete work is not submitted within 14 days,

the incomplete grade will be converted to an earned grade, including a possible “F” grade if that is what was earned, in which case the student will need to repeat the course. (For additional information, see “Repeating Courses” section of this catalog.)



## **Grade Point Average (GPA)**

The grade point average (GPA) is the numerical average of the letter grades the student has received. It is determined by multiplying the quality points of each letter grade by the number of semester hours in that particular course, adding all such products, and dividing by the total number of semester hours. Quality points per credit hour are assigned to each letter grade as follows: A=4; A-=3.7; B+=3.3; B=3.0; B-=2.7; C+=2.3; C=2.0; C-=1.7; D+=1.3; D=1.0; D-=0.7; F=0.00. Grades of F calculate into the GPA; grades of P do not calculate into the GPA. For example, the procedure for a student with 3 semester hours of A, 2 semester hours of B, and 3 semester hours of C is as follows:  $(3 \times 4) + (2 \times 3) + (3 \times 2) = 24$  quality points. Twenty-four quality points divided by 8 semester hours gives a 3.00 grade point average. Except for courses taken at Roberts Wesleyan University, transfer credit is not used in computing a student's grade point average. Courses taken through cross-registration are used in computing the grade point average.

In order to graduate from Northeastern Seminary, a student must achieve a cumulative grade point average of 2.7, calculated by the system currently in place at Roberts Wesleyan University. Students failing to maintain a cumulative grade point average of 2.7 will automatically be placed on academic probation. Students who do not bring up their GPA each subsequent semester and reach 2.7 within the next 18 credits will be dismissed from the program and their registration for the next semester will automatically be terminated. Students with a GPA lower than 2.0 at the end of the summer semester will be dismissed from the program and their registration for the fall semester will be automatically terminated. Students who are dismissed due to a GPA below 2.0 will return on academic probation at the level in place at dismissal. Dismissed students will also need to work directly with Student Financial Services to determine aid eligibility/ grade expectations which may differ from the academic probation expectations.

## **Grievances**

It is the intention of the Seminary to encourage the articulation and informal resolution of grievances as they arise and to provide recourse to orderly procedures for the satisfactory resolution of complaints. A grievance can include, but is not limited to, a complaint, misinterpretation, or inequitable application of stated or implied policies, regulations, or expectations. Northeastern Seminary policy states that proceedings should be as follows: If a student has a grievance against a faculty member, she or he should first speak directly to that person and then, if the matter is not resolved, to the relevant program director. If the matter is still unresolved, the student should approach the Dean of the School of Theology and Northeastern Seminary.

If it is necessary to file a written complaint and to process a grievance through the formal chain of responsibility, the process is as follows:

1. The student prepares and submits a formal grievance to the Dean of the School of Theology and Northeastern Seminary. The Dean meets with the individual(s) involved and makes a ruling on the complaint. The ruling is given to the student orally and later in written form.

2. If the student evaluates that satisfactory resolution was not made in step one, the Dean is responsible for appointing and convening an ad hoc committee composed of: three Seminary faculty members; one first-year student; and one second-year student. (It is understood that the faculty members included in the informal process to resolve the complaint, or close friends of the student submitting the complaint, will not be appointed to the ad hoc committee.) This committee shall conduct its hearings and report its actions within 60 days of the initial report of grievance.

3. Once the committee is appointed, the members are given a copy of the student's written complaint and a summary of the meeting(s) convened by the Dean in order to resolve the complaint satisfactorily.

4. Once the committee members have had an opportunity to review the materials provided in step three, a meeting is arranged with the individual(s) involved. One of the faculty members is given the responsibility to arrange and chair the meeting(s). At the meeting, the student presents data supporting his or her grievance. It is the responsibility of the committee members to ask questions of the student or the faculty member involved in the complaint, in order to clarify the information provided in the written complaint or the summary of the previous meeting(s).

5. Once all the data have been collected, a ruling on the complaint will be made by the committee, using simple majority vote. (The committee cannot rule on a grade change without agreement by the faculty member involved.) This ruling is given to the student orally and later in written form.

6. If the student evaluates that satisfactory resolution of the complaint was not made in steps two to five, a complaint may be filed with the Chief Academic Officer of Roberts Wesleyan University. The Chief Academic Officer can involve any appropriate Seminary personnel in the process in order to resolve the complaint.

7. Once the complaint is resolved, proceedings of the meetings involved are filed in the Northeastern Seminary Dean's Office.

Northeastern Seminary encourages students to seek resolution to their grievances in the context of an academic community committed to strict ethical conduct and humility, whose standards forbid any form of retaliation directed toward a student filing a complaint. The rights of all parties involved in the complaint process will be respected.

(Updated August 28, 2025)

# **Graduation Requirements**

## **Academic Requirements**

To qualify for a master's degree conferred by Northeastern Seminary, the candidate must present the following:

1. The minimum credit hours required for the program
2. A minimum cumulative grade point average of 2.7
3. Submission of the completed application for degree to academic services no later than October 1 prior to the May Commencement

## **Commencement Participation**

The Seminary holds one commencement ceremony per year, in May. To participate in the May Commencement ceremony, a student must have achieved the required 2.7 grade point average by the end of the fall semester preceding the spring Commencement. Students must be within six semester hours of full degree completion at the end of the spring semester, and there must be a reasonable plan for completing those hours by the end of the summer semester. Students completing degree requirements in a fall semester will participate in the following May's commencement ceremony. Degrees are not conferred until all requirements have been completed. The Seminary confers degrees three times per year: on the last Saturday in May, the last Saturday in August, and the last Saturday in December. A student's degree will be posted on the first conferral date occurring after the completion of all degree requirements.

Students have only one opportunity to participate in Commencement ceremonies. If a student is eligible to participate in a given Commencement, they must participate in that Commencement.

Diplomas are not issued until all academic requirements and financial obligations have been fulfilled. Once a degree has been conferred, the academic transcript and GPA are frozen. Subsequent coursework and grades will be applied to a new transcript. Any requests for updates or changes to the first transcript (such as grade changes) will be denied.

## **Residence Requirements**

At least one-third of the credits for a degree must be taken at Northeastern Seminary (i.e., 26 credits for the M.Div., 15 for the M.A.). The last nine credits toward the degree must be taken through Northeastern Seminary coursework. Credits may be taken in Rochester, online, or through directed study.

## Library

The B. Thomas Golisano Library offers extensive resources and services that support teaching and research in religion and theology. Opened in fall 2007, this \$12 million facility is integral to the purpose of the Seminary through its contributions to teaching, learning, and research; moreover, it serves as a partner in curriculum development and implementation. The library's educational effectiveness has been increased by both the quality of its collections and information resources, and the expertise and service commitment of the faculty and staff.

The library supports the educational programs of both Roberts Wesleyan University and Northeastern Seminary through its collections and services. The theological collections are integrated into the holdings of Golisano Library. Librarians are available to provide research assistance onsite or through the [library webpage](#). The library brings together an array of resources in various formats (including electronic databases), competent professional and paraprofessional faculty and staff, and facilities for study and research. Designated study areas provide quiet study space for graduate students enrolled at RWU/NES who are actively pursuing academic research.

The Learning Center, located in the Golisano Library, is a friendly place that assists students to become more efficient and independent learners. Its mission is to promote academic growth by offering assistance with writing a paper, tutoring services, providing an advocate for students with disabilities, and providing English language support and acquisition skills for international students.

The B. Thomas Golisano Library's collections exceed 125,000 titles, including more than 25,000 titles in religion/philosophy, and contain over 30,000 periodical titles available in print and online. The Seminary also purchases from Atla, ProQuest Dissertations & Theses, Oxford, and several other theological e-book collections.

Northeastern Seminary faculty adopted a Resource Development Policy to ensure that the library's print and electronic collections support the Seminary's curriculum and educational mission. The principal subject areas being collected are biblical studies, church history, systematic theology, pastoral theology, contemporary missions, ethics/social issues, spirituality, and Wesleyan studies. Additionally, special attention is paid to ensure that the collection represents a broad spectrum of disciplinary perspectives, particularly those that emphasize the global nature of the Christian tradition, and resources related to underrepresented groups, feminist studies, and non-Christian religious traditions.

## **Registration**

For full-time status, master's students must be registered for eight credits per semester (not counting any repeated coursework); for halftime status a minimum of four credits are required.

Registration for the initial semester is completed through the Admissions Office. Registration for each subsequent semester is completed online through Self-Service, after reviewing course selections with the coordinator of academic planning or your faculty advisor. Exceptions to this are non-classroom courses such as independent or directed studies which can be registered for by completing the application for credit for a non-classroom course.

It is best for returning students to complete the registration process prior to the close of the previous semester. The last day to add a class and still be eligible for financial aid is Friday of the first week of the semester. See the "Dropping Classes" and "Tuition Refund Schedule for Withdrawal" sections in this catalog for courses dropped after registration.

The maximum load per semester (fall or spring) without petition is 15 credit hours. A student in good standing may petition the academic dean to take up to 18 credits in any one semester.

### **Auditing Online Courses**

Online courses at Northeastern Seminary require active engagement by students and faculty. Students wishing to audit online courses must be actively engaged in forum discussions in order to continue enrollment in the course. Auditing students who have not participated in the online discussions during the first two weeks of the course may be dropped from the course.

Auditing students cannot make up more than 40% of the enrollment in an online course. Audit registrations may be held and processed one week before the start of the course. Audit requests will be processed in the order in which they are submitted. If a class has the potential to fill up, Registration reserves the right to hold the registration forms until one week before the start of the course.

### **Onsite Course via Video Conference**

In order for students to make progress in completing their degrees, at the discretion of the coordinator of academic planning, students may be permitted to register for an onsite course and join via video conference. This option will be used only when the course is

needed to complete the student's program or with faculty approval. Students completing denominational studies requirements may be permitted to audit courses via video. No other audits are permitted via video conferencing.

When a student registers for a course via video conferencing, a separate section of the course will be created in Power Campus as a distance education section. The course section will be closed to students who have not been given permission to join by the coordinator of academic planning.

## **Repeating Courses**

A student who fails a course may repeat it once, but to do so must follow the guidelines below:

1. The student must consult with the instructor who assigned the failing grade to determine the causes for failure and to identify actions needed to avoid a repeat failure
2. Based on the outcome of the instructor-student consultation, the academic planning coordinator will oversee the signing of a contract outlining steps for the student's successful second attempt of the course
3. All parties must sign off on the contract before a student may be registered for a repeat course

A student who wishes to repeat a course more than once must meet with the academic dean and submit a written petition to him including documentation relevant to steps one and two above. The academic dean, in consultation with the course instructor, will then determine whether taking the course a third time is an ethically responsible course of action.

When a course is repeated, the original grade will remain on the student's transcript, but only the most recent grade for the repeated course will count toward the cumulative grade point average (GPA) even if it is a lower grade.

## **Textbooks**

All students are responsible for purchasing their own textbooks. This allows students to secure their books through the most convenient and cost effective means. Books can be ordered through the Slingshot campus bookstore or an alternate provider (e.g., Amazon, AbeBooks.com, etc.). Booklists are included in each syllabus (available on Northeastern

Seminary's [Student Resources](#) page) and may also be accessed through the Self-Service registration link.

Students may use the website below to have the campus bookstore place textbook orders for them. Book costs can be paid for using financial aid, if available for the student, or they can be charged to a personal credit card when the books are shipped. Four to six weeks must be allowed for shipping. Orders can still be placed later, but without guarantee of receipt by the course start date. Students will have the option to pick up the books in the campus bookstore or have them shipped to an alternate address. If shipping to an alternate address, a shipping fee will be added to the total price.

To order via online shopping:

1. Click on this link: [Bookstore](#)
2. Click on the "Buy or Rent Books"
3. Select the appropriate term
4. Select the department (BIB, MIN, PSF, etc.), course, and section, and hit submit
5. Each book will offer the option to add it to the shopping cart (new/used/rent/ebook)
6. Continue with each course
7. Check out

Questions may be directed to the bookstore manager at 585.594.6140.

## **Theological Writing Requirements**

Northeastern Seminary's degree programs require a graduate-level proficiency in writing. Prior to enrollment, all students must complete a segment on writing and citation instruction as part of online orientation. This is designed to help students develop their skills in theological research and writing and is critically important to a successful educational experience.

CMC 501NE Practicum in Theological Research and Writing is a one-credit course designed for those who would benefit from further assistance in the craft of writing. CMC 501NE is recommended for students with a GPA below 2.5, though it is open to any student seeking tutorial guidance with writing. Students are also encouraged to utilize the services of the Writing Center in the Learning Center suite of the B. Thomas Golisano Library.



## **Transcript**

Current students may obtain an unofficial transcript through the online Self-Service portal. Requests for official transcripts may be submitted online at

<https://www.roberts.edu/registration/transcript-request>

For further information or questions concerning transcripts, students should contact the Registration Office in the Rinker Community Service Center at 585.594.6220.

## **Withdrawing from Seminary**

Students will be expected to maintain continuous enrollment once admitted to Northeastern Seminary. If it becomes necessary to leave for a semester or withdraw from the Seminary, a withdrawal form must be completed by the student and submitted to the coordinator of academic planning. These changes are not official and do not engage the “Tuition Refund Schedule” (see section in this catalog) until the withdrawal form, authorized by the student, is processed by the appropriate Seminary officials and submitted to the Office of Registration and Student Financial Services. Students without an approved leave of absence, who do not maintain continuous registration status (excluding summer semesters) will be responsible for remaining tuition costs as outlined on the “Tuition Refund Schedule” section in this catalog, and will be required to reapply for admission to the Seminary.

