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Undergraduate Catalog

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# Introduction to the University

## QUICK OVERVIEW

### Statement of Nondiscrimination

Dallas Baptist University complies with all applicable federal and state nondiscrimination laws and does not engage in unlawful discrimination on the basis of age, gender, disability, veteran status, genetic information, race, color, national or ethnic origin in any employment practice, admissions, education program, or educational activity. Under state and federal law, the University may discriminate on the basis of religion in order to fulfill its purposes.

### Visit the Campus!

Students who are considering becoming a part of the DBU family are encouraged to visit our beautiful campus at any time. The Office of Undergraduate Admissions can arrange an information session with an academic counselor, a guided campus tour, or a class visit. During your stay in the Dallas/Fort Worth area, we will also be glad to provide any information on nearby hotels and restaurants.

Although Dallas Baptist University is located in the thriving urban area of Dallas/Fort Worth, with a population of more than six million people, the 293-acre campus seems secluded in its picturesque, hill-country location and offers a small community atmosphere. The campus conveniently sits only 13 miles from downtown Dallas, 29 miles from Fort Worth, and is centrally located near Dallas/Fort Worth International Airport and Love Field. DBU is an excellent place to enjoy your university years.

Sitting atop University Hill overlooking Mountain Creek Lake, the Dallas Baptist University campus is located at 3000 Mountain Creek Parkway in Dallas, Texas. The Office of Undergraduate Admissions is housed in the Tom & Alicia Landry Welcome Center on the lower level of the John G. Mahler Student Center, a replica of Philadelphia's Independence Hall.

For those who plan to drive to Dallas Baptist University, two easy, direct routes lead to the University campus. From Dallas, take I-30 west to Loop 12 south to Spur 408 Patriot Parkway. Turn right on Kiest Boulevard, and you will see the school atop a hill on your right. From Fort Worth, take I-20 east to Mountain Creek Parkway. Turn left heading north on Mountain Creek Parkway. Cross Kiest Boulevard and enter the campus from the west. Pass the white Chapel building. Turn left to go up the hill to the Landry Welcome Center. Parking for Future Patriots is designated to the south of the Landry Welcome Center.

We trust that the uniqueness of our University will be evident to all who plan to meet with us. We look forward to your visit soon. Please contact the Office of Undergraduate Admissions at (800) 460-1DBU.

### Mission Statement

The purpose of Dallas Baptist University is to provide Christ-centered quality higher education in the arts, sciences, and professional studies at both the undergraduate and graduate levels to traditional age and adult students in order to produce servant leaders who have the ability to integrate faith and learning through their respective callings.

### Beginnings

Dallas Baptist University was originally founded as Decatur Baptist College in 1898 and was the first two-year institution of higher education in Texas. After moving to Dallas in 1965, DBU has maintained its ties to Decatur and its commitment to a Baptist heritage.

### Location

Dallas Baptist University sits atop 293 acres on the hills of Southwest Dallas overlooking Mountain Creek Lake. The University address is 3000 Mountain Creek Parkway, Dallas, Texas 75211-9299.

### Affiliation

Dallas Baptist University is affiliated with the Baptist General Convention of Texas.

### Enrollment

As of Fall 2013, total University enrollment stood at 5,422 students, including 3,435 undergraduate students, 1,762 master's students and 225 doctoral students.

### Academic Programs

Dallas Baptist University offers 68 undergraduate majors, as well as 23 Accelerated Bachelor's and Master's degree programs, 24 Master's programs, including 49 Dual Master's degree programs and two Doctoral degree programs, and encompasses the following academic divisions: College of Business, Mary C. Crowley College of Christian Faith, Dorothy M. Bush College of Education, College of Fine Arts, College of Humanities and Social Sciences, College of Natural Sciences and Mathematics, College of Professional Studies, Gary Cook School of Leadership, Graduate School of Ministry, and Provost.

### Faculty

DBU employs 133 full-time faculty members. Seventy-eight percent of the faculty hold doctorate or terminal degrees. The student/faculty ratio is 14:1.

## **Class Size**

The average class size is 13 students.

## **Accreditation**

Dallas Baptist University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate, bachelor's, master's, and doctoral degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Dallas Baptist University.

The Educator Preparation Program at Dallas Baptist University is accredited by the Texas Education Agency (TEA) and approved by the State Board for Educator Certification (SBEC) to prepare, train, and recommend teacher, school counselor, diagnostician, reading specialist, principal, and superintendent candidates for certification. Dallas Baptist University is nationally accredited by the Accreditation Council for Business Schools and Programs (ACBSP) to offer the following business degrees: Bachelor of Business Administration (B.B.A.), Bachelor of Business Studies (B.B.S.), Master of Business Administration (MBA), and Master of Arts in Management (MAM) degrees. The Department of Music is accredited by the National Association of Schools of Music (NASM).

## **Memberships**

Accreditation Council for Business Schools and Programs (ACBSP)  
American Association of Collegiate Registrars and Admissions Officers (AACRAO)  
American Choral Director's Association (ACDA)  
American Council on Education (ACE)  
American Society of Church History  
American Society of Missiology (ASM)  
AMIGOS Library Services  
Association for the Advancement of Computing in Education (AACE)  
Association for Supervision and Curriculum Development (ASCD)  
Association for Texas Professional Educators (ATPE)  
Association for the Study of Higher Education (ASHE)  
Association of Christian Schools International (ACSI)  
Association of Graduate Liberal Studies Programs (AGLSP)  
Association of Institutional Research (AIR)  
Association of International Educators (NAFSA)  
Association of Ministry Guidance Professionals  
Baptist Association of Christian Educators (BACE)  
Baptist Church Music Conference (BCMC)  
Baptist History and Heritage Society  
Campus Compact  
Christian Library Consortium (CLC)  
College Music Society (CMS)  
College Sports Information Directors of America (COSIDA)  
Consortium for Global Education (CGE)  
Consortium of State Organizations for Texas Teacher Education (CSOTTE)  
Council for Adult and Experiential Learning (CAEL)  
Council for Christian Colleges and Universities (CCCCU)  
Council for Higher Education Accreditation (CHEA)  
EDUCAUSE  
Ex Libris Users of North America (ELUNA)  
Fellowship of Christian Athletes (FCA)  
Higher Education Collaborative (HEC)  
Independent Colleges and Universities of Texas (ICUT)  
Institute of International Education (IIE)  
International Association of Baptist Colleges and Universities (IABCU)  
Music Educators National Conference (MENC)  
National Association of College Directors of Athletics (NACDA)  
National Association of College and University Attorneys (NACUA)  
National Association of College and University Business Officers (NACUBO)  
National Association of Graduate Admissions Professionals (NAGAP)  
National Association of Independent Colleges and Universities (NAICU)  
National Association of Schools of Music (NASM)  
National Association of Student Financial Aid Administration (NASFAA)  
National Christian College Athletic Association (NCCAA)  
National Collegiate Athletic Association (NCAA) – Division I (Missouri Valley Conference)  
National Collegiate Athletic Association (NCAA) – Division II (Heartland Conference)  
National Communication Association (NCA)  
North Texas Council of College and University Registrars and Admissions Officers (NTCCURAO)  
Servicemembers Opportunity Colleges Consortium (SOC)  
Sloan Consortium (Sloan-C)  
Southern Association of Colleges and Schools (SACS)  
Southern Association of College and University Business Officers (SACUBO)  
Southern Association of Collegiate Registrars and Admissions Officers (SACRAO)

Southern Regional Education Board's Electronic Campus  
Southwest Association of Student Financial Aid Administrators (SWASFAA)  
Texas Association of Colleges for Teacher Education  
Texas Association of Collegiate Registrars and Admissions Officers (TACRAO)  
Texas Association of Collegiate Veteran's Programs Officials  
Texas Association of Music Schools (TAMS)  
Texas Association of Schools of Art (TASA)  
Texas Association of Student Financial Aid Administrators (TASFAA)  
Texas Bursars for Universities and Colleges (TXBUCS)  
Texas Common Course Numbering System (TCCNS)  
Texas Council of Academic Libraries  
Texas Distance Learning Association (TxDLA)  
Texas Music Educators Association (TMEA)  
Texas Teachers of English to Speakers of Other Languages (TexTESOL)  
The Association of Christian Distance Education (ACCESS)  
Western Association of Veterans Education Specialists (WAVES)

## Traditions

Founded in 1898 as Decatur Baptist College, Dallas Baptist University embraces the legacy of more than 100 years of quality academics and vibrant University life. As the Patriots, the DBU family exemplifies the qualities of integrity, honor, and Christ-centered character along with a love and enthusiasm for DBU. Athletic traditions such as the Regiment firing the cannon after a soccer goal or a baseball home run, ringing the bell after a basketball victory, and the minutemen providing energy to the "Blue Brigade" student section create an exciting environment for all Patriot home games. The Patriot Cheerleaders and Patriettes Dance Team lead the crowd in cheers, chants, and the DBU Fight Song to support all Patriot athletics. Other University-wide traditions take place with athletic events such as Midnight Madness that begins basketball season and Homecoming week with float building, Mr. Big Chief, Extravaganza, Tailgate Party, and the crowning of the Homecoming King and Queen. The Homecoming week activities were founded in the early years of Decatur Baptist College and remain an important part of every fall semester.

First-year students participate in University traditions as soon as they register for classes when they ring the replica Liberty Bell in the Mahler Student Center. First-year students also learn the core University value of Christ-centered servant leadership as they serve together on the final day of SWAT, an annual University welcome week for new students. Students have the opportunity to participate in other University Campus Life traditions such as University chapel services, Student Life events, and missions and service.

The Official DBU Cross Ring serves as a symbol of the Christ-centered education students experiences at DBU. Students receive the Official DBU Cross Ring during a Ring Commissioning Ceremony just prior to commencement services. Through the University hymn, *To God Be The Glory*, the DBU family thanks God for all of His blessings and His guidance throughout the history of the school.

## Financial Assistance

Eighty-eight percent (88%) of our undergraduate students receive federal, state, or institutional financial aid. (Institutional aid includes academic, athletic, music performance, and Christian leadership scholarships.) Students who may qualify for state and federal financial assistance programs can request specific information by contacting the Office of Financial Aid at (214) 333-5363.

## Special Note

This catalog is an official bulletin of Dallas Baptist University and contains a description of the academic programs and activities of DBU. It is provided for informational purposes only. The faculty and administration believe that the educational and other programs of DBU are effective and valuable. However, the ultimate results of the programs offered, in terms of achievement, employment, professional licensing, or other measure, are dependent on factors outside of the programs. These factors include the personality and initiative of the individual student, governmental or institutional regulations, and various market conditions. DBU makes no representation or warranty that taking a particular course or following a certain curriculum will result in specific achievement, employment or qualification for employment, admission to degree programs, or licensing for particular professions or occupations.

Changes to the programs offered by DBU sometimes become necessary or appropriate. The University retains the right to terminate or change any of its policies, programs, requirements, course offerings, class schedules, teacher assignments, and any and all other aspects of its educational and other programs at any time without prior notice. The University may determine when and how all changes become effective.

