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MESSAGE FROM THE PRESIDENT

I want to personally welcome you to Horizon University (HU). I am thrilled that you are considering continuing your education here at our fine institution.

Let me take a moment to give you a little information about our school. HU was established to serve the city of Los Angeles and the surrounding communities by providing the highest standard of Christian focused education. Our primary goal here at HU is to offer courses in religious studies and practical ministry that are founded in the most recent methodologies and the strongest Christian values. We pride ourselves on developing and educating the next generation of Christian leaders who are given the tools and knowledge to live a Godly life full of service.

Our institution offers a variety of Christian based courses that are suited to educate and spiritually enlighten our students. Among our religious based curriculum, we offer general education courses to deliver a well-rounded and practical education.

If you would like more information about our school, please contact us. Even better, stop by for a visit where we can share with you all we have to offer. Thank you in advance for your time and interest.

Sincerely,

Henry Khor
President
INSTITUTION INFORMATION

PHILOSOPHY

Horizon University (HU) was founded upon Christian doctrine and religious principles. We strive to provide the highest standard of education to Diamond Bar and the surrounding communities. HU focuses on providing degree programs to students of all backgrounds, in order to serve the expanding local and global communities of the world. Upon the completion of our degree programs, students will be able to enrich and serve with the moral, spiritual, and professional values our Christian education provides.

MISSION STATEMENT

Our mission at Horizon University (HU) is to educate the next generation of strong Christian leaders who will selflessly serve their churches, communities, and beyond with their diverse skills and vital knowledge gained during their studies of theology, the Bible, and practical ministry here at HU.

VALUES

Horizon University prides itself in upholding core Christian values and doctrines daily in not only our educational pursuits, but in all that we do. We have identified and summarized our three core values:

- We value the mission and dedication of all Christian members and the talents and skills they bring to the Church community, focusing on the service and communicating of the Lord’s message.

- We strive for the highest level of academic success, integrity and professionalism focusing on the Christian faith and developing a relationship with our savior, Jesus Christ.

- We dedicate ourselves and our students to serve as role models in our local and global communities, churches, and work place.

VISION

Our vision at Horizon University (HU) is to enrich and spiritually improve the world around us by preparing Christian leaders dedicated to work in the areas of ministry and theology. Our students will inspire, motivate, and drive others to live a life defined by Christian principles, and they will be shining examples of the outstanding educational experience at HU. They will be leaders that guide their communities to greatness in the name of Jesus Christ.
OBJECTIVES

The fourfold goal of Horizon University (HU) is to educate students to become academically successful and intellectually confident, gain cultural awareness and tolerance, and obtain the practical skills and knowledge necessary for professionals, in order to serve as dedicated Christian leaders who have a foundation in Biblical knowledge and Christian values and are able to employ Christian principles within their career and interpersonal relationships.

First, students will be academically successful and intellectually confident, which are important qualities for overall professional success. Students will achieve skills necessary to analyze and absorb important information in their discipline, and students will apply their knowledge to real world situations.

Second, students will develop cultural awareness and tolerance in order to be compassionate and fair leaders. Students will evaluate differences that may arise while at work in various communities and will create a space built upon inclusion and Christian love.

Third, the education received at HU will grow strong professionals who have superior knowledge and skills of their respective professional fields. Students will acquire practical skills that can be demonstrated in the field.

Our fourth and most important goal is to mold and cultivate strong, dedicated spiritual leaders who are well-versed in Biblical knowledge and Christian values. Students will apply Christian principles to pursue their vision and mission in life and deliver their knowledge to others in a mature and compassionate manner.

DOCTRINAL STATEMENT

1. The Bible
We believe that the Bible is divinely inspired by God and given for the faith of the believing community. It is infallible, authoritative and without any errors in its entirety.

2. The Trinity
We believe in the one true and living God who is eternal, transcendent, omnipotent and personal. He possesses three eternal, personal distinctions, which are revealed to us as God the Father, God the Son and God the Holy Spirit. They are perfectly equal, yet execute distinct but harmonious offices.

3. The Father
We believe in God the Father, the first person of the Divine Trinity, who is perfect in holiness, wisdom, power and love. He is infinitely sovereign, eternal, and unchangeable in all His attributes and is worthy of honor, adoration, and obedience.
4. The Son
We believe in Jesus Christ, the Perfect Son, and second member of the Divine Trinity. He was miraculously conceived and born of a virgin. He was fully man and fully God and perfectly sinless in all His humanity.

5. Holy Spirit
We believe that the Holy Spirit is the third person of the Triune Godhead. He has been and will continue to be active throughout eternity. He convicts, regenerates, indwells, sanctifies, and seals all believers in Christ, and empowers them for service. Believers are filled with the Spirit at the time of salvation. The Holy Spirit administers spiritual gifts to all believers; however, the manifestation of any particular gift is not required as evidence of salvation.

6. Historicity
We believe the full historicity and perspicuity of the biblical record of primeval history, including the literal existence of Adam and Eve as the progenitors of all people, the literal fall and resultant divine curse on creation, the worldwide cataclysmic deluge, and the origin of nations and languages at the tower of Babel. We believe the realities of heaven and hell.

7. Redemption
We believe the redemptive grace of God though the substitutionary work of Jesus Christ, who paid the full price for the sins of the world, through His literal physical death, burial and resurrection, followed by His bodily ascension into heaven.

8. Salvation
We believe in a personal salvation provided solely by the grace of God on the basis of the atoning death and resurrection of Jesus Christ. We believe that salvation is only appropriated by a person placing their faith in the finished work of Christ and not by human merit or work. We are eternally saved from the penalty of sin.

9. Last Things
We believe in the personal and visible return of the Lord Jesus Christ to earth and the establishment of His kingdom. We believe in the bodily resurrection, the final judgment, the eternal felicity of the righteous and the fulfillment of His purposes in the works of creation and redemption with eternal rewards and punishments.

10. Biblical Creation
We believe the biblical account of creation as a historical and theological record of God's creation. We believe that the universe, in its entirety, was created by God in a literal six-day week. God's creation includes, but is not limited to, the existing space-time universe along with its basic systems and all kinds of living organisms.

11. Satan
We believe in the existence of a personal, malevolent being called Satan who acts as tempter and accuser. He can be resisted by the believer through faith and reliance on the
power of the Holy Spirit. A place of eternal punishment has been prepared for Satan, along with those who die outside of having faith in Christ, where they will be confined to conscious torment for eternity.

APPROVALS

Horizon University (HU) is a non-profit university operating under a non-profit exemption verified by the California Bureau for Private Postsecondary Education. HU is a university owned, controlled, and operated and maintained by a religious organization lawfully operating as a nonprofit religious corporation, and has met the exemption from regulation under the Act, pursuant to California Education Code (CEC) section 94874 (e) (1).

The California Bureau for Private Post-secondary Education (BPPE) has a formal complaint process. If you have a dispute that you have not been able to resolve directly with the school, you may contact the Bureau for Private Postsecondary Education:

Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400
Sacramento, CA 95833
Telephone: (916) 431-6924
FAX: (916) 263-1897
Or online at http://www.bppe.ca.gov/consumer_complaint.pdf.

Horizon University (HU) is approved by the United States Immigration and Customs Enforcement (ICE) of the Department of Homeland Security (DHS) to accept and enroll foreign, non-immigrant F-1 students for academic degrees.

The U.S. Consulates/Embassies issue F-1 visas for all students from overseas who are accepted for full-time study at HU. The rules for Visa Application may vary from country to country. Students should contact the U.S. Consulate in their country for the latest instructions on how to apply for a Student Visa. The code issued by the DHS is LOS214F51064000.

ACCREDITATION INFORMATION

Horizon University is a member of the Transnational Association of Christian Colleges and Schools (TRACS) [15935 Forest Road, Forest, VA 24551; Telephone: (434) 525-9539; e-mail: info@tracs.org], having been awarded Candidate Status as a Category III institution by the TRACS Accreditation Commission on October 30, 2018. This status is effective for a period of up to five years. TRACS is recognized by the United States Department of Education (USDOE), the Council for Higher Education Accreditation (CHEA) and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).
Instructions for Filing a Complaint with TRACS

1. Individuals should be able to make an inquiry to TRACS regarding a complaint or about issues and concerns that could be considered complaints. At such time, TRACS will direct the individual to the TRACS website (www.tracs.org) with instructions to download a packet containing:

   - Policies and Procedures for Complaints against Member Institutions.
   - TRACS Complaint Information Sheet.
   - TRACS Complaint Processing Form.

2. TRACS’s response and its obligations to meet the specific timetables outlined in these procedures will begin only after the complainant submits all documents required in the TRACS Complaint Information Sheet.

3. A formal complaint is one that is

   - Submitted in writing using the TRACS Complaint Processing Form (including answering fully all the questions and attaching all required supporting documentation).
   - Signed
   - Sent to the attention of the President of TRACS by the complainant(s). Complaints which are not in writing, anonymous, or sent electronically or through facsimile transmission will not be considered.

4. Two hard copies of the fully completed TRACS Complaint Processing Form and all supporting documents are to be sent, not electronically nor through facsimile transmission, to

   President, Transnational Association of Christian Colleges and Schools
   15935 Forest Rd.
   Forest VA 24551

CAMPUS FACILITY

Our campus is located at 2040 S. Brea Canyon Rd. Suite 100, Diamond Bar, CA 91765, which is adjacent to Downtown Diamond Bar. The campus is approximately 6,354 square feet containing 5 classrooms and a library/computer lab. There is also a front office manned with personnel to help with students’ needs and a separate administration area for private matters. While Horizon University (HU) does not operate a dormitory or other student housing facility, we assist in students locating apartments or other housing facilities near the Diamond Bar area.
SECURITY AND SAFETY

The building in which the university is located is generally safe and secure. While this is generally true, all students must be aware of any unusual activity, which might put the community in danger. All unusual situations should be reported to the closest staff member or security personnel so that appropriate steps for safety can be taken.

Emergency Plan

- **Evacuation**: Used to move students and staff out of the building. With a simple evacuation, students and staff leave and move to a nearby pre-designated safe location and return to the school building right after the cause of evacuation is resolved. Schools practice evacuations regularly (often monthly), including fire drills.

- **Relocation**: Used to move students and staff to a pre-designated alternate site following evacuation, when it is determined that returning to the school building will not take place within a reasonable period of time. Depending on the time of day and the circumstances, students may be released early or put on hold until they are able to return to the school building. Plans should also be in place for students and staff with limited mobility, who may need assistance moving to the relocation site.