## **Temporary Withdrawal and Dropping Out Policies**

Students sometimes must interrupt their seminary programs because of issues beyond their control such as health problems, unexpected family responsibilities, or financial stress. A student facing such issues should consult with the coordinator of academic planning, prior to making a final decision. This will enable the Seminary to provide counsel and assistance for continuing enrollment or to help the student develop a plan to re-enter as soon as possible, should the interruption prove unavoidable.

### **Temporary Withdrawal**

Students should always consult with the coordinator of academic planning prior to making any final decision regarding a break in their program. There are costs involved in timing and finances that need to be considered. Often assistance is available to help a student through a particularly difficult situation or circumstance to avoid withdrawal. There are times,

however, when withdrawing is unavoidable. In those cases, the following steps outline the process involved, the policy regarding refunds, and returning to the Seminary:

1. Students must notify the coordinator of academic planning of their plans for withdrawing from a Seminary program and to schedule a personal conversation. Prior to or during the conversation a withdrawal form must be completed and signed. This conversation may serve as the exit interview required before the withdrawal becomes official.
2. At the time of the withdrawal, the student will be responsible for all tuition and fees up to the day the official withdrawal form was completed and signed by both the student and the coordinator of academic planning, regardless of class non-attendance. See "Tuition Refund Schedule" section in this catalog to determine amounts refunded/due). The refund or balance due will be recorded on the withdrawal form.
3. Refunds apply to the tuition charges only. Fees and deposits are not refunded.
4. Within the first 12 months after withdrawing, a student may re-enter the Seminary by completing the return to active status form. The student must, however, give the Seminary a 30-day notice to guarantee placement.
5. After 18 months, the student must complete a reapplication "short form" to be readmitted. The student may also be asked to complete an updated autobiographical statement and recommendation.
6. Readmission to the Seminary requires the student to be in good standing with Student Financial Services.
7. Students returning to active status will re-enter under the then-current catalog and financial aid and scholarship structure.

## **Dropping Out**

A student who, upon departure, develops no plan for returning to the Seminary:

1. Within the first 12 months after dropping out a student may re-enter the Seminary following a personal interview with the coordinator of academic planning. The student shall give the Seminary a 30-day notice to guarantee placement.
2. Must reapply, if more than 12 months have elapsed.

## **Writing Assistance**

The Writing Center is located in the Learning Center suite of the B. Thomas Golisano Library. Faculty and qualified student tutors can help students in any stage of the writing process

and assist them to become better writers by focusing on personal areas of weakness. Virtual appointments are encouraged. To schedule an appointment, call the Learning Center at 585.594.6270 or schedule your appointment on-line at

<https://rwu.roberts.edu/learning-center/>

Please see "3 Ways Non-Trads can get Writing Help from the Learning Center at RWU" at

<https://rwu.roberts.edu/learning-center/writing-center.aspx>

## **Student Life**

Northeastern Seminary is committed to supporting a successful student experience. The Student Life section of the catalog describes additional important resources that students can access to support their academic success, personal growth, and understanding of Northeastern Seminary.

## **Campus Safety**

The Campus Safety staff is dedicated to providing a safe and secure environment for Roberts Wesleyan University, Northeastern Seminary, and campus visitors from the community. Campus security officers are on duty 24 hours a day, 7 days a week, and 365 days a year. All students should become familiar with the many safety service options available to them while on campus. Service options such as registering for parking permits online; obtaining I.D. cards; and campus rules and safety regulations can be accessed at [www.roberts.edu/student-experience/campus-safety.aspx](http://www.roberts.edu/student-experience/campus-safety.aspx)

To report an incident or any emergency on campus, dial 7777 from a campus phone or utilize one of the 13 Blue Light Emergency phones conveniently placed throughout the campus. Just press the button and it will dial campus safety automatically. When the officer answers, please provide your name, Blue Light location, and state the emergency. It is also recommended that all faculty, staff, and students enter the campus safety phone number (585.594.7777) into their cell phone contact list. The Campus Safety Office is located on the second floor of the Voller Athletic Center, room 270.

## **Parking Permits**

Parking permits are required for all cars using the Rochester campus lots. Entering seminarians secure permits as part of their orientation process. Returning students renew parking permits annually online at [www.roberts.edu/student-experience/campus-safety.aspx](http://www.roberts.edu/student-experience/campus-safety.aspx). For more information or questions on your vehicle registration, please visit or contact the Campus Safety Office at 585.594.7777.

## **I.D. Card**

A student I.D. card is the student's passage to many services at Northeastern Seminary and Roberts Wesleyan University. The student fee covers the cost of this card. Lost or misplaced cards should be reported to the Campus Safety Office (585.594.7777). Replacement card cost is \$5.00. You may obtain your student ID at the Campus Safety Office, room 270, Voller

Athletic Center, Monday through Friday, between the hours of 9:00 a.m. and 4:00 p.m., or by special appointment (585.594.7777).

## **Lost and Found**

The Campus Safety Office maintains a lost and found area. Students may check in this office for lost items. Additionally, students may check with the division office of the building in which they may have lost the item, or with the Seminary office.

## **Clery Report**

The Roberts Wesleyan University annual security and fire safety report, also known as the Clery Report, is available for review. This report is required by federal law and contains policy statements and crime statistics for the school. The policy statements address the school's policies, procedures and programs concerning safety and security. This report is filed annually with the U.S. Department of Education, and contains three years' worth of statistics for certain types of crimes that were reported to have occurred on campus, in or on off-campus buildings or property owned or controlled by the school and on public property within or immediately adjacent to the campus.

The Campus Safety and Security Department will provide, upon request, all campus crime statistics as reported to the United States Department of Education. Crime statistics may be obtained at the Campus Safety Office located at the Voller Athletic Center, Room 270; by sending a written request to Roberts Wesleyan University Campus Safety Department: 2301 Westside Drive, Rochester, NY 14624; or by calling the Campus Safety Office at 585-594-7777. Crime statistics are also located on the Roberts Campus Safety website [roberts.edu/student-experience/campus-safety](http://roberts.edu/student-experience/campus-safety) under Clery Report, and are available through the United States Department of Education (<http://ope.ed.gov/Security/>).

## **Office of Career Development**

Northeastern Seminary academic advisors, along with the Academic Dean's Office, provide guidance in areas of ministry and church opportunities.

Through the Seminary's contract agreement with Roberts Wesleyan University, seminarians have access to the resources of the university's Career Development Office. It offers resources to help students identify academic programs and formulate career plans. The Career Development Office is equipped to help students identify goals and obtain relevant employment by offering the following services:

## Career Planning Services

- Online Career Assessments: Students interested in doing career assessments can now access the Myers-Briggs Type Indicator (MBTI) and the Strong Interest Inventory online at the career services website: <http://www.roberts.myplan.com>. Students would then need to make an appointment with Career Development to review their results.
- Individual Career Advisement: Individual appointments may be made with the Career Development staff to discuss issues and concerns.
- Résumé/Cover Letter Review: Individual appointments may be made with the director to review résumés and cover letters written in preparation for job hunting.
- Workshops: Throughout the year, special training sessions are provided to help students write their résumés and cover letters, be effective in interviews, and prepare for career days.
- Career Development Website: Students can access the Career Development website at <https://rwu.roberts.edu/career-development/> that includes resources for job searching and links to our job and internship listings. All postings are available on our Handshake platform <https://Roberts.joinhandshake.com> and students can sign on using their Roberts/Northeastern email and password.
- Career Shadowing: Arrangements may be made for students to shadow career professionals for a day.
- Career Networking/Informational Interviewing: Students are encouraged to build their professional network. One way of doing that is by conducting informational interviews with alumni/professionals in their desired field. Career Development can provide assistance in connecting students to alumni as well as sample informational interview questions.

## Communal Spiritual Formation

Northeastern Seminary seeks not only to integrate personal and spiritual formation components throughout its classes, but is also committed to communal formation together beyond the classroom. A retreat is offered each fall semester for all members of the Seminary community as well as others who would like to share a retreat experience with us. Students who live close to campus may take part in Roberts Wesleyan University's day-time chapel program where students, faculty, and administration share together in leadership along with distinguished Staley Lecturers and other Christian leaders; a schedule of these services is posted on the university's intranet site at

[www.roberts.edu/student-experience/spiritual-life/chapel](http://www.roberts.edu/student-experience/spiritual-life/chapel). In all these ways (and more), we seek to encourage the ongoing availability of both personal and communal spiritual formation opportunities for all members of the Seminary community.

## **Communications**

To maintain effective communications with students in an online, non-residential, or commuting environment, Northeastern Seminary has established the following means of relaying special announcements, general information, and emergency notices.

### **Campus Email Accounts**

All Seminary students are assigned a campus Gmail account upon enrollment. This is the official means of electronic communication within the Seminary/University community. Students are responsible for all information sent to them from faculty and administrative offices via their campus email account. Students should check their campus email accounts daily for important announcements and messages regarding posting of grades, registration dates, billing updates, scholarship opportunities, special events, school closing, etc.

### **Virtual Online Campus**

All current students have access to the Virtual Online Campus/Moodle through the Seminary website ([www.nes.edu](http://www.nes.edu)). Students must use their Seminary login and password. The Virtual Campus provides students access to multiple resources including: course sites, course planning resources, calendars, schedules, syllabi, and forms. They provide access to online registration and grade reports via the Self-Service link, financial aid, news, tutorials and many more resources. Students are encouraged to familiarize themselves with these sites early on as they will be expected to utilize these resources throughout their years at the Seminary.

### **Northeastern Seminary Website**

The Seminary website, [www.nes.edu](http://www.nes.edu), offers students access to a broad array of services and information. Students should periodically browse the home page as it provides easy access to the Virtual Campus, announcements, events, faculty and staff directory, and links to numerous resources. It is also a great place to refer a friend or colleague who wants to know more about Northeastern Seminary.

## Social Media

Engage with the Seminary community through your favorite social networks. Like and follow these pages to stay connected with fellow students and alumni, hear from thought leaders, and get quick access to new ministry resources. Submit student news by emailing [seminary@nes.edu](mailto:seminary@nes.edu).

- Facebook <https://www.facebook.com/NESeminary/>
- Twitter <https://twitter.com/NESeminary>
- Instagram <https://www.instagram.com/neseminary/>
- YouTube <https://www.youtube.com/channel/UCUXPV-hwlanOzQCOVS7RVqQ>
- LinkedIn <https://www.linkedin.com/school/247950/>

## Computer Services

Information Technology Services (ITS) supports all classroom, lab and office computers for Northeastern Seminary and Roberts Wesleyan University. ITS is located in Anderson Hall. Help desk services are available Monday – Friday 8:00 a.m. – 5:00 p.m. during the spring and fall semesters. Summer hours are Monday – Thursday 8:00 a.m. – 5:00 p.m. and Friday 8:00 a.m. – 3:00 p.m. The help desk can be reached at 585.594.6898 or on email [helpdesk@roberts.edu](mailto:helpdesk@roberts.edu) during those hours

Wireless Internet connection is available in all academic buildings. A public access computer lab is located in the Golisano Library for student use. The lab is loaded with Microsoft Office, Internet, and other academic software and contains laser printers. In addition, six computers are available in B.T. Roberts Memorial Hall computer lab exclusively for seminarians. Several biblical software packages are available for seminarians' use in this computer lab.

## Counseling Services

Northeastern Seminary provides limited counseling services to its students on a private contract basis with local counseling agencies. The Seminary will fund up to four sessions per year, with the student being responsible for a small co-pay each session. To make a confidential inquiry about this service, please contact Melodie Velazquez-Soto, Assistant to the Dean, at 585.594.6807 or on email -[velazquezsoto\\_m@roberts.edu](mailto:velazquezsoto_m@roberts.edu).  
at 585.594.6807



## **Diversity Statement**

### **Vision Statement for Human Diversity**

Northeastern Seminary believes that all people are created in the image of God. Therefore, the Seminary values and affirms human diversity, and is committed to providing a supportive environment that promotes awareness of, sensitivity to, and appreciation of human diversity. Specifically, the Seminary seeks to reflect the richness of human diversity within its students, staff, faculty, administration, and Board of Trustees as a manifestation of its Christian heritage. The Free Methodist Church, with whom the University and Seminary share a covenantal affiliation, was founded as part of a reform movement which emphasized the rights of under-represented populations, women, and the economically depressed.

### **Human Diversity Goals**

Goal 1: Maintain a Board of Trustees that strongly supports and directs human diversity development efforts at the Seminary

Goal 2: Maintain an administrative leadership (i.e., president, vice president, deans, and directors) that is firmly committed to the achievement of human diversity at the Seminary

Goal 3: Seek and retain qualified students, staff, faculty, and Board of Trustees whose demographic profile reflects regional diversity

Goal 4: Create an environment that encourages all members of the Seminary community to share their talents, gifts, and cultures through involvement in campus-wide diversity initiatives and activities

Goal 5: Develop broad curricula that include learning objectives relating to human diversity

Goal 6: Provide students and faculty with opportunities to develop intercultural competencies and see themselves as part of an interdependent world community

## **Emergency Notification/Inclement Weather**

For students taking onsite classes during the winter months, weather conditions in upstate NY can make traveling hazardous and therefore ill-advised. Northeastern Seminary has established the following procedures to notify students if the campus will be closing or classes will be canceled due to inclement weather or any other emergency (e.g., loss of power). Students should check for email alerts on their campus accounts. If students think the campus may be closing or classes may be canceled, they should contact the

institutional hotline at 585.594.6999 (press 5 when prompted to receive a recorded update). A decision will be made and posted by 12:00 p.m. noon on the class day regarding cancellations. As conditions can and will vary greatly, students should always consult local weather authorities along with state travel advisories and then use their best judgment to determine if travel is safe. Students are responsible to contact their instructor directly, prior to class, if the student chooses not to attend in-session classes due to travel concerns.