## A Word From the DBU President

*"We hope you will choose to attend Dallas Baptist University. Those of us on the faculty and administrative staff are here to teach you, to encourage you along the way, and to challenge you to become all that you can be – all that God intended you to be. We want you to find academic challenge here. We want you to find joy in learning. We want you to find the Spirit of Christ in all that we do. We would be so pleased to have you as a part of the family of Dallas Baptist University."*

Dr. Gary Cook

This catalog has been prepared to introduce you to Dallas Baptist University. Through it, you will learn about the opportunities, activities, services, and academic programs provided. This resource will help you gain an understanding of the philosophy and mission of the University, as well as our commitment to students. You are encouraged to examine our excellent programs, broad curriculum, and high quality faculty in comparison to your own personal expectations.

## LOCATIONS

**Dallas Baptist University Campus.** Although Dallas Baptist University is located in the thriving urban area of Dallas/Fort Worth, which holds a population of more than 6 million people, the almost 300-acre campus seems secluded in its picturesque, hill-country location and provides the opportunity to be a part of a small community. The campus conveniently sits only 13 miles from downtown Dallas, 29 miles from downtown Fort Worth, and is centrally located near Dallas/Fort Worth International Airport and Love Field with ready access to Dallas and Fort Worth. DBU is an excellent place to enjoy your university years.

**Off-Campus Sites.** Dallas Baptist University holds undergraduate and graduate courses in classrooms at local area corporations and select school districts near where students live and work in the Dallas/Fort Worth metroplex. These sites provide many of the courses that fulfill undergraduate and graduate degree plans. There are two types of off-campus sites: open and closed. Open sites are available to all DBU students while closed sites are open only to the employees of the site or district where classes are being held. For a complete listing of the sites that are offering classes for the current semester, please refer to the current *Schedule of Classes*.

**DBU North.** Dallas Baptist University maintains a regional academic center in the northern area of the metroplex to provide services and course opportunities to students in the North Dallas/Collin County communities. DBU North allows students convenient access to services such as university admission, academic counseling, registration, student identification cards, cashier services, and research assistance. The site, servicing more than 800 students, offers a full rotation of courses leading towards undergraduate degrees in Business Administration, Management, Communication and Psychology, as well as master's degrees in Business Administration, Management, Counseling, Education, and School Counseling. Courses leading to the completion of a Master of Arts in Christian Education may also be taken at DBU North. Flexible hours and a convenient location help students shorten their commute to school. The hours of operation are listed in the current *Schedule of Classes*.

**DBU Hurst-Colleyville.** DBU Hurst-Colleyville is a regional academic center in the western area of the metroplex that provides services and course opportunities to students in Tarrant County, housed in the Herman and Patsy Smith Center. With classroom space for more than 40 classes per semester, DBU Hurst-Colleyville allows students convenient access to services such as university admission, academic counseling, registration, student identification cards, cashier services, and research assistance. The site, servicing more than 400 students, offers a full rotation of courses leading towards undergraduate degrees in Business Administration and Management, as well as master's degrees in Business Administration, Education, Management, and School Counseling. In addition, courses leading to several other undergraduate and master's degrees are offered. Flexible hours and a convenient location help students shorten their commute to school. The hours of operation are listed in the current *Schedule of Classes*.

**DBU Mansfield.** DBU Mansfield is DBU's third regional academic center, located in Mansfield. DBU Mansfield exists to serve the higher education needs of adults living in southern Tarrant County, as well as Johnson and Ellis counties. A variety of courses are offered for working adults seeking to complete a bachelor's or master's degree.

## FACILITIES

**Patty and Bo Pilgrim Chapel.** The Patty and Bo Pilgrim Chapel, maintaining DBU's Georgian/colonial architectural style, is modeled after several classic colonial church buildings. It seats 1,450 students in the beautiful sanctuary and in addition to hosting chapel services, Pilgrim Chapel is also home to the Orville and Esther Beth Rogers Prayer Ministry, Cynthia Estes Prayer Room, as well as the offices of the Academic Dean, Institutional Effectiveness, Institutional Research, and the Graduate School of Ministry. The facility also houses the Campus Security Office, six classrooms, one seminar room, a 134-seat theater, and Jeannette and Cletys Sadler Hall that holds approximately 250 people for receptions and dinner. Special collections include the Lord Braine of Wheatley Collection and the Corrie ten Boom Collection.

**Joan and Andy Horner Hall.** This new academic building is patterned after Congress Hall in Philadelphia, Pennsylvania, and stands as the University's most accurate historic architectural replication. DBU's 12,000 square foot multi-purposed academic building is now home to the disciplines of music business, communication theory, broadcast/digital media, and print graphics communication, along with the College of Fine Arts academic leadership. Horner Hall houses a music theory classroom, cross-discipline media and audio outfitted seminar classroom, multi-faceted broadcast communication video recording studio and music theory classroom, video engineering and editing production room, communication and music business departmental faculty offices, dually-designed music department faculty offices and instructional studios, and spacious student lounge/study areas. The centerpiece of this building is the music business recording studio which features a main engineering studio, central recording performance space, auxiliary percussion recording performance booth, two post-production mixing-editing rooms, and student lounge/study space.

**John G. Mahler Student Center.** Fashioned after Independence Hall in Philadelphia, the John G. Mahler Student Center displays exact replicas of the Liberty Bell, Declaration of Independence, and Constitution of the United States. Housed on the main floor of the Student Center are the Hoblitzelle Patriot Cafe, the Meadows Library, Hillcrest Great Hall, Hunt President's Dining Room,

External Affairs Office, Center for Service-Learning, and Spiritual Life Office. The Student Life Offices, student game room and lounge areas, the Jones Fireside Room, RecLife Office, and Women's Auxiliary Board Portrait Gallery are located on the second floor. The lower level of the Student Center houses Mail Services, the Registrar's Office, DBU Veteran Services, Financial Aid Office, Cashier's Office, and Graduate Programs Office.

**Landry Welcome Center.** Named after Christian servant leaders Tom and Alicia Landry, the Tom and Alicia Landry Welcome Center houses the Office of Undergraduate Admissions, Freshman/New Student Recruitment, Transfer Recruitment, and Campus Visits. Also housed here are convenient meeting rooms, a small multi-media theater, and a special suite featuring some of the Landry's professional and personal memorabilia.

**Henry Blackaby Hall.** Named in honor of famed Christian author and spiritual leader, Dr. Henry Blackaby, the 20,000 square-foot Henry Blackaby Hall houses the University's bookstore known as the Patriot Store, Music Department classrooms and practice rooms, music faculty instructional studios, and DBU's Online Education Department. Henry Blackaby Hall sits to the south of the John G. Mahler Student Center and complements DBU's signature colonial and Georgian-style architecture. The building is a replica of the north elevation of Independence Hall in Philadelphia with its signature red brick walls and balustrades that stretch between end wall chimneys and parapets. Like Independence Hall, the front face is embellished with marble panels and belt courses, soapstone quoins, and cast stone modillion cornices, making it distinct from other DBU buildings.

**Strickland Building.** This building houses administrative offices, the Gary Cook School of Leadership, and the Business Office. Classrooms, University Advancement, the Development Department, the Alumni Relations Office, faculty offices, and the Mary C. Crowley College of Christian Faith are located on the second floor in the Strickland Building. The building has two wings: Frank Durham Hall and Donald Bowles Hall.

**Collins Learning Center.** Housed in the Collins Learning Center are the Vance Memorial Library, *The Daily Bread Bistro*, *Study Grounds*, the Mary Crowley Room, the Decatur Room, the Linam Room, the Rosemary Rumbley Room, the Widner Room, the Caruth Media Center, Gaston Chapel, the University Writing Center, the Advising Center, the Counseling Center, the Marketing Department, the Information Technology Department, and the Academic Computer Lab. Special collections include the Baptist Heritage Collection, the Texana Collection, and the Bain Memorial Library. The Colleges of Business, Humanities and Social Sciences, and Professional Studies, as well as the Associate Degree Office, Provost, faculty offices, and classrooms are located in the Collins Learning Center.

**Roberts Building.** This building houses the College of Natural Sciences and Mathematics classrooms, biology laboratories, chemistry and physics laboratories, faculty offices, math lab, and a music practice recital hall.

**DBU Education Building.** This building houses the Dorothy M. Bush College of Education, faculty offices, and classrooms.

**Jeanette and Cletys Sadler Global Missions Center.**

This newest multi-faceted facility patterned after Pavilion VII at the University of Virginia was specifically designed to enhance the global reach of DBU. The facility provides intentional space for community and conversations among American and international students. The Global Conversation Lounge contains state-of-the-art technology allowing DBU students to communicate the message of Jesus all over the world. On the first floor of the Sadler Global Missions Center, a large multi-purpose room can be utilized by campus ministries and student organizations for campus-wide events along with two classrooms for academic classes. Conference rooms and study areas are located throughout the building to provide locations for student conversation, meetings, and study. A food pantry and clothes closet is also part of this facility to provide assistance to DBU international students who have need.

Sadler Global Missions Center houses the International Admissions Offices, the Baptist Student Ministry Office, the Global Missions Office, the Master of Arts in Global Leadership program offices, and the Office of the Dean of Students and Spiritual Life.

**Moon International Center.** The Moon International Center houses International Student Services, Intensive English Program, International Admissions and classrooms.

**Burg Center.** This building has a 1,600-seat gymnasium for athletics and can be converted easily into a large auditorium with capacity of 2,400 for assemblies, concerts, and special events. Housed on the floors beneath the gymnasium is the Patriot Athletics Office, locker rooms, Fitness Center, and Sports Medicine Center.

**Athletic and Recreational Facilities.** The Athletic and Recreational Facilities include: Athletic Training Center, Horner Ballpark, Intramural Sports Complex, Mike Arnold Fitness Trail, Patriot Soccer Field, Patriot Sadler Clubhouse, Patriot Tennis Courts, Straus Field House, Tabor Athletic Guesthouse, and Turner Park.

**Lange Hall.** This dormitory houses 167 students and is equipped with laundry facilities.

**Williams Hall.** Williams Hall houses 164 students and is equipped with laundry facilities.

**Crowley Complex.** This residential complex contains three units: Calabria Hall, a dormitory housing 90 students; Sharp Hall, a dormitory housing 94 students; and Crowley Hall, a dormitory housing 90 students.

The campus dining hall, coed lounge, *The General Store*, Residence Life Office, Resident Directors' Office, and Parent Services are also located in this complex. Each residential unit has its own laundry facility.

**Spence Hall.** This dormitory houses 230 students and is equipped with laundry facilities. The University Switchboard is also located in this building.

**Colonial Village Apartments.** The Colonial Village Apartments are a modern way of living for DBU upperclassmen. The Ebby Halliday Center houses the Apartment Life Office as well as classrooms and faculty offices. Health Services is also located in the Colonial Village Apartments.

**Williamsburg Village Townhomes.** Williamsburg Village is an on-campus townhome neighborhood community that opened in the Fall of 2007. Williamsburg Village offers two-story, 3-bedroom, 3-bath townhome residences designed for upperclassmen students.

**Williamsburg Village Brownstones.** The Brownstones opened in June of 2011 and expanded the diversity of residential living options available to upperclassmen students. Williamsburg Village Brownstones are attached two-story, 3-bedroom, 3-bath townhomes.



## Vance Memorial Library – “Abundant Resources – Superior Service”

Vance Memorial Library is located in the Collins Learning Center. It operates within a Christian environment and provides access to services and information resources to support the educational and research needs of the Dallas Baptist University community. The library also houses some important archives such as the Baptist Heritage Collection and the Texana Collection.

