

Catalog



Kentucky Christian University

**Graduate
School**

of Bible & Ministry



2011-2013 CATALOG

Kentucky Christian University • 100 Academic Parkway • Grayson, Kentucky 41143-2205

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Kentucky Christian University practices equal opportunity policies in both admissions and employment and does not discriminate on the basis of race, national or ethnic origin, sex, color, age, or handicap (consistent with Section 702 of Title VII of the 1964 Civil Rights Act which deals with exemptions for religious corporations with respect to employment of individuals with specific religious convictions).



Mission Statement

The mission of Kentucky Christian University is to educate students for Christian leadership and service in the Church and in professions throughout the world.

Expanded Statement Of Purpose

Therefore, the Bible which is regarded as the revealed Word of God and the final authority in all matters pertaining to life and faith is exalted as the foundation of every curricular program. The pursuit of scholarship at Kentucky Christian University is distinguished by the conviction that to be truly educated one must have the capacity to make responsible moral decisions, be committed to serving the needs of others, and be recognized as a skilled contributor to one's profession. Such a distinctiveness requires that students be exposed to the moral and spiritual principles taught in the Bible and that they are to think ethically as well as logically, analytically, and critically.

The Board of Trustees, administration, faculty, and staff of the university are committed to the maintenance of an academic community in which Christian character and spiritual values accompany the tasks and opportunities of scholarship. Persuaded that education is a lifetime pursuit, the university provides a foundation of knowledge, skills, and values which enables its students to:

1. Enter meaningful and fulfilling professions within the leadership ministry of the church and/or within the global community, resulting in the opportunity to fulfill the mandates of the Great Commission and to work as a means of self support.
2. Influence the religious, social, educational and business communities with the biblical principles and moral character exemplified in the life and teachings of Jesus and His apostles.
3. Pursue and succeed in the attainment of personal and professional goals, including the completion of advanced academic degrees and/or promotion within their chosen field of endeavor.
4. Actively be involved in their communities as citizens who are concerned with improving the quality of life for all people groups.
5. Pursue healthy lifestyles and take appropriate action to promote wellness within their families and throughout their communities.



6. Build a legacy for the next generation by nurturing those institutions (e.g. the home/family, the church, the Christian college) which are critical to the establishment and maintenance of Biblical values, including moral integrity, ethical principle, and human dignity.
7. Develop an awareness of the interconnectedness of nations and peoples and seek out opportunities to promote peace, goodwill and the enrichment of life within the global village.

Purpose Of The Graduate School Program

The Graduate School program exists to fulfill the Great Commission by enabling students to enter meaningful and fulfilling professions within the leadership ministry of the Church and/or within the global community and by helping them to develop an integration of faith and learning, and demonstrate the application of biblical precept to professional practice.

Goals Of The Graduate School Program

The Graduate School program seeks to impart to each student:

SKILL FOR MINISTRY: The minister is called upon to serve in many capacities and to master many pastoral skills. Therefore, it is the goal of the Graduate School to enable the graduate to:

- Be able to plan new approaches to ministry/teaching in the church and academic setting according to the student's area of emphasis.
- Master communication skills in writing for a church or educational setting.
- Use modern research tools in preparing meaningful preaching, teaching, and written materials.

KNOWLEDGE FOR PREACHING AND TEACHING: To communicate the Word of God, one must first know it. In addition, there are ideas and facts related to the study of the Bible that are necessary for one to know in order to present effectively God's Word to the world. Therefore, it is the goal of the Graduate School to:

- Increase and strengthen the student's base of knowledge of Biblical Studies, Christian Theology, and Christian Ethics

CRITICAL THINKING FOR LEADERSHIP: Wisdom is the foundation for both skill and knowledge. Good leaders understand how to use skill and knowledge. Skill without wisdom can lead to pride. Knowledge without wisdom can lead to dogmatism and narrowness. Therefore, it is the goal of the Graduate School to:

- Broaden the perspective and push out the intellectual horizon of every student
- Encourage the student to reflect upon his/her values and beliefs
- Increase the student's awareness of the differing cultural values of diverse people groups

Religious Affiliation

Kentucky Christian University is a private university with a Board of Trustees from a fellowship of independent congregations known as Churches of Christ and Christian Churches. Because these independent congregations claim no creed or statement of faith except for the Scriptures, and because no denominational headquarters establishes a doctrinal position for the University, the Board of Trustees has resolved that the university will abide only by a general statement of belief based on those precepts of Scripture which are clearly taught and universally embraced by these independent congregations. These teachings include:

THAT GOD is not only the omnipotent, omniscient and omnipresent Creator of the universe, but also the loving Father, Provider of all life, and righteous Judge.

THAT THE BIBLE is God's divinely inspired revelation to humankind.

THAT JESUS is the Christ, the Son of God, who came to earth in the fullness of time, as Savior and as Messiah. This same Jesus is recognized as the only begotten Son of God, born of the virgin Mary, crucified on the Cross after a sinless life on earth, raised bodily as Lord from the tomb, ascended into heaven as King of Kings, and coming again to reclaim those who are His own.

THAT THE CHURCH is the divine institution which God has provided for the preaching of the Gospel and the salvation of the world. This Church, the Body of Christ, has divinely given ordinances, which are Christian baptism, and the Lord's Supper.

The founders of the University as well as the current Board of Trustees and administrative leadership were and are keenly aware of the many issues which have divided and continue to divide Christian churches. As a University, we believe it is ill advised to contribute to the division and disunity, by aligning ourselves, on the basis of opinion, with any party or sect. Rather, in the spirit of the first century church and many early Christian reformers, we choose to be non-sectarian.

It is required that full-time faculty members adhere to these teachings and principles and seek to inculcate them into the lives of the students whom they may influence. Furthermore, each student is expected to attain the goals of Christian character and conduct which are implied in these teachings.



Heritage

Kentucky Christian University was established in Grayson, Kentucky, on December 1, 1919, as "Christian Normal Institute." The cofounders were J. W. Lusby, an outstanding educator, Church leader, teacher, and journalist of eastern Kentucky; and J. O. Snodgrass, a minister of the Gospel from Iowa. Associated with them was R. B. Neal, an evangelist of eastern Kentucky. In her earlier days, Christian Normal Institute included both high school and junior college programs, as well as emphasizing the preparation of public school teachers, as indicated in the word "Normal." This area of education was phased out during the early 1920's, at which time the education of young people for Christian ministries became the central purpose. The name was changed to "Kentucky Christian College" in 1944.

In September 2004, the institution changed its name from Kentucky Christian College to “Kentucky Christian University.” This name change represented a profound rebirth for the 85-year-old institution. The move to university status brought with it a new seal, a new website, new signs, and many other surface changes. However, these changes are only significant because they represent the many new and exciting opportunities the University has to advance the Lord’s Kingdom through educational ministry. While the school’s name has changed, Kentucky Christian University remains unwaveringly committed to its mission of educating students for Christian leadership and service throughout the world.

Through the years, under the leadership of Dr. J. W. Lusby (1919-1937), and his successors in the presidency, Dr. J. Lowell Lusby (1937-1977), Dr. L. Palmer Young (1977-1987), Dr. Keith P. Keeran (1987-2009), and Dr. Jeffrey K. Metcalf (2009-Present), Kentucky Christian University has educated some of the most outstanding Christian leaders, both in the church and in other professions throughout the world.

Campus And Facilities

Kentucky Christian University is located in Grayson, Kentucky, the county seat of Carter County, in the Appalachian foothills of lovely eastern Kentucky. The campus is at the northern boundary of Grayson, just off Interstate 64, which links the Bluegrass area of Kentucky with the industrial heart of West Virginia. The campus is approximately twenty-five miles from the Ohio River to the north and an equal distance from the West Virginia state line to the east. Ashland, Kentucky and Huntington, West Virginia are approximately a half-hour’s drive from the Grayson campus. The campus covers approximately 121 acres and is valued at nearly twenty-two million dollars.



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The academic facilities include the Wayne B. Smith Center for Christian Leadership (seen at left), Lusby Center, the Nash Chapel and Fine Arts Center, and the Yancey School of Nursing Building. The Ruth Administration Building houses many administrative offices. The James C. McKenzie Student Life Center opened in December, 1996. These fine facilities are a result of a major development program that began in the early 1970’s.

Accreditation And Recognition

Kentucky Christian University is incorporated as a non-profit educational institution by the Commonwealth of Kentucky.

Kentucky Christian University is accredited by the **Commission on Colleges of the Southern Association of Colleges and Schools** (1866 Southern Lane, Decatur, Georgia, 30033-4097: Telephone number 404-679-4501) to award Master’s and Bachelor’s degrees.

Kentucky Christian University is a member of the **Council on Higher Education Accreditation (CHEA)**. The Council provides evaluation and recognition for regional and specialized accrediting agencies in the United States.

Kentucky Christian University holds membership in the **Association of Independent Kentucky Colleges and Universities (AIKCU)**.

Kentucky Christian University holds membership in the **Appalachian College Association (ACA)**.

Kentucky Christian University is a member of the **Council for Christian Colleges and Universities (CCCU)**, a Washington, D.C.-based association of colleges and universities rooted in the arts and sciences. CCCU is North America’s primary organization devoted specifically to serving and strengthening Christ-centered institutions. The Council’s main functions are to promote cooperation and interaction among colleges, provide opportunities for personal and professional growth for administrators, faculty and students, monitor government and legal issues, and promote these institutions to the public. For information concerning additional educational opportunities available through CCCU, contact the Office of Academic Affairs.

Alumni Association

Membership in the Alumni Association of Kentucky Christian University is available to all graduates and former students, (minimum of 24 credit hours) including those of Christian Normal Institute, as the University was known prior to 1944, and Kentucky Christian College, as the University was known prior to 2004, and to members of the University faculty, administration, and Board of Trustees.

The purpose of the Alumni Association is to promote the cause of Christ through a closer fellowship among the alumni of Kentucky Christian University, to provide a means through which an alumnus may share with other alumni in activities for the benefit of the university, and to make a continuing witness to all the world for the cause of Christ. This is fostered through Homecoming, alumni reunions, and special alumni days. The Association also works to encourage continued interest in and support of the University through giving and prayer.

Programs and activities of the Alumni Association are directed through the Director of Alumni Services, who can be reached at alumni@kcu.edu.

Admissions Information

The KCU Graduate School provides opportunity for advanced study to qualified and motivated students who have the determination and personal vision to become effective and dedicated servant leaders.

Admissions Decisions

In examining the credentials of applicants, admissions personnel consider the applicant's experience, commitment, and character, as well as academic ability demonstrated in the applicant's undergraduate and graduate transfer records. The Graduate Record Examinations (GRE) may be required for some programs if the applicant's undergraduate grade point average is lower than the Graduate School's 2.50 requirement. To receive more information on the Graduate Record Examinations, write to GRE, P.O. Box 6000, Princeton, NJ 08541-6000 or call 609-771-7670. The code number for Kentucky Christian University is 1377.

Admissions Deadlines

The official dates for each semester are October 15-February 15 (Fall) and March 15-August 15 (Spring), but applicants are accepted on a rolling admissions basis which means that the applications are considered for fall, spring, and summer course start dates.

Graduate Admissions Criteria

1. Completed/signed application. Paid application fee of \$35.
2. Official transcripts in English, listing all undergraduate and graduate work, must be submitted from regionally accredited institutions, or institutions which are members of the Council on Higher Education Accreditation (CHEA). Transcripts must indicate the completion of pre-requisite bachelors degree and list appropriate leveling work for graduate study.
3. Applicants need one of the following for regular admission into the masters programs:
 - A. A cumulative grade point average (G.P.A.) of 2.75 (on a 4-point scale) in the undergraduate major and/or a G.P.A. of 2.5 for the overall undergraduate program.
 - B. If the applicant does not meet one of the grade point averages listed above, then a Graduate Record Exam Score (GRE) or a Miller Analogies Test (MAT) Score in the 50th percentile (verbal) will satisfy the criteria.
4. Three letters of reference including one from an individual who has been directly involved in supervising the applicant's professional experience. (Reference forms can be found in the back of this catalog.)