## **FERPA**

The Family Educational Rights and Privacy Act (FERPA) of 1974, as amended extends the right of access to certain educational records maintained by Northeastern Seminary to all former and presently enrolled students. Student rights include:

- Inspection and review
- Explanation or interpretation
- Formal hearing and challenge of contents
- File complaint

Northeastern Seminary reserves the right to refuse to permit students from viewing the following records:

- Confidential letters or statements of recommendation placed in the student's file prior to January 1, 1975
- Letters that the student has waived the right to view
- Educational records containing information on more than one student
- Sole Possession Records of staff and faculty maintaining personal notes in student's folders. However, any material in the folder when it is transferred to another record keeper (e.g. advisor, finance officer, student development, or professor) is no longer personal, and is, therefore, subject to the policies governing access
- Financial information submitted by parents of students

The following data, regarded as "Directory Information," may be released by the Seminary to interested persons when a request is deemed appropriate:

- Student's name
- Email
- Address
- Pictures
- Telephone listing

- Date and place of birth
- Major field of study
- Dates of attendance
- Awards, degrees, and honors received
- Participation in officially recognized activities
- Class Level
- Enrollment status (full-time, part-time, etc.)
- Most recent previous educational agency or institution attended

Students have the right to refuse the release of directory information, but please note that refusal of release applies to all categories (e.g., full name printed in commencement program). See complete policy at <https://www.roberts.edu/registration/ferpa.aspx>. Requests for non-disclosure must be made in writing. Forms are available in the Northeastern Seminary Office of Dean.

Under the Anti-Terrorism Act of 2001 certain U.S. governmental agencies have a right to access educational records and personally identifiable information contained in records without prior student consent. Also, as of January 2012, certain third party agencies deemed by the U.S. governmental agencies may have access to educational records and personally identifiable information without student consent.

## **Lifestyle Statement**

Northeastern Seminary seeks students whose lives are characterized by personal integrity and a devotion to high academic and ethical standards. Applicants must present evidence of their readiness for graduate studies in theology. They must also meet additional admissions criteria including, but not limited to, quality of character, spirituality, and acceptable conduct. Where applicable, Northeastern Seminary expects students to be in good standing with the standards of professional conduct of the denominational or ecclesiastical organizations with which they are affiliated.

## **Non-Discrimination and Non-Harassment Policy**

### **Non-Discrimination Policy**

(Applies to Faculty, Staff, and Students)

Northeastern Seminary complies with all applicable employment laws. There shall be no discrimination against any employee, applicant for employment, or any student, including prospective student, on any basis prohibited by law. This non-discrimination policy applies to educational policies and programs and to terms and conditions of employment, which

include (but are not limited to): recruitment, hiring, training, compensation, benefits, promotions, disciplinary actions, and termination.

It is the Seminary's policy that all employees and students should be able to learn and work in an educational environment free from harassment of any nature.

NOTE: The scope of this policy does NOT include sexual or gender related harassment or discrimination. Northeastern Seminary is an embedded institution within Roberts Wesleyan University and adheres to the University's policy 120 *Title IX Sex Discrimination* and 108 *Sexual Misconduct* policy. The full policy including information on sexual harassment or misconduct can be found at these links: [policy 120](#); [policy 108](#).

### **Definitions and Examples of Harassment**

Harassment: Written, verbal and/or physical conduct that denigrates or shows hostility or aversion toward an individual, and that has the purpose or effect of creating an intimidating, hostile or offensive employment or educational environment; or has the purpose or effect of unreasonably interfering with an individual's employment or academic performance. This includes taunting, degrading, threatening, or otherwise offensive or hostile remarks or behavior; including slurs, jokes, offensive stereotypes, or any kind of behavior which, in the employee's opinion, impairs his/her ability to perform his/her job. Also, it is envisioned that students will be able to enjoy and work in an educational environment that does not impair their academic performance.

Hazing of any kind by students and employees of Northeastern Seminary is prohibited. Hazing includes participating in initiation tactics which involve any activity expected of someone joining a group that humiliates, degrades, abuses or endangers mental or physical health or involves the consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization, regardless of the person's willingness to participate.

### **Appointment of Racial Harassment/Discrimination Officer**

The Seminary appoints a racial harassment officer who will be directly accessible to members of the faculty, staff, and student body.

This person's name is available by calling the Office of Human Resources at 585.594.6260. The racial harassment officer will work closely with the director of human resources on all harassment inquiries and investigations. He/she will investigate allegations of harassment and together with the director of human resources determine if harassment occurred or if the accusation was made in bad faith. The racial harassment officer will also assist the

Office of Human Resources in the development of communications regarding harassment and educational efforts to prevent harassment.

## **Reporting Incidents of Discrimination**

1. Students who believe they have been subjected to racial or another type of discrimination (not including sexual misconduct) should report the matter confidentially to the Seminary's racial harassment officer, academic dean, or any member of the faculty or staff with whom they feel comfortable discussing the matter. If reported to a faculty or staff member, that member of the faculty or staff must report the discrimination complaint to the racial harassment officer or the academic dean. If the racial harassment officer believes further action is required, that person will include the academic dean in discussions to determine what action is required and how best to proceed. At this point, it is expected that the student making the report is willing to have his or her name accompany the report and is willing to cooperate with any investigation. Whether further action is deemed necessary or not, all complaints should be reported to the officers of record (the director of human resources for employee-related incidents or the dean of students for student-related incidents) so that repeat incidents can be tracked and accurate data kept.
2. Members of the faculty or staff who believe they have been subjected to racial or another type of discrimination (not including sexual misconduct) should report the matter to the racial harassment officer or director of human resources or any appropriate supervisory person with whom they feel comfortable discussing the matter. If reported to a supervisory person, that person must report the complaint to the appropriate harassment officer or the director of human resources. If the harassment officer believes further action is required, that person will include the director of human resources in discussions to determine what action is required and how best to proceed. At this point, it is expected that the person making the report is willing to have his or her name accompany the report and is willing to cooperate with any investigation. Supervisors and managers have an obligation to report suspicious or concerning activities that may appear to be harassment in any form (written, verbal, and/or physical) to the racial harassment officer and/or the vice president for student and organizational development. Whether further action is deemed necessary or not, all complaints should be reported to the officers of record (the executive director of HR for employee-related incidents or the dean of students for student-related incidents) so that repeat incidents can be tracked and accurate data kept.
3. Members of the faculty or staff (including part-time, time-as-reported, and student employees) who are aware of an incident of harassment or discrimination

affecting a member of the faculty, staff, or student body must report the matter confidentially to the racial harassment officer, academic dean, executive director of HR or a supervisory person with whom they feel comfortable discussing the matter. If reported to a supervisory person, that person must report the complaint to the appropriate racial harassment officer, academic dean, or executive director of HR. At this point, it is expected that the person making the report is willing to have his or her name accompany the report and is willing to cooperate with any investigation. Employees who interact with external vendors, contractors, visitors, etc. must assist in ensuring compliance with this policy. Whether further action is deemed necessary or not, all complaints should be reported to the officers of record (the executive director of HR for employee-related incidents or the dean of students for student-related incidents) so that repeat incidents can be tracked and accurate data kept.

### **Investigating Harassment/Discrimination Allegations**

Every harassment complaint will be met with a fair, prompt and thorough investigation. The investigation process steps include the following (Allegations of sexual harassment may include additional steps and should be referred to policy 120 or policy 108.):

1. Incident is reported
2. An evaluation of interim measures and accommodations is made
3. Determine whether or not this policy has been violated and therefore, whether or not an investigation should/must proceed
4. Assign investigators
5. Investigators conduct investigation
6. Investigators prepare summary investigation report
7. Investigation report reviewed by appropriate harassment officer, director of human resources, and other University officials as appropriate to make decisions on next steps
8. Harassment officer, director of human resources and other appropriate University officials make determinations on responsibility, remedies, disciplinary actions, etc.

Every effort will be made to begin investigations promptly and complete them in a timely manner while ensuring a thorough investigation. In addition, complaints will be kept as confidential as possible, however in order to conduct an investigation, some disclosure of information may be necessary. At the conclusion of the investigation, the complaining party, the respondent, and potentially those who participated in the investigation, if the complaint is unsubstantiated, will be notified of the results.

## **Disciplinary Actions for Harassing or Discriminating Behavior**

If the finding of the investigation is that the alleged harassment charges against the alleged perpetrator have been substantiated, the perpetrator shall meet with the appropriate administrative personnel to discuss the consequences of having perpetrated harassment. The investigatory report will be filed in the perpetrator's permanent student file, if the perpetrator is a student, or in the employee's personnel file, if the perpetrator is an employee of the Seminary.

If the finding of the investigation is that the alleged harassment charges against the alleged perpetrator have *not* been substantiated, said charges shall be dropped, without further consequence or report being filed in the alleged perpetrator's permanent student or employee file.

Education, including reinforcement of the provisions of this policy and the Seminary's professional expectations, may occur throughout the investigation.

Consistent with the applicable provisions of Seminary policy, the Seminary will take prompt, appropriate disciplinary actions, including possible suspension or termination, against any faculty member, staff member, or student who is deemed to have engaged in harassment or to have made a false accusation of someone.

## **Dissatisfaction with Resolution of Complaint or Retribution for Reporting or Investigating an Incident**

Northeastern Seminary will not engage in any type of retaliatory action against an individual who brings a harassment complaint in good faith. Furthermore, members of the faculty, staff or student body should contact the racial harassment officer, academic dean, or director of human resources immediately if they believe there has been retaliation against any person who reported or investigated an allegation of harassment. Retaliatory action in sexual discrimination complaints should be shared with the Title IX coordinator. In addition, anyone who believes that a harassment complaint has not been resolved satisfactorily should contact the racial harassment officer, academic dean, or director of human resources.

The full non-discrimination and non-harassment policy can be reviewed on the University's human resources website and refer to policy 116. For more information regarding sexual discrimination, the University has two policies found on the University's website: policy 120 and policy 108.



# Sexual Assault and Title IX Compliance

## Sexual Assault and Title IX Compliance

Northeastern Seminary and Roberts Wesleyan University are committed to creating and maintaining an academic and work environment that respects each person and nurtures the trust of its mission. The Seminary / University has general expectations of students and employees and expects all to behave in a manner that supports the Seminary's / University's Mission and Ethos, including respecting and protecting the personal rights of others.

The Seminary / University seeks to create and maintain an environment free from intimidation or injury generated by sexual harassment, including domestic violence, dating violence, stalking and sexual assault. The Seminary / University will act to eliminate such practices from our community and to remedy their effects. All members of the Seminary / University community are entitled to a professional working and learning environment and are accountable and responsible for maintaining a respectful and trusting environment.

Any complaints involving sexual harassment, domestic violence, dating violence, sexual assault and stalking will be handled under the Seminary's / University's Title IX Policy # 120.

The complete policy may be accessed via this link: [Sexual Misconduct Title IX Policy.docx](#).

The Clery Report may be accessed via the [Campus Safety Resources](#) webpage.

Definitions:

**Domestic Violence** - a felony or misdemeanor crime of violence committed

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabiting with, or has cohabited with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.



**Dating Violence**- violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

**Stalking** – engaging in a course of conduct directed at a specific person that would cause a reasonable person to

- Fear for the person's safety or the safety of others;
- Suffer substantial emotional distress.

**Sexual Assault**- is defined as an offense that meets the definition of Rape, Fondling, Incest or Statutory Rape.

The Seminary / University is in compliance with *Title IX of the Education Amendments of 1972*, the *Violence Against Women Reauthorization of 2013*, the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* also known as the *Clery Act* and *Article 129-A and Article 129-B of the New York State Education Law*.

Article 129-B of the New York State Education Law requires that the Student Handbook include the following definition of *Affirmative Consent*: Affirmative Consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, sexual identity or gender expression.

Consent to any sexual act or prior consensual activity between or with any party does not necessarily constitute consent to any other sexual act.

Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol.

Consent may be initially given but withdrawn at any time.

Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent.

Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm.

When consent is withdrawn or can no longer be given, sexual activity must stop.

### **Student's Bill of Rights Regarding Domestic Violence, Dating Violence, Sexual Assault and Stalking**

Regarding incidents of domestic violence, dating violence, sexual assault and stalking, all students have a right to:

- Make a report to local law enforcement and/or state police.
- Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously.
- Make a decision about whether or not to disclose a crime or violation and participate in the judicial conduct process and/or criminal justice process free from pressure by the Seminary / University.
- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard.
- Be treated with dignity and to receive from the institution courteous, fair, and respectful health care and counseling services, where available.
- Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes and violations.
- Describe the incident to as few Seminary / University representatives as practical and not be required to unnecessarily repeat a description of the incident.
- Be protected from retaliation by the Seminary / University, any student, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the Seminary / University.
- Access to at least one level of appeal of a determination.

- Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process including all meetings and hearing related to such process.
- Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial process of the Seminary / University.