Library faculty and staff provide:

- Research and Reference Assistance
- Database and Catalog Usage Instructions and Access
- Library Orientation and Tours
- Current Reading Materials Room
- Interlibrary Loan (ILL) (Borrowing items from other libraries)

Other services include:

- Study Areas (First and Second Floor)
- Photocopy Machines (First Floor)
- Digital Microform Reader (First Floor)
- Computer Research Stations (First and Second Floor)
- Media Area (CD listening and video and DVD viewing) (First Floor)

## How To Access Important Resources

### Online Databases

The DBU Library provides access to over 100 online databases - [www.dbu.edu/library/online\\_databases.asp](http://www.dbu.edu/library/online_databases.asp). These provide access to thousands of articles from scholarly journals, newspapers, magazines, and other information sources. Many offer the full text of the article to read online or print. Login instructions may be found at the bottom of the online databases home page, [www.dbu.edu/library/online\\_databases.asp](http://www.dbu.edu/library/online_databases.asp). If assistance is needed, contact the Reference Librarians at 214-333-5221.

### Online Catalog of Books

Access to the Library's materials is provided through the web accessible catalog: [www.dbu.worldcat.org](http://www.dbu.worldcat.org). Locate titles of over 230,000 books plus over 60,000 ebooks. Policies regarding the use of library materials can be found at [http://www3.dbu.edu/library/circulation\\_policies.asp](http://www3.dbu.edu/library/circulation_policies.asp).

### Interlibrary Loan

If research leads you to an article or book not owned by DBU's library, it can be requested through Interlibrary Loan (ILL) at [www.dbu.edu/library/interlibrary\\_loan.asp](http://www.dbu.edu/library/interlibrary_loan.asp) or 214-333-5389. Textbooks cannot be requested through Interlibrary Loan.

### TexShare

Students who live in Texas are able to use additional materials at libraries throughout Texas by presenting a TexShare card. Apply for a card online ([www.dbu.edu/library/texshare\\_card.asp](http://www.dbu.edu/library/texshare_card.asp)), and use it to borrow books from most Texas college and university libraries – even some public libraries. For a list of participating libraries and policies, visit the TexShare web site, [www.texshare.edu/generalinfo/about/programs.html](http://www.texshare.edu/generalinfo/about/programs.html).

### Visit Us

Students, faculty, and staff are always welcome to use the Library. In order to check out materials, you must have a current DBU ID card, which can be obtained in the Computer Lab on the second floor of the Learning Center.

### Library hours are:

Monday through Friday	6:45 a.m. to 11:00 p.m.
Saturday	7:30 a.m. to 5:00 p.m.
Sunday	2:30 p.m. to 11:00 p.m.
Closed Monday and Wednesday	10:00 to 11:00 a.m. for chapel

**Summer, winter, and holiday hours may vary. Please check the library Web site or call to confirm. 214-333-5320**

## Contact Us

### General library information

- Telephone: 214-333-5320
- Web: [www.dbu.edu/library](http://www.dbu.edu/library)

**Assistance for research and other reference questions** is available from a Reference Librarian via Web, e-mail, or phone.

- Telephone reference: 214-333-5221 or 214-333-5370
- E-mail: [lib\\_ref@dbu.edu](mailto:lib_ref@dbu.edu)
- Web: [www.dbu.edu/library/ref\\_request.asp](http://www.dbu.edu/library/ref_request.asp)

Faculty and students in DBU's distance learning community are invited to contact the Director of Distance Learning Library Services.

## Distance Education

### Distance Learning Library Services – “Equivalent Access – Superior Service”

All members of DBU's distance learning community, off-campus and online, have access to all resources and services of Vance Memorial Library at Dallas Baptist University. Our motto is “Equivalent Access – Superior Service.”

Distance Education students enrolled at DBU are granted access to online databases for journal article searching, as well as access to print and multimedia resources, by means of e-mail, telephone, fax, and regular mail. For assistance, you may contact the Director of Distance Learning Library Services ([lib\\_disted@dbu.edu](mailto:lib_disted@dbu.edu)) by e-mail or telephone at 214-333-5225 or 1-800-483-7048.

Come in or contact us.

Let us respond to your information needs.

### Book Request for Distance Learning Students

- Request items owned by DBU by completing the Distance Education Book Request form ([www.dbu.edu/library/distance\\_book\\_request.asp](http://www.dbu.edu/library/distance_book_request.asp)). Be sure to provide complete and accurate information when completing the form. A separate request form is required for each book requested.
- Books and media will be mailed to you upon request. DBU pays for the postage to you, and we ask that you pay return postage. A return mailing label and envelope will be provided for your convenience. You can request the reduced book rate at the post office to save money on postage. If your return label is misplaced, please mail the items to: Distance Education, Vance Memorial Library, Dallas Baptist University, 3000 Mountain Creek Parkway, Dallas, TX 75211
- Our Distance Learning patrons who check out books and media in this manner are subject to the same circulation policies, privileges, and responsibilities as our regular patrons.

### Article Request for Distance Learning Students

- If an article is needed from a magazine or journal owned by the Library, complete the Distance Education Article Request form ([www.dbu.edu/library/distance\\_article\\_request.asp](http://www.dbu.edu/library/distance_article_request.asp)). The article will be mailed, e-mailed, or faxed, depending on your preference. To make sure you get the information you've requested, be sure to fill out the form accurately and completely. The Library does not lend periodical issues. A separate request form is required for each article requested.
- Articles can be faxed, if a fax number is provided.

*Thank you for allowing us to respond to your information needs.*

## Academic Computer Lab

The mission of the Dallas Baptist University Academic Computer Lab is to provide students with adequate computing facilities and services so that they may complete the assignments given to them, as led by the faculty, and successfully master the information to achieve their respective callings. To accomplish this, the Academic Computer Lab provides several services to faculty and students. The DBU web site gives an overview of the services provided.

**Location:** Second Floor of the Collins Learning Center

**Phone:** 214-333-5500

**E-mail:** [support@dbu.edu](mailto:support@dbu.edu)

### The Academic Computer Lab regular semester hours are as follows:

Monday-Friday\* 6:45 am to 10:30 pm

Saturday 7:30 am to 5:00 pm

Sunday 2:30 pm to 11:00 pm

\*Closed from 9:50am - 11am on Monday and Wednesday for chapel.

### **Who may use the Computer Lab?**

The Computer Lab is open to all current Dallas Baptist University faculty and students.

### **How do Students Set Up Accounts in the Computer Lab?**

In order to use the Computer Lab, a student MUST obtain his/her own login ID by taking their ID card and pointing their web browser to <https://webreg.dbu.edu>. Then following the Account Access Setup instructions, set up their student e-mail and academic lab login account. This also sets up the password for their WebAdvisor account.

### **Services Provided**

The Computer Lab offers tutoring through the College of Natural Sciences and Mathematics.

#### **Normal Services:**

- Over 70 IBM compatible PCs running Windows 7
- MS Office 2010 on all PCs.
- Internet access
- E-mail (including off-campus access)
- Laser printers (350 pages per Fall, Spring, and Summer semesters for students, extra are \$0.10 each) **(Unused sheets at the end of a semester are not transferred over to the following semester)**
- 200 MB of Personal space on server for saving files (P: drive)
- 2 Flatbed Color Scanners
- Multimedia capabilities, including sound, are available for some programs, but a student MUST bring his/her own headphones
- Student ID cards for new students

#### **Services provided at additional cost:**

- Color printouts
- Replacement student ID cards

#### **Special Services:**

- In addition, one computer is available with voice recognition, screen reading, and screen magnification software for students with special needs. Contact the Computer Lab for more information.

## **Mac Lab**

**Location:** Horner Hall Room 209

**Phone:** 214-333-5758

**Email:** Support@dbu.edu

### **Who may use the Mac Lab?**

The Mac Lab is open only to students who are enrolled to take classes in the lab for the current semester.

### **How do Students Set Up Accounts in the Mac Lab?**

Each student will be provided a login upon entering an approved course.

### **Services Provided**

The Mac Lab does not offer tutoring; however, assistance will be provided to students whenever possible as long as the request is reasonable and does not violate any University policies.

#### **Normal Services:**

1. 25 Mac Pros running OS X 10.7.4 (Lion)
2. Internet access
3. 1 black and white laser printer
4. Adobe Creative Suite 5.0 Master Collection
5. Avid Pro Tools 10
6. Final Cut Studio v.3
7. Multimedia capabilities, including sound, are available with headphones.

# Academic Programs Available

For administrative purposes, the University is composed of the following academic divisions which offer bachelor's, master's, and doctoral degrees: The College of Business, Mary C. Crowley College of Christian Faith, Dorothy M. Bush College of Education, College of Fine Arts, College of Humanities and Social Sciences, College of Natural Sciences and Mathematics, College of Professional Studies, Gary Cook School of Leadership, Graduate School of Ministry, and Provost.

## Weekend College

Dallas Baptist University's Weekend College is a part of the College of Professional Studies and offers two majors that can be completed entirely on the weekends (Friday nights and Saturdays). Specially designed to fit the busy lifestyle of working adults, this program offers many scheduling options, including some courses on an alternating weekend course schedule, as well as a schedule with classes on four weekends during the semester. The Weekend College offers the Bachelor of Business Studies degree with majors in Business Administration or Management. A Master of Business Administration in Management is also offered through the Weekend College.

## Certificate Programs

Dallas Baptist University offers undergraduate, graduate, and post master's certificates in multiple fields of study. With the working adult in mind, certificate programs are designed for individuals who are seeking to prepare for new careers or promotions, gain or refine expertise in a particular area of study, enhance educational or professional credentials, or to pursue a course of study simply for self-enrichment.

## Associate Degree Programs

Dallas Baptist University offers seven two-year associate degree programs: Associate of Arts, Associate of Arts (Teacher Certification Preparation), Associate of Biblical Studies, Associate of Business Administration, Associate of Christian Studies, Associate of Church Music, and Associate of Science. These programs are designed to provide a strong foundation in the liberal arts or business and prepare students for future academic success if that is their desire. The associate degree also aids those who may need to enter the business world more quickly than a four-year degree program would allow.

## Bachelor Degree Programs

Dallas Baptist University offers undergraduate programs leading to the Bachelor of Arts (BA), Bachelor of Arts and Sciences (BAS), Bachelor of Business Administration (BBA), Bachelor of Business Studies (BBS), Bachelor of Music (BM), Bachelor of Music Education (BME), and Bachelor of Science (BS) degrees. The University, through its seven colleges, offers 68 undergraduate majors leading to the bachelor's degree.

## Accelerated Bachelor's and Master's Degree Programs

Dallas Baptist University offers several accelerated Bachelor's and Master's degree programs which combine compatible bachelor and master's degrees, allowing motivated students the opportunity to complete both an undergraduate and graduate degree in a single accelerated process. In most cases, students can complete both degrees with only one additional year of study and earn both diplomas upon graduation.