- **Shelter-in-place**: Used during severe weather or other environmental threats (e.g., air contamination due to a local fire). This is a precaution aimed to keep people safe while remaining indoors. (This is not the same thing as going to a shelter in case of a storm.) In schools, shelter-in-place involves having all students, staff, and visitors take shelter in pre-selected rooms that have phone access, stored disaster supplies kits, and preferably access to a bathroom. The room doors are then shut.

- **Lockdown**: Used when there is a perceived danger inside the building. A lockdown includes securing each occupied room by locking the door(s) and directing people to move away from windows and doors. Hallways are cleared of students and school staff. Typically, local law enforcement arrives to secure the site and arrange for evacuation or return to usual building activities. Students are kept in their classrooms or other secured areas in the school until the lockdown has ended.

- **Lockout**: Used to secure the building from a potential threat outside the building, such as when an unauthorized person is loitering on school grounds or when there is criminal activity in the neighborhood. During a lockout, access to the building is restricted, but there may be some limited movement within the building.
CONTACT US

For further inquiry, please contact the administrative office for more information:

Horizon University
2040 S Brea Canyon Rd Suite 100
Diamond Bar, CA  91765
Phone: 909-895-7138
Fax: 909-895-7143
Email: info@horizonuniversity.org
ACADEMIC FREEDOM

Freedom of inquiry and the open exchange of ideas are fundamental to the success of Horizon University (HU). The principles of academic freedom are critical to ensure higher education’s important contribution to the common good. Basic academic freedom includes the ability to do research and publish ideas, the freedom to teach, and the freedom to communicate extramurally.

HU is committed to assuring that all persons may exercise the rights of free expression, speech, and assembly, and it affirms below the following statements and principles:

1. HU affirms its fundamental mission to discover and disseminate biblical knowledge to its students and the society at large. HU shall support the pursuit of excellence and academic freedom in teaching, research, and learning through the unhindered exchange of ideas among faculty, students, and staff. HU and its community recognize that quality education requires an atmosphere of academic freedom and academic responsibility for the university and its students, staff, and faculty.
2. HU affirms that academic freedom for students rests first upon their access to a high-quality education and their right to pursue a field of study that they deem appropriate and desirable.
3. HU reaffirms its support of the principles of academic freedom as they apply to the rights of students in a class and university environment that fosters civil discourse, respect, open inquiry and freedom of expression.

LEAVE OF ABSENCE

Leave of absence is granted for purposes other than recreation or travel. In any twelve-month period, Horizon University (HU) may grant no more than a single leave of absence to students, provided that: (a) students have made arrangements with faculty members to make-up the materials; and (b) the leave of absence does not exceed fourteen days.

SEXUAL HARASSMENT

Sexual Harassment is defined as unwelcome conduct of a sexual nature that is severe or pervasive, and that creates a hostile or abusive learning, working, or living environment, thereby unreasonably interfering with a person’s ability to learn or work, and the conduct has no legitimate relationship to the subject matter of an academic course or research. Sexual harassment also includes behavior not sexual in nature, but behavior directed toward a person because of the person’s sex and/or gender, including harassment based on the person’s nonconformity with gender norms and stereotypes.
The university takes harassment very seriously. Any reported incident is reviewed by HU and disciplinary action will be taken in cases where culpability rests.

**STATEMENT OF NONDISCRIMINATION**

Horizon University (HU) does not discriminate on the basis of race, color, national or ethnic origin, gender, age, disability, medical status, status as a veteran, or any other characteristic protected by law, except where the university is exempt based on its religious tenets. This nondiscrimination policy applies to the university’s admission, programs and activities, and employment.

In addition to this legal stance, HU has a biblical stance regarding cultural diversity. The ultimate, eternal community of believers, according to Revelation 5:9, will be comprised of “every tribe, tongue, and people and nation.” The desire of the university is to enjoy this same diversity and unity of believers while training culturally sensitive ministers for effective service to the entire world.

**FREEDOM OF SPEECH**

Freedom of speech is a fundamental American freedom and a human right, and there’s no place that this right should be more valued and protected than in academic settings that exist to educate students. The right to speak freely in the expression of one’s ideas is encouraged as long as the students follow acceptable norms. Problems in this area should be referred to the executive officers for resolution.

**MAINTENANCE OF RECORDS**

Horizon University (HU) preserves all the educational records of all the current and previous students. It is the policy of the university to retain in the campus building all the vital student records for a minimum period of five years and all student transcripts for fifty years, in compliance of the State of California Education Reform Act and Regulations. Should you need to have transcripts sent to future potential employers, the Registrar’s Office will assist you in handling this. All records will otherwise be kept strictly confidential, with only authorized personnel having access to them.

**STUDENTS WITH DISABILITIES**

Horizon University is an Equal Opportunity Educational institution and is committed to providing access to students with disabilities in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990 (ADA). Students are encouraged to disclose and submit a special needs request for any disability requiring accommodation immediately following enrollment and prior to starting classes. Once the university’s review has been completed and reasonable accommodations have been determined, an appropriate start date can be determined for the student to begin his/her
education. Once formal approval of your accommodation has been approved, you are encouraged to talk with your professor(s) about your accommodation options. The granting of any accommodation will not be retroactive and cannot jeopardize the academic standards or integrity of the course. If you would like additional information, you should visit the Registrar’s Office to speak with the university Registrar.

**STUDENT GRIEVANCE**

Students have a right to submit grievances and complaints any time they desire and to submit them to any member of Horizon University’s administration or faculty. Students who have a complaint or grievances are encouraged to talk to a member of the University administration.

For grievances regarding grades, the procedure is as follows:

1. The student must address the complaint, dispute or grievance with the appropriate faculty no later than 3 weeks after grades are posted for a final grade or within 3 days after a student receives a grade for an exam, term paper or assignment. If the student is not satisfied with the faculty’s resolution of their grade, the student has a right to submit a written request concerning the grade to the Registrar.
2. The submission of a grievance concerning a grade must be in writing to the Registrar. The Registrar will review and investigate the grievance using their discretion to interview sources as needed. The Registrar will notify the student within ten (10) days regarding the disposition of the grievance.
3. If the student is not satisfied, the student can request an interview with the Registrar and the faculty within ten (10) days. Any decision resulting from this interview shall be deemed final.
4. All records of student complaints in regard to grades should be maintained in the office of the Director of Student Services.

If a student believes that non-academic criteria have been used in determining his/her grade in a course, he/she may follow the procedures described in the regulations below. Non-academic criteria means criteria not directly reflective of academic performance in the course. It includes discrimination on political grounds, or based on a protected trait, including but not limited to a student's gender, race, religion, national origin, sexual orientation, or disability.

1. The student must attempt to resolve the grievance with the instructor within the first month of the following regular academic quarter.
2. If the grievance is not resolved to the student's satisfaction, he/she may then attempt to resolve the grievance through written appeal to the department director, who shall attempt to adjudicate the case with the instructor and the student within two weeks.
3. If the grievance still is not resolved to the student's satisfaction, he/she may then attempt to resolve the grievance through written appeal to the Dean of Academics, who shall attempt to adjudicate the case with the instructor. This
request must be submitted before the last day of instruction of the quarter following the quarter in which the course was taken.

For all other grievances, the procedure is as follows:

1. The student must file a written grievance with the Director of Student Services within ten (10) days of being notified of any action taken against the student. The Director of Student Services shall review and investigate the grievance and notify the student of a decision within ten (10) days.
2. If the student is not satisfied, the student can request and interview with the Director of Student Services and faculty/administrator of their choice within ten (10) days. Any decision resulting from this interview shall be deemed as final.
3. The student also has the right to file a grievance with the Bureau for Private and Postsecondary Education (BPPE).
4. All the records of student complaints should be maintained in the office of the Director of Student Services.

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

**STUDENT DISCIPLINE**

Students are required to maintain standards of behavior that are consistent with the calling to ministry, the teachings of the Bible, and the stated intentions (e.g. mission statement, goals, policies) of HU. Students who do not maintain such standards may be denied the opportunity to continue in this school or to graduate from it.

**Student Rights to Due Process and for Grievances**

A student who believes that disciplinary procedures are unwarranted or unfair, or who has a grievance, has the right to due process. The sequence of steps starts with a meeting with the Director of Student Services to make sure the student understands the offence and to evaluate the student’s attitude. At that meeting, the administrative representative will provide the student a written statement concerning the suspect behavior. If the student does not evidence a change of behavior, the process will go forward through probation, suspension and expulsion. At the point that the later three steps begin, a student may notify the administrator that he or she wants to appeal his or her case to a committee of disinterested faculty, administrators and students (i.e. members of the student government unless they are somehow involved). A final appeal can be made to the administrative council. In regard to discipline and due process, the student has the following rights:

1. The student has a right to know the charges against him or her and to receive them in writing.
2. The student has a right to have a hearing consisting of a committee of disinterested faculty (two), students (preferably two members of the student government), and the Director of Student Services. This committee will make a recommendation to the administrative council, which will assist Horizon University in making the final decision. The final decision will be signed by the President and a copy will be given to the student.

3. The student also has a right to confront his or her accusers (e.g. explain his or her side of the story, cross-examine witnesses, and bring his or her own witnesses)

4. A student may be represented or assisted (e.g. a character witness’s testimony) by anyone he or she chooses.

5. The student has a right to the minutes of the proceedings and a written copy of the decision.

6. The student may appeal this decision by requesting another hearing before the administrative council. The final decision will be signed by the President, and a copy will be given to the student.

**Disciplinary Procedures**

The primary goals of discipline at HU is restorative (i.e., not punitive) and aimed at the physical, emotional, and spiritual protection of the community. The first step in student discipline is a meeting with the Director of Student Services to make sure the student understands the offence (admonition) and to evaluate the student’s attitude. At that meeting, the Director of Student Services will provide the student a written statement concerning the suspect behavior. If the student does not evidence a change of behavior, the process will go forward through probation, suspension and expulsion. At the point that the later three steps begin, a student may appeal his case to a committee of disinterested faculty and students (see Student Rights and Due Process above). A final appeal can be made to the administrative council. Legal restrictions can cause exceptions to the above procedures. In an event where the administration believes a crime has been committed, the administration will report the matter to the proper law enforcement agency. If the administrative council finds the student not guilty of all charges, the student will be readmitted.

**DRUG-FREE CAMPUS**

It is the objective of Horizon University (HU) to establish and maintain a drug-free workplace and campus. Employees and students are forbidden to unlawfully manufacture, distribute, dispense, possess or use a controlled substance on campus grounds or in any of HU’s facilities.

**WEAPONS**

The possession or use of firearms or other weapons on Horizon University premises by any employee, student, vendor, or other visitor is strictly prohibited. Any exception to this policy must be authorized in advance by the Chief Executive Officer/President.
**HOUSING**

The university does not operate a dormitory or other housing facility but will assist students in locating adequate housing near the campus. Some students find housing in a local residence or hotel, while others share an apartment or rent a room from members of a local church.