### **Contact Information:**

Title IX Coordinator: 585-594-6222

Campus Safety: 585-594-7777

Local Law Enforcement: 911

State Police 24-hour hotline: 1-844-845-7269

### **Requesting Confidentiality – How the Seminary / University Will Weigh the Request and Respond**

If the Title IX Coordinator receives a report of an act covered by this Policy, but the individual impacted requests confidentiality or otherwise asks that an investigation not be pursued, the Title IX Coordinator will make every effort to balance this request with the Seminary's / University's commitment and obligation to provide a safe and non-discriminatory environment for all members of the community. Honoring such a request may limit the Seminary's / University's ability to conduct a thorough investigation and take appropriate disciplinary action. Accordingly, the Title IX Coordinator will consider many factors when determining whether or not the Seminary / University can honor the request for confidentiality, including but not limited to whether:

- the alleged perpetrator has a history of violent behavior or is a repeat offender;
- the information provided suggests an increased risk that the alleged perpetrator will commit additional acts;
- the alleged perpetrator used a weapon or force;
- the sexual violence was committed by multiple perpetrators;
- the incident represents escalation, such as a situation that previously involved sustained stalking;
- the information provided suggests that the act is part of a larger pattern at a specific location or by a particular group;
- the individual impacted is a minor; and
- Information can be obtained by means other than from the impacted individual (e.g., by personnel or security cameras, witnesses, or through physical evidence).

## **Amnesty**

The health and safety of every student at Northeastern Seminary / Roberts Wesleyan University is of utmost importance. Northeastern Seminary / Roberts Wesleyan University recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence, including but not limited to domestic violence, dating violence, stalking, or sexual assault occurs may be hesitant to report such incidents for fear of potential consequences for their own conduct. Northeastern Seminary / Roberts Wesleyan strongly encourages students to report domestic violence, dating violence, stalking, or sexual assault to school officials. A bystander acting in good faith or a reporting individual acting in good faith that discloses any incident of domestic violence, dating violence, stalking, or sexual assault to school officials or law enforcement will not be subject to the school's code of conduct action for violations of alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking, or sexual assault.

## **Students with Disabilities**

Northeastern Seminary strives to provide appropriate services and accommodations to students with disabilities based on individual needs. Students requesting services must provide complete and current documentation of a disability to the coordinator of services for students with disabilities ([lanni\\_rhonda@roberts.edu](mailto:lanni_rhonda@roberts.edu)) for review and approval prior to receiving services. Students in need of accommodations should advise the coordinator of disability services of the need for accommodations upon admission to the program. Late notification may delay the approval of accommodations. For further information, please contact the Learning Center in the Golisano Library (585.594.6270).

## **Office of Student Life**

Student services are generally provided through the Office of the Academic Dean at Northeastern Seminary. Contact this office (585.594.6807) for help or referrals in a variety of student service areas. In addition, the dean of students at Roberts Wesleyan University is available within the Office of Student Life and may be reached by phone at 585.594.6765.

# Doctor of Ministry Program

## Program Overview (Hegis Code 2301.00)

### Scripture, Spirituality, and Leadership

The Doctor of Ministry program (D.Min.) is an advanced, professional, theological degree which is designed to enhance the practice of ministry for pastors, ministry staff, and those carrying leadership responsibilities in other Christian organizations. Its purpose is to serve and advance the church by providing an environment in which experienced church and parachurch leaders can have their thinking enriched, their skills strengthened, and their spiritual lives renewed for the challenges of ministry today.

Graduates of the Northeastern Seminary D.Min. program will be able to demonstrate:

- an advanced understanding of the nature and purposes of pastoral ministry
- enhanced competencies in pastoral and cultural analysis and ministerial leadership skills
- enriched ability to think biblically and theologically about all aspects of ministry
- an ability to integrate their understanding and competencies into a theologically reflective practice of ministry
- continued growth and increased maturity in personal and spiritual formation

In short, the Doctor of Ministry degree equips people to serve Christ's church with the highest levels of excellence, wisdom, and skill.

The Doctor of Ministry degree is an advanced professional doctorate that builds upon a master's degree, a base of formal theological education, and significant ministry experience. Students with an accredited master's degree in another field may be asked to complete leveling work consisting of six master's-level seminary classes. As a part of the admissions process, students will be assessed on their ability to interpret Scripture thoughtfully and to understand the theological tradition of their ministry context. In addition, they will be evaluated on their ability both to understand and to adapt one's ministry to their cultural context. Lastly, each applicant will be assessed on their own self-understanding of their ministerial identity and vocational calling as well as their readiness to engage in ongoing personal and spiritual formation for one's ministry.

The D.Min. program enhances the mission of the Seminary “to prepare Christ-centered men and women for faithful, effective ministry to the church and the world.” The unique strength of the Northeastern Seminary D.Min. program is its integrative focus on three areas of study that are indispensable for faithful service to the church and world in the 21st century: Scripture, spirituality, and leadership. Grounded in Northeastern Seminary’s commitment to the centrality and authority of Holy Scripture, doctoral students at Northeastern will find their proficiency in biblical interpretation and application strengthened, their grasp and experience of the rich resources of human and Christian spirituality deepened, and their competence as Christian leaders and practitioners enhanced. The learning experience is enhanced at Northeastern through coursework taken with a highly selective group of peers in ministry and guided by Northeastern faculty and internationally known scholars/pastors.

## Calendar

A student can take as many as two online classes for each of the Fall and Spring semesters, and one class for the Summer term, which includes a one-week residency. Typically, full-time students will take a total of 4 classes per year. Following this pattern, a student could complete the coursework in two years and (with satisfactory completion of the capstone project) graduate three years after entering the program. Students may adjust the timeline according to individual needs such as ministry commitments and finances. For example, a student may opt to take just one of the two classes offered in the Fall and/or Spring semesters. Doing so will lengthen the timeline for completing the D.Min. degree but may make the program more sustainable for the student. Students choosing to take the program at a slower pace should refer to the “Duration” section of this catalog. Students must negotiate ministry and family commitments in order to allow for the significant time investment required to complete this program successfully.

## Academic Calendar

<b><u>2025 Fall</u></b>		
New Student Kickoff Zoom Session (D.Min.)		August 19, 2025
New Student Kickoff Zoom Session (Master’s.)		August 21, 2025
Fall semester begins		August 25, 2025
Last day to add a class		August 29, 2025
Labor Day (offices remain open)		September 1, 2025
Last day to drop a course without a grade		September 5, 2025
Courses dropped now receive a grade of W		September 8, 2025

Homecoming	September 26-28, 2025
Spiritual Formation Week (Columbus Day holiday)	October 13-19, 2025
Online registration Week for spring '26 and summer '26	November 3-7, 2025
Last day to drop a course and receive a grade of W	November 24, 2025
Break Week - Thanksgiving holiday	November 24-30, 2025
Last day of the semester	December 12, 2025
Fall grades are due	December 26, 2025
Christmas break-offices closed (reopen January 2)	December 24-January 1
<b><u>2026 Spring</u></b>	
New Student Kickoff Zoom Session (D.Min.)	January 13, 2026
New Student Kickoff Zoom Session (Master's)	January 15, 2026
Martin Luther King, Jr. Holiday	January 19, 2026
Spring semester begins	January 20, 2026
Last day to add a class	January 26, 2026
Last day to drop a course without a grade	February 2, 2026
Courses dropped now receive a grade of W	February 3, 2026
Spiritual Formation Week (President's holiday)	February 16-22, 2026
Break Week - Holy Week	March 30-April 5, 2026
Online registration dates for summer '26 and fall '26	April 6-10, 2026
Last day to drop a course and receive a grade of W	April 24, 2026
Last day of the semester	May 8, 2026
Roberts Wesleyan University & Northeastern Seminary Commencement	May 16, 2026
Spring grades are due	May 22, 2026
<b><u>2026 Summer</u></b>	
New Student Kickoff Zoom Session (Master's)	May 14, 2026
Summer session begins	May 20, 2026
Last day to add and drop a summer class	May 21, 2026
Summer courses dropped now receive a grade of W	May 22, 2026
Summer Conference	June 21-25, 2026
Residency for Master's and D.Min.(optional)	June 21-25, 2026

Last day to drop a summer course and receive a grade of W	June 26, 2026
Independence Day (no classes)	July 4, 2026
Last day of summer semester	July 17, 2026
Grades are due for summer semester	July 24, 2026

In addition, for new students, DMIN 860NE Research Methodologies & Methods (3 credits) will be offered each fall and DMIN 801NE DMIN Community (1 credit) will be offered each fall and spring semester.

DMIN 910NE Dissertation/Ministry Project is offered each fall and spring semester as needed. (May be taken only after completion of all other required courses or in conjunction with the final required course.)

\*Students who wish to move through the program at a slower pace should consult with their advisors about the timing and flow of coursework.

\*For the 2025-2026 D.Min. course calendar, refer to the website.

## **Admissions**

### **Application Deadlines**

Northeastern Seminary admits one doctoral degree cohort every semester. The D.Min. admissions staff and faculty typically require 10 working days to complete the review and evaluation of a prospect's application packet. Applicants must submit all required materials to the Admissions Office no later than two weeks before the start of a semester. Extenuating circumstances may be considered along with an articulation of how the prospective student will be able to complete the necessary pre-class assignments.

### **Admissions Requirements**

The purpose of the D.Min. degree is to enhance the practice of ministry for persons who hold a theological degree from an accredited theological school and have engaged in at least three years of professional ministerial experience. Admission is on the basis of competence in theology and ministry, and giving evidence of the motivation and ability to pursue further study at the doctoral-level. In examining the application, the admissions committee will consider whether the applicant:

- Is capable of doctoral-level work
- Has demonstrable learning in the various theological studies



- Has sufficient ministry experience to gain maximum benefit from the program
- Has articulated how the program will enhance his or her ministry
- Is spiritually and emotionally mature
- Has sufficient support structures (e.g., family, church, etc.) to complete the program successfully

In order to determine whether or not the applicant meets these criteria, the following specific requirements are necessary for admission to the D.Min. program:

1. Earned Master of Arts (M.A.) in a ministry-related field or Master of Divinity (M.Div.) degree from an accredited seminary, college or university with a GPA of 3.0 or higher. In cases where the applicant has a master's in a non-ministry field, students may fulfill educational prerequisites by completing six seminary classes in the form of a graduate-level certificate. The Advanced Certificate must be completed with a cumulative GPA of 3.5 or higher to be eligible to apply to the D.Min. program. The Advanced Certificate will consist of a base of six classes: five Great Conversation classes (Biblical Worldview, Exploring the Bible, The Early Church, Reformation and Renewal, and Mission in the Modern World or Social Justice and Spirituality) are required as well as Introduction to Biblical Exegesis for Preaching and Teaching.
2. Three or more years of professional ministry experience. Exceptions to this rule must be approved by the director of the Doctor of Ministry program on a case-by-case basis and must meet ATS standards for admission.
3. Official transcripts from all previous graduate and undergraduate academic work; normally, a grade point average of at least 3.00 on a 4.00 scale in previous graduate degree work is required
4. Two ministry/ecclesial references from a supervisor of the church or para-church organization to which the applicant is accountable that indicate an ability to do above average graduate-level academic work, affirm the applicant's call to and gifts for Christian ministry, and give their endorsement for the individual to pursue the D.Min. degree and one congregational/character or institutional reference that affirms the applicant's call to and gifts for Christian ministry
5. An application essay and theological paper sample
6. A professional resume is required that outlines the scope of work and specifically highlights involvement in various forms of ministry
7. A TOEFL score of 79 or higher is required of international students for whom English is a second language

## **Application Essays**

### Application Essay

The application essay is a narrative of approximately 1,500 words in which applicants review and reflect on their ministerial experience and articulate how the doctoral program will enhance their future ministry. This paper should include attention to grammar, syntax, spelling, choice of words, development of argument, and felicity of expression. This paper will be one of the main sources from which the committee can evaluate the quantity and quality of the applicant's experience and understanding of how the Doctor of Ministry (D.Min.) program can enrich ministerial skills. The paper should demonstrate:

- Vocation & Ministry Alignment - A clear articulation of your vocation and a narration of the types of ministerial assignments that you have assumed, together with an assessment of how these assignments have matched your vocation
- Cultural Responsiveness - Describe how your ministry has responded to contemporary cultural needs
- Personal & Spiritual Formation - Describe your journey towards personal and spiritual formation and how you hope the D.Min. program can help improve this area
- Dissertation or Ministry Project Interest - Briefly present areas of interest you'd like to explore for your dissertation

#### Graduate Theological Paper

The theological paper will be one of the main sources from which the committee can evaluate readiness for doctoral-level work in theology. The paper may be any of the following three options:

1. A paper written for a previous course or on a theological topic of your choosing (15 to 20 pages)
2. An exegetical paper on a text of your choosing (4 to 5 pages)
3. A written sermon series expounding on a passage of Scripture of your choosing

The paper should demonstrate the ability to carefully observe, thoughtfully interpret, and contextually apply a passage of Scripture for one's ministry context. Among other things, the following should be considered when submitting the paper:

- Attention to grammar, syntax, spelling, choice of words, development of argument, and felicity of expression
- Rich use of appropriate biblical passages and quality secondary sources with careful documentation of all the sources; use of Chicago or another recognized style of writing for research papers
- Full demonstration of the complexity in theological debates and fairness in the presentation of divergent viewpoints

- Awareness of how the theological issue being examined might be applied to the complexities of contemporary ministry; clear and logical articulation of the applicant's own viewpoint

## **Special Admission Classifications**

### Provisional Status

Provisional admission to the D.Min. program may be granted in cases where the applicant has met all admission criteria but needs to complete additional master's-level coursework. In most cases, these applicants will have completed a graduate degree in a non-theological discipline and be required to take 18 credits prior to starting the Doctor of Ministry (D.Min.) program.