5. A self-reflective statement of 1000 words relating the applicant's personal goals to the program requirements.
6. Those interested in the Master of Arts in Christian Leadership must have a foundation in a Biblical studies or ministry area. Students without Bible or ministry coursework at the undergraduate level will be required to take six additional hours of Bible/theology.
7. Applicants for the Master of Arts in Biblical Studies must demonstrate through transcript(s) or competency testing the completion of one year of Greek, six hours of upper division Old Testament, and twelve hours of upper division New Testament.
8. An interview with the Graduate School Dean may be required.
9. **All international applicants must be able to read, write, speak, and understand the English language with a high degree of proficiency in order to successfully complete graduate level work. Much of an applicant's success will depend on fluency in English.** Thus, international applicants must submit a minimum TOEFL (Test of English as a Foreign Language) score of 550 paper-based or 213 computer-based, unless the primary language of the applicant's home country is English or the applicant has matriculated from schools whose primary language of instruction is English. Official score reports must be sent directly to KCU from the Educational Testing Service (ETS). Only scores from tests completed within the two years prior to the date of application will be accepted. To take the TOEFL, the student must obtain a specially prepared "Bulletin of Information" from the office for the country or area. Copies of the "Bulletin" are usually available at United States educational commissions and foundations, United States Information Services (USIS) offices, bi-national centers, and private organizations, such as the Institute of International Education (IIE). The students who are unable to obtain a "Bulletin" locally should request one well in advance from:

TOEFL
Educational Testing Service
P.O. Box 6155
Princeton, NJ 08541-6155

Phone: 609-771-7100
Fax: 609-771-7500
E-mail: toefl@cts.org
Website: <http://www.toefl.org>

To request an exemption from taking the TOEFL, please submit an appeal for the exemption with your application. Please note that an applicant must have the financial resources to take the required TOEFL exam. Inability to pay for the exam is not a valid reason for exemption.

10. **International Applicants:** To receive unconditional admission, the quality of post-secondary studies must meet the standards for admission to the Graduate School in the student's home country. Applicants who have completed degrees or studies at institutions that do not have accreditation in the student's home country and students who do not meet the standards for admission to graduate programs in their homeland may be admitted on a provisional basis, dependent on the decision of the Graduate School Council.
11. A student who is admitted on a provisional basis must complete nine graduate hours with a G.P.A. of 3.0 or above at KCU in order to achieve full acceptance into the graduate program. If the student cannot achieve a G.P.A. of 3.0 or above in the first twelve graduate hours completed at KCU, then he or she will be dropped from the graduate program.



Transfer Policy

1. New students must request a transcript analysis by the Dean of the Graduate School in order to have transfer of graduate credits considered. The Dean of the Graduate School and/or the Graduate School Council must approve all requests for transfer of graduate credit.
2. Graduate credit will not be accepted for transfer until the student has completed a minimum of nine graduate hours with a cumulative grade point average (G.P.A.) of 3.0 or higher at Kentucky Christian University.
3. Students may transfer up to nine (9) hours of graduate credit into a masters program if the graduate work was completed at regionally accredited colleges and universities and consisted of courses in which they earned a grade of 3.0 (on a 4-point scale) or better. Coursework accepted for credit toward a graduate degree must be relevant to the degree under consideration. It must also reflect content and instruction resulting in student competencies equivalent to those required of students enrolled in similar courses at KCU.
4. Requests by students seeking consideration of graduate credits earned at an institution or in a program which was not regionally accredited will be evaluated by the Dean of the Graduate School, Registrar, and the Graduate School Council using the following guidelines:
 - A. How have other regionally accredited institutions evaluated this work?
 - B. An evaluation of all of the work completed in the previous program on a course-by-course basis, including a review of the syllabus for each course, the requirements to complete each course, and the academic credentials of faculty teaching each course. This information must be submitted by the registrar of the institution at which the coursework was completed along with appropriate transcripts.
 - C. Coursework accepted for credit toward a graduate degree must be relevant to the degree under consideration. It must also reflect content and instruction resulting in student competencies equivalent to those required of students enrolled in similar courses at KCU.
 - D. Students must have earned a 3.0 (on a 4-point scale) or higher in each course being considered for transfer.
 - E. Faculty teaching in these programs must have had the appropriate terminal degree.
 - F. Transfer credit will be entered on the graduate transcript after the student has completed a minimum of nine graduate hours with a G.P.A. of 3.0 or higher.

Admissions Classifications

Provisional Admissions - Academic

If the applicant possesses the stated qualifications and recommendations and meets all the requirements with the exception of Graduate Admissions Criterion #3, the student may be considered for provisional admission to the Graduate School program and may register for a maximum number of nine credits. Provisional admission is not automatic. Students are evaluated on an individual basis.

Provisional Admission - Special Circumstances

Requirement for Regular Admission: Applicants must be graduates of regionally accredited institutions or institutions which are members of the Council on Higher Education Accreditation (CHEA) to be considered for regular admission (See “**Admissions Criteria**,” item #2, on page 6 of this catalog).

Process for Determining Equivalency: Applicants from an institution that is not regionally accredited may be granted provisional acceptance provided they meet all of the other stated admission requirements. Final determination of admissibility is based on the following steps of approval:

1. The Committee on Admissions reviews the undergraduate curricula at the institution from which the student received the undergraduate degree in order to be satisfied that the program is relevant to KCU's graduate offerings.

2. Transcripts and, if necessary, a selection of syllabi are evaluated by the Committee on Admissions to determine if the quality and extent of the program in which the student completed the degree are appropriate preparation for KCU's graduate level requirements.
3. Credentials of faculty teaching the coursework in the student's undergraduate program may be reviewed to determine whether instructors have the appropriate academic degrees.
4. The Committee on Admissions may require up to an additional 21 hours in undergraduate or graduate work. Each student must have no fewer than 15 hours in Liberal Arts (including at least one class each in history, science, composition, mathematics, and literature) and six hours in Biblical/Theological/Religious Studies taught by an approved instructor.
5. Once the student begins graduate classes, he/she will be on provisional status not longer than two semesters and must earn a Grade Point Average of 3.0 or better.

Length of Provisional Status

Applicants matriculating from unaccredited institutions who meet all other admission requirements will be admitted on "Provisional Status" for a period not to exceed one year. A student may not enroll for more than nine graduate credit hours while on "Provisional Status." While on "Provisional Status," the student must successfully complete all graduate courses attempted.

Provisional Admission - Incomplete Application

Provisional admission will only be granted if a person is missing reference forms. Graduating students must submit an official transcript before provisional admission will be granted. Provisionally admitted students will be allowed to take a total of three (3) credit hours (three modules).

Nonmatriculant Student Status

Individuals who have an undergraduate degree, or are seniors and within one academic year of completing an undergraduate degree may apply for admission as a nonmatriculant student. Such students will be classified as graduate nonmatriculant students. Permission to register as a nonmatriculant student is granted by the Dean of the Graduate School and is conditional on available space. Undergraduate seniors who qualify to become graduate nonmatriculant students may take an undergraduate level course for dual credit. A greater course workload would result and the student would gain both undergraduate credit and graduate level credit for the course. Approval of the instructor is required.

Upon completion of nine (9) credit hours, the nonmatriculant student must fulfill the application process for acceptance into a degree program to continue graduate studies. If a nonmatriculant student is admitted to a graduate program, the credits earned in a course as a nonmatriculant graduate student may be used to meet degree requirements. In no case may more than nine (9) credit hours taken before admission to a program be used toward degree requirements.

Audit Status

Audit is the privilege to attend a course for enrichment without receiving formal academic credit. A student will be accepted for audit status upon approval of the program chair and the instructor. A limited number of persons are permitted to take a course for audit if classroom space permits. A student is granted one hour of audit credit for each ten hours of class attended. Thus, one three-credit graduate class would be worth four audit credits. Audit credits are recorded on a transcript. A student taking courses for audit credit should not expect individual attention or personal evaluation from the instructor. Withdrawal from auditing a course requires the normal withdrawal process.

Students interested in audit status must complete the application form but are not required to complete the other admission forms. The audit fee is one-half of the module tuition rate.



Admissions Procedures

Visits to Campus

Visits to campus are highly recommended. Prospective students are invited to visit the University at any time. Prior arrangement is encouraged and may be made by telephoning or writing the Graduate School Office. A visit allows prospective students to meet the graduate academic area directors and tour the campus.

General Application Process

1. An application should be submitted in accordance with the instructions printed on the application form. A non-refundable application fee of \$35.00 should accompany the form.
2. The three reference forms should be distributed to the appropriate people for completion. The reference forms should be sent directly to the Graduate School Office by the person completing the form. If the applicant is self-employed, he or she may substitute a second personal reference for the employer reference. Pastors should have a church board member complete the pastoral reference. Acknowledgment cards and/or phone calls may be made after receiving references as a check on their validity.
3. Using the form provided in the application materials, the applicant must submit official transcripts from the institutions from which he or she received an undergraduate and/or graduate degree. The transcript must provide degree information, including date of graduation and degree earned. Official transcripts are those sent directly from the issuing institution to the Graduate School of Kentucky Christian University.
4. Upon KCU's receipt of the application, the student will be sent a letter of acknowledgment, which will also indicate what is still needed to complete the application file. When a delay in admission decision is experienced, it is often because all required information has not been received by the Graduate School Office or the application form has not been fully completed.
5. The applicant is notified, in writing, of the admission decision as soon as the application file is complete and has been reviewed by the admission committee. Additional forms and information are also sent at this time.

Credentials

All records submitted by the applicant become the property of the University and are kept as part of the permanent record of the student. Copies of these credentials are confidential and will not be released to any outside person or agency without written permission. If students require duplicate records for any reason, they should be obtained from the original source. In accordance with the Family Education Rights and Privacy Act of 1974, students have access to confidential information pertaining to them. In order to allow complete openness for the individuals providing personal references, the student may sign a waiver foregoing this privilege in respect to these forms.



Financial Information

Kentucky Christian University is supported by the giving of Christian people who contribute through congregations (by way of the Church budget, missions or faith-promise budget, Bible School budget and classes, or other congregational organizations), as well as by individual gifts. These contributions, sent directly to the University, supplement the payments which are made by students for tuition and fees (room and board for undergraduate study).

Congregations and individuals provide a large portion of the funds necessary for general operating expenses. "Living endowments" are needed for each student enrolled in order to meet the various expenses of operation. The University does not receive direct support from local, state, or federal government and must rely upon those who love the Lord for this provision.

Wills making provision for Kentucky Christian University, either through general or specific bequests, provide for new buildings or other needed campus facilities. Also, donors remember the University with scholarship funds.

Tuition and Fees (Tuition and fees subject to change. Contact Graduate School Office for changes)

Application Fee	\$35.00
Tuition per credit hour.....	\$258.33
Tuition per three-credit module	\$775.00
Audit Fee per three-credit module	\$387.50

Academic and Other Fees

Late Registration Fee.....	\$ 50.00
Course Withdrawal Fee.....	\$100.00
Competency Testing Fee — Language.....	\$100.00
Comprehensive Examinations.....	\$250.00
Independent Study Fee (above normal tuition) per credit hour	\$50.00
Graduation Fee	\$100.00
Transcripts (first one is free)	\$5.00
Thesis Fee (in addition to tuition)	\$600.00
Motor Vehicle Registration.....	Covered in Graduate Tuition
Computer Network Fee	Covered in Graduate Tuition
Library Research Delivery	Covered in Graduate Tuition
McKenzie Student Life Center.....	Covered in Graduate Tuition

Other Expenses

Tuition charges do not include books, supplies, room, board, travel and other expenses such as required binding of theses and dissertations, or personal expenses while attending a course module.