**STUDENT RIGHTS UNDER FERPA**

The Family Education Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. Pursuant to the Federal Family Educational Rights and Privacy Act of 1974, students at Horizon University have the following rights:

- To inspect and review the student’s educational record maintained by the school
- To seek correction of the student records through a request to amend the records or a request for a hearing
- To file a complaint regarding alleged failures of the rights accorded students by the Federal Act with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue S.W., Washington, D.C.20202-5920
- To consent to disclosures of personally identifiable information contained in the student’s education records

Students should submit to the Registrar or designated school official written requests that identify the record(s) they wish to inspect. The school official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

To request the amendment of the educational records, the student should write the school official responsible for the record, clearly identify the part of the record he or she wants changed and specify why it is inaccurate or misleading. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided at that time.

In accordance with Section 99.37 of the FERPA regulations, Horizon University is authorized to release "directory information" concerning students. "Directory information" may include the student's name, address, telephone listing, electronic mail address, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic
teams, dates of attendance, grade level, enrollment status, degrees, honors, and awards received, and the most recent previous educational agency or institution attended by the student. The above-designated information is subject to release by the school at any time unless the school has received prior written objection from the student specifying what information the student requests not be released.

In accordance with Section 99.31 of the FERPA regulation, Horizon University is authorized to disclose any information from a student’s education record, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant of specific State law

For additional information, technical assistance, or questions regarding the rights of students under the University policies and the federal law should be directed to the University Registrar’s office.
TUITION AND FEES

Full tuition payment is required before classes begin, unless prior arrangement is made with the Administrator of Finance. Any arrangement or agreement with any faculty members or other administrative staff in regard to tuition payment will be considered null and void. A student will receive an official transcript, Certificate of Enrollment, and/or a degree, only if the student has met the required academic standards and requirements and has paid all financial obligations in full.

TUITION

Undergraduate: $125.00 per Unit
Graduate: $200.00 per Unit

FEES

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee</td>
<td>$100.00 (Non-refundable)</td>
</tr>
<tr>
<td>Certificate of Enrollment</td>
<td>$20.00 per copy</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>$20.00 per quarter</td>
</tr>
<tr>
<td>Official Transcript</td>
<td>$100.00 per copy</td>
</tr>
<tr>
<td>Student ID</td>
<td>$20.00</td>
</tr>
<tr>
<td>Late Registration Fee</td>
<td>$20.00</td>
</tr>
<tr>
<td>Late Tuition Payment Fee</td>
<td>$100.00</td>
</tr>
<tr>
<td>Late Add/Drop Fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>Bank Returned Item Fee</td>
<td>$20.00</td>
</tr>
<tr>
<td>Graduation Fee</td>
<td></td>
</tr>
<tr>
<td>Undergraduate</td>
<td>$200.00</td>
</tr>
<tr>
<td>Graduate</td>
<td>$300.00</td>
</tr>
</tbody>
</table>

Books and materials are additional: All books and materials required for the course will be listed in the syllabus. It is the responsibility of the students to obtain the course materials before the first day of the class.

REFUND POLICY

Student’s Right to Cancel

Horizon University (HU) shall refund 100 percent of the amount paid for institutional charges, less an Application/Registration Fee not to exceed one hundred dollars ($100), if notice of cancellation is made through attendance at the first class session, or the seventh class day after enrollment, whichever is later.

Cancellation shall occur when you deliver written notice of cancellation to the address of the university. You can do this by mail or hand delivery. The written notice of
cancellation, if sent by mail, is effective when deposited in the mail, properly addressed with postage prepaid.

HU advises each student that a notice of cancellation shall be in writing, and that a withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. The written notice of cancellation need not take any particular form and, however expressed, is effective if it shows that you no longer wish to be enrolled.

The refund policy for students who have completed sixty (60) percent or less of the period of attendance shall be a pro rata refund.

Withdrawal from Course

All students have the right to withdraw from a course of instruction at any time. If you withdraw from the course of instruction after the period allowed for cancellation, which is until midnight of the first business day following the first class you attended, the school will remit a refund, less an Application/Registration Fee if applicable, not to exceed one hundred dollars ($100), within thirty (30) days following your withdrawal. You are obligated to pay only for educational services rendered.

The refund shall be the amount you paid for instruction multiplied by a fraction, the numerator of which is the number of hours of instruction which you have not received but for which you have paid, and the denominator of which is the total number of hours of instruction for which you have paid.

Students whose entire tuition and fees are paid by a third-party organization are not eligible for a refund.

UNPAID ACCOUNTS

Students who do not maintain current financial accounts with the university will be denied the privilege of classroom attendance beginning five days after the payment is due. Absences will be counted until the payment is made in full or until withdrawal is instituted.

A student whose account is not paid in full (including tuition and any applicable fees) by the end of the quarter will not be allowed to reenroll in the subsequent quarter.

Horizon makes exceptions to this policy only with the approval of the President. In those cases where the college elects to make an exception, the student is required to sign and comply with an approved payment agreement. If the student withdraws from the college without paying the account in full, the payment plan becomes void, and the college has the right to collect the unpaid amount immediately. Should the college find it necessary to use the services of a collection agency or attorney, the former student is responsible for
all court costs, reasonable collection and litigation fees, and up to 100 percent of the balance due.

A student will not be allowed to participate in graduation ceremonies or receive grades, a certificate, a diploma, a degree, a transcript, or a letter of recommendation until all financial obligations have been satisfied in accordance with the college’s financial policies.

**SCHOLARSHIPS**

Horizon University (HU) offers opportunities for students to receive merit-based institutional scholarships. Both resident and international students are eligible for financial aid opportunities. To be considered for financial aid, students must submit an application to the Office of Admission.

*Board of Directors Scholarship*
This scholarship is established by the Board of Directors of Horizon University. Full-tuition scholarships are awarded to 10 students in the Theology program with exceptional academic performance.
**Scholarship Amount:** Full-Tuition

*President’s Scholarship*
The Presidential Merit Scholarship was established to honor students who have exhibited or have the potential to exhibit extraordinary abilities and contributions.
**Scholarship Amount:** Full-tuition

*Director of Academics Scholarship*
The Director of Academics Scholarship is awarded to full-time students of Horizon University who have demonstrated excellent performance in academic activities.
**Scholarship Amount:** Full-Tuition

**FINANCIAL AID**

Horizon University does not currently participate in federal and/or state financial aid programs, nor does it offer or administer institutionally funded grants and loans to pay for the cost of an educational program. Loans obtained from outside sources are not under the purview of Horizon University’s responsibility and/or authority. If a student obtains a loan from a private source—e.g., bank, credit union, or loan company—the student has the personal responsibility to repay the full amount of the loan plus any interest that has accrued, less the amount of any refund.
ACADEMIC INFORMATION

ADMISSIONS

You can receive an Application Packet by writing, calling, or e-mailing our Admissions Office. Contact information follows:

Director of Admissions
Horizon University
2040 S Brea Canyon Rd Suite 100
Diamond Bar, CA 91765
Phone: (909) 895-7138
E-mail: info@horizonuniversity.org

We recommend that you begin the application process as early as possible. Before we can review your application packet, we must have all of the required documents. It has been our experience that it can take several weeks for transcripts and other key documents to be sent to Horizon University, so starting the process early is vital.

Once your application packet is completed and if it is done so by the deadline, we will review your application and will respond promptly with our decision. If your packet is missing items and the deadline is drawing near, please contact our Admissions Office immediately to discuss options available to you. When possible, we will review your packet and offer you provisional admission. Upon receiving provisional admission, you will be required to complete any missing details or documents before registering for classes.

The application process consists of three steps. All three must be completed before admission to the University is official.

1) Complete the application documents, including:

- A completed and signed Application Form;
- Payment of the non-refundable application fee;
- Submission of proof of graduation (Please refer to each academic program);
- Submission of personal identification, passport, visa, I-94, bank statement/affidavit of support, previous school I-20 Form (International students only).

2) Letter of Acceptance

The Admissions Office will review your Application Packet when all required materials are received, and it is deemed complete. It is our goal to send you written notification as soon as possible, but no later than two weeks after your application submission. However, at any time, you may contact the Admissions Office to inquire as to the status of your application.
3) Tuition Payment and Registration

Upon receiving the Letter of Acceptance, your tuition fees need to be paid before you can register for classes. Once your account is paid in full, you may register for your desired classes.

READMISSION

All former students of Horizon University who have not registered for two or more consecutive quarters must apply for readmission and be admitted through the normal admission process before they will be allowed to register. The student will be expected to pay any outstanding debt to the university in full. A student on probation at the close of the last quarter of enrollment will be readmitted on probation provided he or she is eligible.

CHAPEL

Regularly-scheduled chapel services for students, faculty, and staff are held for times of corporate worship, exhortation and the opportunity to minister. Chapel times strengthen our community as we encourage and pray for one another and share praise reports and important Horizon University announcements. Chapel is held on Tuesday and Thursday at the campus worship room.

Chapel attendance is required for all graduate program students who are enrolled in on-campus courses. Furthermore, as part of the chapel requirements, Chapel must be fulfilled through attendance (Satisfactory/Unsatisfactory). If a student is absent for more than 2 sessions, he/she should take Chapel again until the Chapel requirement is met. A minimum of eight (8) chapel units is required to satisfy the Master of Theology degree graduation requirement. Up to 4 units may be waived for Master of Theology transfer students. A minimum of twelve (12) chapel units is required to satisfy the Master of Divinity degree graduation requirement. Up to 6 units may be waived for Master of Divinity transfer students.

Chapel attendance is not required for undergraduate program students, but undergraduate students are strongly encouraged to attend as it provides regular times of worship that honor God and empower Christian living, and it encourages perspectives and practices that contribute to spiritual, psychological and physical health.

TRANSFER CREDIT

Horizon University (HU) welcomes the transfer of course work from accredited institutions. (Such institutions have been accredited by an agency that is, in turn, recognized by the Council for Higher Education Accreditation or CHEA). In order to request this transfer, the student should arrange for an official transcript (signed and
sealed) to be mailed or faxed directly from the previous institution to HU’s Admissions Office.

Credit is evaluated on a course-for-course basis, requiring that course descriptions and credit values be comparable. Only work earned with a grade of “C” or higher is transferable for the bachelor program, and a grade of “B” or higher is transferable for the master’s program. Grades from transfer credits do not compute into the student’s HU GPA.