### Unclassified Doctoral Status

Non-degree, post-seminary persons, who are not matriculating at Northeastern Seminary or pursuing a D.Min. degree, may register for individual courses if they satisfy admission requirements for the D.Min. program under the "Unclassified Doctoral Student" status. The normal procedure concerning tuition would apply to these persons, and they would be expected to do the required coursework. This admission status is normally reserved for students seeking elective coursework for another D.Min. program or for personal growth after completing the D.Min. degree. Non-matriculated / visiting students are limited to two courses (6 credits).

Individual courses are open on a space-available basis, and with the approval of the professor. Contact the Admissions Office for further information. It is possible for a person who has taken D.Min. courses as an "Unclassified Doctoral Level Student" to petition to move into full D.Min. student status, but additional coursework may be required in some cases.

## **Transfer Policy**

Students may complete up to 12 credits through independent study, advanced standing, or transfer of coursework from a previous doctoral-level program in fulfillment of the requirements for the Doctor of Ministry at Northeastern Seminary.

1. Transfer courses will rarely be accepted for the three required courses (DMIN 865NE, 875NE, 885NE).

2. Students with experience in theological and/or qualitative research may petition for advanced standing with credit for the required research methodology courses. Students whose transcripts do not contain evidence of prior learning may submit evidence of prior substantive research activity (journal articles, thesis, etc.). Evidence will be considered at the time of admission and no advanced standing will be granted subsequent to matriculation. Advanced standing will not be granted for dissertation credits.
3. Up to twelve doctoral-level credits with a grade of B or higher earned at an ATS-accredited seminary/graduate school of theology within 10 years of enrolling at Northeastern Seminary may be transferred as support course credit at the discretion of the Academic Dean's Office; courses accepted by transfer may not duplicate the content of required Northeastern coursework.
4. Upon receipt of documentation of completion, students may receive transfer credit from the Epiphany Academy of Formative Spirituality's Certification Program. Doctor of Ministry students may receive up to 9 transfer credits (1.5 credits per Epiphany course) as support course credits.
5. In rare cases, one course (three credits) with a grade of B or higher earned at a non-ATS but regionally accredited institution will be considered for transfer only by petition which clearly shows the direct correlation of the coursework to the Northeastern Seminary D.Min. program in scripture, spirituality, and leadership, as well as its relevance to the proposed dissertation topic; the responsibility lies with the student to demonstrate how the transfer credit requested relates to and supports the current program of study.
6. Students with credit older than 10 years but earned at an ATS-accredited seminary/graduate school of theology may petition for up to six transfer credits toward the support course requirements. The petition must outline the relevance of the coursework to the Northeastern Seminary D.Min. program in scripture, spirituality, and leadership, as well as how the course material has been applied to the individual's ministry since the credit was earned.

## Housing

Housing may be found on or near the campus for those living outside the Rochester, N.Y. area. Housing for the optional summer residency may be found in the Roberts Wesleyan University townhouses. These are two- and three-bedroom townhouse units with one or two private baths respectively, a living room and kitchenette. Apartments are furnished, but household supplies are not included. There are a number of hotels and bed and breakfast establishments within a 15-20 minute drive of the campus. Housing is at the student's personal expense.

# Financial Matters: Doctor of Ministry

## Tuition and Fees (2025-2026)\*

Tuition per credit .....	\$633/hour
Student Fees (6 or more credits) .....	\$285/semester
Student Fees (1 to 5 credits) .....	\$150/semester
Books (estimated) .....	\$250/class
D.Min. Continuation Fee .....	\$450/semester
D.Min. 910 Fee .....	\$220
Non-Refundable Enrollment Deposit (applied to first tuition payment) ...	\$100

\*These amounts are specific for doctoral-level classes. Tuition and fees are subject to change.

Students are responsible for securing all books and course resources independent of Seminary fee structure. Seminary fees cover access to library resources, technology support, and fees associated with orientation. An additional fee (D.Min. 910) is assessed for the doctoral project. This fee covers formatting, binding, and publication.

## Student Accounts and Billing

Tuition payments are due according to the payment terms of the student bill. Students may work with Student Financial Services on a payment plan. Billing will be done on a per-semester basis approximately 30 days prior to the beginning of each semester.

## Payment Procedures

Tuition payments can be made at the cashier’s window in the lower level of the Rinker Community Service Center at the Rochester campus or may be remitted to the address on the student bill. Checks should be made payable to Roberts Wesleyan University with the student's name and student ID in the memo line. Failure to make payments or payment arrangements on time may result in a late payment fee and/or a hold on registration for future semesters. All payments must be made in U.S. dollars.

Tuition payment plans are available by contacting Student Financial Services at 585.594.6150.

## Tuition Refund Schedule for Withdrawal

For students who withdraw (drop all classes) from the Seminary during the semester, tuition charges and Northeastern Seminary aid will be adjusted according to the following schedule.

There is no refund of deposits or fees.

<b>Tuition Refund Schedule for students who <u>withdraw</u> from the Seminary*</b>			
Refund Schedule	Fall 2025	Spring 2026	Percentage of tuition refunded
Week 1 & 2	By Sept. 7	By Feb. 2	100%
Week 3 & 4	By Sept. 21	By Feb. 16	75%
Week 5 & 6	By Oct. 5	By Mar. 1	50%
After Week 6	After Oct. 5	After Mar. 2	0%

\*This does not apply to students who drop a course. You will only receive a refund if you drop a course during the add/drop period (week 1 & 2). The above refund schedule is only for students who withdraw from the Seminary.

<b>Tuition Refund Schedule for students who <u>withdraw</u> from the Seminary*</b>		
Refund Schedule	Summer 2026	Percentage of tuition refunded
Week 1	By May 21	100%
Week 2	By May 28	50%
After Week 2	After May 28	0%

\*This does not apply to students who drop a course. You will only receive a refund if you drop a course during the add/drop period (week 1). The above refund schedule is only for students who withdraw from the Seminary.

\*NOTE: Students are responsible for all tuition and fees up to the day the official change of registration form was completed and signed by both the student and the coordinator of academic planning, regardless of class non-attendance. Scholarship awards will be reversed according to the same schedule as tuition reversal percentages above.

## **Return of Federal (Title IV) Financial Aid**

If a student leaves school before the end of the semester, the return of federal financial aid will be based on the guidelines issued by the Federal Government in the 1998 reauthorization. Federal financial aid will be prorated on a per diem basis using calendar days, with exclusion of breaks of over 5 days. Once the 60% point of the semester is reached there is no return of federal financial aid. If no official withdrawal is made, the Seminary will establish the last date of attendance.

## Financial Assistance

### Scholarships

The following scholarships are available to eligible Northeastern Seminary students who complete the admission application process by scholarship deadlines. Students must be enrolled in at least one credit per semester to receive this aid.

- Northeastern Seminary Scholarship: 10% reduction in tuition

This scholarship is awarded annually and is based on the financial need of the student as determined by Free Application for Federal Aid (FAFSA) eligibility. Students must also maintain a minimum GPA of 2.0. The FAFSA can be completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Please indicate the Roberts school code of 002805 on the FAFSA. Questions should be directed to Student Financial Services (585.594.6150) or email: [studentfinancial@roberts.edu](mailto:studentfinancial@roberts.edu).

- Northeastern Seminary Presidential Scholarship: 25% reduction in tuition

This scholarship is awarded annually and is based on evidence of academic strength in previous work and potential for contribution to ministry development. Recipients must maintain a cumulative GPA of 3.0 to retain scholarship.

### Veterans Benefits

Northeastern Seminary's programs are approved by the Department of Veteran Affairs. The Seminary participates in the Yellow Ribbon Program of the Post-9/11 Veterans' Educational Assistance Act of 2008. Students eligible for Veterans Administration Educational Benefits should contact Susan D'Ambrosio ([dambrosio\\_susan@roberts.edu](mailto:dambrosio_susan@roberts.edu)), the VA Certifying Official for the Seminary.

If a student qualifies for more than one level of scholarship, the single highest level will be awarded. For specific details of eligibility not specified above, please contact Student Financial Services (585.594.6150), Rinker Community Service Center, on the Roberts Wesleyan University campus.

#### Veterans Benefits and Transition Act of 2018, Section 103 Policy

This policy, effective August 1, 2019, hereby upholds the additional subsection of section 103, PL 115-147, 38 US Code 3679 of the Veterans Benefits and Transition Act of 2018. This additional subsection covers individuals receiving educational assistance under Chapter 31 or Chapter 33. Students receiving educational assistance under Chapter 31 or Chapter 33 and who are in compliance with necessary paperwork and appointments, will NOT receive any penalty by the institution, Northeastern Seminary, due to any delay of disbursement of funding from the Department of Veterans Affairs.

## **Federal Direct Student Loans**

Matriculated students in the D.Min. program who take at least three credits and maintain a minimum GPA of 2.0 are eligible to apply for Federal Direct Student loans. Students qualifying for the Direct Loan program may receive up to \$20,500/year in unsubsidized Federal Direct Student loans to cover program costs and living expenses while attending the two-week on-campus residency. Completion of the Free Application for Federal Student Aid (FAFSA) is required for assessing the range of eligibility. The FAFSA can be completed online at <http://www.studentaid.gov/>. Please indicate the Roberts school code of 002805 on the FAFSA. Questions should be directed to Student Financial Services (585.594.6150) or email: [studentfinancial@roberts.edu](mailto:studentfinancial@roberts.edu).

NOTE: While the D.Min. dissertation/ ministry project will take a full year to complete, the student's registration for DMIN 910NE is only for one academic semester. Continuation of registration does not count as a credit-bearing registration. Therefore, because the student will no longer be registered as at least a half-time student, his or her federal loans will go into repayment requirements once the credit load goes lower than three credits. Contact Student Financial Services (585.594.6150) for further clarification.

## **Academic Program**

### **Program Design**

Northeastern's D.Min. program is an in-service curriculum that allows participants to complete the program while remaining in full-time ministry. For this academic year, two online classes are offered in both the Fall and Spring semester, and 1 class is offered in the Summer term that includes a one-week intensive in June, with extensive pre- and post-seminar assignments.

Earning the Doctor of Ministry degree requires completion of 34 credit hours: 7 three-credit classes, 4 one-credit D.MIN. Community courses, a three-credit research course, plus a 6-credit capstone project. Any combination of the 7 three-credit courses is allowed; in every 2 year cohort, course offerings will include: Advanced Biblical Exegesis for Preaching and Teaching (DMIN 865NE); Spirituality for Ministry (DMIN 875NE); Transformational Leadership (DMIN 885NE); 3 special topics courses in the areas of Scripture (DMIN 866NE), Spirituality (DMIN 875NE), and Leadership (DMIN 886NE); and 2 special topics courses each related to one or some combination of these three areas of ministry (DMIN 890NE).

Independent studies will be considered for students who wish to pursue areas of interest not represented in current course offerings.



The program culminates in the completion of a capstone project. The primary capstone project requirement is the Contextual Ministry Project. Students seeking to replace the Contextual Ministry Project with a written dissertation may do so with faculty approval. This dissertation is intended to make a major contribution to the student's own understanding of ministry and to the body of knowledge in the field of pastoral ministry.

## **Doctor of Ministry Capstone Project Guidelines 2025-2026**

The Doctor of Ministry degree is the highest professional degree related to the theory and practice of ministry. According to the Commission on Accrediting of the Association of Theological Schools (ATS), a fully accredited Doctor of Ministry program must address four areas:

1. Advanced theological integration that helps graduates effectively engage their cultural context with theological acumen and critical thinking.
2. In-depth contextual competency that gives graduates the ability to identify, frame, and respond to crucial ministry issues.
3. Leadership capacity that equips graduates to enhance their effectiveness as ministry leaders in their chosen settings.
4. Personal and spiritual maturity that enables graduates to reinvigorate and deepen their vocational calling.

The ATS further states that the Doctor of Ministry degree culminates with a written project that explores an area of ministry related to the student's vocational calling, utilizes appropriate research methodologies and resources, and generates new knowledge regarding the practice of ministry. An oral presentation and evaluation follow the completion of the written project to reflect mastery of the project and achievement of the program's outcomes.

In compliance with the foregoing academic and professional standards, Northeastern Seminary's Doctor of Ministry program includes as its primary capstone requirement the Contextual Ministry Project. Under specific conditions, D.Min. students may replace this requirement with a Doctoral Dissertation. The following guidelines will provide information on each degree track. An alternative to the D.Min. degree, the Certificate of Advance Professional Studies (CAPS) will likewise be explained below.

## **Contextual Ministry Project**

### **What is the Contextual Ministry Project?**

The Doctor of Ministry Contextual Ministry Project (6 credit hours) represents the capstone requirement of the NES DMin program and provides the opportunity for students to put into practice within their own ministry context what has been learned throughout the program. The project has as its objective to effect constructive change in the faith and practice of students' ministry communities. The development, implementation, and evaluation of a student's project must demonstrate (a) a foundation on and critical engagement with the seminary's three-pronged focus in Scripture, leadership, and spirituality, (b) a thorough understanding of the setting(s) in which it is conducted, and finally (c) how the project contributes to the body of knowledge in the field of Christian ministry.

Accordingly, the contextual ministry project serves to demonstrate and advance the following aspects of the doctoral student's training:

1. Readiness to conduct self-directed research and implement what is learned to the practice of Christian ministry.
2. Ability to integrate biblical, theological, and other relevant forms of knowledge with the practice of Christian ministry.
3. Understanding of the social, cultural, and other environmental factors where Christian ministry takes place.
4. Contribution to the theory and practice of Christian ministry for the church and world at large. To facilitate this contribution, students will have the opportunity to publish their ministry project write-up.