## Bachelor and Accelerated Degree Programs Offered

### College of Business

#### BBA

- Accounting
- Finance
- Hotel/Hospitality Management
- Management
- Management Information Systems
- Marketing
- Music Business

#### Accelerated Bachelor's and Master's Degrees:

- BBA Accounting/MBA Accounting
- BBA Management/MBA Management
- BBA Music Business/MBA
- BBA Finance/MBA Finance
- BBS Business Administration/MBA
- BBS Management/MBA Management
- BA/BS Music Business/MBA

## Mary C. Crowley College of Christian Faith

### BA

- Biblical Studies

### BA/BS

- Camp/Sport Ministry
- Christian Studies
- Philosophy

### Accelerated Bachelor's and Master's Degrees:

- BA Biblical Studies (Applied Ministry)/MA in Christian Ministry
- BA Biblical Studies (Applied Ministry)/MA in Theological Studies
- BA/BS Christian Studies (Applied Ministry)/MA in Children's Ministry
- BA/BS Christian Studies (Applied Ministry)/MA in Christian Education
- BA/BS Christian Studies (Applied Ministry)/MA in Christian Ministry
- BA/BS Christian Studies (Applied Ministry)/MA in Global Leadership
- BA/BS Christian Studies (Applied Ministry)/MA in Student Ministry
- BA/BS Christian Studies (Applied Ministry)/MA in Worship Leadership

## Dorothy M. Bush College of Education

### BA/BS

- Kinesiology
- Sport Management
- Early Childhood - Grade 6 Generalist Teacher Certification (Interdisciplinary Academic Major)
- English Language Arts and Reading Grades 4-8 Teacher Certification (Interdisciplinary Academic Major)
- Mathematics Grades 4-8 Teacher Certification (Interdisciplinary Academic Major)
- Science Grades 4-8 Teacher Certification (Interdisciplinary Academic Major)
- Computer Science Grades 7-12 Teacher Certification (Computer Science Major)
- English Language Arts and Reading Grades 7-12 Teacher Certification (English Major)
- History Grades 7-12 Teacher Certification (History Major)
- Life Science Grades 7-12 Teacher Certification (Biology Major)
- Mathematics Grades 7-12 Teacher Certification (Mathematics Major)
- Science Grades 7-12 Teacher Certification (Natural Sciences Major)
- Speech Grades 7-12 Teacher Certification (Communication Studies Major)
- Early Childhood – Grade 12 Physical Education Teacher Certification (Kinesiology Major)

### BME

- Early Childhood-Grade 12 Music Education Teacher Certification (Choral)

### Accelerated Bachelor's and Master's Degrees:

- BA Early Childhood-Grade 6 Generalist Teacher Certification/MED in Reading and English as a Second Language
- BA Grades 4-8 English Language Arts and Reading Certification/MED in Reading and English as a Second Language
- BA/BS Early Childhood – Grade 6 Generalist Teacher Certification/M.A. Teaching
- BA/BS Early Childhood – Grade 6 Generalist Teacher Certification/MED Special Education
- BA/BS Kinesiology/MED Kinesiology (with and without Early Childhood – Grade 12 Physical Education Teacher Certification)

## College of Fine Arts

### BA/BS

- Art
- Communication: Broadcast/Digital Media
- Communication: Communication Theory
- Communication: Graphic Design
- Music
- Music Business

### BM

- Church Music
- Piano Performance
- Theory
- Vocal Performance

**BME**

- Early Childhood-Grade 12 Music Education Teacher Certification (Choral)

**Accelerated Bachelor's and Master's Degrees:**

- BA/BS Communication: Communication Theory/M.A. Communication
- BA/BS Music Business/MBA

## College of Humanities & Social Sciences

**BA**

- English

**BA/BS**

- Criminal Justice
- History
- Interdisciplinary Studies
- Political Science
- Psychology
- Sociology

## College of Natural Sciences & Mathematics

**BA/BS**

- Biology
- Cell Biology
- Computer Information Science
- Computer Science
- Macrobiology
- Mathematics
- Natural Sciences

**BS**

- Environmental Science

## College of Professional Studies

**BAS**

- Art
- Christian Ministries
- Communication
- Computer Information Science
- Criminal Justice
- Health Care Management
- Interdisciplinary Studies
- Psychology
- Sociology

**BBS**

- Accounting
- Business Administration
- Finance
- Hotel and Hospitality Management
- Management
- Management Information Systems
- Marketing

**BA/BS**

- Interdisciplinary Studies

**Accelerated Bachelor's and Master's Degrees:**

- BAS Christian Ministries/M.A. in Children's Ministry
- BAS Christian Ministries/M.A. in Christian Ministry
- BBS Business Administration/MBA
- BBS Management/MBA Management

## Pre-Professional Preparation

Pre-professional preparation is a vital part of the endeavor of a liberal arts institution. Through these programs, the University seeks to provide general and discipline-specific course work which will prepare students for graduate work in their chosen fields. While majoring in a specific discipline(s), such as biology, history, or kinesiology, students will complete a set of courses, prescribed by the University, which will prepare them for the professional program of their choice. Dallas Baptist University provides pre-professional preparation programs in the following areas:

**Pre-dental**  
**Pre-optometry**  
**Pre-medical**  
**Pre-nursing**  
**Pre-occupational therapy**

**Pre-law**  
**Pre-pharmacy**  
**Pre-physical therapy**  
**Pre-physician's assistant**  
**Pre-veterinary science**

**Other pre-applied health options**

## Graduate Programs

The University offers an exciting variety of options for graduate study to qualified applicants. To accommodate the growing number of graduate students who pursue degrees part-time while continuing full-time employment, the graduate programs are tailored to fit a busy schedule. Courses are primarily offered in the evenings and on weekends, with classes meeting once each week, or every other week in a hybrid format on the main campus, DBU North, DBU Hurst-Colleyville, and DBU Mansfield. Graduate programs are available through the Graduate School of Business, the Dorothy M. Bush College of Education, the College of Fine Arts, the College of Humanities and Social Sciences, Graduate School of Ministry, Gary Cook School of Leadership, and Provost.

## Master's Degree Programs

### Master of Arts in Children's Ministry

The Master of Arts in Children's Ministry is designed to equip childhood ministers to understand the needs of children, explore the principles of the best strategies in teaching and reaching children, and implement ministry that impacts not only the child, but the family. The program provides foundations in theological, educational, and practical programming for effective children's ministry. It combines academic training and practical ministry application that focuses intentionally on the world children live in and the faith they need to follow Christ for the rest of their lives. The program consists of 18 hours of M.A. in Children's Ministry Core Curriculum, 15 hours of M.A. in Children's Ministry requirements, 6 hours of Children's Ministry service-learning and research, and 3 hours of Children's Ministry electives for a total of 42 hours.

**Master of Arts in Christian Education** with concentrations in:

***Adult Ministry, Business Ministry, Collegiate Ministry, Communication Ministry, Counseling Ministry, Family Ministry, General, Leading the Nonprofit Organization, Missions Ministry, Small Group Ministry, Student Ministry, and Worship Ministry***

The Master of Arts in Christian Education is a 42-hour graduate program designed to prepare leaders for Christian ministries and vocational work. Graduates from DBU's Master of Arts in Christian Education program will be equipped to:

- \* Demonstrate general biblical and theological knowledge
- \* Develop, organize, conduct, and evaluate Christian education ministry in various vocational assignments
- \* Communicate and lead effectively in a variety of church and community settings

All students will take 30 hours of core subjects, plus 12 hours in a concentration to prepare them to serve as ministers of education, ministers of adults, ministers of youth, ministers of business administration, and other roles.

**Master of Arts in Christian Ministry** with concentrations in:

***Chaplaincy Ministry, Counseling Ministry, Family Ministry, General Ministry, Leading the Nonprofit Organization, Ministry Leadership, and Professional Life Coaching***

The Master of Arts in Christian Ministry program is designed to help prepare students for a wide variety of ministries in churches or church-related fields. The degree plan permits students to focus on practical, biblical, historical, theological, and general ministry-related course options offered throughout the various ministry programs in the Graduate School of Ministry. In doing so, the program will offer students a broad, multifaceted exposure to Christian Ministry in the 21<sup>st</sup> century. In addition, the Master of Arts in Christian Ministry program will assist students in discerning and defining the particular direction of their call to ministry. It will also assist students in gaining additional practical and theological training while they are currently serving in churches and church-related vocations locally, nationally, and globally.

**Master of Arts in Communication** with concentrations in:  
***Communication Studies, Communication for Ministry, Organizational Communication Management, and Worship Leadership***

The Master of Arts degree in Communication (MACOM) is designed to equip graduates with academic and professional skills related to the field of communication, providing the skills and knowledge needed for servant leadership in educational, ministry, community, or professional organizations. The core courses are designed to expose graduate students to the theories, research methods, and contemporary trends in communication studies while improving their skills in public speaking, designing effective visual support for messages, using technology related to communication and worship, and leading communication activities for groups.

**Master of Arts in Counseling**  
***Course work prescribed by the State Licensing Board for Professional Counselors***

The Master of Arts in Counseling degree offers a distinctively different approach to counseling. While there is an increasing interest in professional counseling, there is also a growing disillusionment with the "morally neutral" approach that is often practiced today. This program prepares graduates to provide counseling services in a variety of settings by starting with Biblical presuppositions as the student develops appropriate counseling skills based on counseling theory and research.

**Master of Arts in Family Ministry**

The Master of Arts in Family Ministry is designed to equip ministers to be servant leaders in order to understand the needs of families, explore the principles of best strategies in biblical family formation, and implement ministry that impacts families in different phases of life. While the focus of this degree is to design ways to impact families proactively in the formation process, there will also be components that attempt to address the therapeutic issues of life as they arise from development and from crisis. The program will provide foundations in theological, educational, and practical programming for effective family ministry. It will combine academic training and practical ministry application that will focus intentionally on the world families live in and the faith they need to follow Christ.

**Master of Arts in Global Leadership** with concentrations in:  
***Church Planting, East Asian Studies, English as a Second/Foreign Language (ESL), General Studies, Global Communication, Global Studies, International Business, Leading the Nonprofit Organization, Missions, and Small Group Ministry***

The Master of Arts in Global Leadership is a 42-hour graduate program designed for global-thinking leaders who aspire to forge new paradigms for working in international or multicultural environments. The Master of Arts in Global Leadership explores ways to lead in today's rapidly changing world of globalization, resurgent cultural values, religions, clashing worldviews professional domains, and business ventures. Students must be highly motivated self-starters with innovative ideas who are eager to make a difference in the world. Global Leadership consists of connecting with people in other cultures and societies around the globe, and finding ways to exert a positive influence in their lives. Learning the intercultural skills and understanding multiethnic dynamics are crucial skills for leadership in today's increasingly multicultural and multiethnic environments.

**Master of Arts in Management** with concentrations in:  
***Conflict Resolution Management, General Management, Health Care Management, Human Resource Management, Organizational Communication, Performance Management, and Professional Sales and Management Optimization***

The Master of Arts in Management degree is a 36-credit-hour program designed to provide the communication, leadership, and management skills needed in today's business organizations. Because the business environment is dynamic, special attention is given to adapting to organizational change and becoming a change agent.

**Master of Arts in Professional Development** with concentrations in:  
***Accounting, Church Leadership, Communication, Counseling, Criminal Justice, English as a Second Language (ESL), Finance, Higher Education, Leadership Studies, Management, Management Information Systems, Marketing, Missions, Professional Life Coaching, and Training and Development.***

The Master of Arts in Professional Development Degree adopts a unique approach to graduate studies. Designed especially for professionals who desire to expand their knowledge and credentials beyond the boundaries of their bachelor's degree, this program enhances a broad and diverse educational experience. Students may select the single-discipline track or interdisciplinary track from the program concentrations.

**Master of Arts in Sport Management**

The Master of Arts in Sport Management program is designed to develop graduates who can pursue careers in sport-related professions or businesses. These might be public or private education or athletic programs at the K-12 or higher education level, or professional sports or businesses focusing on sport. It is a 36-hour program containing a 24-hour core of courses and a 9-hour concentration in leadership.