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

- Demonstration of achievement by means of comprehensive examinations;
- Review of syllabi, faculty credentials, grading standards, and other relevant learning resources at the sending institution;
- Analysis of historic experience regarding the success of transfers from the previous institution

If a student wishes to apply transfer credit to his/her program, the transfer should be arranged immediately upon receiving a letter of acceptance, and before registering for courses at HU. Undergraduate and graduate students must complete at least 50 percent of the total credit requirement at Horizon University.

**COURSE DELIVERY MODE**

Horizon University (HU) does not offer any online or hybrid courses. All courses offered at HU are traditional, face-to-face mode.

**DEFINITION OF A CREDIT HOUR**

For all HU degree programs and courses bearing academic credit, a “credit hour” is defined as the amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. One hour of classroom instruction and a minimum of two hours for undergraduate study to three hours for graduate study of out-of-class student work each week for one quarter hour of credit; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practicum, studio work, and other academic work leading to the award of credit hours.
A credit hour is assumed to be awarded for each 50-minute class session per week.

**ATTENDANCE**

Regular and punctual attendance is necessary to achieve satisfactory academic progress. Attendance is strictly monitored. Students may not miss more than 20% of class sessions. Three (3) consecutive absences require formal notice. If the student is absent he/she may be required to make up all work missed. It is the student’s responsibility to check on all assignments. The 20% allowance is to provide for serious illness, serious injury, serious illness in the family, death in the family, and other unforeseen emergencies. Note that failure to enter the classroom and be seated at the beginning of class may result in being counted absent.

In addition to the 20% policy, individual professors may impose additional attendance and participation requirements that have the potential of impacting students’ course grade. See the course syllabus for details. If further questions persist, discuss policies with the instructor.

It is important that students keep an accurate record of any absences from class, including dates and reasons. This information could prove essential in the event of a discrepancy and/or an appeal. Students should not rely upon professors or the administrative staff to supply tallies, warnings, or notifications.

The faculty members may require additional work to make up for an absence. If a student is absent from a significant portion of the course or is frequently late for class meetings, even due to extenuating circumstances, this may result in a lower grade or even a failing grade for the course.

**TARDINESS**

Tardiness is a distraction to a good learning environment and is discouraged. Faculty may reduce final grades based on excessive tardiness.

**CLASSROOM PARTICIPATION**

Horizon University (HU) places great importance upon class participation because of the nature of the material being taught, the value of in-class interaction, and the need for students to develop habits of diligence and reliability.

Students should be present and punctual for all class sessions except in the case of rare extenuating circumstances. Students are expected to complete their assignments before the class session, so that they are prepared to answer questions and enter into the discussion. For details of how their participation grade is computed, see the course syllabus.
GRADE ASSESSMENT

Individual faculty members determine the grading policy for each course. Faculty members clearly state in their course syllabus the specific criteria by which the grade will be assigned, including the relative weight of assignments, papers, examinations, attendance and other assessments. Only the faculty member has the authority to change grades.

GRADE SCALE

Horizon University (HU) uses a 4.0 grading system to grade the quality of course work and to determine the grade point average. Faculty members assign letter grades based on this table:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>Excellent</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>Good</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td>Good</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>Satisfactory</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>Satisfactory</td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>Barely Passing</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>Barely Passing</td>
<td>1.0</td>
</tr>
<tr>
<td>D-</td>
<td>Barely Passing</td>
<td>0.7</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>0.0</td>
</tr>
</tbody>
</table>

The Registrar translates letter grades to grade points in accordance with the table below.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
</tr>
<tr>
<td>A-</td>
<td>Excellent</td>
</tr>
<tr>
<td>B+</td>
<td>Good</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
</tr>
<tr>
<td>B-</td>
<td>Good</td>
</tr>
<tr>
<td>C+</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>C-</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>D+</td>
<td>Barely Passing</td>
</tr>
<tr>
<td>D</td>
<td>Barely Passing</td>
</tr>
<tr>
<td>D-</td>
<td>Barely Passing</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
</tr>
</tbody>
</table>

GRADE DEFINITION

A Excellent: Superior knowledge regarding details, assumptions, implications, and history; Superior thinking with information relevant to application, critique, and relationship to other information.

B Good: More than adequate knowledge regarding technical terms and distinctions, and ability to use information.

C Average: Basic knowledge needed to function and carry on learning regarding
major principles, central terms and major figures; and awareness of field or discipline. Note that a grade of C- may not be eligible for transfer and in most programs does not constitute a passing grade.

D  Below average: Demonstrates poor, but passable awareness of course material; may not be eligible for transfer.

F  Fail.

Grades are usually available within three weeks of completing a quarter. They are released to the student by the Registrar’s Office along with a calculation of the student’s quarter GPA and cumulative GPA.

**ADMINISTRATIVE GRADING SYMBOLS**

<table>
<thead>
<tr>
<th>Symbols</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>CR</td>
<td>Credit</td>
</tr>
<tr>
<td>NC</td>
<td>No Credit</td>
</tr>
<tr>
<td>SP</td>
<td>Satisfactory Progress</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
</tr>
<tr>
<td>RD</td>
<td>Report Delayed</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal</td>
</tr>
<tr>
<td>AU</td>
<td>Audit</td>
</tr>
<tr>
<td>N/A</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

**ACADEMIC INTEGRITY**

Cheating is a violation of Christian integrity and will not be tolerated. Cheating includes, but is not limited to, copying from another student’s work, relaying information about tests and exams or receiving information from a student who has already taken the test, and falsifying reports or other work. The greatest form of cheating is plagiarism, which is copying or using another person’s work or words as your own. This includes copying information from the Internet or from various textbooks. Be sure to properly cite and paraphrase any information that is not your own thoughts or information.

A student found cheating will receive a “0” for the assignment or test and will be reported to the Director of Academics for recourse. Dismissal from the course or the university may be the consequence of cheating. If a student is aware of cheating or plagiarism, he/she should report it to any faculty member or administrative staff immediately.

**FACULTY ASSISTANCE**

The faculty and staff at Horizon University are dedicated to students’ academic and spiritual growth and success. Professors will announce office hours at the beginning of each term. These hours are for the student to discuss any questions that may have come up during lectures. Please take advantage of these times. Also, faculty members are available by email, so feel free to contact them by email.
Some faculty members may provide their cell phone number in their syllabus. Please use discretion when contacting the professor outside office hours. In general, all faculty members prefer email when contacting them outside of office hours.

**STUDY GROUPS**

Some of the best and most rewarding assistance comes from fellow classmates. Horizon University (HU) encourages students to seek help from other students in times of confusion or to prepare for examinations. Forming study groups that regularly meet to review notes and materials can be an invaluable resource. Students are able to discuss and review difficult subject matter and help each other succeed. If a student is having trouble finding a study group, they may contact their professor for assistance.

**PEER TUTORING**

Sometimes students who struggle academically can be helped best by other students. If the student is not in a study group, he/she should consider joining one. If the student needs more help than a study group can provide, they may contact the professor. The professor, often, can help the student locates a volunteer peer tutor who may be able to help him/her with difficult material.

**ACADEMIC LOAD**

*Undergraduate Program*
A full-time load is considered to be 12-16 units/hours per quarter (For international students, 12 units/hours is the minimum). To achieve the completion of a program within the normal time frame, the student should carry an average of 16 units/hours each quarter.

*Graduate Program*
A Full-time load is considered to be 8-12 units/hours per quarter (For international students, 9 units/hours is the minimum). To achieve the completion of a program within the normal time frame, the student should carry an average of 12 units/hours each quarter.

All courses typically require a minimum of 2 to 3 hours of study time outside the classroom for each hour in class. The student should consider family, employment, and church and ministry responsibilities when determining his/her academic load.

**PROGRAM LENGTH**

Students are usually expected to complete each program within the following time frame: the bachelor’s degree in 4 years, the Master of Theology degree in 2 years, and the Master of Divinity degree in 3 years. The maximum time frame allowed for students to complete a program is 150% of the normal program length, namely 6 years for the
bachelor program, 3 years for the Master of Theology program, and 4 and ½ years for the Master of Divinity program. An extension may be granted for special circumstances.

**Satisfactory Academic Progress (SAP)**

SAP is a policy requiring that students meet the school's academic standards to successfully complete their program.

*Academic Progress Measurement*

If a student’s progress, measured at the end of each term, is determined to be unsatisfactory, the student will be advised of the performance necessary to reestablish SAP.

- **Maintain a 2.0 (3.0 for graduate students) Cumulative GPA**
  Receive an average letter grade of C in all courses you have completed.
- **Maintain 67% Unit Completion**
  Complete at least 67% of your attempted units with a grade of A, B, C, D, CR, P.
  To calculate the Pace of Progression, divide the cumulative number of credits successfully completed by the cumulative number of credits attempted.
- **Maximum Time Frame Requirement**
  Complete your program within 150% of the published program’s required units

*Unsatisfactory Academic Warning*

Students receiving an Unsatisfactory Academic Warning are still eligible to continue to take classes. If, at the end of the term during which the student was placed on unsatisfactory academic warning status, the student’s academic progress is above the threshold for SAP, the student will be removed from Unsatisfactory Academic Warning status. If, at the end of the term during which the student was placed on Unsatisfactory Academic Warning, the student’s academic progress is not above SAP thresholds, the student will no longer be eligible to continue with his/her academic program. This decision is subject to appeal by the student.

*Appeal Process*

After an Unsatisfactory Academic Warning, students who are no longer eligible to continue the program due to unsatisfactory academic progress is advised immediately following the determination. Students may submit a written appeal to the Financial Aid Committee.

This appeal must be filed within five (5) business days of notification of the decision and must, at a minimum, explain in writing the circumstances that led to their unsatisfactory academic performance and why they feel that these circumstances will not be a factor going forward. The Academic Review Committee will consider all information, including potential mitigating circumstances such as illness or other personal medical issues, family situations, financial obligations, or other circumstances presented by the student.
The Academic Review Committee will uphold or deny the appeal within ten (10) business days following the receipt of the appeal from the student. Students who have been dismissed due to unsatisfactory academic progress must have an appeal upheld prior to the drop/add date in any term or module in order to attend classes in that particular term. If an appeal is denied, the student will remain dismissed and ineligible to register for classes. There is no limit to the number of appeals that students may make. If the appeal is upheld, the student will be placed on Academic Probation status for one term or module, an academic plan will be created for the student with an academic advisor, and the student will be considered eligible to register and continue the program.

**Re-establishing SAP**

A student may reestablish satisfactory academic progress at any time if s/he successfully completes a term with a CGPA at or above 2.0 (3.0 for graduate students) and a pace at or above 67%. Students who reestablish satisfactory academic progress are advised that they no longer need to be on an academic plan and are eligible to continue their academics.