Employee Tuition Reimbursement Programs

Students whose employer will be paying for their course(s) must submit a letter stating this to the Business Office. The student's letter must include a letter of authorization from the employer which allows the university to bill the employer for the student's tuition and fees. The letter of authorization from the employer should include the following:

- the time period covered by the letter of authorization
- the maximum amount that will be paid, if there is a limit
- charges covered by the authorization (e.g. tuition, fees, books)
- a statement that payment is not contingent upon the grade received in the course(s)
- a statement that the invoice will be paid on receipt, or that payment is not contingent upon the completion of the course(s) or program
- name and phone number of contact person at the employer's administrative offices
- billing address

Adjustment of Tuition and Fees

If necessary, Kentucky Christian University reserves the right to make adjustments in charges with notification to those affected.

International Applicants — Financial Arrangements

Entry into the United States as a student is not permitted without a guaranteed means of support at the level indicated below. All international applicants must submit an Affidavit of Sponsorship form, completed in its entirety by the applicant or a qualified sponsor. This will be sent to the applicant once an application is received. The applicant must have the monies needed or have financial sponsor(s) who will agree to provide for all expenses during entire stay.

The amounts below represent the minimum estimated expenses for one year (2009-2010) at Kentucky Christian University. The budget does not allow for luxuries, and the applicant will want to have more money available, if possible. The applicant must be able to prove that he or she can support these minimum annual expenses to be eligible for a Form I-20.

KCU General Expenses:

Tuition	\$4,650
(\$775/module; a total of six modules or eighteen graduate credits)	
Books	\$1,200

U.S. Expenses:

Personal Living Expenses	\$5,000
(Includes projections for food, clothing/laundry, transportation, entertainment, and miscellaneous; may be more)	
Housing	\$4,500
Utilities	\$ 1,200
Health Insurance (available through KCU on a per year basis)	\$ 1,276
(Spouse/child coverage available upon request)	
Total	\$17,826

Dependent Expenses:

Spouse	\$7,000
(Includes health insurance for family plus personal living expenses for spouse.)	
Children	(per child) \$4,500
(Includes personal living expenses for a child.)	

Costs are subject to change. Applicants should discuss current projected expenses with the Graduate School Office at the time of projected enrollment.

Financial Policies

Settlement of Accounts

All students are responsible for payment in full of all tuition at the time of registration, unless prior arrangements have been made with the Business Office. It is the student's responsibility to notify his or her employer if tuition reimbursement is available.

Release of Academic Credentials

Diplomas and transcripts will be withheld until all financial obligations to the University are satisfied. Students are responsible to know the status of their account at all times. Information is available from the Business Office.

Course Withdrawal Policy

When a student withdraws from a course within the last two weeks before a module begins, they will be charged a \$100.00 administrative fee.

University Withdrawal Refund Policy

Students who withdraw from the University are entitled to a proportionate tuition refund on their bill as listed below, provided they notify the Graduate School Office in writing of their intention to withdraw. A personal interview with one of the area directors is also recommended before a withdrawal becomes complete and final. If a withdrawal then follows, the official date of withdrawal shall be that on which the Registrar receives the completed withdrawal form. Merely ceasing from class attendance or giving an oral statement of intention does not constitute a basis for official withdrawal. No refund is made until withdrawal forms are properly signed and submitted to the Registrar's Office.

Unofficial withdrawal from all classes will result in refund calculations based on the determination of the student's last date of class attendance. An administrative fee not to exceed \$100 or 10% of institutional charges, whichever is less, will be assessed to students who withdraw from all classes.

Refunds for institutional charges include tuition, class-related fees, and room and board if applicable. Any other charges posted to a student's account are non-refundable.

Refund Policy

95% refund - The University will refund 95% of the tuition charges if the student submits written notice of cancellation before the end of the first week of class engagement.*

85% refund - The University will refund 85% of the tuition charges if the student submits written notice of cancellation before the end of the second week of class engagement.*

75% refund - The University will refund 75% of the tuition charges if the student submits written notice of cancellation before the end of the third week of class engagement.*

The student will receive no refund after the third week of the class for which he or she was charged.

**Engagement=the published start date for a class. For most modular classes, this is the beginning of the six-week pre-meeting period.*

Financial Aid

Graduate Assistantships, Scholarships, Discounts/Application Procedures and Deadlines

Applicants may be eligible for academic scholarships and graduate assistantships. Students applying for academic scholarships and graduate assistantships must complete the Scholarship Application form. Request for scholarship assistance is due on June 1 of each year. For more information, contact the Graduate School Office at (606) 474-3253 or gradstudies@kcu.edu.

Applicants may be eligible for needs-based scholarship. In order to determine eligibility, the student must complete and submit the Free Application for Federal Student Aid (FAFSA) form. The form may be obtained from the Graduate School Office, the KCU Financial Aid Office, local libraries, or on the Internet at www.fafsa.ed.gov. Information from FAFSA requires 4-6 weeks to process.

The role of graduate assistants at KCU does not involve direct responsibility for teaching entire courses. There would be duties similar to those of work study students as well as proctoring, lecture/presentations, tutoring, grading, research and other duties as needed by the supervising professor. The graduate assistant will work 20 hours per week.

The criteria for graduate assistant are:

- Local residence
- Unconditional admission into the Graduate School
- 3.0 overall G.P.A.
- Interview
- Resume detailing work skills and experience
- For international students: Test of Spoken English (TSE)

Church Sponsored Scholarship Program

Full-time students may be eligible for a Church Sponsored Scholarship. This program encourages churches to provide scholarship support for their members who are training to become leaders in the Christian church and its related ministries. Check with the leaders of your church to see if they offer tuition assistance.

Veterans

Kentucky Christian University is approved for the education of veterans. Veterans are eligible for up to three years of educational benefits including both undergraduate and graduates. The veteran who desires to apply for entrance to the University will follow the regular admission procedures. All information concerning the veteran application for educational benefits should be addressed to the KCU Registrar.

Loan Programs

KCU participates in a number of federal and institutional financial aid programs. Unfortunately, federally subsidized loans are available only to undergraduate students. Graduate students who need additional financial help may be eligible for a private education loan through banks. For more information contact the Graduate School Office.

Tuition Discounts

Qualified students may request one of the following discounts:

Alumni Discount - Graduates (alumni) of the Graduate School of Kentucky Christian University programs are eligible for a 20% discount when taking additional courses for self improvement (continuing education or credit) in the program from which they graduated. Alumni are also eligible for a 20% discount for courses taken towards an additional master's degree. Students must submit a "Tuition Discount" form to the Graduate School Office by the scholarship deadline for the program or course modules in which the student is enrolling.

Alumni of Kentucky Christian University's undergraduate programs are also eligible for a 20% tuition discount for programs in which they enroll at the graduate level. In addition, they are eligible for a 20% discount when taking additional courses for self-improvement (continuing education or credit). Students must submit a "Tuition Discount" form to the Graduate School Office by the scholarship deadline for the program or courses in which the student is enrolling.

Ministerial Discount - For each five years or part thereof that a student has served full-time in an area of ministry such as a local church, a children's home, the mission field, or Christian education, he or she is eligible for a 5% discount up to a total of 20%. Students must submit a "Tuition Discount" form to the Graduate School Office before the scholarship deadline.

Organization/School Discount - Churches, parachurch organizations, elementary, and secondary schools which have at least three employees registering for the same module are eligible for a discount. Students must submit a "Tuition Discount" form to the Graduate School Office before the scholarship deadline for each session. The discount amounts are as follows:

3-5 people	10% discount for each
6-8 people	15% discount for each
9 or more	20% discount for each

Family Discount - The second full-time student from families with more than one student simultaneously enrolled is eligible to receive an annual award of \$750.00 that increases by \$250.00 for each concurrent enrollee. A traditional full-time student enrolled in the undergraduate program must be enrolled for a minimum of 12 credits. In the case of parents enrolling in other programs, the student must be a dependent student upon the enrollment of the parent. Family members enrolled in the Graduate School Program must be enrolled full-time for 12 credits in a calendar year. Students must submit a "Tuition Discount" form to the Graduate School Office before the scholarship deadline.

Spouse Discount - Married couples who register for the same graduate modules are eligible for a discount of \$250.00. Students must submit a "Tuition Discount" form to the Graduate School Office before the scholarship deadline.

Special Tuition Scholarship - KCU actively seeks to eliminate financial need as an obstacle for students wishing to participate in the Master of Arts in Christian Leadership and Master of Arts in Biblical Studies programs. To that end, the University has established scholarship programs whereby United States students who do not possess adequate resources may earn scholarships, up to the full cost of tuition. For more information please call 1-877-841-6391 or e-mail gradstudies@kcu.edu.



Student Life

Student Services Information

The Graduate School is committed to providing quality service to students through the continual evaluation of its policies, procedures, and programs. The focus of the Graduate School is to assist students in reaching their goals. That commitment and focus can be seen through the Graduate School's approach to graduate admissions and students services. The Graduate School seeks to build an on-going relationship with each student by providing a primary contact person for students to work with throughout their program. Each applicant is assigned to an advisor based on their academic program.

Students

KCU graduate students come from different parts of the United States and the world, creating a culturally diverse mix of students. Students also come from different employment backgrounds. Teachers, church leaders, administrators, ministers, missionaries, scientists, farmers, counselors, and others bring their unique skills and experiences to the classroom. This diversity makes for rich discussion and learning in all classes.

Students With Disabilities

Students with documented disabilities are encouraged to visit the campus and talk to the Graduate School representatives in order to discuss individual problems or needs. In accordance with the American Disabilities Act, all faculty and staff members will accommodate students with special needs who are otherwise qualified.

The facilities of Kentucky Christian University conform to current state regulations for existing buildings for people with disabilities.

The Graduate Community

The Graduate School of Kentucky Christian University exists to assist in the formation of Christian leaders who embody the intersection of the three dimensions of the Christian life: the upward, the inward, and the outward.

The upward dimension focuses on one's relationship with God and demonstrates an understanding of education as worship. Recalling that Christians are challenged to worship God with their minds, the Graduate School fosters an environment where learning is a sacred endeavor, where questions and answers are offered in recognition of God's presence, and where the ultimate goal of learning is to draw faculty and students into a closer relationship with the Source of all knowledge.

The inward dimension focuses on one's relationship with self and demonstrates an understanding of education as personal development. Graduate students will be encouraged to broaden

their minds and sharpen their gifts. They will learn with others who deliberately engage the new and critically examine the old, so that each student can be a better steward of his or her individual gifts.

The outward dimension focuses on one's relationship with the Church and the world, and demonstrates an understanding of education as equipping for service. The Graduate School experience will equip students to serve Christ's Church more effectively, and will inform and direct Christian mission throughout the world.



Through membership in the broader community of Kentucky Christian University, graduate students will be stretched and challenged to appreciate the diversity of Christ's body and their need to locate their personal role of service.

The Graduate School of Kentucky Christian University intends that students participate as disciples, whose desire is to learn of their Master and to model His teachings. It is also intended that, as disciples, all members of the Graduate School will practice Christian submission to Christ, to the teachings of scripture, and to the wider Christian community. Thus, students learn and live in Christian fellowship under the Lordship of Christ.

Social Life

Graduate students are busy people, but there is still time for developing friendships in and between classes. The McKenzie Student Life Center provides a perfect place for students to gather and discuss issues from classes as well as cultivate personal relationships. It also houses a game room and fitness center. There are many activities on campus open to graduate students and their families. These include concerts by the KCU Concert Choir and Chorale, plays, concerts by popular contemporary Christian artists, the annual Feast of Christmas, and various sporting events throughout the year. There are computer labs in Lusby Center and Young Library. The Wayne B. Smith Center for Christian Leadership also has lounges where graduate students can meet with faculty and fellow students for informal discussions, study sessions, and committee meetings.