## **Master of Arts in Student Ministry**

The DBU Master of Arts in Student Ministry is designed to equip student ministers with the foundation and skills that will enable them to minister effectively to students and their families in contemporary cultural settings. The degree program engages student ministers in a contemporary study of student ministry in order to provide a practical educational base, as well as a theological foundation and biblical leadership skills for effective transformational student ministry in the local church. This program consists of 18 hours of a required Master of Arts in Christian Education core curriculum, 3 hours of student ministry service-learning, along with an additional 21 hours of student ministry requirements for a total of 42 hours.

**Master of Arts in Teaching** with certifications and specializations in:

***Early Childhood through Grade 6 Certification, Elementary Specialization, Secondary Specialization, EC-12 Specialization, English as a Second Language (ESL) Specialization, Montessori Specialization, Multisensory Specialization, and Distance Learning Specialization***

The Master of Arts in Teaching program has been established to enhance the professional development of teachers who are committed to excellence in the classroom. The program is designed for individuals who are interested in pursuing either a master's degree or a master's degree and teacher certification, and is focused on improving expertise in content areas, effective teaching strategies, and enhancing the delivery of instruction to students. The goal of the Master of Arts in Teaching program is to equip educators to become servant leaders within the school setting.

**Master of Arts in Theological Studies** with concentrations in:

***Christian Heritage, Christian Ministry, and Christian Scriptures***

The Master of Arts in Theological Studies is a 42-hour graduate program that prepares servant leaders for Christian ministry by providing a broad foundation in biblical, historical, theological, and practical ministry studies. The Master of Arts in Theological Studies provides students who are preparing for careers in ministry and those seeking advanced understandings of the foundations of Christian faith the opportunity to combine classical graduate theological education with practical ministry training. Concentrations in Christian Scriptures, Christian Heritage, and Christian Ministry allow students the opportunity to adjust academic experiences to meet differing personal ministry needs.

**Master of Arts in Worship Leadership** with concentrations in:

***Communication Ministry, Worship Ministry, and Worship Music***

The Master of Arts in Worship Leadership program is a unique program designed to engage worship leaders in a holistic study of Christian worship in order to educate the Church both individually and corporately in the theological and practical dimensions of worship. The program provides "worship leaders"—whether they are pastoral, educational, music, student (youth), or otherwise—a sound theological, transformational, and practical program for worship formation and practice. The program consists of 42 hours, with worship ministry, worship music, and worship media concentrations.

**Master of Business Administration** with concentrations in:

***Accounting, Business Communication, Conflict Resolution Management, Entrepreneurship, Finance, Health Care Management, International Business, Leading the Nonprofit Organization, Management, Management Information Systems, Marketing, Project Management, and Technology and Engineering Management***

The Masters in Business Administration degree is for professionals who desire to enhance their leadership skills and acquire new ones for more effective service to their organizations. Students learn the strategies and technologies for the future, focusing on real-world application from a uniquely ethical approach. The Masters in Business Administration program is accredited by the Association of Collegiate Business Schools and Programs.

**Master of Education in Bilingual Education** with specializations in:

***Dual Language and English as a Second Language/Multilingual***

The Master of Education in Bilingual Education program is a 36-hour, non-thesis program designed for practicing teachers and administrators who desire continued growth and expertise as professionals, specializing in the area of bilingual and multilingual education. Learning experiences and assignments in this program are designed in order to provide the learner with sufficient theoretical and experiential knowledge to serve successfully as a bilingual education specialist in the role of classroom teacher or program administrator, including coursework to prepare certified teachers for supplemental bilingual education certification through the Texas Education Agency.

**Master of Education in Curriculum and Instruction** with specializations in:

***Christian School Administration, Distance Learning, English as a Second Language, Professional Life Coaching, Special Education, and Supervision***

The Master of Education for Curriculum and Instruction is designed for teachers who are currently, or aspire to be, teacher leaders recognizing the importance of keeping up with the latest in best practices of curriculum development and instruction strategies in

order to create effective learning environments wherever they teach. The program will benefit classroom teachers, department heads, grade-level leaders, and curriculum specialists.

### **Master of Education in Educational Leadership** ***Principal Certification***

The Master of Education in Educational Leadership is a 36-hour non-thesis program. The program is composed of 9 core hours and 27 hours of specialized preparation. Students who meet additional state criteria will be qualified to sit for the state Principal TExES. Upon completion of the program, passage of the Principal TExES, and specific state regulations, the student will be qualified to apply for the state Principal's Certificate.

### **Master of Education in Higher Education** ***Administration Track (Distance Learning Specialization or Interdisciplinary Studies)*** ***Instructional Track***

Studies in higher education provide individuals who are interested in a variety of areas in higher education with the opportunity to explore the various aspects of post-secondary institutions. This exploration is conducted from a uniquely Christian perspective. Individuals who are interested in higher education administration, student personnel work, university development/advancement, or teaching on the college level are well served by the MED in Higher Education degree. Students may choose from two different 36-hour, non-thesis degree tracks: the Administration Track or the Instructional Track. The program is available online.

### **Master of Education in Kinesiology** ***Teacher Certification or Non-Certification***

The Master of Education in Kinesiology is a 36-hour non-thesis program. The program is designed to equip candidates for Christian servant leadership in the multi-faceted areas of Kinesiology, equipping them with intercultural and leadership skills equal to integrating their Christian faith and witness as they make significant contributions to the human endeavor. This degree will prepare students to apply their studies to the design of wellness, fitness, and health promotion programs in various settings of professional interest: educational, corporate, and commercial. The Master of Education in Kinesiology with Teacher Certification will allow students to seek teacher certification in the State of Texas.

### **Master of Education in Reading and English as a Second Language** with certifications in: ***English as a Second Language (ESL) Certification, Master Reading Teacher Certification, and Reading Specialist Certification, Bilingual Education Specialization***

The Master of Education in Reading and English as a Second Language (ESL) program is designed for practicing teachers and administrators who desire continued growth and expertise as professionals, specializing in the areas of literacy and ESL instruction. Once teachers with their initial teaching certification have successfully completed all coursework in the program, and if they have passed the appropriate state certification (TExES) tests, they will also earn the Reading Specialist Certification, the Master Reading Teacher Certification, and the English as a Second Language Certification/Endorsement. Learning experiences and assignments in this 36-hour program are designed in order to provide the learner with sufficient theoretical and experiential knowledge to serve successfully as a literacy and ESL specialist in the role of classroom teacher, literacy coach, or administrator. The Master of Education in Reading and English as a Second Language with Bilingual Education is a 39-hour program which supports candidates in developing additional competencies for Bilingual Education Certification.

### **Master of Education in School Counseling** ***School Counseling Certification***

The Master of Education in School Counseling degree is designed to provide the framework for school counselor preparation and to enhance the professional development of individuals who are seeking a graduate degree in school counseling. This is a 39-hour, non-thesis professional development program leading to the Professional School Counselor Certificate, and is designed to meet or exceed the certification requirements for School Counselors as established by the State Board for Educator Certification.

### **Master of Education in Special Education** ***Diagnostician Specialization***

The Master of Education in Special Education degree prepares the master's level student with knowledge, understanding, and abilities in the field of special education, K-12. The program provides the framework for effective communication and partnership, personnel management, assessment, instruction, and compliance with federal and state regulations. The 36-hour, non-thesis general Special Education program consists of 18 hours of special education academic specialization, 9 hours in the professional area, and 9 hours in the resource area. The Master of Education in Special Education with the Diagnostician Specialization leads to Texas Diagnostician certification and consists of 15 hours of special academic specialization, 15 hours in the professional area, and 6 hours in the resource area. Pathways to Teaching students can obtain teacher certification in special education while pursuing the M.Ed. in Special Education.

**Master of Liberal Arts** with concentrations in:

***Art, Christian Studies, East Asian Studies, English, English as a Second Language, Fine Arts, History, Missions, and Political Science***

The Master of Liberal Arts degree is designed to meet the needs of the student who desires an interdisciplinary, broad-based graduate education rather than specialization in a single discipline. This flexibility is appealing to a wide range of students and professionals who want an expanded liberal arts education and a better understanding of their heritage. With proper prerequisites, one may take a combination of courses, including those in the Arts, Humanities, Christian Studies, English as a Second Language, and Missions. The MLA is an approved member of the Association of Graduate Liberal Studies Programs and is directed neither toward professional research nor toward the achievement of a doctorate.

## **Dual Master's Degree Programs**

### **Master of Arts in Children's Ministry/Master of Arts in Christian Ministry**

The Master of Arts in Children's Ministry and Master of Arts in Christian Ministry dual degree provides Christ-centered graduate level education in order to prepare servant leaders for specific age-related as well as general ministry-related service in the 21<sup>st</sup> century. The M.A. in Children's Ministry degree offers students excellence in preparation for children's ministry, while the M.A. in Christian Ministry degree focuses on the broad, interdisciplinary, and practical nature of ministry preparation.

### **Master of Arts in Children's Ministry/Master of Arts in Counseling**

The dual Master of Arts in Children's Ministry and Master of Arts in Counseling degree program provides Christ-centered graduate level education to prepare servant leaders for children's ministry leadership by integrating a strong foundation in Christian Education and to provide counseling services in a variety of settings such as community counseling centers, drug and alcohol treatment facilities, college and university counseling centers, Christian counseling centers, private psychiatric hospitals, abuse shelters, churches, rehabilitation centers, and private practice.

### **Master of Arts in Children's Ministry/Master of Arts in Management**

The dual Master of Arts in Children's Ministry and Master of Arts in Management degree program provides Christ-centered graduate level education to prepare servant leaders for children's ministry leadership in a variety of settings, including the church, non-profit organizations, and advocacy programs for children.

### **Master of Arts in Children's Ministry/Master of Arts in Theological Studies**

The Master of Arts in Children's Ministry and Master of Arts in Theological Studies dual degree provides Christ-centered graduate level education in order to prepare servant leaders for Christian ministry with a focus toward children's ministry leadership and theological studies. This program provides students broad foundational knowledge in biblical, historical, theological, and practical ministry studies. Students have opportunity to gain advanced understanding of the foundations of Christian faith as well as strong theological knowledge that leads to educating their minds and kindling their hearts in a manner that promotes a life of service for Christ's kingdom.

### **Master of Arts in Children's Ministry/Master of Business Administration**

This dual degree program is an attractive option for those students who have a strong desire to serve in children's ministry, as they lead weekday ministries, non-profit organizations, or advocacy programs for children. The M.B.A. provides the strong business foundation needed for strategic administration of all types of ministry programs, while the M.A. in Children's Ministry prepares the student for ministry specific to children and their families.

### **Master of Arts in Children's Ministry/Master of Liberal Arts**

The Master of Arts in Children's Ministry and Master of Liberal Arts dual degree program provides Christ-centered graduate level education to prepare servant leaders for children's ministry leadership by integrating a strong foundation in Christian Education in addition to a broad-based liberal arts degree.

### **Master of Arts in Christian Education/Master of Arts in Christian Ministry**

Through the Master of Arts in Christian Education and Master of Arts in Christian Ministry dual degree program students will demonstrate general biblical and theological knowledge as they develop, organize, conduct, and evaluate Christian education ministry in various vocational assignments which prepare them to lead effectively in a wide variety of ministries in churches or church-related fields. Additionally, students will broaden their general Christian ministry preparation horizons by taking practical, biblical, historical, theological, and general ministry-related course options offered throughout the various ministry programs in the Graduate School of Ministry.