The Academic Recovery Plan must be structured so that the student reestablishes SAP prior to exceeding the Maximum Timeframe. The student’s performance against the academic plan will be analyzed at the end of each term or module. If, at the end of a term or module, the student’s performance is consistent with the terms of the Academic Recovery Plan, the student remains eligible to continue in school for the subsequent term or module. If the student’s performance is unsatisfactory, the student will be no longer eligible to continue taking new classes until the student reestablishes SAP. A student on the Academic Recovery Plan will be advised at the end of each term or module to ensure that they understand their performance during this time and how it compares against the plan.

**ABILITY-TO-BENEFIT**

The university does not accept students under Ability-to-Benefit determination.

**LIBRARY RESOURCES**

Horizon Library provides print materials and electronic materials. Students are required to search the Library and Information Resources Network (LIRN) electronic materials and/or check out print materials from Horizon Library for their work. Horizon library is centrally located in the campus, where students, faculty, and staff can access without walking a large distance. It has multiple computers and a copy machine that is designed to serve and support various services and research for the entire Horizon community.

The book collection exceeds 3,000 volumes. Continuous additions are made to these resources throughout the year to assure the students and faculty the most current information and the latest technology in each major field of study. Currently, the library subscribes to the following online databases available on and off campus: GALE, ProQuest, Open Access Resources, and Statista available through LIRN (Library & Information Resources Network). The growing subscription package contains a large selection of multidisciplinary resources representing a broad range of academic subjects.
such as business and economics, education, language arts, philosophy, political science, religion, social science, technology, and engineering. Any current students have the right to use and access the service as well as the library on campus. They must show their student ID or proof of their current enrollment status. If they need an ID, students can contact the librarian or a staff member. Computer workstations are available for students. Accessible programs on these computers include Internet access, Microsoft Office, program-related web resources, the library’s catalog, and online databases.

HU has a library resource sharing agreement with Evangelia University in Anaheim, California. Students can access the service by visiting the university or through the Evangelia University website. HU also has a library resource sharing agreement with Grace Mission University in Fullerton, California. Students can access the service by visiting the university or through the Grace Mission University website.
ACADEMIC PROGRAMS

BACHELOR OF THEOLOGY

Program Purpose and Objectives
The Bachelor of Theology (B.Th.) program presents opportunities to explore traditional Christian faith through academic and critical lenses. Students will be expected to critically and comprehensively analyze Christian scriptures and doctrines while placing teachings within a historical context. They will build foundational and advanced knowledge of theological principles.

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

1. Analyze information in order to draw valid conclusions and make insightful judgments (Critical Thinking).
2. Explain natural phenomena by applying foundational principles from the physical sciences (Natural Science).
3. Outline global history, American history, culture, society, and achievements in the arts (Social Sciences).
4. Demonstrate the ability to convey facts, ideas, and overall arguments, idiomatically and compellingly, in a variety of written or spoken formats (Communication Skills).
5. Explain the basic content of the Bible and important themes of the Biblical texts (Bible).
6. Examine the key theological themes and pressing issues in biblical theology, systematic theology and Church history (Theology).
7. Develop personal competency in the integration of faith with life and spiritual commitment in the community context (Personal and Spiritual Growth)

Admission Requirements
All prospective students are accepted to Horizon University on a provisional basis pending the submission of all required documents, which includes:

1. Application Form and Fee;
2. Proof of Graduation - High school (or equivalent) or highest degree earned;
3. Personal Identification;
4. Copy of valid Passport (International Students Only);
5. Copy of visa and I-94 (International Students Only);
6. Previous School’s Form I-20 (International Students Only – if applicable); and

Graduation Requirements
Successful completion of 180 quarter units with a minimum of 2.0 grade point average is required to graduate from the program.
**Course Delivery Mode**
The Bachelor of Theology program does not offer any online or hybrid courses. All courses are offered in a traditional, face-to-face mode.

**Program Requirements**

**General Education Requirements (56 Units)**

- **Humanities (12 Units)**
  - HUM 101 Critical Thinking (Prerequisite: None) 4
  - MUS 103 Music Appreciation (Prerequisite: None) 4
  - PHIL 111 Introduction to Philosophy (Prerequisite: None) 4

- **English/Communications (16 Units)**
  - COM 101 Public Speaking I (Prerequisite: None) 4
  - ENG 101 English Mechanics I (Prerequisite: None) 4
  - ENG 102 English Mechanics II (Prerequisite: ENG 101) 4
  - ENG 103 English Literature (Prerequisite: None) 4

- **Social Science (12 Units)**
  - HIS 101 American History (Prerequisite: None) 4
  - HIS 102 World History (Prerequisite: None) 4
  - PSY 205 Introduction to Psychology (Prerequisite: None) 4

- **Mathematics/Computer (8 Units)**
  - MTH 101 College Mathematics (Prerequisite: None) 4
  - CIS 101 Introduction to Computer (Prerequisite: None) 4

- **Natural Science (8 Units)**
  - NS 101 Physical Science (Prerequisite: None) 4
  - NS 102 Health (Prerequisite: None) 4

**Core Requirements (88 Units)**

- HIS 205 Early & Med. Church History (Prerequisite: None) 4
- HIS 206 Modern Church History (Prerequisite: None) 4
- NT 101 Survey of New Testament (Prerequisite: None) 4
- NT 135 Gospel of John (Prerequisite: None) 4
- NT 140 Christian Ethics (Prerequisite: None) 4
- NT 305 Pauline Epistles (Prerequisite: None) 4
- MS 250 Missions (Prerequisite: None) 4
- OT 101 Survey of Old Testament (Prerequisite: None) 4
- OT 230 Poetry & Wisdom Books (Prerequisite: None) 4
- OT 305 Pentateuch (Prerequisite: None) 4
- OT 320 Major Prophets (Prerequisite: None) 4
- OT 321 Minor Prophets (Prerequisite: None) 4
- PT 210 Principles of Disciple Making (Prerequisite: None) 4
- PT 250 Hermeneutics (Prerequisite: None) 4
PT 312 Homiletics (Prerequisite: None) 4
PT 332 Apologetics: Defending the Faith (Prerequisite: None) 4
PT 370 Christian Leadership (Prerequisite: None) 4
THE 201 Principles of Interpretation (Prerequisite: None) 4
THE 301 Christian Doctrine I (Prerequisite: None) 4
THE 302 Christian Doctrine II (Prerequisite: None) 4
THE 303 Christian Doctrine III (Prerequisite: None) 4
THE 304 Christian Doctrine IV (Prerequisite: None) 4

Electives (36 Units) 36

MASTER OF DIVINITY

Program Purpose and Objectives
The Master of Divinity (M.Div.) program prepares dedicated Christian scholars for ministry in various church settings. The emphasis of the program is cultivating skills needed for studying and communicating the Christian Scriptures to others effectively while being models of the Christian faith and spiritual practices. These skills will prove useful in future endeavors in the Church.

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

1. Accomplish an in-depth understanding of the Bible’s content, contexts, structure, and message, and apply the knowledge to further research (Bible).
2. Develop competency in integrating theological knowledge into the personal journey of faith and in practical ministry (Discipleship).
3. Demonstrate the ability to evangelize and defend the Christian faith in postmodern and multicultural contexts (Evangelism).
4. Explain major themes in theology and church history with reference to the evangelical tradition (Theology).
5. Apply comprehension of effective leadership principles and Bible teaching skills in Christian education ministries (Leadership).

Admission Requirements
All prospective students are accepted to Horizon University on a provisional basis pending the submission of all required documents, which includes:

1. Application Form and Fee;
2. Proof of Graduation - Bachelor’s degree (or equivalent) or highest degree earned;
3. Personal Identification;
4. Copy of valid Passport (International Students Only);
5. Copy of visa and I-94 (International Students Only);
6. Previous School’s Form I-20 (International Students Only – if applicable); and
Graduation Requirements
Successful completion of 108 quarter units with a minimum of 3.0 grade point average is required to graduate from the program.

Course Delivery Mode
Master of Divinity program does not offer any online or hybrid courses. All courses are offered in a traditional, face-to-face mode.

Program Requirements

Greek and Hebrew (8 Units)
- GK 501 Introduction to New Testament Greek (Prerequisite: None) 4
- HEB 511 Introduction to Biblical Hebrew (Prerequisite: None) 4

History (12 Units)
- HIS 531 Church History I (Prerequisite: None) 4
- HIS 532 Church History II (Prerequisite: None) 4
- HIS 542 History of Renaissance & Reformation (Prerequisite: None) 4

Biblical Studies (40 Units)
- NT 501 New Testament (Prerequisite: None) 4
- NT 502 Gospels (Prerequisite: None) 4
- OT 501 Old Testament (Prerequisite: None) 4
- OT 502 Prophets (Prerequisite: None) 4
- OT 605 Pentateuch (Prerequisite: None) 4
- THE 501 Systematic Theology I (Prerequisite: None) 4
- THE 502 Systematic Theology II (Prerequisite: None) 4
- THE 511 Christian Ethics (Prerequisite: None) 4
- THE 525 Contemporary Theology I (Prerequisite: None) 4
- THE 526 Contemporary Theology II (Prerequisite: None) 4

Christian Leadership (20 Units)
- LD 541 Foundations for Ministry (Prerequisite: None) 4
- LD 542 Principles of Bible Teaching (Prerequisite: None) 4
- LD 543 Ministry Leadership (Prerequisite: None) 4
- LD 546 Spiritual Formation (Prerequisite: None) 4
- PRA 542 Pastoral Counseling (Prerequisite: None) 4

Capstone Project (4 Units)
- GIS 590 Graduate Integration Seminar 4

Chapel (6 - 12 Units)
- CHPL 500 Chapel (1 unit each)
  * Up to 6 units may be waived for transfer students

Electives (8 - 14 Units)
**MASTER OF THEOLOGY**

*Program Purpose and Objectives*
The Master of Theology (M.Th.) program provides advanced theological studies for students who want to enrich their spiritual ministry, theological understanding, and skills associated with their ministry practices. This program will help current Christian leaders grow and flourish in their fields.

*Program Learning Outcomes*
Upon completion of the program, students will be able to:

1. Accomplish an in-depth understanding of the Bible’s content, contexts, structure, and message, and apply the knowledge to further research (Bible).
2. Apply biblical, theological, and leadership development theory into their role in churches and the marketplace (Leadership).
3. Demonstrate critical understanding of the major themes of biblical theology, systematic theology, and contemporary theology (Theology).
4. Develop competency in integrating theological knowledge into the personal journey of faith and in practical ministry (Discipleship).

*Admission Requirements*
All prospective students are accepted to Horizon University on a provisional basis pending the submission of all required documents which includes:

1. Application Form and Fee;
2. Proof of Graduation – Bachelor’s degree (or equivalent) or highest degree earned;
3. Personal Identification;
4. Copy of valid Passport (International Students Only);
5. Copy of visa and I-94 (International Students Only);
6. Previous School’s Form I-20 (International Students Only – if applicable); and

*Graduation Requirements*
Successful completion of 64 quarter units with a minimum of 3.0 grade point average is required to graduate from the program.