### **Project Timeline**

In the first semester of study, students are assigned a project advisor by the D.Min. Director from among the faculty who will assist the student throughout the scope of the project, beginning with the development of the project proposal and continuing to the project's completion and final evaluation. Once the advisor is assigned, a Preliminary Project Concept form is filed with the D.Min. Director, which reports on the general project concept to be developed by the student under the supervision of the advisor. Throughout the project's development, the student should initiate consistent communication with the advisor to ensure regular guidance. Generally, full-time students will complete and submit their project proposals by the end of the third semester. Implementation of the project should preferably begin in the fourth semester, and no later than the fifth semester. The completion of the project and submission of the project write-up should occur no later than the sixth semester.

## **Project Proposal**

The Contextual Ministry Project begins with the development of a written proposal of approximately 6,000 words. The proposal will largely constitute the first major section of a standard three section final write-up (see below). In coordination with the advisor, and as guided by both DMIN 860NE Research Methods and Methodologies and DMIN 801NE DMin Community, the student will draft a proposal, typically by the end of the second semester of study, that provides the following elements:

1. An appropriate title for the project.
2. An explanation of what the project is and why it has been selected. This explanation should contain:
  - a. A statement of the problem or need that requires this ministry initiative, including what sorts of skills or knowledge that would be necessary to acquire in order to address it.
  - b. A statement of the purpose of this ministry initiative, describing in detail how it will address the problem or need and contribute to the body of knowledge of the practice of ministry.
3. An outline of the major steps that will be involved in the project's development, implementation, and completion, including:
  - a. An explanation of the biblical or theological foundation for the ministry.
  - b. An analysis of the student's particular ministry context.
  - c. The primary areas of research that will need to be explored and applied, including initial engagement with relevant secondary sources.
  - d. The anticipated scope of the ministry, which establishes reasonable parameters for participation and duration.
  - e. The type of planning that will need to be done.
  - f. The actions that will need to be taken for implementation and continued to project completion.
  - g. The means through which the ministry results will be obtained.
  - h. How the ministry results will be evaluated.
4. A preliminary annotated bibliography of relevant secondary sources.

## **Proposal Evaluation**

Students will submit their completed proposals to a pre-selected committee for evaluation, as determined by the project advisor. The committee will normally consist of the project advisor and one additional member of the faculty. A qualified external examiner unaffiliated with the seminary or Roberts Wesleyan University may substitute for a faculty member. An evaluation meeting will be scheduled, and the proposal should be submitted and received by the committee members at

least one month prior to it. The meeting will consist of an approximately 60 min. session, in which the student will deliver a brief presentation of the proposal and address the questions and concerns of the committee members. Following this discussion, the committee will deliver the evaluation results.

The committee will provide one of the following ratings:

1. Major revisions: A new project should be developed by the student.
2. Major revisions: The project is fundamentally sound but significant revisions are required.
3. Minor revisions: The project requires only minor revisions.
4. No significant revisions: The project does not require any substantive revisions.

In conjunction with the rating, committee members will provide all necessary feedback in written form so that the student can successfully make the necessary changes.

In the case of a rating of 1 or 2, the student will be required to schedule a second proposal evaluation, allowing time for all required revisions to be made and for the new proposal to be received by the committee members one month prior to the scheduled date. For a rating of 3 or 4, no further evaluation is required, and following the implementation of any specified revisions by the student under the supervision of his/her advisor the project may proceed accordingly.

If a student receives a rating of 1 for a second time, they will be required to opt for the CAPS instead of the DMin degree (see below). If a student receives a rating of 2 for the second time, they may schedule a third evaluation. Failure to pass a third evaluation with a rating of 3 or 4 will likewise result in the student being required to opt for the CAPS.

### **Institutional Review Board**

If any actionable component of the ministry project focuses on working with human subjects, the project must be approved by the Institutional Review Board, in addition to the passing of the proposal evaluation. As guided by the project advisor, the student will submit to the board any material involved in obtaining human subject data prior to implementation. The board will provide in written form any feedback or necessary revisions. The student may only move forward with the actionable component of the project upon full approval of the relevant materials by the IRB. DMIN 860NE Research Methods and Methodologies will prepare all the documentation necessary for successful passing of the IRB board.

### **Project Evaluation**

Once the ministry project has been completed, the student will develop a write-up of approximately 13,500 words. This write-up contains two central components. First, it will restate

in a revised form (i.e., from the vantage of project completion) all the elements from the project proposal, which constitutes the first major section. These elements include:

1. The problem that the ministry project addressed and how exactly it addressed it.
2. An explanation of both the biblical and theological basis for the ministry and the milieu within which it took place.
3. A thorough description of all aspects of the project, including each step of the process(es) involved in planning and implementation.
4. The methodologies employed to obtain and measure the project's results.
5. Critical interaction with the relevant secondary sources.

Second, it will provide the following additional elements, constituting the second and third major sections of the write-up:

6. Discussion of all relevant activities entailed throughout the course of the project.
7. The results of the project.
8. An evaluation/interpretation of those results. This evaluation should further address such questions as whether initial expectations were achieved (and if not, why that may have been the case), and/or if unanticipated outcomes, implications, or concerns were raised.
9. An analysis of how the project may contribute to the theory and practice of ministry for the church at large.
10. Final conclusions.
11. Final bibliography.

At the discretion of the student, the write-up may be augmented by audio and/or video material if it is determined that such additional forms of media assist in providing a fuller representation of the project and its results.

The project write-up and any supplemental material will be provided to the same committee members as the proposal evaluation at least 1 month prior to a scheduled final project evaluation meeting (substitution may be made if an existing committee member is unable to participate). This meeting will consist of an approximately 90 min. session, in which the student will deliver a presentation of the completed project. The presentation will be followed by an oral examination and conclude with the committee's evaluation results. The final evaluation will be primarily based upon whether the student satisfactorily accomplished all that the proposal set out to do. Secondly, the write-up itself (along with supplementary material) will be evaluated on whether it clearly addressed all the necessary elements.

The committee will provide one of the following ratings:

1. **Fail:** The ministry project failed to meet the expectations of the proposal. In the event of this rating, upon approval of the committee, the student may re-run the ministry project, assuming all major aspects of the original proposal remain viable for the student, and particularly that the specified duration of the project would not surpass the maximum program duration. Alternatively, the student may opt for the CAPS certificate instead of the DMin degree.
2. **Pass with write-up revisions:** The ministry project satisfactorily met the proposal expectations, but the write-up requires revision. In the event of this rating, the student would be required to implement specified revisions to the write-up as explained by the committee. Upon completion of revisions, the student will resubmit the write-up to the committee members for evaluation. However, the committee may predetermine that the required revisions are such that the advisor alone is sufficient to evaluate the revised draft. Once it is determined that all revisions have been successfully made, then the student will receive a full passing rating (#3 below). If the committee (or advisor alone) determines that the student has not successfully revised the write-up, the student will be allowed one more opportunity to do so. If the student fails the second attempt, then they will be required to opt for the CAPS instead of the DMin degree.
3. **Pass:** Both the ministry project and write-up met all expectations and requirements. In the event of this rating, the advisor accepts the final project.

As with the proposal evaluation, in conjunction with the rating, committee members will provide all necessary feedback in written form so that the student can successfully make the necessary changes.

### **Criteria for Acceptance**

The criteria used in evaluating ministry projects and write-ups are as follows:

1. The chosen problem or need the ministry project addresses is significant enough to make a meaningful contribution to the understanding of ministry, yet specific enough to be addressed from within the student's own context.
2. The ministry project is founded upon a well-articulated biblical and theological grounding and reflects biblical and theological insight in relation to it.
3. The contextual setting of the project is well-articulated, and the project demonstrates appropriate awareness and sensitivity to the environmental factors impacting it.

4. The project employs appropriate methods with which the student has sufficient familiarity and competence.
5. The methods are clearly defined and carefully planned and executed.
6. All action steps in the project are clearly and succinctly explained.
7. Any areas of published research from which the project draws are relevant, addressed critically, and indicative overall of sufficient understanding and appropriate interaction.
8. The write-up includes an honest and thorough evaluation of the project, including research process(es) and findings.
9. The write-up is written in a style that is clear, accurate, correct, and in complete compliance with the formatting standards of Kate L. Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations*. 9th Edition.

## **Final Degree Requirements**

A copy-ready and bound, final version of the Contextual Ministry Project write-up, along with all supplemental materials, must be submitted to the DMin Office no later than March 30 for a May graduation. The student is required to complete the online publication process before the degree is conferred.

## **Doctoral Dissertation**

Students seeking to replace the Contextual Ministry Project with a written dissertation may do so with faculty approval. The student must submit a petition to the faculty that clearly articulates why s/he prefers the dissertation track, along with the area of research s/he wishes to pursue. Additional writing samples and other demonstrations of appropriate academic background may likewise be required. Faculty approval will be predicated on several factors, including faculty resources.

### **What is the Doctoral Dissertation?**

The Doctoral Dissertation (6 credit hours) is intended to make a major contribution to the student's own understanding of ministry and to the body of knowledge in the field of Christian ministry. The completed dissertation will be a publishable document of approximately 40,000–60,000 words that displays the student's ability to employ appropriate theological, theoretical, and practical resources in addressing a particular problem related to the theory and practice of ministry.

Accordingly, the dissertation serves similar purposes as the Contextual Ministry Project but with much greater emphasis on research and writing. It will likewise provide students with an opportunity for publication.

## **Types of Research**

The Doctoral Dissertation identifies and researches an underlying issue, problem, or question related to the practice of ministry. It attempts to fill in a gap in the knowledge of ministry by critically reflecting on a ministry question that needs to be answered, a ministry dynamic that needs to be studied, a ministry hypothesis that needs to be tested, or a ministry issue that needs to be explored. The student typically begins with a broad area of concern or interest and then, under the guidance of the faculty advisor, ultimately narrows the focus to a specific, researchable question.

There are several different research models that can be used successfully in the dissertation. The following list outlines some of the most common types but is not intended to be exhaustive. Students should work closely with their faculty advisors to determine the most appropriate research methodology.

**Action research:** The student develops and implements a ministry intervention in the local church and attempts to isolate and measure certain variables. For example, the student might develop and implement a comprehensive strategy for bringing systemic change to a local church and test the effectiveness of the change strategy.

**Case study:** The student studies an aspect of a church, ministry, or organization for the purpose of greater understanding and evaluation, guided by specific research questions. For example, the student might identify a church (or cluster of churches) that is especially effective at spiritual formation with young adults and attempt to uncover the reasons for their effectiveness.

**Biblical, Theological, or Historical Studies approach:** The student employs the methodological tools of the appropriate theological discipline to research and analyze both primary and secondary literature related to an aspect of ministry. For example, a student might study the development, nature, and role of the sacraments from scripture through Christian history as the foundation for articulating a faithful theology and practice of sacramental life in the church today.

Other possible research methodologies should be discussed with the faculty advisor. The range of potential research topics is virtually limitless, and the student should choose the research methodology that will be most effective in answering the research question.

Regardless of the methodological approach, the student is expected to move beyond mere description to a critical analysis of the findings in a way that enriches the understanding of ministry practice for both the church and academy. All dissertations must show a profound understanding of and interaction with the existing literature in the field, so the student is building on what is already known and making a meaningful addition to that literature.



## **Typical Dissertation Structure for Action Research**

The overall structure of a typical six-chapter dissertation is outlined below. The student, under the guidance of the advisor, may suggest a different outline if that fits the subject and type of research of one's dissertation better.

### **Chapter One: Purpose of the Study**

The opening chapter introduces the study by clearly answering the "reporter's questions" of what, why, and how. Included in this chapter should be a compelling description of the subject or problem to be researched, the rationale for selecting it, and a comprehensive overview of how the researcher will answer the research question.

### **Chapter Two: Literature Review / State of the Question**

This chapter places the study in the context of other literature and research in the field. The student should demonstrate a thorough understanding of what has already been written about the research area, and clearly articulate how this research project fits into that larger theoretical context. This chapter is not a mere description of the present literature, but rather an analysis and evaluation of that literature that identifies major themes and demonstrates the present study's relevance and connection.

### **Chapter Three: Biblical / Theological Context**

Chapter 3 builds the biblical and theological foundation for the study. This chapter should reflect the student's ability to understand and critically engage with Scripture and theology, think biblically and theologically about the practice of ministry, and identify particular ecclesiological issues that are relevant to the research.

### **Chapter Four: Design of the Study**

If Chapter 1 is an architectural overview of the study, Chapter 4 is a set of detailed blueprints. Here the student describes in clear and precise detail every aspect of the research methodology. The requirement of this chapter is to describe the study with such thoroughness that another researcher would be able to replicate the study.

### **Chapter Five: Results of the Study**

Chapter 5 reports the results of the study. The answers to the research questions are reported, including both positive and negative results. The supporting data and statistical analysis of that data are clearly described. The results of the study are thoroughly evaluated.

## **Chapter Six: Conclusions and Implications**

The final chapter of the dissertation gives the researcher the opportunity to further discuss and evaluate the findings of the study. What are the implications of this research? What are its limitations? What unexpected findings emerged? What suggestions arise for potential further research? How did this study contribute to the church's knowledge and understanding of Christian ministry?