### **Master of Arts in Christian Education/Master of Arts in Counseling**

The Master of Arts in Christian Education and Master of Arts in Counseling dual program is a 76-hour, non-thesis, graduate program designed for those seeking advanced preparation in church related, counseling-centered ministries. Students gain theoretical and experiential knowledge through the 30-hour core curriculum of the Masters in Christian Education and the 46-hour academic and professional curriculum of the M.A. in Counseling.

### **Master of Arts in Christian Education/Master of Arts in Global Leadership**

The purpose of the Master of Arts in Christian Education and Master of Arts in Global Leadership dual degree is to provide Christ-centered graduate level education that will prepare servant leaders with theological, global, and practical aspects of missions and education ministry for the 21<sup>st</sup> century.

### **Master of Arts in Christian Education/Master of Arts in Teaching**

This dual program is a 60-hour, non-thesis, graduate program designed for those seeking advanced preparation in church-related, education-centered ministries. Students gain theoretical and experiential knowledge through a 30-hour M.A. in Christian Education core curriculum and a 30-hour M.A. in Teaching academic and professional curriculum.

Teacher certified students in the program have the program options of earning :

- **Special Education**
- **Reading, or**
- **ESL certificates**

to add to their initial certification. Students seeking additional certificates will be required to pass the appropriate state certification (TExES) tests.

### **Master of Arts in Christian Education/Master of Arts in Theological Studies**

The Master of Arts in Christian Education and Master of Arts in Theological Studies dual degree provides Christ-centered graduate level education in order to prepare servant leaders for Christian ministry. Students will have opportunity to gain the knowledge and skills for church-related ministries; and broad foundations in biblical, historical, theological, and practical ministry. This dual degree program will provide students advanced understandings of the foundations of Christian faith. By educating their minds and kindling their hearts in a manner that promotes a life of service for Christ's kingdom, students will have the opportunity to combine classical graduate theological education with practical ministry training.

### **Master of Arts in Christian Education/Master of Business Administration**

The role of the church leader continues to grow in complexity as the concept of the global community expands. The pressure to operate as a business with scarce resources is a reality that cannot be ignored. Many predict that the real mission fields in the future will be through business leaders as they work in the United States, Europe, and third world countries, heightening the demand to blend theological knowledge and training with business theory and application.

Prospective students from the ministry will pursue this 54-hour dual degree to obtain and strengthen the skills and competencies needed to be effective in church leadership roles such as executive pastor, division leader, church planter, and/or global ministry. In addition, while the vast majority of students applying for admission to this unique, dual degree program may already be serving in a ministry or believe they are called to serve, students include those who have started a business career and subsequently sense a call to the ministry.

### **Master of Arts in Christian Ministry/Master of Arts in Communication**

This dual degree program affords a pragmatic option to students who sense a direction in ministry that may include communication functions within a church or church-related organization. Additionally, the program serves as a viable option for any type of congregational or para-church position in which written, oral, or mass communication are routinely utilized.

### **Master of Arts in Christian Ministry/Master of Arts in Global Leadership**

The purpose of this dual degree program is to provide Christ-centered graduate level education that will prepare servant leaders for the theological, global, and practical aspects of mission and ministry service for the 21<sup>st</sup> century.

### **Master of Arts in Christian Ministry/Master of Arts in Student Ministry**

The Master of Arts in Christian Ministry and Master of Arts in Student Ministry dual degree program will provide Christ-centered graduate level education to prepare servant leaders for excellence in a student ministry specialization combined with a broad, interdisciplinary understanding of Christian ministry in general.

### **Master of Arts in Christian Ministry/Master of Arts in Theological Studies**

This dual degree program will provide Christ-centered graduate level education that will prepare servant leaders for the practical and theological aspects of ministry in the 21<sup>st</sup> century. The M.A. in Christian Ministry will focus on the broad, interdisciplinary, and practical nature of ministry preparation, while the M.A. in Theological Studies will focus on the more biblical, theological, and historical aspects of ministry preparation.

### **Master of Arts in Christian Ministry/Master of Arts in Worship Leadership**

The purpose of the Master of Arts in Christian Ministry and Master of Arts in Worship Leadership dual degree program is to provide Christ-centered graduate level education that will equip servant leaders for excellence in service in the fields of Christian Ministry and Worship Leadership. The M.A. in Christian Ministry will focus on the interdisciplinary, theological, and practical nature of ministry preparation, while the M.A. in Worship Leadership will focus on the essentials of worship leadership theory and practice for the 21<sup>st</sup> century.

### **Master of Arts in Christian Ministry/Master of Business Administration**

Ministry in the 21st Century affords exciting opportunities for servant leadership in a variety of business and/or ministry contexts. This dual degree program is designed for students discerning a call to serve in one of these unique vocational contexts, including business/administrative church staff positions, the non-profit sector, or entrepreneurial business/ministry endeavors on a local, national, or global scale. By offering core course competencies from both the M.B.A. and M.A. in Christian Ministry programs, students will be equipped to serve with excellence in their chosen field of business/ministry vocation.

### **Master of Arts in Communication/Master of Arts in Management**

The Master of Arts in Management and the Master of Arts in Communication is a 54-hour dual degree program which is designed to provide the communication, leadership, and management skills needed in today's business organizations. Because the business environment is dynamic, special attention is given to organizational communication, adapting to organizational change, performance management, strategic communication management, and communication for global organizations.

### **Master of Arts in Communication/Master of Arts in Worship Leadership**

The Master of Arts in Communication and Master of Arts in Worship Leadership dual degree program is designed to equip graduates with academic knowledge and professional skills related to the field of communication, which will enable them to provide effective servant leadership in educational, ministry, community, or professional organizations. In addition, graduates will gain a holistic study of Christian worship which will enable them to educate and lead today's church in the theological and practical dimensions of worship.

### **Master of Arts in Communication/Master of Business Administration**

The Master of Arts in Communication and the Master of Business Administration dual degree equips students with academic knowledge, competency skills, and professional skills related to the fields of leadership and communication within organizations. This 54-hour dual degree gives students the opportunity to gain competitive advantage in their chosen vocations, whether communication or business.

### **Master of Arts in Communication/Master of Education in Curriculum and Instruction**

Effective communication and efficient organizational structure is essential in any educational setting. The M.A. in Communication and M.Ed. in Curriculum and Instruction dual degree provides a platform on which students will gain an advanced understanding of the skills necessary to lead groups in an educational setting, whether in school or business. The skills and knowledge acquired through this degree plan will provide individuals with a deep understanding of the inner workings of curriculum planning and how to coordinate and lead work teams in the support and implementation of the institution's mission and vision.

### **Master of Arts in Communication/Master of Education in Higher Education**

This dual degree program provides a platform on which students will gain an advanced understanding of the skills necessary to lead groups on a college or university campus. The skills and knowledge acquired through this degree will provide individuals with a deep understanding of the inner workings of a college campus and how to coordinate and lead work teams in the support and implementation of the institution's mission and vision.

### **Master of Arts in Global Leadership/Master of Arts in Management**

The Master of Arts in Global Leadership and Master of Arts in Management dual degree program provides students with an integrated approach to the study of international business, cross-cultural communication dynamics, and Christian witness in a multi-national and multi-cultural environment. This dual degree program will be most relevant to students who plan to manage businesses in a global setting, and who are committed to integrating faith and business in diverse cultural settings. Because the

business environment is dynamic, special attention is given to adapting to organizational change, performance management, and becoming a change agent.

### **Master of Arts in Global Leadership/Master of Arts in Student Ministry**

Global leaders recognize that the world population of the 21<sup>st</sup> century includes a large majority of young people, constituting a strategic group in every society. This dual degree prepares students to integrate the skills and knowledge needed to work with youth and young adults in effective ministry to different cultures and worldviews as today's student minister is involved in hands-on service to others while preparing youth to live out their faith in an intercultural and multiethnic environment.

### **Master of Arts in Global Leadership/Master of Arts in Teaching**

The 21<sup>st</sup> Century affords exciting opportunities for global servant leadership in a variety of educational institutions around the world. This dual degree program is designed for students who want to develop academic expertise in a given discipline with which they can teach in overseas universities or other international academic programs, institutions, and settings. At the same time students can develop skills sets to help them with the complex dynamics needed to serve others by adding value to their lives and sharing a gospel witness in diverse cultural contexts – by learning to adjust to cross-cultural environments, by acquiring another language, and by making and sustaining intercultural relationships.

### **Master of Arts in Global Leadership/Master of Arts in Theological Studies**

The Master of Arts in Global Leadership and Master of Arts in Theological Studies dual degree provides Christ-centered graduate level education to prepare servant leaders for Christian ministry with a focus toward global leadership and theological studies. This dual degree program seeks to educate candidates for Christian servant leadership in the multi-faceted global context, equipping them with intercultural leadership skills in order to integrate their Christian faith and witness as they make significant contributions in today's multi-cultural and multi-ethnic environment. Additionally, the program provides a broad foundation in biblical, historical, theological, and practical ministry studies by providing students advanced understandings of the foundations of Christian faith.

### **Master of Arts in Global Leadership/Master of Business Administration**

This dual degree program provides students with an integrated approach to the study of international business, cross-cultural communication dynamics, and Christian witness in a global environment. The business training and skills obtained while earning an internationally recognized educational credential provides insight into how international business can improve human well-being and support kingdom growth, while creating a career platform from which to pursue Christian ministries in a global setting.

### **Master of Arts in Management/Master of Arts in Student Ministry**

The role of the student ministry leader continues to grow in complexity, heightening the need to blend theological knowledge, specialized student ministry training, and business management theory and application. Student ministers will pursue these degrees to gain the skills and competencies needed for effective church and parachurch leadership in areas such as student ministry or church planting.

### **Master of Arts in Management/Master of Education in Curriculum and Instruction**

An important area of interest in the field of education is the role of Teacher-Leader with strong management skills supported by the knowledge of Human Resource Management. This dual degree program is designed for teacher-leaders who are assuming roles as lead teachers, department chairs, grade-level coordinators, coaches, mentors, or other campus-level roles of leadership, while also preparing them for central office level of administration in order to lead teams of teachers in the expanding roles of education. This dual program may also appeal to business professionals such as corporate trainers and business educators who want to increase their skills in teaching, instructional planning, and instructional delivery.

### **Master of Arts in Management/Master of Education in Higher Education**

The Master of Arts in Management and the Master of Education in Higher Education Dual Degree Program is a 54-hour program that will be most relevant to students who want strong understanding, skills and competencies in developing leaders, organizational management, and in leading educational organizations within higher education effectively from an administrative perspective.

### **Master of Arts in Management/Master of Education in Kinesiology**

As fitness, wellness promotion, and health care continue to be significant career fields for students in the M. Ed. in Kinesiology program, preparing them to assume upper management roles in these industries takes on ever-increasing importance. These students are well prepared in addressing these fields in a practical application sense, and acquiring a broad range of management skills places them at the forefront of those individuals directing these businesses.

### **Master of Arts in Student Ministry/Master of Arts in Teaching**

The Master of Arts in Student Ministry and Master of Arts in Teaching dual degree program is a 60-hour, non-thesis graduate program designed for those seeking advanced preparation in student ministry-related, education-centered ministries. Students gain theoretical and experiential knowledge through a 30-hour M.A. in Student Ministry core curriculum and 30-hour M.A. in Teaching academic and professional curriculum.