*Course Delivery Mode*
The Master of Theology program does not offer any online or hybrid courses. All courses are offered in a traditional, face-to-face mode.

*Program Requirements*

**Core Courses (44 Units)**
- NT 501 New Testament (Prerequisite: None) 4
- NT 502 Gospels (Prerequisite: None) 4
- NT 511 Pauline Epistles (Prerequisite: None) 4
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<td>OT 501</td>
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<td>OT 630</td>
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<tr>
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<td>THE 502</td>
<td>Systematic Theology II (Prerequisite: None)</td>
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<tr>
<td>THE 511</td>
<td>Christian Ethics (Prerequisite: None)</td>
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*Capstone Project (4 Units)*

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*Chapel (4-8 Units)*

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<td>Chapel (1 unit each)</td>
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* Up to 4 units may be waived for transfer students

*Electives (8-12 Units)*

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HORIZON UNIVERSITY (2019~2020 Catalog)
COURSE DESCRIPTIONS

ADH 551 Church and the Holy Spirit (4 Units)
This course explores how the Holy Spirit has shaped the church since the beginning and how the relationship has developed throughout time. Students will examine the development of the Church and the Holy Spirit using the Bible and secondary texts.

ADH 552 Church and History (4 Units)
This course examines the function of the Church in the larger context of the current happenings in the world. Students will learn the history of the Church with special attention on important events that impacted the world and the development of the Church itself.

ADP 551 Pastor as a Person (4 Units)
This course prepares students who are preparing to become a pastor. The characteristics and important traits relevant to ministry are explored, and students assess their character, temperament, talents, and abilities and how they pertain to the work of Christian ministry.

ADP 552 Pastoral Theology (4 Units)
This course is designed to examine the role and function of pastoral ministry. Students learn and discuss the foundational pastoral tasks and what drives one to choose a life of pastoral ministry.

ADS 552 Church and Society (4 Units)
This course examines how the role of the Church is changing or has changed over time. The focus will be on the 21st century, how the Church is evolving within its changing context, and what the future may bring.

CHPL 500 (1 Unit)
Regularly-scheduled chapel services for students, faculty, and staff are held for times of corporate worship, exhortation and the opportunity to minister. Chapel times strengthen our community as we encourage and pray for one another and share praise reports and important Horizon University announcements. The Master of Divinity students may repeat the chapel course up to 12 times and the Master of Theology student may repeat the chapel course up to 8 times.

CIS 101 Introduction to Computer (4 Units)
This course introduces computer concepts, including fundamental functions and operations of the computer. Topics include identification of hardware components, basic computer operations, and use of software applications.

COM 101 Public Speaking I (4 Units)
This course is designed to give students the basic skills necessary to speak in public successfully. They will learn the different strategies to be effective and confident public
speakers, such as voice projection and dealing with anxiety. Also, basic speech writing and formats will be discussed.

**COM 102 Public Speaking II (4 Units)**
This course is a continuation of Public Speaking I, helping students advance their foundational skills. The focus will be on developing critical stances and debating topics in a mature and professional manner.

**COM 201 Cross Cultural Communication (4 Units)**
This course develops a cross cultural and intercultural understanding of how to communicate and understand differences that may occur. Students will develop strategies to effectively and sensitively communicate with various people from different nationalities and cultures. An emphasis on discussing religion and spreading the Christian message across the world will be examined.

**DS 480 Undergraduate Directed Study (4 Units)**
This course is an undergraduate level course in which a student pursues research for academic credit under the guidance of a faculty member. It is also provided to assist students who have incomplete program requirements due to their inability to register according to the regular scheduling sequence. The course may be taken multiple times with different content if the director of academics approves.

**DS 680 Graduate Directed Study (4 Units)**
This course is a graduate level course in which a student pursues research for academic credit under the guidance of a faculty member. It is also provided to assist students who have incomplete program requirements due to their inability to register according to the regular scheduling sequence. The course may be taken multiple times with different content if the director of academics approves.

**ENG 101 English Mechanics I (4 Units)**
This course develops foundational skills associated with English grammar. Students will be introduced to basic sentence structure, punctuation, parts of speech, and other foundational subjects.

**ENG 102 English Mechanics II (4 Units)**
This course continues to develop foundational skills learned in English Mechanics I and introduces students to advance grammatical concepts. Students will learn gerunds, clauses, passive and active voice, and other topics, while learning how to utilize the knowledge in written and spoken English.

**ENG 103 English Literature (4 Units)**
This course is designed to introduce students to English literature and examine its history from the Anglo-Saxon period through the 18th century. Students will read a wide variety of texts from various genres including poetry, short stories, dramas, and novels. An emphasis is placed on critical reading of selected texts and the ability to discuss various elements with an academic lens.
ES 410 Principles of Prophecy: Daniel (4 Units)
This course analyzes one of the most important books of the bible: the Book of Daniel. Students will discuss its prophetic importance and relevancy to modern day society.

ES 420 Principles of Prophecy: Revelation (4 Units)
This course examines the book of Revelation and places its relevancy and importance in a modern context to be applied to daily lives.

GIS 590 Graduate Integration Seminar (4 Units)
A final, integrative seminar offers students a summative and integrative experience of the formal curriculum. This course will provide students the opportunity to review, integrate, and reflect on the curriculum and experiences of the entire program to apply in life and ministry the core areas of the Bible and theology.

GK 501 Introduction to New Testament Greek (4 Units)
This course introduces common vocabulary and basic grammatical structures and syntax of the Greek language, particularly how it pertains to the New Testament.

HEB 511 Introduction to Biblical Hebrew (4 Units)
This course provides an introduction to basic grammar and morphology structures of the Hebrew language. Students will learn common vocabulary used in biblical Hebrew with the intention of translating vital texts from the Bible.

HIS 101 American History (4 Units)
This course explores the history of America from the colonial period to the Revolution to modern day America. Students will examine the birth and growth of America, focusing on the trials and tribulations the country has faced.

HIS 102 World History (4 Units)
This course examines the developments made throughout the world in the areas of politics, economics, society, and culture from the 15th century to the present day. Students will focus on major players in the history of the world such as Ancient Eurasia, Greece, Rome, China, India, Byzantium, the Mongols, the Ottomans, and others. A special focus will be on the development of Christianity in this historical context and how these historical developments have impacted and shaped societies today.

HIS 205 Early & Medieval Church History (4 Units)
This course provides a historical survey of Christianity from its infancy through medieval times. Students will analyze primary and secondary texts to focus on the political and social evolution that took place during this time period. They will examine the interactions of the social system, political climate, and the religious institutions of the time. The Roman Catholic Church will be the primary focus, in particular, the social movements and pertinent issues that led to the Protestant Reformation.
HIS 206 Modern Church History (4 Units)
This course explores the evolution of Christianity from the Reformation to modern times. Students will analyze various primary and secondary texts to track and understand the Modern Church.

HIS 531 Church History I (4 Units)
This course examines the early history of the Church. Students will study the development of the Church to Medieval times and analyze early writings from major theologians of the time.

HIS 532 Church History II (4 Units)
This course continues the examination of the history of the Church from Medieval times to the present. Students will discuss and compare writings from the major theological contributors focusing on the historical context that provides a political background for the texts.

HIS 541 History of the Presbyterian Movement (4 Units)
This course explores the history of the Presbyterian Church in North America from its infancy to modern times. Students will focus on important revivals, controversies, and divisions in the 19th and 20th centuries. The course will utilize primary documents and historical texts to explore the organization and issues facing the American Presbyterian Church.

HIS 542 History of the Renaissance & Reformation (4 Units)
This course examines European history from the Renaissance to the Reformation and beyond. Major historical events between the late fourteenth to the early 17th century will be explored, especially the innovations and advancements in the areas of art, literature, and technology. Students will critically study the political and social backdrops that led to such great leaps and changes in culture and religion, such as the Protestant and Catholic Reformations, as well as the impact they have had on modern societies. Students will track these changes that ultimately led to European expansions overseas.

HUM 101 Critical Thinking (4 Units)
This course is designed to provide the core skills associated with critical thinking while giving opportunities to apply them in real life situations. Students will learn critical thinking strategies that will be used to examine modern day issues, political topics, theological theories and belief systems, and ethical thought. Students will cultivate understanding to assess information and develop their own logic fueled opinions and arguments that they can discuss and debate in a thoughtful and mature manner. This is a writing course. The course will focus on group discussions and written analyses that will be subject to the rigor of the academic writing process.

IS 680 Graduate Independent Study (2 Units)
This course is a graduate level course in which a student pursues independent research for academic credit under the guidance of a faculty member. It is also provided to assist
students who have incomplete program requirements due to their inability to register according to the regular scheduling sequence.

LD 541 Foundations for Ministry (4 Units)
This course equips students with the skills and knowledge needed to serve as effective leaders in the Church and other Christian ministries. Students explore factors that impact the practice of Christian leaders through a comprehensive and holistic viewpoint. Research based theories and models will be used to evaluate and discuss leadership principles, organizational design, and administrative methodologies in order to develop a cultural and theological understanding. Students will cultivate personal plans to implement for their own personal and vocational benefits, especially in their theological education.

LD 542 Principles of Bible Teaching (4 Units)
This course overviews the methodologies and principles associated with biblical teaching. Students will learn skills and strategies vital to maintaining an effective Christian classroom. Feedback from hands on experience will provide the student an opportunity for growth and to strengthen their resolve to fulfill God’s calling.

LD 543 Ministry Leadership (4 Units)
This class is designed to cultivate skills necessary to be an effective leader in a ministry setting. Students will analyze practices and qualities of Christian leaders based on principles outlined in Scripture. Students will also be required to reflect on their personal leadership philosophy.

LD 544 Worship & Music (4 Units)
This course introduces students to music as a contemporary style of worship. Students learn to arrange a plan, build strategies and skills, and implement rehearsals pertaining to contemporary worship groups in Church and non-Church settings.

LD 545 Church Administration (4 Units)
This course provides insight to the administrative and managerial aspects of the Church and its operations. Students learn the foundational elements needed for organizations, record keeping, and various skills needed for a successful operation.

LD 546 Spiritual Formation (4 Units)
This course offers foundational preparation in the Division of Church Ministry, examining the spiritual formation of a Christian minister, counselor, or leader. The processes and goals of spiritual formation are explored through a multi-disciplinary perspective. The social, biblical, theological, psychological, and historical perspectives are examined to find practices that promote intimacy and strengthen the relationships between God and believers, which are necessary for facilitation of the message and the continuation of discipleship.
LD 547 Integration into Ministry (4 Units)
This course provides an opportunity for students to integrate their biblical and ministry experience into a perspective and review paper. Classes will mainly consist of lectures and readings where participation plays a vital role.