Graduate School Offices

The Graduate School Office is located on the first floor of the Lusby Center. This is the focal point of all Graduate School activities and information. Graduate students may take care of many of their academic needs at the Graduate School Office. Office hours are from 8:00-5:00 each weekday.

The Young Library

The Young Library offers a variety of study areas and facilities for research. Young Library maintains a book collection in excess of 83,443 volumes, maintains subscriptions to 307 periodical titles, provides access to 14,168 journals and serials in electronic format, and access to 58,605 electronic full-text book resources and 2,856 electronic reference resources linked to the Young Library website. The mission of Young Library is to support the curriculum of the university, to help users gain access to information in a variety of forms, to assess the information needs of its users, and to encourage the development of information literacy in support of life-long learning skills.



The Young Library web page provides convenient electronic access to the library's catalog and to the catalogs of library agencies within the Commonwealth of Kentucky; access to indexing and abstracting services in a variety of subject disciplines; access to a broad range of full-text informational resources (including full-length books); and extensive bibliographic verification capability. The Young Library Web Page is accessible 24-hours per day.

In order to provide an extension of access to resources via Inter-Library Loan, Young Library is a participant in the



Kentucky Library Network, the Christian Library Network, the Bowen Central Library of Appalachia, the Kentucky Virtual Library, and SoliNET – an Interlibrary Loan source for the entire Southeast. In addition, the Library derives benefit from alliances with the Association of Independent Kentucky Colleges and Universities, the Appalachian College Association, and the Council for Christian Colleges and Universities.

Bookstore

The KCU Bookstore is located on the second level of Lusby Center. The bookstore's mission is to stock the materials needed to meet the needs of students. For more information and bookstore hours, call (606) 474-3239.

Housing

A number of hotels are available to provide accommodations during the weeks when graduate modules are being offered. Many graduate students identify fellow students with whom they may share rooms during the course of a week-long module. Questions regarding housing needs/opportunities should be directed to the Graduate School Office (606) 474-3253.

Counseling Services

Every effort is made to provide help for students. Students may secure guidance concerning their personal, spiritual, vocational and academic lives. Students have an assigned advisor who can assist them with choosing classes and offering advice as they progress through their program.

Health Services

In addition to excellent community medical resources, including hospitals and doctors' offices, the University has a registered nurse on staff during the spring and fall semesters.

Academic Information

Types of Courses

1. Modular Courses

Some of the KCU graduate classes are offered in the form of modular courses. These initial program offerings are designed specifically to support the exciting personal vision and fit the busy lifestyle of today's church leaders and paraprofessionals. These three hour courses are conveniently formatted into a one week modular unit with pre-session and post-session assignments.

A module may require the graduate student to come to KCU's campus for a week at a time to participate in lectures, discussions, research, and other learning activities. Approximately six weeks prior to the beginning of a module, a student will register, receive a course syllabus, and purchase learning materials, including books and course packets. Pre-session requirements such as research papers, required reading materials, journal article reviews, and book analyses will prepare the student for the week-long module.

A student will not be allowed to participate in the module class activities unless he or she has completed and turned in the pre-class assignments during the week prior to the beginning of the course module. Following the week-long course module, the student will have several weeks to review, study, and integrate new materials into his or her learning. This will be partially accomplished through research and writing activities as well as proctored exams.

2. On-line Courses

The Graduate School also offers courses that may be completed entirely on the internet. These courses extend approximately 13 weeks. There are weekly reading and writing assignments and chat room requirements culminating in exams and research papers. On-line courses are intended to augment the traditionally delivered coursework for KCU graduate students. Under no circumstance may a student graduate with more than 25% of graduate credit hours taken in an on-line format (*i.e., 9 credit hours of a 36-hour masters program*).

3. Traditional Courses

In addition to the above types of courses, the KCU Graduate School will continue to offer full-semester courses that meet on campus.

Graduation Requirements

Graduation requirements are listed with each degree.

Academic Advising/Course Scheduling

Although the area directors and the advisors are available to assist students in course planning it is ultimately the student's responsibility to ensure that all courses are scheduled and all course and program requirements are met satisfactorily. It is recommended that a student make contact, by phone or in person, with his or her advisor at least once in a semester to check on progress.



Registration for Courses

Course schedules are printed for each graduate program, listing courses offered a year in advance so that students may plan ahead. Registration is held ten weeks prior to each course offered via email to all graduate students with instructions on how to register with the Registrar. Registration is complete when all information requested has been properly recorded and satisfactory financial arrangements have been made with the Business Office.

A late fee is charged to students who enroll after the deadline set for completion of registration. Contact the Graduate School Office for more details.

Class Attendance

Class attendance is essential for satisfactory academic performance. Students are responsible for class content and experiences. Regular attendance at class is expected. Individual faculty members evaluate each student's record of attendance in determining the final grade. Each class is designed to be a vital part of course work. Therefore, each student is expected to attend and be an active member of each class. In the event that an absence is unavoidable, it is the student's responsibility to master what was missed in class.

Graduate/Undergraduate Credit

Graduate students interested in taking undergraduate courses for graduate credit or undergraduate students interested in taking graduate courses for undergraduate credit or dual credit should see the Dean of the Graduate School for the procedures to register for these courses.

Grading System

Kentucky Christian University follows the 4.0 grade point system and requires a 3.0 average for graduation.

Grade Interpretation

Evaluation and grading policies must include criteria for assigning grades, weights for particular assignments, and conditions related to the interpretation of grades.

Grade "A" is given for meeting with conspicuous excellence the demands which can fairly be made in relation to the requirements of the course. These demands would normally include unusual accuracy in fact, completeness in detail, perfection in form of work, independence of method, grasp of subject as a whole, and constructive imagination.

Grade "B" is given for attaining satisfactory familiarity with the course content and for demonstrating at least some ability to use this knowledge in a satisfactory manner.

Grade "C" is marginal work involving minimal or inadequate achievement of course objectives

GRADE POINTS PER SEMESTER CREDIT		INTERPRETATION
A	4	Outstanding
A-	3.6	
B+	3.4	
B	3	Average
B-	2.6	
C+	2.4	
C	2	Below Average
C-	1.6	
NC		Audit
I*		Incomplete
WD		University Withdrawal
WF		Course Withdrawal Failing
WP		Course Withdrawal Passing
R		Course Retaken
F		Failure to Complete Course

***Incompletes**

If for some serious reason a student is unable to complete course work before the final deadline or is unable to take the final examination, he/she may petition a professor for a grade of "I" (Incomplete). Written permission must be secured from the Dean of the Graduate School to award an incomplete. Work designated as incomplete must be finished within six months from the date designated as the final due date for the course in question. If the work is not completed, the incomplete becomes an "F" entry on the transcript.

A student who is finishing an incomplete will be allowed to take the next course in his or her sequence. However, a student may not register for any additional classes if he or she is in the process of resolving two outstanding incompletes. Once the student has finished at least one of the incompletes, he or she will be allowed to register for the next class in the program sequence.

Academic Probation

Students earning a cumulative grade point average below 2.6 will be placed on academic probation for the following three course sessions and must earn a cumulative grade point average of 3.0 or above during the time they are on probation. A cumulative grade point average of 3.0 is required to graduate in all programs.

Student Progress

Student progress is reviewed at the end of the traditional academic year in May. Students who have failed to raise their cumulative grade point average above the minimum 2.6 after having been on academic probation will be asked to withdraw unless significant extenuating circumstances can be demonstrated.

Withdrawal from Course

Students may withdraw from a course with approval from the faculty member and area director. Forms are available from the Registrar's Office (see page 13 for withdrawal fee). Such students must continue to attend class until they receive official notification that the request has been approved.

The course from which a student withdraws will be graded with a "WP" (withdrew while passing), or a "WF" (withdrew while failing). Any student who stops attending class without submitting the proper paperwork within the official deadlines will receive an "NG."

Withdrawal will not be official nor will refund be given (see Refund Policy) until the withdrawal form is signed by the appropriate University officials and returned to the Registrar's Office. It is recommended that students meet with their advisor prior to course withdrawal.

Withdrawal from University

Students are considered "students on record" until they complete all withdrawal procedures. All pertinent school regulations are binding until withdrawal procedures have been completed or it is determined that a student has withdrawn by default.

Withdrawal will not be official nor will refund be given (see Refund Policy) until the withdrawal form is signed by the appropriate University officials and returned to the Registrar's Office. Students who are withdrawn by default are not entitled to refunds.

Upon withdrawal from the University, the student's academic record will show a "WD." Failure to complete the necessary withdrawal procedures results in a final grade of "NG" (no grade reported) for all courses in which the student is currently enrolled. It is recommended that students meet with their advisor prior to University withdrawal.

Student Inactivity

If a student takes no classes for a three year period, he/she will be dropped from the M.A. program. He/she must then re-apply to achieve readmission in order to continue to pursue the degree. He/she may be required to take an additional six hours of classes.

Time Limit For Completion of the M.A. Degree

Under most circumstances, each student will be expected to complete the graduate degree within seven years. In cases of illness, church crisis, and other similar emergencies, an appeal may be made to the Graduate School Senate for an extension.

Independent Studies

The Graduate School academic policy allows a maximum of 6 credits by Independent Study if the student can demonstrate a need for this provision. Independent Study guidelines are:

1. Timely Registration: Independent Study must be officially registered before studies begin.
2. Documentation Requirements: Three documents are required at the time of registration:
 - A. The Independent Study Request form must be completed along with authorizing signatures for each independent study, and
 - B. Documentation of Independent Study objectives and requirements (i.e., syllabus) approved by the cooperating Graduate School professor, and
 - C. Normal registration procedures.
3. Categories of Independent Study:
 - A. Increasing the credit value of a course in the published schedule for a given semester. For example, the student may demonstrate a need to earn 4 credits for a particular course which is normally scheduled for 3 credits.
 - B. Registering for a course not listed in the published schedule for a given session. This category of Independent Study is registered for the normal credit value.

Student Education Records

Kentucky Christian University complies with the Family Educational Rights and Privacy Act of 1974 (FERPA). The purpose of this Act is to protect the privacy of student education records, to ensure each student's right to inspect his or her personal student records, and to ensure procedures are established whereby incorrect records may be changed.

Specific questions regarding University policies should be addressed to the University Registrar. Information regarding FERPA and details of University records protected by FERPA can also be obtained from the Registrar.

Each student's academic records are maintained in the Registrar's Office. Academic records include GRE scores, college transcripts from all institutions attended, KCU academic records, application to the University, recommendations, correspondence, and other admissions documents.

Inspection and Review of Education Records

Kentucky Christian University allows past and present students to inspect and review their education records by appointment. Students wishing to inspect their education records must submit a written request to the Registrar's Office. An appointment will be set up for the review within a reasonable time (30 days). If requested, copies of allowable documents are made at the students expense.

Any correspondence or recommendations for students who have waived their review rights will not be available for student review.

Release of Student Information

The University considers some information to be "directory information" which may be disclosed to others without student permission. This includes items such as name, address, program of study, previous institutions attended, date and place of birth, honors, and degree(s) received. However, if a student does not want this information released, he or she must fill out a form to request the withholding of directory information. This form must be filled out each year by August 1 in order for the University to withhold this information.

Personally identifiable information from the student's educational record other than directory information will not be disclosed to any third party without the student's written consent.

Master Of Arts In Christian Leadership

36-Hour Program*

The purpose of this program is to strengthen and enhance the resources and skills that students have already developed for leadership in the church. Students will have the opportunity to identify areas of concern in their ministries and draw upon the expertise of faculty and the content of curricular offerings to enrich their service to the church.

Prerequisite:

A student must have completed a baccalaureate degree with six hours in Biblical studies and/or ministry from a college or university holding membership in the Council on Higher Education Accreditation, (e.g., a regional accrediting commission).*

GOAL ONE: To strengthen the student's ability to meet the increasingly complex challenges facing leadership in the Christian Community.