### **Dissertation Timeline**

In the first semester of study, students are assigned a dissertation advisor by the DMin Director from among the faculty who will assist the student throughout the scope of the work, beginning with the defining of the topic and continuing through the write-up of the entire dissertation. Once the advisor is assigned, a Preliminary Dissertation Topic form is filed with the DMin Director, which reports on the general topic and area of research to be conducted by the student under the supervision of the advisor. Generally, full-time students will have fully defined their dissertation topic and begin their preliminary research no later than the second semester. Each chapter (or subsection thereof) of the dissertation should be thoroughly reviewed by the advisor as they are written to ensure that regular guidance is provided to the student by the advisor. As such, the student should initiate consistent communication with the advisor throughout the research and writing process. Completion of the first four chapters of the dissertation should occur no later than the fifth semester. The dissertation in its entirety should be completed by the sixth semester.

### **Preliminary Defense**

Once the student has near-completed either (a) the first four chapters of a typical action research dissertation and thus prior to the actionable component or (b) at least one half of the projected total work of a dissertation with no such component, a dissertation committee will be selected. In cooperation with the DMin Director and in consultation with the student, the dissertation advisor will normally choose one internal examiner from among the faculty and one external examiner unaffiliated with Northeastern Seminary and Roberts Wesleyan University. If an appropriate additional faculty member is unavailable, the advisor may assume the role of the internal examiner. The advisor will then schedule a preliminary defense consisting of approximately 90 min. meeting between the student and committee members. The committee members should receive a copy of the completed portion of the dissertation at least one month prior to this scheduled meeting. The defense will proceed with a presentation of the partial dissertation by the student, followed by an oral examination. The committee will then deliver the results of their evaluation to the student.

The committee will provide one of the following ratings:

1. Major revisions: A new dissertation topic and/or research method should be developed by the student.
2. Major revisions: The dissertation topic and research method are fundamentally sound but significant revisions are required.
3. Minor revisions: The dissertation requires only minor revisions.
4. No significant revisions: The dissertation does not require any substantive revisions.

In conjunction with the rating, committee members will provide all necessary feedback in written form so that the student can successfully make the necessary changes.

In the case of a rating of 1 or 2, the student will be required to schedule a second preliminary defense, allowing time for all required revisions to be made and for this revised dissertation to be received by the committee members one month prior to the scheduled date. For a rating of 3 or 4, no further evaluation is required, and following the implementation of any specified revisions by the student under the supervision of his/her advisor the dissertation may proceed accordingly. If there is an actionable component, the student must conduct this research exactly as described in the approved portion of the dissertation.

If a student receives a rating of 1 for a second time, they will be required to opt for the CAPS instead of the DMin degree. If a student receives a rating of 2 for the second time, they may schedule a third preliminary defense. Failure to pass a third defense with a rating of 3 or 4 will likewise result in the student being required to opt for the CAPS.

### **Institutional Review Board**

As with the Contextual Ministry Project, if any actionable component of the dissertation focuses on working with human subjects, the project must be approved by the Institutional Review Board, in addition to the passing of the preliminary defense. As guided by the dissertation advisor, the student will submit to the board any material involved in obtaining human subject data prior to implementation. The board will provide in written form any feedback or necessary revisions. The student may only move forward with the actionable component of the dissertation upon full approval of the relevant materials by the IRB. DMIN 860NE Research Methods and Methodologies will prepare all the documentation necessary for successful passing of the IRB board.

### **Final Defense**

Once the dissertation is near completion, the dissertation advisor will schedule a final defense with the committee members (substitution may be made if an existing committee member is unable to participate). A copy of the completed dissertation must be received by each committee member at least one month prior to the scheduled defense. As with the preliminary defense, the final defense will consist of an approximately 90 min. meeting between the student and

committee members. It will proceed with a presentation of the full dissertation by the student, followed by an oral examination. The committee will then deliver the results of their evaluation to the student.

The committee will provide one of the following ratings:

1.     Fail: In the event of this rating, upon approval of the committee, the student may attempt significant revisions to the dissertation and subsequently schedule a second defense. Alternatively, the student may opt for the CAPS certificate instead of the DMin degree.
2.     Pass with revisions: In the event of this rating, the student would be required to implement specified revisions to the dissertation as explained by the committee. The committee may decide, depending upon the extent of the revisions, whether the student must resubmit the revised dissertation to them or if the student's advisor alone may determine if the revisions were successfully implemented. If it is determined either by the full committee or the advisor that all revisions have been successfully implemented, then the student will receive a full passing rating (#3 below). If the student has not successfully revised the dissertation, the student will be allowed one more opportunity to do so. If the student fails the second attempt, then they will be required to opt for the CAPS instead of the DMin degree.
3.     Pass: In the event of this rating, the dissertation is accepted.

As with the preliminary defense, in conjunction with the rating, committee members will provide all necessary feedback in written form so that the student can successfully make the necessary changes.

### **Criteria for Acceptance**

The criteria used in evaluating dissertations are as follows:

1.     The chosen area of study is significant enough to make a meaningful contribution to the understanding of ministry, yet specific enough to be answered with clarity and thoroughness.
2.     The dissertation reflects an acceptable scope and depth of biblical and theological insight in relation to ministry.
3.     The dissertation employs appropriate research methods with which the student has sufficient familiarity and competence.
4.     The research methodology is clearly defined and carefully planned and executed.

5. The dissertation reflects a broad understanding of and interaction with the relevant and most important literature in the chosen area of study.
6. The dissertation includes an honest and thorough evaluation of the research process and findings.
7. The dissertation is written in a style that is clear, accurate, correct, and in complete compliance with the formatting standards of Kate L. Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations*. 9th Edition.

## **Final Degree Requirements**

A copy-ready and bound, final version of the dissertation must be submitted to the DMin Office no later than March 30 for a May graduation. The student is required to complete the online publication process before the degree is conferred.

## **Graduation**

The Doctor of Ministry degree is conferred upon completion of all degree requirements.

## **Certificate of Advance Professional Studies (CAPS)**

The Certificate of Advance Professional Studies (CAPS) (28 credit hours) is offered to students who complete any eight 3 credit hour DMIN (800-level) courses, and the four 1 credit hour DMIN 801NE DMin Community courses, with a minimum accumulated GPA of 3.0. The certificate is only granted to students who are not (or are no longer) pursuing the DMin degree and thus not completing a capstone project. Provided that the student has met all the requirements, s/he may opt for the CAPS at any point in the program.

## **Typical Contextual Ministry Project Write-up Section Checklist**

(May vary depending on the nature of the project)

### **Front Matter**

- Title page.
- Copyright page.
- Abstract.
- Acknowledgements.
- Table of Contents.

## **Section 1: Project Plan and Purpose**

- Problem/need introduced, including explanation of why this problem was selected.
- Clear and concise explanation of the purpose of the ministry project.
- Clear discussion of biblical and theological grounding for the ministry project, including central ecclesiological issues.
- General description of the project's setting and all environmental factors impacting the project.
- Analysis of participant population.
- Explanation of all steps involved, and methods employed in the project's planning and implementation.
- Explanation of data collection and means of analysis to measure project results.
- Relevant secondary sources identified and critically engaged.

## **Section 2: Project Implementation, Data Collection, and Results**

- Discussion of all relevant activities entailed throughout the course of the project
- Data reliability and validity addressed.
- Description of ethical guidelines involved in data collection.
- Description of the project's results.

## **Section 3: Analysis of Project Results and Final Conclusions**

- Thorough interpretation of the collected data and overall project results.
- Description of implications and significance of project, including personal impact.
- Unexpected outcomes addressed.
- Concluding thoughts and recommendations for extended ministry opportunities and initiatives.

## **Back Matter**

- Appendices (copies of research instruments such as surveys, questionnaires, curriculum, letters, etc.).
- Bibliography.

## **Typical Dissertation Chapter Checklist**

(May vary depending on the research method employed)

## **Front Matter**

- Title page.
- Copyright page.
- Abstract.
- Acknowledgements.
- Table of Contents.

## **Chapter One**

- Problem introduced, including explanation of why this problem was selected.
- Purpose of study stated clearly and concisely.
- Brief description of theoretical framework and grounding in literature.
- Context of study established, and research question(s) identified.
- Research methodology and design of study described.
- Instrumentation explained.
- Key terms defined.
- Data collection and means of analysis described.
- Overview of remaining chapters.

## **Chapter Two**

- Relevant sources identified and critically engaged.
- Development of major themes emerging from the secondary literature.
- Theoretical framework for study thoroughly explained.

## **Chapter Three**

- Clear description and analysis of key biblical passages and themes.
- Discussion of central theological and ecclesiological issues.

## **Chapter Four**

- Restatement of the purpose of the study and research questions.
- Detailed description of every component of the research.
- Explanation of the selection process for all participants in the study.
- Instruments and control procedures explained.
- Explanation of data collection and means of analysis.
- Data reliability and validity addressed.
- Description of ethical guidelines followed in the study.

## Chapter Five

- Answers to the research questions clearly stated, with focus on significant findings, including appropriate use of statistical analysis where applicable.
- Tables, graphs, figures, and other supplemental material used as appropriate.
- Evaluation and discussion of findings.

## Chapter Six

- Description of implications and significance of research, including its key contributions, practical application(s), and limitations.
- Any unexpected observations addressed.
- Concluding thoughts and recommendations for further research.

## Back Matter

- Appendices (copies of research instruments such as surveys, questionnaires, curriculum, letters, etc.).
- Bibliography.

## Formatting

(Adapted from Turabian, 9th Edition)

### General Requirements

- *Margins.* Since the dissertation will be bound double-sided, it needs 1.25-inch margins on both the left and right side. Keep one-inch margins on the top and bottom.
- *Typeface.* Use Times New Roman, 12-point font throughout the main text. The footnotes should be in 10-point font.
- *Spacing.* Except for the following items, the dissertation should be double-spaced:
  - Block quotations (quotations of four lines or more).
  - Lists in appendixes.
  - Abstract.
  - Acknowledgements.

The following items should be single-spaced internally with a blank line between items:



- Table of contents.
- Lists of figures or tables.
- Footnotes.
- Bibliography.

Put only one space following the terminal punctuation (period) of a sentence.

- *Pagination.* Front matter needs to be numbered separately, using lowercase roman numerals (i, ii, iii, iv, etc.) centered in the footer. However, do not number the title page. The remainder of the text, including the back matter, is numbered consecutively with arabic numerals, starting with 1.
- *Placement.* All front matter, pages in the text, and back matter that bears titles (such as the first page of a chapter) should have a page number centered in the footer. All other pages in the text and back matter (that is, all subsequent pages in a chapter) appear flush right in the header.

## Front Matter

- *Title Page.* Use the same typeface (Times New Roman). Do not capitalize every letter but put the title of the dissertation and your name in boldface.
- *Copyright Page.* Include the copyright notice near the bottom of the page following the title page.
- *Abstract.* Put a single-spaced abstract of one page after the introductory matters.
- *Acknowledgements.* The acknowledgments should be single-spaced.
- *Table of Contents* (Required for dissertation only). Begin with the items following the table of contents. List in order the chapters and other parts, including the back matter. However, list only the first two levels of headings (chapters and subheadings). Be sure that the style, wording, capitalization, numbers, and punctuation match exactly those in the ministry project write-up or dissertation. Give page numbers only for the first page of each item. Chapters and subheads appear flush left, and page numbers flush right.

## Text

- *Chapters.* Unless agreed otherwise with your faculty advisor, use the layout of chapters suggested in this guideline. Use arabic numerals for pagination. The first page of each chapter should have a page number centered in the footer. All subsequent pages in a chapter appear flush right in the header.

- *Headings and subheadings.* Do not capitalize every letter in any heading. However, use the headline style capitalization (Turabian 22.3.1). Put two blank lines before the heading or subheading and one line after it. Follow these styles for headings and subheadings:
  - First level. Centered, boldface, headline-style capitalization.
  - Second level. Centered, regular type, headline-style capitalization.
  - Third level. Flush left, boldface, headline style capitalization.
  - Fourth level. Flush left, regular type, headline-style capitalization.
- *Paragraphs.* First lines of all paragraphs should be indented. The rest of the text is flush left. Do not put a line between individual paragraphs.
- *Block quotations.* Quotations of four lines or more should be indented and single-spaced.
- *Footnotes.* The typeface should be Times New Roman, 10-point font. The footnotes should be numbered with arabic numerals, indented like other paragraphs. They should be single-spaced within the footnote but have an extra line dividing individual footnotes. The numbers should be consecutive, but, for dissertations, each chapter should restart the numbering with note 1. Do not use superscripts for numbers in the footnotes. Instead, use a regular font. Put a space between the number and the text. A short rule should appear between the last line of text and the first footnote on each page.
- *Citation style.* Dissertations follow the notes-bibliography style as presented in Turabian, chapters 16 and 17. For formatting the citations in the footnotes, follow the examples labeled N. For repeated citations, use shortened notes. For the titles of journals, omit *The*. For journal articles and encyclopedia entries, give the full scope of pages only in the bibliography.

## **Back matter**

- *Appendix.* All the charts, tables, or questionnaires that would unnecessarily interrupt the text of the dissertations should be placed in the appendix. For their formatting, follow the requirements suggested for the chapters.
- *Bibliography.* List all resources cited in the footnotes. Use a hanging indentation: the first line is flush left, and all following lines are indented like a paragraph. The bibliography entries are single-spaced within with a line dividing individual entries. List the resources alphabetically by the last name of the author or editor. If you have more than one resource by the same author, arrange the entries alphabetically by the title. For all entries after the

first, you may replace the author's name with a long dash, called a 3-m dash (see Turabian 21.7.3).