MS 250 Missions (4 Units)
This course explores the historical context of missions, focusing on the theological and biblical foundations. Common methodological and cultural issues will be examined and discussed.

MTH 101 College Mathematics (4 Units)
This course is designed to develop mathematical skills in an easy and understandable environment. Students will learn basic algebra skills with a focus on graphing, estimation, and developing tables. Technology such as computer software and basic calculators will be integrated into the course.

MUS 103 Music Appreciation (4 Units)
This course cultivates an understanding and appreciation for music that is used as a means of worship. Students will be introduced to basic musical theory elements and techniques pertaining to worship music. A brief history of Western music from medieval times to the present will be examined and discussed as well.

NS 101 Physical Science (4 Units)
This course is designed to teach the fundamentals of physical science in an integrated approach. Students will learn practical and scientific applications for real world use, focusing on an integration of all-natural science.

NS 102 Health (4 Units)
This course provides vital information and strategies used to lead a healthy lifestyle. An emphasis is on challenges that may arise and the decision-making process. Students will learn skills to make life long healthy decisions.

NS 110 Physiology (4 Units)
This course is designed to provide fundamental principles of physiology and the structures of the animal kingdom. Students will be expected to understand the integrated functions of organ systems on both a molecular and cellular level. They will focus on thinking analytically and scientifically to describe and explain the systems of the human body.

NT 101 Survey of New Testament (4 Units)
This course examines the literary, historical, and theological contents of the New Testament. Students read and analyze passages from the New Testament and discuss the literary and historical significance to modern day.
NT 200 Life & Teachings of Christ (4 Units)
This course examines the earthly life of Jesus Christ, focusing on the principles and purposes of his time on Earth. Students will analyze the historical setting of Christ’s public ministry with an emphasis on each of the Gospels.

NT 135 Gospel of John (4 Units)
This course studies the Gospel of John with its various literary and theological aspects in view of modern scholarship. Students will read the Gospel written by John focusing on his version of the life of Jesus and his teachings.

NT 140 Christian Ethics (4 Units)
The course introduces and discusses major approaches to Christian ethics. Students will apply these approaches to contemporary ethical issues such as race, poverty, war, immigration, and the environment. Other topics that will be discussed include the history of Christian ethical perspectives, the relationship between ethics and the Bible, and ethical decision-making.

NT 203 Synoptic Gospels (4 Units)
This course studies the Synoptic Gospels. Students analyze the books of Matthew, Mark, and Luke, focusing on the similarities and differences of content and methodologies. They will develop critical analyses and evaluations of these Gospels individually and as a whole.

NT 210 Acts (4 Units)
This course focuses on the Book of Acts, particularly on the development of the early Church. Students will follow and discuss the life of Paul and the importance of his journey as a missionary.

NT 220 Writings of John (4 Units)
This course examines the life and literary accomplishments of the Apostle John. Students will discuss the perspective John had on the work of Jesus Christ and how John’s three epistles impacted Christianity.

NT 250 Beginning Greek I (4 Units)
This course introduces grammatical and syntactical foundations of the Greek language and how it can be used to translate the New Testament.

NT 251 Beginning Greek II (4 Units)
This course continues to build upon the foundational elements of Greek in order to translate more passages from the New Testament. Students will learn more advanced concepts to understand and analyze various passages from the New Testament.

NT 260 Beginning Hebrew I (4 Units)
This course introduces foundational elements needed to understand the Hebrew language. Students focus on important vocabulary, grammar, and syntactical elements.
NT 261 Beginning Hebrew II (4 Units)
This course continues to build on the knowledge from Beginning Hebrew I. An emphasis is on improving vocabulary and advancing grammar structures and skills, which will be utilized in translating various religious texts.

NT 305 Pauline Epistles (4 Units)
This course examines the letters of Paul and places them in their literary and theological context. Students will discuss the issues and history associated with Paul and early Christianity.

NT 312 Romans & Galatians (4 Units)
This course interprets important passages from the books of Romans and Galatians, paying special attention to teachings and applications of the teachings in a contemporary setting. Students will compare these texts to other Pauline letters in format, literary context, and historical background.

NT 322 I & II Corinthians, I & II Thessalonians (4 Units)
This course studies the books of I and II Corinthians, and I and II Thessalonians, focusing on the background and practical application of the texts. Students will apply the content of these books to current problems facing the Church and theology.

NT 332 Prison Epistles (4 Units)
This course analyzes the epistles written by Paul while he was in prison. The following scriptures will be the focus of study: Colossians, Ephesians, Philemon, and Philippians. Students will explore the many challenges Christians face from false teachings and the global assault on Christian loyalty. The themes of suffering and temptation for control will be discussed in reference to the relationship believers have with God and the Church. Students will apply the teachings and literary elements from these texts to gain skills needed to respond to difficulties they may face.

NT 435 Hebrews (4 Units)
This course critically explores the book of Hebrews. Students will investigate Christ’s ministry and priesthood in relation to the Old Testament. A deep and thorough discussion of verses from the Old Testament will lead to an analysis of the authorship, history, and purpose of Hebrews.

NT 501 New Testament (4 Units)
This course evaluates the books of the New Testament in their historical and literary context. Students will critically analyze theories of origin and the value of each text in relation to the collection as a whole.

NT 502 Gospels (4 Units)
This course is designed to study the Gospels of Matthew, Mark, Luke, and John. It will examine the message of Jesus, His person and work, and a comparative presentation of the distinctive outlook of each of the Gospels. This study will discuss various issues related to the contents of the first three Gospels and the Gospel of John.
NT 503 Synoptic Gospel (4 Units)
This course is designed to study the Gospels of Matthew, Mark, and Luke. It will examine the message of Jesus, His person and work, and a comparative presentation of the distinctive outlook of the Synoptic Gospel. This study will discuss the harmonization of the Gospels, the Synoptic problem, and various issues related to the contents of the first three Gospels.

NT 504 Gospel of John (4 Units)
A study of the Gospel of John with emphasis on its historical, literary and theological aspects in view of modern scholarship. It will examine the message of Jesus, His person and work, and a comparative presentation of the distinctive outlook of the Gospel of John.

NT 510 Acts (4 Units)
This course is designed to explore the significant topics in the book of Acts by applying historical, linguistic, structural, and exegetical methods. Attention is given to thinking, valuing, and living biblically by learning how to apply Scripture to life and ministry.

NT 511 Pauline Epistles (4 Units)
This course is designed to explore the significant topics in the Pauline Epistles by applying historical, linguistic, structural, and exegetical methods. Attention is given to thinking, valuing, and living biblically by learning how to apply Scripture to life and ministry.

OT 101 Survey of Old Testament (4 Units)
This course focuses on the historical context and literary aspects of the Old Testament. Students will read various texts from the Old Testament, evaluate their literary importance, and speculate about the inspiration behind them.

OT 120 Study of Beginnings – Genesis (4 Units)
This course examines the Book of Genesis and the major themes present in the text. Students will discuss the themes of creation, the fall, redemption, God’s covenant, and His plan for the future. Students will utilize various biblical interpretation methodologies to analyze the importance of the text to modern issues and theories.

OT 130 Hebrew History: Wanderings (4 Units)
This course discusses biblical texts associated with the time after Exodus when God’s people wandered to find the Promise Land. Students will explore the trials and tribulations the Hebrew people faced during their search for the land promised to them by God.

OT 230 Poetry & Wisdom Books (4 Units)
This course focuses on the poetic elements and the theme of wisdom in the Old Testament. Students will explore these ideas, paying special attention to the Book of Psalms.
OT 305 Pentateuch (4 Units)
This course examines the Law laid out in biblical texts. Students analyze the creation, fall, and the Exodus narratives in their historical and literary context. The character of God and human nature will also be discussed.

OT 312 Hebrew History: Monarchy & Captivity (4 Units)
This course explores the history of the Hebrew people. Students will examine this history from their monarchy to their time of Babylonian captivity. Evaluations and analyses of each era will be done with a focus on the evolution of Hebrew culture.

OT 320 Major Prophets (4 Units)
This course examines and explores the books written by the Major Prophets. Students analyze their literary importance and the impact of the cultural and historical setting of when these texts were written.

OT 321 Minor Prophets (4 Units)
This course focuses on the historical backgrounds and theological elements of the Minor Prophets. Students will focus on the ideas of time, location, and personality to analyze the books of Hosea to Malachi.

OT 501 Old Testament (4 Units)
This course critically explores and analyzes the texts of the Old Testament. The literary style, historical context, and authorship of each text will be examined and discussed. Students will identify various theories of origin and differences among the texts.

OT 502 Prophets (4 Units)
This course is designed to introduce the previous and latter prophetic books of the Hebrew canon. Students will focus on historical context, literary content and structure, and theological principles to explore and analyze these prophetic narratives. They will learn how to deconstruct and manage these texts in order to make the teachings more accessible to others.

OT 605 Pentateuch (4 Units)
This course examines Old Testament biblical literature, hermeneutics, and various methodologies with a primary focus on the Pentateuch (Genesis, Exodus, Leviticus, Numbers and Deuteronomy). Students learn to observe the overall structure of these books, their historical settings, and modern approaches to their literary analysis.

OT 606 Historical Books (4 Units)
This course examines Old Testament biblical literature, hermeneutics, and various methodologies with a primary focus on the OT Historical Books (Joshua, Judges, 1&2 Samuel, 1 & 2 Kings, 1 & 2 Chronicles, Ruth, Esther, and Ezra-Nehemiah). Students will learn to observe the overall structure of these books, their historical settings, and modern approaches to their literary analysis, especially focusing on the process of restoration in its redemptive history.
OT 630 Poetry & Wisdom Books (4 Units)
This course examines Old Testament biblical literature, hermeneutics, and various methodologies with a primary focus on the OT poetical literature and the OT wisdom literature, including the books of Job, Proverbs, and Ecclesiastes, together with the impact of wisdom literature on the New Testament.

PHIL 111 Introduction to Philosophy (4 Units)
This course is designed to introduce students to philosophical ideas associated with human nature and the nature of the universe as a whole. Students will discuss the importance of knowledge, perception, freedom, and determinism, as well as the existence of God.

PHIL 212 Introduction to Ethics (4 Units)
This course serves as an introduction to the concept of ethics. Students examine the theories behind morality. They focus on the conscience and the conscience’s role in decision-making.