GOAL TWO: To identify and address one focus area of ministry in strengthening the individual's leadership capacity.

GOAL THREE: To reinforce the strong interdisciplinary relationships that exist between the content of ministry and the practice of ministry.

Core Integration Requirements (18 Hours)

- BTH 500 History of Christian Thought
- IST 500 World Christianity
- BTH 501 Ethical Foundations for Christian Leadership
- BOT 500 Old Testament Research
- BNT 500 New Testament Research
- Bible/Theology Elective

Program Options (18 Hours)

- **Theological Studies** – Choose courses in Theology electives and/or English Bible
- **Pastoral Care (Counseling)** – Program developed by student and advisor from counseling courses and courses that will best fit with student's unique experience and future expectations.
- **Christian Ministry** – Student and Advisor develop an emphasis reflecting courses available in the Christian Ministry area.
- **Leadership Studies** – Take the following courses:
 - o CMN 542 Leadership
 - o CMN 550 Leadership Development
 - o CMN 543 Spiritual Leadership
 - o CMN 555 Conflict Management
 - o CMN 540 Administration and Marketing
 - o Elective or Thesis
- **Preaching** – Take the following courses
 - o CMN 522 Expository Preaching I
 - o CMN 523 Expository Preaching II
 - o CMN 512 Narrative Preaching
 - o BTH 556 Theology of Preaching
 - o CMN 513 Contemporary Preaching Styles
 - o Elective or Thesis

Final Project

- Comprehensive Exams
- Students may elect to do a Thesis (3 Hours). Student and Advisor will determine with approval of Graduate School Council. Replace 3 Hours in the program option with the Thesis option.



Completion Requirements

In order to graduate from Kentucky Christian University, students must meet the following requirements:

1. Possess Christian character and Christian conduct of such quality that the University can heartily recommend the graduate to the Christian public.
2. Complete the prescribed studies in the Master of Arts in Christian Leadership (MACL) degree plan in a maximum of seven years with a cumulative grade point average of 3.0 (on a 4-point scale) or higher.
3. Fulfill the thirty-six (36) credit hours prescribed in the MACL degree plan. If the thesis option is elected, the student may replace one three-credit course with a thesis project upon the approval of the advisor and the Graduate School Council.
4. Successfully complete Comprehensive Exams over ministry and Biblical/theological topics or a Master's Thesis (CMN 621) with a grade of 3.0 or higher.
5. Meet all financial obligations
6. Be approved by the Board of Trustees, who authorizes the conferral of all degrees.

**Students without sufficient Bible or ministry coursework at the undergraduate level may be required to take six additional hours of Bible/Theology.*

Master Of Arts In Christian Leadership 42-Hour Program

The purpose of this program is to strengthen and enhance the resources and skills that students have already developed for leadership in the church. Students will have the opportunity to identify areas of concern in their ministries and draw upon the expertise of faculty and the content of curricular offerings to enrich their service to the church.

Prerequisite:

A student must have completed a baccalaureate degree from a college or university holding membership in the Council on Higher Education Accreditation, (e.g., a regional accrediting commission).

GOAL ONE: To strengthen the student's ability to meet the increasingly complex challenges facing leadership in the Christian Community.

GOAL TWO: To identify and address one focus area of ministry in strengthening the individual's leadership capacity.

GOAL THREE: To reinforce the strong interdisciplinary relationships that exist between the content of ministry and the practice of ministry.

Core Integration Requirements (24 Hours)

- BTH 500 History of Christian Thought
- IST 500 World Christianity
- BTH 501 Ethical Foundations for Christian Leadership
- BOT 500 Old Testament Research
- BNT 500 New Testament Research
- Bible/Theology Electives (9 Hours)

Program Options (18 Hours)

- **Theological Studies** – Choose courses in Theology electives and/or English Bible
- **Pastoral Care (Counseling)** – Program developed by student and advisor from counseling courses and courses that will best fit with student's unique experience and future expectations.
- **Christian Ministry** – Student and Advisor develop an emphasis reflecting courses available in the Christian Ministry area.
- **Leadership Studies** – Take the following courses:

- o CMN 542 Leadership
- o CMN 550 Leadership Development
- o CMN 543 Spiritual Leadership
- o CMN 555 Conflict Management
- o CMN 540 Administration and Marketing
- o Elective or Thesis
- **Preaching** – Take the following courses
 - o CMN 522 Expository Preaching I
 - o CMN 523 Expository Preaching II
 - o CMN 512 Narrative Preaching
 - o CMN 513 Contemporary Preaching Styles
 - o BHT 556 Theology of Preaching
 - o Elective or Thesis



Final Project

- Comprehensive Exams
- Students may elect to do a Thesis (3 Hours). Student and Advisor will determine with approval of Graduate School Council. Replace 3 Hours in the program option with the Thesis option.

Completion Requirements

In order to graduate from Kentucky Christian University, students must meet the following requirements:

1. Possess Christian character and Christian conduct of such quality that the University can heartily recommend the graduate to the Christian public.
2. Complete the prescribed studies in the Master of Arts in Christian Leadership (MACL) degree plan in a maximum of seven years with a cumulative grade point average of 3.0 (on a 4-point scale) or higher.
3. Fulfill the forty-two (42) credit hours prescribed in the MACL degree plan. If the thesis option is elected, the student may replace one three-credit course with a thesis project upon the approval of the advisor and the Graduate School Council.
4. Successfully complete Comprehensive Exams over ministry and Biblical/theological topics or a Master's Thesis (CMN 621) with a grade of 3.0 or higher.
5. Meet all financial obligations
6. Be approved by the Board of Trustees, who authorizes the conferral of all degrees.

Master Of Arts In Biblical Studies

36-Hour Program

The purpose of this program is to provide an advanced academic foundation in New Testament Studies. Students will be expected to gain proficiency in appropriate exegetical tools and languages as well as a broad understanding of textual and theological issues.

Prerequisites:

1. A student must have completed a baccalaureate degree from a college or university holding membership in the Council on Higher Education Accreditation, (e.g., a regional accrediting commission).
2. Applicants to the Master of Arts in Biblical Studies must demonstrate through transcript(s) that one year of Greek, six hours of upper division Old Testament and twelve hours of upper division New Testament have been completed. The applicant may complete this work in the first year of graduate study.

GOAL ONE: To strengthen the student's knowledge of the Bible.

GOAL TWO: To provide the student with additional linguistic, historical, and hermeneutical skills and understand-

ings for the study of scripture.

GOAL THREE: To help the student integrate the understanding of scripture with the meaning of service in many cultural settings.

Degree Requirements

Core (21 hours)

BTH 500 History of Christian Thought
BTH 501 Ethical Foundations for Christian Leadership
BNT 500 New Testament Research
BNT 591 Intertestamental History
BOT 500 Old Testament Research
BLA 551 Hebrew I
BLA 552 Hebrew II

Program Options (15 hours)

• New Testament (15 Hours)

- Choose courses in New Testament electives

• Biblical Backgrounds (15 Hours)

- BNT 593 Archaeology and Biblical Interpretation
- BNT 594 New Testament World
- BOT 505 Introduction to Archaeology
- Choose any two of the following options:
 - o BOT 596 Old Testament Archaeology
 - o BOT 597 Archaeological Field Work (participate in an excavation)
 - o BNT 595 New Testament Archaeology
 - o BNT 621 Master's Thesis

Thesis or Comprehensive Exams

See Completion Requirements 3 and 4.

Completion Requirements

In order to graduate from Kentucky Christian University, students must meet the following requirements:

1. Possess Christian character and Christian conduct of such quality that the University can heartily recommend the graduate to the Christian public.
2. Complete the prescribed studies in the Master of Arts in Biblical Studies (MABS) degree plan in a maximum of seven years with a cumulative grade point average of 3.0 (on a 4-point scale) or higher.
3. Fulfill the thirty-six (36) credit hours prescribed in the MABS degree plan. If the thesis option is elected, the student may replace one three-credit course with a thesis project upon the approval of the advisor and the Graduate School Council.
4. Successfully complete Comprehensive Exams over exegetical processes, textual areas covered in the masters program, and relevant theological issues, or a Master's Thesis (CMN 621) with a grade of 3.0 or higher.
5. Meet all financial obligations
6. Be approved by the Board of Trustees, who authorizes the conferral of all degrees.

Course Descriptions

Biblical Languages

BLA 551 – Hebrew I

Classical Hebrew covering vocabulary, grammar, syntax, and use of Hebrew tools for Biblical exegesis (3 Hours).

BLA 552 – Hebrew II

A continuation of Hebrew I (3 Hours).

New Testament Studies

BNT 500 – New Testament Research

A study of the exegetical issues involved in understanding the New Testament including historical, linguistic, and cultural backgrounds, as well as the nature of the New Testament texts, canon, and text and versions. Includes an introduction to the books of the New Testament by groups and individual texts with a discussion of the meaning of the different passages in their original settings and potential applications for contemporary society (3 Hours).

BNT 511 – Sermon on the Mount

The study of the Sermon on the Mount will address literary, historical, and theological concerns that lie at the foundation of Jesus' first discourse in Matthew's gospel. The application of the Sermon on the Mount will be developed in terms of its vision for life in the Kingdom and ethical responsibility (3 Hours).

BNT 521 – Resurrection Narratives

A study of the four gospels' accounts of Jesus' post-resurrection appearances to his disciples and others. Emphasis on establishing the historicity of these events and on understanding the theological focus of these texts (3 Hours).

BNT 522 – Passion Narratives

A synoptic study of the four gospels' account of the last week of Jesus' life. Emphasis will be on placing the events in their historical context and in the specific theological statement evident in each gospel (3 Hours).

BNT 523 – Matthew

An exegetical study of Matthew including its historical setting, main ideas, research into selected passages, and application to current interpretations of Jesus as the Messiah (3 Hours).

BNT 524 – Special Studies in the Gospels

A study of a select section or theme of one or more of the Gospels (3 Hours).

BNT 525 – Luke

An in-depth study of the linguistic, literary, and historical questions involved in an interpretation of Luke's story of Jesus life and ministry (3 Hours).

BNT 526 – John

An exegetical study of passages in the gospel of John which have important relevance to the proclamation of Jesus as the divine Son of God and the relationship of this gospel to the synoptic gospels (3 Hours).

BNT 528 – Pastoral Epistles

The exegesis of First and Second Timothy and Titus (3 Hours).

BNT 541 – Pauline Literature

An exegetical study of a Pauline letter with focus on establishing proper exegetical skills based on a close reading of the text (3 Hours).

BNT 542 – Romans

A study of the linguistic, literary, historical, cultural, and thematic elements which define the meaning of Paul's epistle to the Romans (3 Hours).

BNT 543 – I and II Corinthians

An in-depth analysis of Paul's correspondence to the Corinthian church including a study of the cultural elements that strongly influence issues discussed in the epistle (3 Hours).

BNT 544 – Prison Epistles

A careful hermeneutical and exegetical analysis of the content of Paul's writing to contemporary members of local churches during the period of his own imprisonment (3 Hours).

BNT 551 – Hebrews

An exegetical study of Hebrews including its historical setting, main ideas, and application to current theological concerns (3 Hours).

BNT 591 – Intertestamental History

A study of the Intertestamental documents including the linguistic, literary, historical, and cultural implications for an understanding of the New Testament (3 Hours).

BNT 593 – Archaeology and Biblical Interpretation

A study of the value of archaeological remains in interpreting the Bible with focus on the New Testament (3 Hours).

BNT 594 – New Testament World

An examination of the religious, sociological, and cultural environment in which the New Testament was written and the early church began (3 Hours).

BNT 595 – New Testament Archaeology

An advanced study of the material remains of the Greco-Roman world and their significance in illuminating the New Testament (3 Hours).