## Course Descriptions

### **DMIN 8010: DMIN Community**

Credits: 1

The DMIN Community course serves as a regular forum for students during their first four semesters of the program. It functions accordingly as a means for them to actively discuss and receive assistance with coursework and research, including the formulation of their thesis topics and the entire dissertation writing process. In all, the course seeks to develop collegiality among students, providing additional accountability with program requirements and opportunity to ask questions, share experiences, offer suggestions, and exchange prayer requests, with the goal of aiding their successful completion of the program.

### **DMIN 8600: Research Methodologies and Methods**

Credits: 3

This course provides students with a foundational understanding of research methodologies and methods. Students will explore biblical, theological, qualitative, and quantitative methodologies and gain a grasp of diverse research methods to be used in their dissertation research.

### **DMIN 8650: Advanced Biblical Exegesis for Preaching and Teaching**

Credits: 3

This course aims to develop a greater sensitivity to the biblical worldview, equip students with advanced skills of biblical exegesis, and foster more robust theological thinking related to the pressing needs of today. While the class will pay attention to the overall narrative of Scripture, the core of the course will be devoted to faithful and creative interpretation of selected biblical passages so the student will be well prepared to preach and teach the word of God amidst the complexities of our present age.

### **DMIN 8660: Special Topics in Scripture**

Credits: 3

This course will complement DMIN 865-Advanced Biblical Exegesis for Preaching and Teaching. By focusing on a specific topic related to biblical exegesis or preaching and teaching, it will deepen the student's sensitivity and skills in understanding and proclaiming the message of the Bible for today. The course may be repeated if topic differs.

### **DMIN 8750: Spirituality for Ministry**

Credits: 3

This course will examine the importance of Christian spirituality for ministry in the contemporary context, especially focusing on (a) developing and articulating an integrational theology of human and Christian spirituality for ongoing appraisal of spiritual development personally and communally; (b) an exploration of fundamental dynamics of the Christian spiritual life as experienced and articulated throughout Scripture, Christian history, and contemporary life

individually and corporately; (c) the development of foundational dispositions that nurture spiritual development of individuals and communities; and (d) the responsibility and privilege of Christian leaders for intentional nurturing of their own personal spiritual formation and the spiritual formation of others whom they are called to serve within and outside the Church.

### **DMIN 8760: Special Topics in Spirituality**

Credits: 3

This course will complement DMIN 875-Spirituality for Ministry. By focusing on a specific topic in the area of human spirituality, it will expand the range of issues covered in the above-mentioned course or deepen one's appreciation and practice of formative spirituality. The course may be repeated if the topic differs.

### **DMIN 8850: Transformational Leadership**

Credits: 3

The subject of this course arises from the presupposition that a real change—both in people's lives and in the life of an organization—comes from a transformed and spiritually vital individual. For this reason, the class will assess the student's strengths and weaknesses, as well as his or her ministry setting, and initiate suitable processes for personal and institutional growth.

### **DMIN 8860: Special Topics in Leadership**

Credits: 3

This course will complement DMIN 885-Transformational Leadership. By focusing on a special topic within the area of transformational leadership, it will attempt to develop one's leadership potential or create an environment in one's organization that is socially just and spiritually healthy. The course may be repeated if the topic differs.

### **DMIN 8900: Special Topics on Ministry**

Credits: 3

This is a special topics course in an area of ministry that corresponds to one or some combination of Northeastern Seminary's foci in Scripture, Leadership, and Spirituality. For course description and details contact the office of academic services. This is a repeatable course. Every grade earned in a DMIN 890NE course is firm and will be calculated into the grade point average. The grade for a subsequent DMIN 890NE course does not replace the prior DMIN 890NE grade.

### **DMIN 8950: Independent Study**

Credits: 1-3

D.Min. students may petition, via the Application for Credit for an Independent Study Course, to do an Independent Study. The student must demonstrate how this course will further his or her understanding of and support the ministry goals of the dissertation or ministry project. If approved, these credits will substitute for one support course. [Prerequisite: Permission of the D.Min. director or faculty advisor]

## **DMIN 9010: Continuation of Registration**

Credits: 0 Fee: Refer to Tuition & Fee Chart

Students who have registered for DMIN 910NE-Dissertation/Ministry Project in a previous semester but who have not completed and successfully defended the dissertation will automatically be registered for this continuation course every subsequent semester until the completion of the D.Min. program. A fee will automatically be applied to the student's account each semester. This fee keeps a student's ID and IT services active during the dissertation research and writing process. Students who do not wish to complete the dissertation/degree program should file a withdrawal form with the coordinator of academic planning to avoid this charge.

## **DMIN 9100: Dissertation/Ministry Project**

Credits: 6

The student must satisfactorily complete either a contextual ministry project write-up or dissertation, as per the capstone requirement. A binding fee is charged to the student's account when registration for this course occurs. (Note: Once a student registers for this course, she or he will, in every subsequent semester, be automatically registered for DMIN 901NE-Continuation of Registration and charged the continuation fee. Students who do not wish to complete the degree program should file a Withdrawal form with the coordinator of academic planning to avoid this charge each semester.) [Prerequisite: Successful completion of all other DMIN courses including DMIN 860NE and an overall grade-point average of 3.0. In certain circumstances, students are permitted to enroll in DMIN 910NE concurrently with their final required/support course; see Director of the D.Min. program for permission.]

## **Policies and Procedures**

The following policies and procedures have been established to ensure the smooth operation of the Seminary and to assist students in their educational journey. Careful reading of this catalog section upon admission to the Seminary will allow students to proceed to graduation in an informed and efficient manner.

### **Academic Integrity**

Northeastern Seminary seeks to promote academic honesty within the Seminary community. Academic writing requires a strong culture of careful documentation of the use of sources, both to ensure intellectual integrity and to provide the apparatus for scholarly work by others using your materials. Such honesty is fundamental to the principles of the Judeo-Christian tradition and education. To foster among students a spirit of honest intellectual inquiry, the Seminary has identified the following practices as unacceptable:

1. Cheating in its various forms, whether copying another student's work, allowing work to be copied, using unauthorized aids on an examination, fabricating research data, or submitting as your own another person's work
2. Denying other students access to academic information whether in the classroom, library, or computer lab
3. Destroying, altering, or tampering with another student's work to impede academic progress
4. Plagiarizing (presenting as one's own the words or ideas of another person)—including inadequate documentation of sources and excessive dependence on the language of sources even when documented. As a guard against plagiarism, the student should learn how to document his or her sources. The Northeastern Seminary faculty has adopted the Chicago style as described in *A Manual for Writers of Term Papers, Theses, and Dissertations* (Ninth Edition), by Kate L. Turabian. A writing guide prepared by the faculty is provided in the online orientation guide and on the Northeastern syllabus website for downloading.
5. Submitting the same or similar work for more than one course or assignment without documentation and/or approval from the professor
6. Copying of copyrighted materials, including computer software

Students who knowingly violate the principles of academic honesty will be subjected to disciplinary action through the Academic Dean's Office. Depending on the nature of the offense, the student's grade or credit earned may be affected. In serious cases, the student may be suspended or terminated.

## **Attendance**

Class attendance is expected for all students at Northeastern Seminary. This includes timely attendance at all class sessions, retreats, and other required activities, and through active participation in online activities and course discussions. For students opting to register for the Summer residency course, attendance is expected for all class sessions during residency week. Students who cannot attend a residency week should not register for Summer term courses. Except in the case of emergency and unforeseen circumstances, a student's grade will be lowered by one letter grade for each day missed during residency.

## **Duration**

Students will be expected to complete their degree program within three years of its normal length. Thus, D.Min. students will be allowed six years for the initial matriculation date to complete their academic work. Should a student need additional time to complete the degree, a petition for D.Min. extension must be submitted in consultation with the faculty advisor prior to the six-year

deadline. In rare cases when the extension is approved or in cases when a withdrawal has been necessary, students should keep in mind that academic credits greater than 10 years old—including Northeastern Seminary credit—cannot apply toward a degree.

## **Extending or Dropping Classes**

Students not able to complete the work within the semester time frame must petition the instructor for an extension using the request for an incomplete grade form. With the exception of Dissertation/Ministry Project, any course not completed by the final date of the semester (or by the extension deadline, if granted) will be assigned the grade earned, including an "F" if appropriate, and the course must be repeated.

In order to drop a course, a change of registration form should be submitted to the Academic Services Office. Should students choose to withdraw from a course, a grade of W will be issued through week 13; after week 13, students who withdraw will be assigned the grade earned.

## **Grade Point Average (GPA) Requirement/Dismissal Policy**

- A grade point average of 3.0 is required in the D.Min. program.
- Students who do not maintain a GPA of 3.0 will be placed on academic probation.
- Students will receive notification of this status from the program director. Students who do not bring up their GPA to 3.0 within the next twelve credit hours will be dismissed from the program and their registration for the next semester will automatically be terminated.
- Re-admittance to the program is possible only when there is a sufficient reason to believe that a student will be able to fulfill the above mentioned standards. In such special circumstances, a student may be re-admitted only after one full year, upon the recommendation of the faculty advisor and a majority vote of the faculty.
- The student must then contact the coordinator of academic planning with proof of the faculty's favorable decision to return to active status as a student.

## **Graduation Requirements**

The following requirements are necessary to receive the Doctor of Ministry degree:

- Cumulative grade point average of 3.0
- Successful completion of a capstone project and its oral defense
- Online publication of the contextual ministry project write-up or dissertation
- Satisfactory completion of all degree requirements in no more than six years after initial matriculation
- Submission of a degree application to the Academic Services Office no later than December 1 prior to Commencement participation



## **Independent Studies**

An independent study is defined as a unique, individualized study on a topic of particular interest to the student. All such studies require the same level of engagement with the material as a traditional course and use the same workload guidelines for granting credit. Registration for an independent study may not be made through traditional means; students must seek approval for an independent study via the Application for Credit for an Independent Study Course thereby securing a faculty member to supervise the study. To register for an independent study, a grade-point average (GPA) of 3.0 is required. In the Doctor of Ministry program, students may complete up to six credits by independent study.

## **Registration**

Registration for the initial semester is completed through the Admissions Office once accepted into the program. Registration for each subsequent semester is accomplished by registering online or by completing the appropriate registration forms with support from the Academic Services Office.

Students can be enrolled in up to 7 credits each Fall and Spring semester and up to 3 credits for the Summer for a total of 17 credits per academic year. A minimum of 6 credits per semester is necessary for full-time status; 3 credits per semester are required for part-time status. This scheduling allows for awarding financial aid and deferring student loans.

Students typically register for DMIN 910NE-Dissertation (6 credits) in the final semester of the doctoral program.

A student who has previously registered for Dissertation/Ministry Project but has not completed all degree requirements will automatically be registered for DMIN 901-Continuation of Registration and charged the continuation fee every subsequent semester until the successful defense of the contextual ministry project or dissertation and completion of the D.Min. program. Registration in DMIN 901 keeps a student's status active during the ongoing research and writing process. Students who do not wish to complete the dissertation/degree program should file a withdrawal form with the coordinator of academic planning to avoid this charge. In cases where students are enrolled in Continuation of Registration (DMIN 901NE) for 0 credits, they are no longer financial aid eligible and deferment of loans should not be expected.

Students who do not complete their work within the six-year limit will need to petition for an extension.

## **Withdrawing from the Program**

Students will be expected to maintain continuous enrollment once admitted to Northeastern Seminary. If it becomes necessary to withdraw temporarily or to leave the program, a withdrawal form must be completed by the student and approved by the coordinator of academic planning. These changes are not official and do not engage the "Tuition Refund Schedule" (see section in this catalog) until the withdrawal form, authorized by the student, is processed by the appropriate Seminary officials and submitted to the Office of Registration and Student Financial Services. Students without a notification and approval for their leave of absence, and those who do not maintain continuous registration status, will be responsible for remaining tuition costs as outlined on the "Tuition Refund Schedule" section in this catalog, and may be required to reapply for admission to the Seminary.

# Personnel Directory

## Administration

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## Contact

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Email: [seminary@roberts.edu](mailto:seminary@roberts.edu)

[www.NES.edu](http://www.NES.edu)

Seminary Office of Admissions 585.594.6802 or [admissions@nes.edu](mailto:admissions@nes.edu)

Student Financial Services 585.594.6150 or [studentfinancial@roberts.edu](mailto:studentfinancial@roberts.edu)

Registration 585.594.6220 or [registration\\_office@roberts.edu](mailto:registration_office@roberts.edu)

## Directions to Campus

Northeastern Seminary  
2265 Westside Drive  
Rochester, NY 14624

Northeastern Seminary is located on the campus of Roberts Wesleyan University, in Roberts Hall (Building #14) found on this map:

[Campus Map](#)

The campus is accessed via NYS Rt. 33, just off interstate 490 and the NYS Thruway.

[Map](#)

Directions:

From the East:

1. Take Thruway 90 to Exit 45, 490 West
2. Take 490 West to Exit 7B (Route 33 West)
3. After 5 miles on Route 33 West, turn right onto Orchard Street, Parking Lot A is on the right

From the South:

1. Take 390 North to 490 West
2. Follow directions coming from the East

From the West:

1. Take Thruway 90 to Exit 47 (I-490/LeRoy)
2. Pick up 490 East to Exit 4 (North Chili)
3. Turn left onto Route 259 (Union Street)
4. Go to light at first intersection, turn right onto Route 33 (Buffalo Road)
5. Follow Route 33 (Buffalo Road) then turn left onto Orchard Street, Parking Lot A is on the right