Teacher certified students have the program options of earning special education, reading, or ESL certificates to add to their initial certification. Students seeking additional certificates will be required to pass the appropriate state certification (TEXES) tests.

### **Master of Arts in Student Ministry/Master of Arts in Theological Studies**

This dual degree program provides students with a Christ-centered graduate level education in order to prepare servant leaders for student ministry leadership and Christian ministry by providing broad foundational knowledge in biblical, historical, theological, and practical ministry studies. Students have opportunity to gain advanced understanding of the foundations of Christian faith as well as strong theological knowledge that leads to educating their minds and kindling their hearts in a manner that promotes a life of service for Christ's kingdom.

### **Master of Arts in Student Ministry/Master of Arts in Worship Leadership**

The Master of Arts in Student Ministry and Master of Arts in Worship Leadership dual degree provides Christ-centered graduate level education in order to prepare servant leaders with theological, practical, and leadership aspects of student ministry and worship.

### **Master of Arts in Student Ministry/Master of Business Administration**

Student ministers pursue this dual degree to obtain and strengthen the skills and competencies needed to be effective in student ministry leadership roles such as student ministers in the local church, leaders of student ministry para-church organizations, and/or global student ministry. In addition, while the vast majority of students admitted to this unique dual degree program may already be serving in a ministry or believe they are called to serve, students include those who have started a business career and subsequently sense a call to the ministry.

### **Master of Arts in Student Ministry/Master of Education in Higher Education**

The Master of Education in Higher Education provides foundational knowledge in the history, mission, and administration of higher learning. The Master of Arts in Student Ministry opens opportunities for spiritual guidance and development that can enhance the educational experience of college students. The opportunity to minister to the college campus community is enhanced with this dual degree offering.

### **Master of Arts in Teaching/Master of Education in Higher Education**

The Master of Arts in Teaching program enhances professional development of educators who are committed to excellence in the classroom through a focus on expertise in content areas, effective teaching strategies, enhanced delivery of instruction, and purposeful assessment. The program is designed for individuals who are interested in pursuing a master's degree or additional certification and to equip educators to become servant leaders within the school setting. The M.Ed. in Higher Education program provides individuals who are interested in a variety of areas in higher education with the opportunity to explore the various facets of service and leadership at post-secondary institutions.

### **Master of Arts in Theological Studies/Master of Arts in Worship Leadership**

The Master of Arts in Theological Studies and Master of Arts in Worship Leadership dual degree provides Christ-centered graduate level education to prepare servant leaders for Christian ministry. Students will have opportunity to gain knowledge and skills in the areas of worship leadership ministries; and in biblical, historical, theological, and practical ministry studies. By educating their minds and kindling their hearts in a manner that promotes a life of service for Christ's kingdom, students will have opportunity to combine classical graduate theological education with practical ministry training.

### **Master of Business Administration/Master of Education in Educational Leadership**

This dual degree will allow students who have strong interests in educational leadership to integrate their knowledge from these two disciplines – business and educational administration. Students will build a broad foundation for successful administration by gaining the understanding, competencies, and skills necessary for developing business models while leading in an educational setting. Students successfully completing this dual degree plan will receive two master's degrees while gaining a significant competitive advantage.

### **Master of Business Administration/Master of Education in Higher Education**

The Master of Business Administration and the Master of Education in Higher Education Dual Degree Program is a 54-hour program that will be most relevant to students who want strong understanding and skills both in developing business models and in leading educational organizations within higher education effectively from an administrative perspective.

### **Master of Education in Curriculum and Instruction/Master of Education in Educational Leadership**

The Master of Education in Curriculum and Instruction/Master of Education in Educational Leadership dual degree is a 54-hour, non-thesis program. The program consists of 18 credit hours in a common core curriculum, 18 credit hours in Specialized Preparation for Curriculum and Instruction, and 18 credit hours of Specialized Preparation for Educational Leadership.

### **Master of Education in Curriculum and Instruction/Master of Education in Higher Education**

Knowledge of curriculum planning and instructional effectiveness is essential in a higher education setting. The M.Ed. in Curriculum and Instruction and M.Ed. in Higher Education dual degree provides a platform on which students will gain an advanced understanding of the skills necessary to design curriculum, plan for effective instruction, and provide leadership to groups of individuals in higher education. The skills and knowledge acquired through this degree plan will provide individuals with a deep understanding of the inner workings of curriculum planning and how to coordinate and lead work teams in the support and implementation of the institution's mission and vision.

This dual degree program is a 54-hour, non-thesis program that provides insight and direction in the development, planning, and implementation of sound curriculum initiatives as well as the leadership and organizational skills necessary to launch these plans on the college and university levels. The program consists of 18 credit hours in a shared common curriculum 18 hours of specialized preparation in Curriculum and Instruction, and 18 hours of specialized preparation in Higher Education

### **Master of Education in Curriculum and Instruction/Master of Education in Reading and English as a Second Language**

The dual master's program is a 54-hour non-thesis program that provides candidates with advanced education in order to develop strong theoretical and experiential knowledge and effective skills in reading, ESL, and curriculum and instruction. Upon program completion, teacher candidates will receive a Master of Education in Curriculum and Instruction and a Master of Education in Reading and English as a Second Language, along with preparation that can lead to certification as a Reading Specialist, Master Reading Teacher, English as a Second Language specialist, and Curriculum and Instruction specialist.

### **Master of Education in Educational Leadership/Master of Education in Reading and English as a Second Language**

The dual master's program in Educational Leadership and Reading and English as a Second Language (ESL) is a 57-credit hour non-thesis program that prepares teacher candidates who wish to develop strong theoretical and experiential knowledge as well as effective skills and certification in reading, ESL, and campus leadership programs. Upon program completion, teacher candidates will receive a Master of Education in Educational Leadership and a Master of Education in Reading and English as a Second Language, along with preparation that can lead to certification as a campus administrator, Reading Specialist, Master Reading Teacher, and English as a Second Language Specialist.

### **Master of Education in Educational Leadership/Master of Education in School Counseling**

The dual master's program in school counseling and educational leadership is a 57-credit hour program that prepares students who have strong interests in both school counseling and campus leadership positions. Upon program completion, students will receive a Master of Education degree in School Counseling and a Master of Education degree in Educational Leadership, along with having the preparation that can lead to the state certification in both areas.

### **Master of Education in Educational Leadership/Master of Education in Special Education**

The Master of Education in Educational Leadership/Master of Education in Special Education is a 57-credit hour non-thesis program that prepares teacher candidates to develop strong theoretical and experiential knowledge with leadership qualifications leading to campus and district administrative positions and principal's certification.

The Master of Education in Educational Leadership/Master of Education in Special Education (with Diagnostician Specialization) is a 57-credit hour non-thesis program that prepares teacher candidates to develop strong theoretical and experiential knowledge with leadership qualifications leading to campus and district administrative positions. Upon completion of the program, teacher candidates will receive a Master of Education in Special Education (with Diagnostician Specialization) and a Master of Education in Educational Leadership that can lead to state educational diagnostician and principal's certification.



## **Master of Education in Higher Education/Master of Education in Kinesiology**

This dual degree is a 54-credit hour, non-thesis program consisting of a M.Ed. in Higher Education core curriculum of 21 hours and a M.Ed. in Kinesiology core curriculum of 21 hours with three credit hours of shared core curriculum and nine credit hours of electives.

The M.Ed. in Higher Education program is committed to fulfilling the University mission of providing Christ-centered, quality higher education in order to produce servant leaders who possess the ability to integrate faith and learning through their respective callings and career opportunities. The program provides individuals who are interested in a variety of areas in higher education with the opportunity to explore the various facets of post-secondary institutions.

The Master of Education in Kinesiology program is designed to allow students to receive a Master of Education in Kinesiology. The purpose of the M.Ed. in Kinesiology is to equip candidates for Christian servant leadership in the multi-faceted areas of Kinesiology, equipping them with intercultural and leadership skills equal to integrating their Christian faith and witness as they make significant contributions to the human endeavor. This degree will prepare students to apply their studies to the design of wellness, fitness, and health promotion programs in various settings of professional interest: education, corporate, and commercial.

## **Master of Education in Reading and English as a Second Language/Master of Education in Special Education**

This dual master's program is a 54-credit hour non-thesis program that prepares teacher candidates who wish to develop strong theoretical and experiential knowledge as well as effective skills and certification in reading, ESL, and special education. Upon program completion, teacher candidates will receive a Master of Education in Special Education and a Master of Education in Reading and English as a Second Language, along with preparation that can lead to certification as a Reading Specialist, Master Reading Teacher, English as a Second Language specialist, and Special Education specialist.

The dual master's program in reading and English as a second language (ESL) and special education with educational diagnostician specialization is a 57-credit hour non-thesis program that prepares teacher candidates who wish to develop strong theoretical and experiential knowledge as well as effective skills and certification in the areas of reading, ESL, special education, and educational diagnostician. Upon program completion, teacher candidates will receive a Master of Education in Special Education with Educational Diagnostician Specialization and a Master of Education in Reading and English as a Second Language, along with preparation that can lead to certification as a Reading Specialist, Master Reading Teacher, English as a Second Language specialist, Special Education specialist, and Educational Diagnostician.

## **Doctoral Degree Programs**

### **Ed.D. in Educational Leadership (K-12)**

The Ed.D. in Educational Leadership K-12 emphasizes a practical approach to leadership development that accentuates the servant leadership model. This degree program is for individuals who intend to put their skills into practice through positions of leadership in educational institutions. DBU's purpose is to provide a transforming, Christ-centered, quality education. Our desire is to produce servant leaders who are trained to develop other leaders through the knowledge and skills gained in this doctoral program.

#### **Design of Program**

The Ed.D. in Educational Leadership K-12 is a sixty (60) credit hour program consisting of the following:

- 24 hours of core studies in educational leadership,
- 6 hours of research studies,
- 21 hours of cognate studies,
- and a minimum of 9 hours treatise research and writing.

The program offers students the following benefits:

- Rigorous yet practical design.
- Classes each fall, spring, and summer term.
- Coursework completion in approximately three years and graduation upon defense of their treatise for students who enroll and successfully complete six hours during each term.
- An opportunity for students to begin writing their treatise proposal in the third year of study.
- The option for students to take additional time to complete their treatise studies.
- Enrichment from a body of students from other countries, diverse cultures, different higher educational institutions, and various school systems.
- An exciting and stimulating educational experience for everyone involved.

#### **Cohort Structure**

- The cohort is structured in a six hour per semester format. Each fall and spring, the classes meet on campus only three weekends a semester (a weekend is defined as all day Friday and all day Saturday, 8:00 a.m. to 5:00 p.m.). Projects, papers, and readings are assigned between these class meetings.
- During the summer semester, the format converts to a symposium type format. The students will meet on campus for 7 to 9 days, 8:00 a.m. to 5:00 p.m. each day. This summer schedule facilitates travel during the first and second years in the program. During the first year, the students travel to Austin, Texas, and in the second year, the students travel to

Washington, D.C. **No additional costs are incurred for this travel.** The student pays the regular tuition for the six hours of instruction, and DBU pays the cost of the student's airfare, hotel, and two meals a day.