BNT 611 – Directed Research

Preparation of a research essay which will be submitted for publication. Emphasis on further developing research and writing competencies (3 Hours).

BNT 621 – Master's Thesis

Planned with the student's advisor, the goal of this elective experience is to integrate the skills and knowledge gained from the student's coursework with an intensive study and exegesis of a New Testament text. The translation of the passage from the original with notes and an extended discussion of the problems and potential interpretations inherent in the passage are required to complete this task (3 Hours).

Old Testament Studies**BOT 500 – Old Testament Research**

A study of the exegetical issues involved in studying the Old Testament including historical, linguistic, and cultural backgrounds, as well as the nature of the Old Testament texts, canon, and text and versions. Includes an introduction to the books of the Old Testament by groups and individual texts with a discussion of the application of their message for their day and today (3 Hours).

BOT 505 – Introduction to Archaeology

A first course in archaeology with emphasis on theory, methods, and techniques of discovering and analyzing material remains (3 Hours).

BOT 596 – Old Testament Archaeology

An advanced study of the material remains of the Ancient Near East and of their importance for interpreting the Old Testament (3 Hours).

BOT 597 – Archaeological Field Work

Participation in an archaeological excavation under the guidance of a mentor. A paper journaling the experience will be required. (3 Hours).

BOT 611 – Directed Research

Preparation of a research essay which will be presented for publication. Emphasis on further developing research and writing competencies (3 Hours).

Theology

BTH 500 – History of Christian Thought

An exploration of the major thinkers and controversies in the history of the church (3 Hours) .

BTH 505 – Systematic Theology

An advanced study of divine revelation arranged topically and with a careful comparison of contemporary religious interpretations (3 Hours).

BTH 501 – Ethical Foundations for Christian Leadership

A detailed study of ethical issues encountered by ministers in providing leadership to their congregations. Questions related to human experiences with areas such as medical science, human sexuality, dual relationships, conflict resolution, peace, relation to government, segregation/prejudice, poverty and ethnic, cultural, and racial differences are addressed in the context of the Christian leader's teaching, guidance of congregational decision making, and spiritual life of the congregation (3 Hours).

BTH 521 – Theology of C.S. Lewis

A study of the Christian worldview as delineated by C.S. Lewis (3 Hours).

BTH 525 – Christology

A survey of the thinking, both in the church and outside the church, about who Jesus was and is (3 Hours).

BTH 526 – Apologetics

A study of the reasoned responses of Christians to objections to the Christian faith (3 Hours).

BTH 556 – Theology of Preaching

An historical, systematic, and practical theological foundation in the theory and praxis of preaching and teaching (3 Hours).

Christian Counseling

HCP 511 – Techniques in Counseling

An introduction to counseling surveying the basic approaches to psychotherapy. Heavy emphasis will be placed on acquisition of counseling skills through roll playing. Specific consideration will be given to topics relevant to a Christian context and/or clientele (3 Hours).

HCP 524 – Special Topics in Counseling

In-depth study of topics such as cross-cultural counseling, substance abuse counseling, career counseling, and the counseling implications of such spiritual issues as accountability partners, prayer, and worship. Students' needs and interests will be considered in the emphasis chosen (3 Hours).

HCP 530 – Integration of Theology and Counseling

A study of a Biblical/theological anthropology and spiritual issues related to the practice of counseling including prayer, sin, condemnation, love, forgiveness, and reconciliation. An emphasis on the Pauline psychology with reference to such concepts as spirit, soul, heart, mind, and flesh. Topics such as marriage and divorce as well as social concerns will also be discussed from a Biblical/theological perspective (3 Hours).

HCP 531 – The Minister as Pastoral Care Leader

Introduction to the shepherding process in scripture and training in pastoral skills specifically identified with the local church ministry (3 Hours).

HCP 532 – Pre-Marital and Marriage Counseling

Training in the theories and skills of pre-marital and marital therapy. Integration of Biblical/theological emphases with theoretical and skills training. Designed especially for ministers, teachers, supervisors, and church and social workers (3 Hours).



HCP 533 – Family Dynamics and Family Counseling

A study of family systems theories and supportive counseling techniques applied to family problems and needs. The family is studied in the context of Biblical/theological emphases as well as theories of development which describe the family (3 Hours).

HCP 534 – Multicultural and Socioeconomic Issues in Pastoral Care Leadership

The impact of cultural, ethnic, and racial differences on the experience of the minister attempting to apply the course. Students are assisted in identifying theoretical models and supportive practice that will be appropriate to unique groups within the congregation. Individual and family developmental stages with related therapy skills are discussed (3 Hours).

HCP 601 – Counseling Internship

The internship is designed to provide students with direct experience in working in a mental health/human services field. The internship is 400 hours long. Sixty percent is spent in client contact, Eight-ten percent with a supervisor, and thirty percent in other administrative tasks. The internship also requires 1000 pages of reading and a major research in writing project specifically related to the internship, a practicum journal, and a written evaluation of the internship. Students are responsible for providing personal liability insurance (3-6 Hours).

Christian Ministries**CMN 501 – New Church Evangelism**

New church evangelism focuses on starting new congregations primarily in western cultures. Much attention is given to spiritual principles, personnel, differing strategies, and mass communications needed for success (3 Hours).

CMN 511 – Effective Evangelism for the Local Congregation

A study of the Biblical imperative of evangelism in light of current opportunities and the analysis of factors that are productive for church growth (3 Hours).

CMN 512 – Narrative Preaching

A careful analysis of the task of preaching from story (3 Hours).

CMN 513 – Contemporary Preaching Styles

A survey of the most effective preaching styles for a post-modern culture (3 Hours).

CMN 521 – Christian Education in the Local Congregation

A careful study of the educational thrust of the church as seen in the scriptures. Current educational needs of the Church will be identified and processes and plans for meeting those needs developed (3 Hours).

CMN 522 – Expository Preaching I

Students will develop sermons from various lengthy passages of scripture, which focus on exposition, application, and illustration (3 Hours).

CMN 523 – Expository Preaching II

A continuation in developing skill in biblical exposition (3 Hours).

CMN 524 – Perspectives in Preaching

A study of the Biblical principles of being a purpose driven church in preaching, teaching and leadership (3 Hours).

CMN 525 – Rhetoric for Preaching

A study of the use of rhetorical techniques and methods in effective preaching (3 Hours).

CMN 533 – Conflict Management

A study of the effective strategies for intervention and resolution of conflicts in church and parachurch settings (3 Hours).

CMN 540 – Administration and Marketing of the Church and Parachurch Organization

A study of effective leadership in making known the ministry of your church or other organization (3 Hours).

CMN 541 – Discipleship

Students will be introduced to the many facets of Biblical, theological, and personal discipleship as well as discipling those in the local church (3 Hours).

CMN 542 – Leadership

A study of the Biblical principles of leadership and the effective use of leadership principles and skills in the local church and other settings (3 Hours).

CMN 543 – Spiritual Leadership

A study of the theology of leadership from a Christian worldview in contrast with current leadership and management paradigms (3 Hours).

CMN 544 – Family Ministry

A study of effective strategies for the churches to help families become what God intended (3 Hours).

CMN 550 – Leadership Development in the Local Congregation

An integrated analysis of theology, organizational behavior, group process, personality theory, pastoral care, and problem solving skills designed to enhance the leadership effectiveness of participants (3 Hours).

CMN 552 – Ministry Seminar on Evangelism and Church Planting in a Post-Modern World

This course focuses on ministry and church planting in a post-modern 21st century world (3 Hours).

CMN 560 – Religious Studies Methods

An emphasis on making religious studies more accessible to the average adult learner. Learning styles of students are considered and integrated with creative approaches to teaching. The student is taught how to plan a course curriculum which utilizes multiple, different learning activities in teaching of Religious Studies materials (3 Hours).

CMN 601 – Independent Study

Research/Development of a ministry plan for a local church which integrates personal goals and opportunities with current research in the field (1 semester hour). Actualizing the plan and analysis of results in a research essay (2 to 3 Hours).

CMN 611 – Directed Research

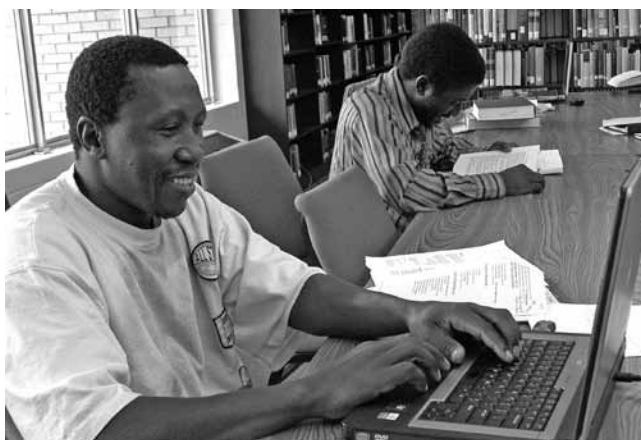
Preparation of a research essay which will be submitted for publication. Emphasis on further developing research and writing competencies (1 to 3 Hours).

CMN 621 – Master's Thesis

Planned with the student's advisor, the goal of this elective experience is to integrate the student's coursework and personal experience with a research project that is an in-depth study of a significant issue for ministry in a local church setting or a specialized ministry (e.g. a hospital, children's home, campus ministry). The written project plan, literature search, and analysis of results is the culminating task in the Master of Arts in Christian Leadership (3 Hours).

Intercultural Studies**IST 500 – World Christianity**

A critical examination of the status of Christianity in the world and its implications for American Christians and congregations. The modern reality of Christianity as a predominately non-Western religion will be reviewed within its Biblical and historical contexts. Accompanying theological developments and appropriate responses will also be explored (3 Hours).



Faculty

Dennis Durst **Assistant Professor, Philosophy and Theology**
B.S., Nebraska Christian College. M.Div., Lincoln Christian Seminary. Ph.D., Saint Louis University. Kentucky Christian University, 2003-Present

David A. Fiensy **Professor, Biblical Studies**
A.B., Cincinnati Bible Seminary; M.A., Xavier University; Ph.D., Duke University; Additional Studies at St. Louis University and Hebrew Union College. Kentucky Christian University, 1980-1987, 1995-Present

Robert A. Ford **Professor, Christian Ministries**
B.A., Kentucky Christian University; M.Div., Cincinnati Christian Seminary; D.Min., Southern Baptist Theological Seminary. Kentucky Christian University, 1988-Present

James R. Girdwood **Professor, Biblical Studies**
B.A., B.Th., Great Lakes Bible College; B.D., Cincinnati Bible Seminary; Ph.D., Hebrew Union College. Kentucky Christian University, 1987-Present

Ralph Hawkins **Assistant Professor, Biblical Studies**
B.A., David Lipscomb University; M.A., David Lipscomb University; D.Min., University of the South; Ph.D., Andrews University. Kentucky Christian University, 2008-Present

Keith P. Keeran **Professor, Communication**
B.A., Kentucky Christian University, M.A., Abilene Christian University; Ph.D., Michigan State University. Kentucky Christian University, 1982-Present

Leonard C. Knight **Professor, Christian Counseling**
B.A., M.A., Pepperdine University; M.A., D.Min., Fuller Theological Seminary; Ph.D., Oakland University, M.A., Eastern Mennonite University. Kentucky Christian University, 1995-Present

Jeff Metcalf **Associate Professor, Research**
B.A., Kentucky Christian University; M.A., University of Louisville; Ed.D., University of Louisville. Kentucky Christian University, 1995-Present

Perry Stepp **Associate Professor, Biblical Studies**
B.S., Eastern New Mexico University. M.A., Lubbock Christian University, Ph.D., Baylor University. Kentucky Christian University, 2003-Present