POS 515 Modern Political Thought (4 Units)
This course explores the traditions and scopes of Modern Western Political thought. The defining shifts in political thought that occurred during the 16th and 17th centuries will be discussed and compared to modern day ideology. During the first part of the course, students will examine the writings of Machiavelli, Hobbes, Locke, and Rousseau, focusing on the social contract theories. The second half will focus on key debates during the 18th and 19th centuries that revolved around the ideas of economics, women’s rights, democracy, and morality. Students will examine texts from authors such as Kant, Burke, Tocqueville, Mill, Marx, and Nietzsche.

PRA 541 Practical Counseling (4 Units)
This course examines the theories associated with practical counseling and how students can incorporate Christian values into their practice. Opportunities will be given for students to apply their skills and knowledge through case studies.

PRA 542 Pastoral Counseling (4 Units)
This course introduces and examines methods of pastoral counseling and how to develop strategies for professional use. Students will gain practical experience through case studies.

PSY 205 Introduction to Psychology (4 Units)
This course is designed to introduce and explain pertinent theories and concepts that dominate psychology. Students will also learn proper data gathering techniques and research design and implementation. The knowledge and skills will be applied to various case studies with a special focus on theological applications. Overall, students will gain a deeper and better understanding of themselves and others.
PSY 206 Religious Psychology (4 Units)
This course examines the dominant theories, empirical approaches, and strategies of religious psychology. Students will explore major issues through a theological viewpoint and develop critical analyses of various texts, situations, and theories. The theme of religion as a powerful and effective tool of motivation, inspiration, and behavioral modification will prevail.

PSY 402 Christian Counseling (4 Units)
This course explores counseling methods that can be applied to a Christian setting. Students will integrate psychology, biblical teachings, counseling needs, and multiple theories to develop a strong approach to Christian counseling.

PT 210 Principles of Disciple Making (4 Units)
This course explores the need for a philosophy in ministry that develops and strengthens the followers of Christ, particularly youth and students. Students focus on the concept of disciple making in general, using a Protestant theological perspective, and how to cultivate a nurturing environment on school campuses that can be used for ministry in conjunction with local church communities.

PT 220 Cross-Cultural Ministry (4 Units)
This course examines the biblical rationale and preparation for cross-cultural ministry. Students will analyze trends in practical ministry in a cross-cultural setting, with focus on the call to missions, selecting a field, cultural adjustment, and personal and professional issues.

PT 250 Hermeneutics (4 Units)
This course introduces the relationship between science and art as it relates to biblical interpretation and study. Students will discuss interpretations of various texts from the Bible using frameworks explained in the course.

PT 312 Homiletics (4 Units)
This course develops the basic skills and knowledge needed to develop an effective sermon. Students will learn theory associated with sermon writing and gain hands on practice writing and delivering their own sermons.

PT 332 Apologetics: Defending the Faith (4 Units)
This course explores the challenges faced by Christianity from new religions, cults, and the secularization of Christian culture. Students examine the pertinent and pressing issues and develop ways to defend and explain Christian truths.

PT 350 Church Administration (4 Units)
This course is designed to overview the framework of operations of churches and other religious non-profit organizations. Students learn about management principles, techniques, and effective management procedures necessary to operate and lead religious organizations. They are then expected to utilize problem-solving skills to solve issues that
may arise in management, supervision, administration, leadership, finance, and even legal areas.

PT 360 Christian Ministry (4 Units)
This course explains the concept of ministry and how it is an important aspect of living a Christian life. Students explore God’s calling and the type of people that are chosen for a life of ministry. Reflection upon spiritual gifts and special talents is done to evaluate what students could use to spread and communicate God’s message.

PT 370 Christian Leadership (4 Units)
This course is designed to prepare students to become strong and spiritual Christian leaders. Leadership styles, skills, and dynamics will be explored with a focus on the development of a biblical understanding of leadership. Students will apply knowledge to personal leadership roles as well as leadership roles in organizational settings. Common issues and strategies in the areas of coaching, mentoring, and personal development will be discussed. Students are expected to evaluate their own style of leadership and make improvements throughout the course.

SOC 301 Introduction to Sociology (4 Units)
This course introduces fundamental principles of sociology and how it pertains to modern society and Christian communities. Students will expand their knowledge of sociological theories through texts, discussions, and practical situations.

THE 201 Principles of Interpretation (4 Units)
This course is designed to explore the key principles that guide biblical interpretation. Students will learn study methods associated with the Bible and how historical context and literary elements play key roles in interpretation.

THE 301 Christian Doctrine I (4 Units)
This course overviews the four aspects associated with Theology and the doctrine of God. Students will explore God’s nature, attributes, personality, and works.

THE 302 Christian Doctrine II (4 Units)
This course continues the study of doctrine from Christian Doctrine I. Students will build upon the aspects previously discussed and focus on the areas of the Person, claims, and work of God’s son, Jesus Christ.

THE 303 Christian Doctrine III (4 Units)
This course builds upon the studies of Christian Doctrine I and II, having students focus on the nature and responsibilities of the Church. It examines the relationship the Church has with the Kingdom of God in a historical and cultural context.

THE 304 Christian Doctrine IV (4 Units)
This course studies the doctrine of man and sin. It explores the depravity of man as well as the nature and consequences of sin. Students analyze and make theological connections to the previous Christian Doctrine courses.
THE 350 Theology and Film (4 Units)
This course introduces students to theological themes and ideas that are present in contemporary popular film. Students explore the messages that are conveyed about religion and how Christian values and cultural references are shown. Theoretical frameworks will be applied to various films in order to interpret and understand religious themes, images, and ideas displayed in popular movies. The focus will be on themes such as sin, evil vs. good, the human condition, morality, redemption, and transcendence, and how their portrayal impacts the image of the Church and Christianity.

THE 501 Systematic Theology I (4 Units)
This course explores the inspirations that guided and fueled each author behind the scriptures. Students will examine and explain the works of God such as the origin of man, angels, and destiny.

THE 502 Systematic Theology II (4 Units)
This course is a continuation of Systematic Theology I and further explores the purpose and plan God has for the world. Students will also explore the work of Christ and the notions of grace, justification, regeneration, and sanctification.

THE 511 Christian Ethics (4 Units)
This course explores Christian, theological and social aspects of ethics. Students will concentrate on theories of Christian ethics and analyze the moral importance of theological teachings.

THE 525 Contemporary Theology I (4 Units)
This course introduces core teachings of the Christian faith and how it relates to the Modern Church and the ideas of contemporary theologians. Students will explore various traditions, identities, and messages associated with contemporary theology.

THE 526 Contemporary Theology II (4 Units)
This course is the second in a two-part course series that examines the role and core values of the modern Church and its relationship with contemporary society. Students focus on the evolving post-modern trends in the world and their impact on theological schools of thought. Examination of prevalent theological theories such as Theology of Hope, Liberation Theology, Feminist Theology, Process Theology, New Age Theology, and others will be done, with special attention to the similarities and differences among them. Students will be encouraged to make connections from the different theologies to the current theological trends of today.

THE 531 Biblical Theology I (4 Units)
This course explores the themes of redemption, creation, and sin in the Bible. Students will pay particular attention to the historical, literary, cultural, and theological aspects of each text and how these serve as a backdrop for each story. Critical analyses of the dimensions of the Scriptures will offer students a broader understanding of Christ’s message.
THE 532 Biblical Theology II (4 Units)
This course is a continuation of Biblical Theology I and covers the work of Christ and the ideas of humanity. Students will explore the sinning nature of men and women and the consequences of the original sin committed in Eden. Themes of atonement and living a Godly life will be explored and discussed, with a focus on the path to glorification.
BOARD OF DIRECTORS

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Monterey Park, CA

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Rowland Heights, CA

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Diamond Bar, CA

Jinqiang Ye
Monterey Park, CA

ADMINISTRATION AND FACULTY

ADMINISTRATION

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Bachelor of Arts in Leadership, Fort Hays State University

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Chief Operating Officer
Master of Arts in Intercultural Studies, Fuller Theological Seminary (2010)
Master of Divinity, Fuller Theological Seminary (2008)
Bachelor of Arts in Religion, Belmont University (2000)

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Master of Divinity, Talbot School of Theology (1995)
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Doctor of Theology, Hamburg Universitaet (1991)
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Master of Divinity, Talbot Theological Seminary (1989)  
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*Director of Student Services*
Master of Business Administration, University of La Verne (2013)  
Bachelor of Science in Economics, South China Agricultural University (2009)

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Certificate in Guitar, Institute of Technology, Musician’s Institute (1995)

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Bachelor of Science in Mechatronic Engineering, Shenyang Aerospace University (2011)

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Master of Arts in Library Science, University of Southern California (1969)  
Bachelor of Arts in English Language and Literature, Ewha Women’s University (1962)

**FACULTY**

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Master of Divinity, Talbot Theological Seminary (1999)  
Bachelor of Arts in Liberal Studies, University of California at Riverside (1995)

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Master of Divinity, Presbyterian College and Theological Seminary (1985)  
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Master of Divinity, International School of Theology (1987)  
Bachelor of Arts in Chinese Language & Literature, Seoul National University (1980)

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Master of Divinity, Talbot School of Theology (1995)  
Bachelor of Science in Computer Science, University of California at Los Angeles (1980)

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Master of Divinity, Fuller Theological Seminary (2015)  
Bachelor of Arts in Theology, Life Pacific College (2006)

Benjamin Starkey, General Education & Biblical Studies  
Master of Arts in Intercultural Studies, Fuller Theological Seminary (2010)  
Master of Divinity, Fuller Theological Seminary (2008)  
Bachelor of Arts in Religion, Belmont University (2000)
ACADEMIC CALENDAR

Summer 2019
July 1 Quarter Begins
July 4 Independence Day (Holiday)
July 15 Last day to add or drop classes
July 29-August 2 Midterm
September 2 Labor Day (Holiday)
September 3-9 Final Exam
Sept.10-29 Break

Fall 2019
September 30 Quarter Begins
October 14 Columbus Day (Holiday)
October 15 Last day to add or drop classes
Oct. 28-Nov. 1 Midterm
November 11 Veterans’ Day (Holiday)
November 28-29 Thanksgiving Break
December 3-9 Final Exam
Dec. 10-Jan. 5, 2020 Break

Winter 2020
January 6 Quarter Begins
January 20 Martin Luther King Day (Holiday)
January 21 Last day to add or drop classes
Feb. 3-Feb. 7 Midterm
February 17 Presidents’ Day (Holiday)
March 10-16 Final Exam
March 17-April 5 Break

Spring 2020
April 6 Quarter Begins
April 20 Last day to add or drop classes
May 4-May 8 Midterm
May 25 Memorial Day (Holiday)
June 8–12 Final Exam
June 13–July 5 Break