John D. Wineland **Assistant Professor, History**
B.S., Valparaiso University; M.A., M.Div., Cincinnati Christian Seminary; M.A., Ph.D., Miami University. Kentucky Christian University, 1998-Present

Adjunct Faculty

Mark Alterman **Adjunct Professor, Biblical Studies**
B.S.L., Ozark Christian College; M.A.R.S., Central Baptist Theological Seminary; M.A., University of Kansas; Ph.D., Mid-America Baptist Theological Seminary. Kentucky Christian University, 2008-Present

Georges Carillet **Adjunct Professor, Christian Ministries**
B.A., Atlanta Christian College; M.Div., Emmanuel School of Religion; D.Min., Columbia Theological Seminary; Kentucky Christian University, 2008-Present

Larry E. Chouinard **Adjunct Professor, Biblical Studies**
A.A., Diablo Valley College; B.A., M.A., Alabama Christian School of Religion; M.Th., Harding Graduate School of Religion; Ph.D., Fuller Theological Seminary. Kentucky Christian University, 1990-Present

Adjunct Faculty (continued)

Ken Goble **Adjunct Professor, Leadership**
B.A., University of Virginia; M.A., M.Div., Cincinnati Bible Seminary; D.Min., Eden Theological Seminary. Kentucky Christian University, 2007-Present

Bruce Little **Adjunct Professor, Theology**
B.R.E., Baptist Bible College of PA; M.A., Liberty University; M.R.E., Liberty University; D.Min., Columbia International University; Ph.D., Southeastern Baptist Theological Seminary. Kentucky Christian University, 2008-Present

Rick McQuiston **Adjunct Professor, Counseling**
B.R.E., Great Lakes Bible College; M.Ed., Xavier University; Ph.D., Kent State University. Kentucky Christian University, 2011-Present

Steven Pattison **Adjunct Professor, Biblical Studies**
B.A., Northwest Christian College; M.Div., Emmanuel School of Religion; Ph.D., Emory University. Kentucky Christian University, 2005-Present

D. Clay Perkins **Adjunct Professor, Leadership Studies**
B.A., B.Th., Atlanta Christian College; M.M., M.Div., Cincinnati Christian University; Additional Studies at Fuller Theological Seminary; C.A.G.S., Ph.D. School of Leadership Studies, Regent University. Kentucky Christian University, 2004-Present

George F. Pickens **Adjunct Professor, Intercultural Studies**
B.A., Kentucky Christian University; M.A., Ohio University; Ph.D., University of Birmingham, England. Additional Studies at Cincinnati Christian Seminary; National University of the Ivory Coast, Abidjan; Ohio University; and, the Selly Oak Colleges, Birmingham, England. Kentucky Christian University, 1997-Present

Billy Strother **Adjunct Professor, New Testament and Preaching**
B.A., Cincinnati Bible College; M.Div., Ph.D., Southern Baptist Theological Seminary; Additional Studies at Saint Meinrad School of Theology and Vanderbilt Divinity School. Kentucky Christian University, 2005-Present

Peter Verkruyse **Adjunct Professor, Preaching**
B.A., Lincoln Christian College; M.A., M. Div., Lincoln Christian Seminary; M.A., Ph.D., University of Illinois at Urbana-Champaign. Kentucky Christian University, 2005-Present

Virgil Warren **Adjunct Professor, Biblical Studies**
A.B., Th.B., Cincinnati Bible Seminary; M.A., M.Div., Wheaton College; Ph.D., Southern Baptist Theological Seminary; Studies at Louisville Presbyterian Theological Seminary, University of Louisville, and Indiana University. Kentucky Christian University, 2005-Present

David Wead **Adjunct Professor, Theology**
B.A., Crossroads College; M.Div., Fuller Theological Seminary; D.Theol., University of Basel, Switzerland. Kentucky Christian University, 2009-Present

Gregory Widener **Adjunct Professor, Biblical Studies**
M.Div., Emmanuel School of Religion; Ph.D., University of Kentucky. Kentucky Christian University, 2007-Present

Myron D. Williams **Adjunct Professor, Christian Ministries**
B.A., Kentucky Christian University; M.R.E., Lincoln Christian Seminary; Ph.D., Michigan State University; Additional Studies at Michigan State University and Cincinnati Christian University. Kentucky Christian University, 2005-Present

Shane Wood **Adjunct Professor, Leadership Studies**
B.Th., Ozark Christian College; M.Div., Lincoln Christian Seminary; Ph.D., Regent University. Kentucky Christian University, 2008-Present

Administration

President..... Dr. Jeffrey K. Metcalf
 Vice President of Academic Affairs.....Dr. Perry Stepp
 Dean of the Graduate School.....Dr. David Fiensy
 Vice President for Business Operations.....William S. Bondurant
 Vice President of University Advancement..... Larry Monroe



Graduate School Telephone / E-mail Directory

Name	Title	Phone	E-Mail
Dr. Jeff Metcalf	President	606-474-3251	jmetcalf@kcu.edu
Dr. David Fiensy	Dean of the Graduate School	606-474-3263	dfiensy@kcu.edu
Jane Shick	Academic Office Manager-Graduate School Office	606-474-3211	jshick@kcu.edu
Ron Arnett	Dean of Student Services	606-474-3151	rarnett@kcu.edu
Andrea Stamper	Registrar	606-474-3212	registrar@kcu.edu
Bill Bondurant	Vice President for Business & Finance	606-474-3234	bbondurant@kcu.edu
Naulayne Enders	Library Director (Interim)	606-474-3275	nenders@kcu.edu



Application for Admission

Kentucky Christian University Graduate School
100 Academic Parkway
Grayson, Kentucky 41143-2205
Phone: 877-841-6391 • Fax: 606-474-3189
E-Mail: gradstudies@kcu.edu



- Please complete this application and return to: Graduate Admissions, Kentucky Christian University, 100 Academic Parkway, Grayson, Kentucky 41143-2205. Please print legible or type. Answer all questions as completely as possible.
- An application fee of \$35.00 and a 1000 word self reflection essay should accompany this application.
- Upon receipt of application an acknowledgement letter will be sent which will also indicate what is still needed to complete the application file.

1. Personal Information

Social Security Number _____ Student I.D. Number _____

Name _____
Last First Middle

Title: ☐ Mr. ☐ Mrs. ☐ Miss ☐ Ms. ☐ Dr. Nickname _____

2. Address Information - Present Mailing Address

Address _____ Apt. # _____

City _____ State _____ Zip+4 _____

Phone (_____) _____ Fax (_____) _____ E-mail _____

Occupation _____ Name of Organization _____

Address _____ Room # _____

City _____ State _____ Zip+4 _____

Phone (_____) _____ Fax (_____) _____ E-mail Address _____

3. Gender: ☐ Male ☐ Female

4. United States Citizen? ☐ Yes ☐ No

Non-U.S.Citizen: Country of Citizenship _____

(If you are presently in the U.S., send a copy of your visa with your application)

Resident Alien? ☐ Yes ☐ No

(If resident alien, send a copy of your Resident Alien card with your application)

5. Veteran: ☐ Yes ☐ No

6. Date of Birth: Month _____ Day _____ Year _____

7. Application for: Year _____ ☐ August ☐ October ☐ January ☐ March ☐ May ☐ June

8. Status: ☐ Full-time ☐ Part-time ☐ Not working toward a degree ☐ One/two course(s) only

9. First time graduate student? ☐ Yes ☐ No Transfer from another school? ☐ Yes ☐ No

10. Academic Program: Please check one

☐ Master of Arts in Christian Leadership

☐ Pastoral Care (Counseling)

☐ Leadership Studies

☐ Theological Studies

☐ Preaching

☐ Christian Ministry

☐ Master of Arts in Biblical Studies

☐ New Testament

☐ Biblical Backgrounds

11. College/University Information Please list, in order, the school(s) from which you received your undergraduate degree(s), and any graduate degrees or credits:

School	City/State	Degree/Academic Program	Dates Attended/Graduated:

12. Employment/Ministry Information Please list, in order, the positions (paid or unpaid) which you have held in the past three years:

Name of Business/Ministry	Job Title	City, State	Dates of Service	Supervisor Name/Phone

13. Have you ever been refused admission to or dismissed from any college, university or seminary? ☐ Yes ☐ No If Yes, please explain _____

14. Church Information

Church Name _____ Minister _____

Address _____ City _____ State _____ Zip+4 _____

Describe your participation in Christian Service _____

15. Which of the following most influenced your application to KCU?

☐ Academic Programs

☐ Faculty/Staff

☐ KCU Student

☐ Other _____

☐ Campus Visit

☐ Family

☐ KCU Web Page

☐ Direct Mailing

☐ KCU Alumni

☐ Minister

Signature _____ Date _____



Employer Reference Form

Kentucky Christian University Graduate School
100 Academic Parkway
Grayson, Kentucky 41143-2205
Phone: 877-841-6391 • Fax: 606-474-3189
E-Mail: gradstudies@kcu.edu



Part I

To the Applicant: Complete Part I of this Reference Form and then give it to your employer for his or her completion. After your reference completes this form, he or she should mail it directly to the Kentucky Christian University Graduate School in a pre-addressed envelope provided by you.

Name of Applicant _____ Phone # (_____) _____

Address _____

City _____ State _____ Zip+4 _____

Social Security # _____ Program of Interest _____

Notice: PUBLIC LAW 93-380, the Family Education Rights and Privacy Act of 1974, grants all students the right to inspect and review all of their official records. This right extends to letters of recommendation, except that a student may waive his/her right to inspect and review letters of recommendation by signing a waiver.

- ☐ I waive my right to review this reference form
☐ I do not waive my right to review this reference form

Signature of Applicant _____ Date _____

Failure to sign either of the above indicates the applicant has not waived his/her right to review this reference form.

Part II

To The Employer: The person named above has applied for admission to Kentucky Christian University Graduate School. He or she gave your name as a reference to evaluate his or her academic potential. Please complete Parts II and III of this form and then mail it directly to the Graduate School Office in the pre-addressed envelope provided by the applicant. Your candid evaluation of this applicant is appreciated. Thank you for taking the time to assist in the application process.

How long have you known the applicant? _____

How well do you know the applicant? _____

Please rate the applicant in each of the following areas by circling the appropriate answer:

(1=Unsatisfactory 2=Below average 3=Average 4=Above average 5=Exceptional N=No basis for judgment)

1. Intellect	1	2	3	4	5	N
2. Motivation / Initiative	1	2	3	4	5	N
3. Aptitude for problem solving	1	2	3	4	5	N
4. Leadership Ability	1	2	3	4	5	N
5. Cooperativeness	1	2	3	4	5	N
6. Creativity	1	2	3	4	5	N
7. Maturity	1	2	3	4	5	N
8. Interpersonal / Social Skills	1	2	3	4	5	N

9. Self-esteem	1	2	3	4	5	N
10. Emotional Stability	1	2	3	4	5	N
11. Verbal Communication Skills	1	2	3	4	5	N
12. Written Communication Skills	1	2	3	4	5	N
13. Career Potential	1	2	3	4	5	N

Part III

Use the space below to elaborate upon any of the information provided in Part II and to provide any additional information that may be helpful in evaluating the qualifications of the candidate.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

City _____ State _____ Zip+4 _____



Academic Reference Form

Kentucky Christian University Graduate School
100 Academic Parkway
Grayson, Kentucky 41143-2205
Phone: 877-841-6391 • Fax: 606-474-3189
E-Mail: gradstudies@kcw.edu



Part I

To the Applicant: Complete Part I of this Reference Form and then give it to your academic reference (former teacher) for his or her completion. After your reference completes this form, he or she should mail it directly to the Kentucky Christian University Graduate School in a pre-addressed envelope provided by you.

Name of Applicant _____ Phone # (_____) _____

Address _____

City _____ State _____ Zip+4 _____

Social Security # _____ Program of Interest _____

Notice: PUBLIC LAW 93-380, the Family Education Rights and Privacy Act of 1974, grants all students the right to inspect and review all of their official records. This right extends to letters of recommendation, except that a student may waive his/her right to inspect and review letters of recommendation by signing a waiver.

- ☐ I waive my right to review this reference form
☐ I do not waive my right to review this reference form

Signature of Applicant _____ Date _____

Failure to sign either of the above indicates the applicant has not waived his/her right to review this reference form.

Part II

To The One Making The Reference: The person named above has applied for admission to Kentucky Christian University Graduate School. He or she gave your name as a reference to evaluate his or her academic potential. Please complete Parts II and III of this form and then mail it directly to the Graduate School Office in the pre-addressed envelope provided by the applicant. Your candid evaluation of this applicant is appreciated. Thank you for taking the time to assist in the application process.

How long have you known the applicant? _____

How well do you know the applicant? _____

Please rate the applicant in each of the following areas by circling the appropriate answer:

(1=Unsatisfactory 2=Below average 3=Average 4=Above average 5=Exceptional N=No basis for judgment)

1. Intellect	1	2	3	4	5	N
2. Motivation / Initiative	1	2	3	4	5	N
3. Aptitude for problem solving	1	2	3	4	5	N
4. Leadership Ability	1	2	3	4	5	N
5. Cooperativeness	1	2	3	4	5	N
6. Creativity	1	2	3	4	5	N
7. Maturity	1	2	3	4	5	N
8. Interpersonal / Social Skills	1	2	3	4	5	N

9. Self-esteem	1	2	3	4	5	N
10. Emotional Stability	1	2	3	4	5	N
11. Verbal Communication Skills	1	2	3	4	5	N
12. Written Communication Skills	1	2	3	4	5	N
13. Career Potential	1	2	3	4	5	N

Part III

Use the space below to elaborate upon any of the information provided in Part II and to provide any additional information that may be helpful in evaluating the qualifications of the candidate.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

- ☐
- Strongly recommend applicant for admission

- ☐
- Recommend applicant for admission

- ☐ Recommend applicant for admission with the following provision_____

- ☐
- Do not recommend applicant for admission

Print Name and Title _____

Signature _____ Date _____

Organization / Institution _____ Phone (_____) _____

Address _____

City _____ State _____ Zip+4 _____



Minister Reference Form

Kentucky Christian University Graduate School
100 Academic Parkway
Grayson, Kentucky 41143-2205
Phone: 877-841-6391 • Fax: 606-474-3189
E-Mail: gradstudies@kcu.edu



Part I

To the Applicant: Complete Part I of this Reference Form and then give it to your minister for his completion. After your reference completes this form, he or she should mail it directly to the Kentucky Christian University Graduate School in a pre-addressed envelope provided by you.

Name of Applicant _____ Phone # (_____) _____

Address _____

City _____ State _____ Zip+4 _____

Social Security # _____ Program of Interest _____

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☐ I waive my right to review this reference form

☐ I do not waive my right to review this reference form

Signature of Applicant _____ Date _____

Failure to sign either of the above indicates the applicant has not waived his/her right to review this reference form.

Part II

To The Minister: The person named above has applied for admission to Kentucky Christian University Graduate School. He or she gave your name as a reference to evaluate his or her academic potential. Please complete Parts II and III of this form and then mail it directly to the Graduate School Office in the pre-addressed envelope provided by the applicant. Your candid evaluation of this applicant is appreciated. Thank you for taking the time to assist in the application process.

How long have you known the applicant? _____

How well do you know the applicant? _____

Please rate the applicant in each of the following areas by circling the appropriate answer:

(1=Unsatisfactory 2=Below average 3=Average 4=Above average 5=Exceptional N=No basis for judgment)

1. Intellect	1	2	3	4	5	N
2. Motivation / Initiative	1	2	3	4	5	N
3. Aptitude for problem solving	1	2	3	4	5	N
4. Leadership Ability	1	2	3	4	5	N
5. Cooperativeness	1	2	3	4	5	N
6. Creativity	1	2	3	4	5	N
7. Maturity	1	2	3	4	5	N
8. Interpersonal / Social Skills	1	2	3	4	5	N

Part III

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

- City _____ State _____ Zip+4 _____



Scholarship Application

Kentucky Christian University Graduate School
100 Academic Parkway
Grayson, Kentucky 41143-2205
Phone: 877-841-6391 • Fax: 606-474-3189
E-Mail: gradstudies@kcw.edu



Students receiving any type of discount (see Tuition Discount Form), need not complete this application.

Last Name _____ First _____ Middle _____ Maiden _____

Street Address _____

City _____ State _____ Zip _____

Phone (_____) _____ E-Mail _____

SS# _____ Date of Birth _____ Student I.D. _____

Reason for Applying

Signature _____ Date _____

For Office Use Only:

Date of Application _____ Date of Admission _____ ☐ Unconditional ☐ Provisional



Tuition Discount Form

Kentucky Christian University Graduate School
100 Academic Parkway
Grayson, Kentucky 41143-2205
Phone: 877-841-6391 • Fax: 606-474-3189
E-Mail: gradstudies@kcu.edu



Last Name _____ First _____ Middle _____ Maiden _____
Street Address _____
City _____ State _____ Zip _____
Phone (_____) _____ E-Mail _____
SS# _____ Date of Birth _____ Student I.D. _____

Type of Discount Requested (Choose One):

☐ Covenant Church Discount

Full time staff serving a Kentucky Christian University Covenant Church are eligible for a significant tuition reduction. For complete information about the

☐ Alumni Discount

Graduates (alumni) of Kentucky Christian University's Graduate School programs and/or undergraduate programs are eligible for a 20% discount when taking additional courses for self improvement (continuing education or credit) in the program from which they graduated. Alumni are also eligible for a 20% discount for courses taken towards an additional master's degree.

The year you graduated from Kentucky Christian University _____ Your Degree _____

☐ Ministerial Discount

For each five years or part thereof that a student has served full time in an area of ministry, such as a local church, a children's home, the mission field, or Christian education, the student is eligible for a 5% discount up to a total of 20%. Students must submit this form to the Graduate School Office before the scholarship deadline.

I certify that I have been in full-time Christian service for _____ years.

I am applying for a discount of ☐ 5% ☐ 10% ☐ 15% ☐ 20%

☐ Spouse Discount

Married couples who register for the same graduate modules are eligible for a discount of \$250. Students must submit this form to the Graduate School Office before the scholarship deadline.

Spouse Last Name _____ First _____ Middle _____ Maiden _____

SS# _____ Date of Birth _____ Student I.D. _____

☐ Family Discount/Organization Discount

Family - The second full-time student from families with more than one student simultaneously enrolled at KCU is eligible to receive an annual award of \$750.00 that increases by \$250.00 for each concurrent enrollee. See the Financial Aid section of the catalog for details.

Recent KCU Graduates - Those students graduating from KCU within the last five years, and abiding by the regulations stipulated in the undergraduate catalog, are eligible for a significant scholarship.

Organization - Churches, parachurch organizations, elementary and secondary schools which have at least three employees registering for the same module are eligible for a discount. See the Financial Aid section of the catalog for details.

Signature _____ Date _____



College Transcript Request Form

Kentucky Christian University
100 Academic Parkway
Grayson, Kentucky 41143-2205
Phone: 877-841-6391 • Fax: 606-474-3189
E-Mail: gradstudies@kcu.edu



Graduate Admissions

Applicant: Please provide the information requested below. Send this form with the appropriate fee to the registrar of the college or university you have attended. That person will send your transcript directly to us.

Social Security # _____

Applicant's Full Name: _____
Last First Middle

Maiden Name (if different when transcript was printed): _____

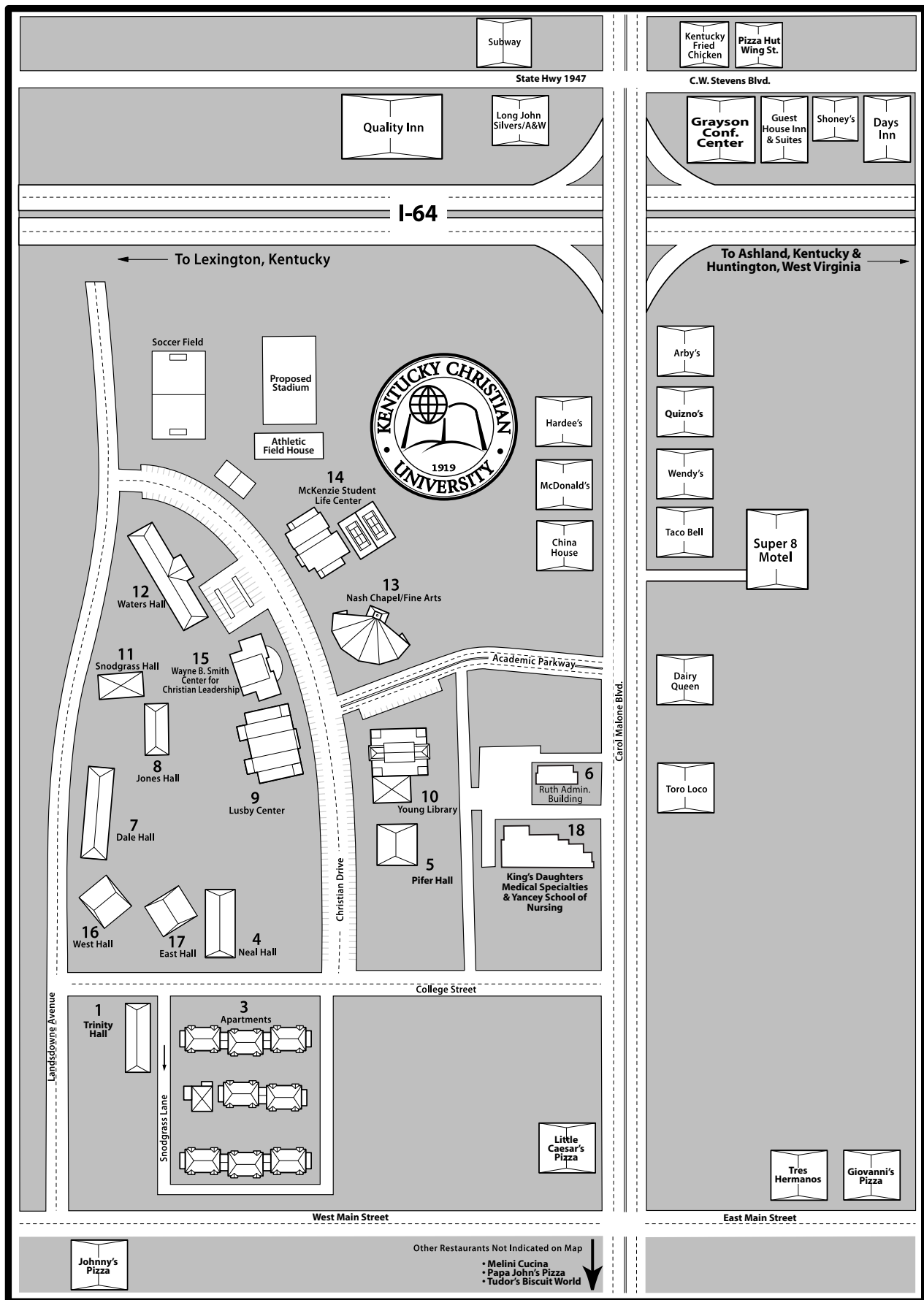
Dates of Enrollment _____
Start date Month/Year Completion Date Month/Year

Degree Received _____

I hereby authorize the release of my academic record and related material to Kentucky Christian University Graduate School.

Signature _____ Date _____

This form may be photocopied if needed by more than one institution.



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Kentucky Christian University

Graduate School

of Bible & Ministry

- **Skills for Ministry**
- **Knowledge for
Preaching and Teaching**
- **Wisdom for Leadership**

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