### **Ed.D. in Educational Leadership**

The Doctor of Education (Ed.D.) in Educational Leadership emphasizes a practical approach to leadership development, incorporating theory and research, and accentuating the servant leadership model. The accelerated program is offered in an inventive delivery system that allows students to complete the degree while continuing to live in their current location. Individuals who intend to utilize their skills through positions of leadership in higher education institutions, educational ministry organizations or churches, and a host of other endeavors may benefit from a terminal degree in leadership. DBU's purpose is to provide a transforming Christ-centered quality education to produce servant leaders who are trained to develop other leaders through the practical knowledge and skills gained through this doctoral program.

The program offers three concentration tracks:

- Higher Education Leadership – provides cognate studies in higher education administration and leadership.
- Educational Ministry Leadership – provides cognate studies specific to leadership in the church or a Christian education organization.
- General Leadership – provides cognate studies for professionals in a range of leadership positions.

The Doctor of Education in Educational Leadership is a 60-hour program with twenty (20) credit hours of core studies in educational leadership, twenty (20) credit hours of studies in a selected cognate area, eight (8) credit hours of research studies, and twelve (12) credit hours in dissertation research and writing. A primary goal of the Ed.D. in Educational Leadership is that the integrated curriculum and the praxis-based experiences create significant transforming personal growth within each student, who will emerge well-equipped to contribute to his/her field.

The program is academically rigorous and practical in design. Students from other countries, diverse cultures, and different higher education institutions enrich this degree program.

All students will progress through the hybrid courses and research as a cohort, completing the program in 34 months. Cohort programs begin in January of each year, with classes offered each spring, summer, and fall. Students enroll for two (2) classes of four (4) credit hours each term. The hybrid design provides significant learning experiences through the online component of each class, along with face-to-face interaction as students participate in on-campus seminars for one week, three (3) times each year. The dissertation process is interwoven throughout the class structure, allowing students to complete the entire program in less than three years.

### **Ph.D. in Leadership Studies**

The Dallas Baptist University Ph.D. in Leadership Studies is an interdisciplinary degree, requiring a minimum of 60 hours of advanced study beyond the master's degree: 30 hours of core leadership studies; 12 hours of research and statistics (assuming that a student enters with at least one master's level statistics course); 9 hours of seminars in one of four areas of concentration (business, higher education, general leadership, or ministry); a 120-hour mentored internship (3 credit hours); and the writing of a prospectus proposal and dissertation, for which 6 credit hours will be awarded upon completion. Organized both systematically and thematically, the study and research of leadership derives from the biblical, classical, philosophical, historical, and global dimensions of effective leadership. It draws from, and integrates with, the fields of business, general leadership, higher education, and ministry. Across the curriculum, the program includes several theoretical and behavioral cognates: applied biblical ethics, motivational communication skills, issues related to conflict and change, and the value of cultural diversity.

The program centers upon a cohort of approximately 20 participants who will take residential core leadership and research courses together. Non-cohort students will not be included in these courses. The cohort model allows individuals opportunities to work collaboratively towards achieving the learning outcomes of the program. The cohort model also creates communities of "scholar-practitioners" – faculty and students – capable of promoting supportive, equitable conditions in which all members may flourish. Dallas Baptist University's philosophy of personalized approach encourages all candidates to complete the program within four, but not more than seven, years.

Academically rigorous and creative, faculty and students engage the study of leadership as a community of scholars from business, education, government, ministry, and other disciplines. In addition to the semester courses, the program includes three summer institutes comprised of 7-14 day intensive sessions. The first summer institute is held in Dallas and focuses upon personal growth, professional development plans, and leadership courses. The second summer institute includes a trip to Washington, D.C. with a special emphasis on political and organizational leadership. The third summer institute takes place in Oxford, England, with a concentration on global and cultural leadership issues.

### **Distance Education (Online)**

Distance Education is a part of Dallas Baptist University's commitment to serve its students through a variety of effective methods in instructional delivery designed to meet the needs of students at a distance. DBU's online education website, ([www.dbu.edu/online](http://www.dbu.edu/online)) provides a cadre of student resources and provides a daily connection to the campus. Links offer opportunities for the distance education student to share in university life, including a special welcome, a look at DBU, the latest in sports, the online *Dallas*

*Baptist University Undergraduate Catalog, Graduate Bulletin, and the latest Schedule of Classes.* Distance education students enjoy a full range of DBU library services to enhance learning and may connect with the DBU Library ([www.dbu.edu/library](http://www.dbu.edu/library)) for links to personal library assistance and online databases information. In addition, the University Writing Center is also available for distance education students by contacting [writingcenter@dbu.edu](mailto:writingcenter@dbu.edu).

## **Undergraduate Online Policy**

DBU undergraduate resident students with 24 or more hours may register for two additional online classes per semester, provided that the undergraduate student enrolls or maintains enrollment in at least 12 hours of on-campus classes in the regular semester, not including mini-terms.

Undergraduate commuter students (non-PRST) with more than 24 hours of college credit may enroll in online classes.

Undergraduate resident and commuter students may take online classes during the winter and summer terms, regardless of the number of credit hours earned, after the first semester of enrollment.

## **Online Courses**

Dallas Baptist University is a pioneer in Christian online education, delivering fully accredited degree programs via the Internet since 1998 without required campus visits. Providing courses and degrees via online delivery is a part of Dallas Baptist University's commitment to serve its students through a variety of effective methods in instructional delivery designed to meet student needs for flexibility. DBU online education offers students engaging, Christ-centered content and personal connection with the professor and other class members along with convenience and flexibility, which allows students academic progress any time or any place. Each online class is limited in enrollment in order to ensure quality learning and interaction with the professor and students. The time and study requirements found in online classes are comparable with those found in classroom instruction.

The DBU Online virtual campus provides a rich online environment where students and faculty members can collaborate and interact with one another. Students receive quality services online such as the DBU Library, the DBU bookstore, advising, and course registration. Today, we offer 59 full degree programs completely online serving students anywhere in the world. With programs available anywhere with Internet access, the DBU Online Education program has been very successful delivering quality online education while maintaining a 92% student course completion rate.

## **Degrees Offered Online**

Please see the degree requirements and course descriptions for detailed information regarding online courses. Degrees available through DBU Online Education include the following:

### **Associate Degrees:**

**Associate of Arts**

**Associate of Biblical Studies**

**Associate of Business Administration**

### **Bachelor's Degrees:**

**Bachelor of Arts**

Biblical Studies

**Bachelor of Arts and Sciences**

Christian Ministries (Business Concentration online only)

Communication

Criminal Justice

Health Care Management

Interdisciplinary Studies (8 concentrations)

Psychology

Sociology

**Bachelor of Business Administration**

Management

Management Information Systems

Marketing

**Bachelor of Business Studies**

Business Administration

Finance

Management  
Management Information Systems  
Marketing

## **Master's Degrees:**

### **Master of Arts in Children's Ministry**

### **Master of Arts in Christian Education**

Adult Ministry  
Business Ministry  
Collegiate Ministry  
Family Ministry  
General  
Student Ministry  
Worship Ministry

### **Master of Arts in Christian Ministry**

Counseling Ministry  
Family Ministry  
General Ministry

### **Master of Arts in Management**

General Management  
Health Care Management  
Human Resource Management

### **Master of Arts in Professional Development**

Church Leadership  
Criminal Justice  
Finance  
Higher Education  
Leadership Studies  
Management  
Management Information Systems  
Marketing

### **Master of Arts in Student Ministry**

### **Master of Arts in Teaching**

Distance Learning Specialization

### **Master of Arts in Worship Leadership**

Worship Ministry

### **Master of Business Administration**

Finance  
Health Care Management  
International Business  
Management  
Management Information Systems  
Marketing  
Project Management

### **Master of Education in Curriculum and Instruction**

Christian School Administration Specialization  
Distance Learning Specialization  
Supervision Specialization

### **Master of Education in Educational Leadership**

### **Master of Education in Higher Education**

Administration Track  
Distance Learning Specialization  
Interdisciplinary Studies

**Master of Liberal Arts**

Interdisciplinary Track  
Single-Discipline Track  
Christian Studies

**Accelerated Bachelor's/Master's Degrees:**

**Bachelor of Biblical Studies (Applied Ministry Concentration)/Master of Arts in Christian Ministry**

Counseling Ministry  
Family Ministry

**Bachelor of Business Administration in Management/Master of Business Administration in Management**

**Bachelor of Business Studies in Business Administration/Master of Business Administration**

Finance  
Health Care Management  
International Business  
Management  
Management Information Systems  
Marketing  
Project Management

**Bachelor of Business Studies in Management/Master of Business Administration in Management**

**Dual Master's Degrees:**

**Master of Arts in Children's Ministry/Master of Business Administration**

**Master of Arts in Children's Ministry/Master of Liberal Arts**

**Master of Arts in Christian Education/Master of Business Administration**

**Master of Arts in Management/Master of Arts in Student Ministry**

**Master of Arts in Management/Master of Education in Curriculum and Instruction**

**Master of Arts in Management/Master of Education in Higher Education**

**Master of Arts in Student Ministry/Master of Business Administration**

**Master of Business Administration/Master of Education in Educational Leadership**

**Master of Business Administration/Master of Education in Higher Education**

**Master of Education in Curriculum and Instruction/Master of Education in Educational Leadership**

In addition to these degrees, **Certificate Programs** available online include:

**Undergraduate Certificates:**

Health Care Management  
Information Systems and Technology  
Management Practices

**Advanced Certificates:**

Children's Ministry Leadership  
Christian School Administration  
Curriculum and Instruction  
Distance Learning  
Health Care Management  
Higher Education Administration  
Human Resource Management  
Information Systems Management  
International Management  
Management  
Marketing  
Ministry Leadership in following concentrations:

Business Ministry  
Collegiate Ministry  
Family Ministry  
Student Ministry  
Worship Ministry  
Project Management  
School Principalship  
Student Ministry  
Worship Ministry

DBU's student-centered online learning opportunities also include a broad selection of required General Studies courses. Credit hours earned through the successful completion of DBU's online courses will qualify for inclusion in credit hours accumulated by the student to fulfill the university's 30-credit-hour residency requirement. For further information, contact DBU's Online Student Coordinator at 1 (800) 460-8188.

## **Hybrid Courses**

### **The best of both worlds ... A combination of online and traditional courses**

Hybrid courses combine the flexibility of online instruction with the benefit of face-to-face instruction in the classroom. Students attend part of the usual class times in the classroom and complete the remaining course work online. Hybrid courses are comparable to those taught in the traditional classroom and are offered at both the undergraduate and graduate level.

## DISTINCTIVES OF THE UNIVERSITY

### Corrie ten Boom Collection

One of the most gifted Christian communicators of our century was the Dutch evangelist, Corrie ten Boom, whose well-known story is told in the book *The Hiding Place*. Dallas Baptist University houses a collection of Corrie ten Boom memorabilia. This has been placed in the Corrie ten Boom Room in the Patty and Bo Pilgrim Chapel. Letters and publications are available for study by students and visitors to the University.

Corrie ten Boom's life was dedicated to the Lord in the service of people everywhere. She traveled the globe in the decades following World War II, telling about the victory of Jesus Christ even over the horrors of a concentration camp. She was an example of courage through faith. The University seeks to honor her memory and encourage many to emulate her example.

### Orville and Esther Beth Rogers Intercessory Prayer Ministry

As soon as Dr. Gary Cook became President of Dallas Baptist University in the spring of 1988, he set aside a quiet room on campus and invited faculty, staff, and students to take an active part in praying for our university. Today the Cynthia Estes Prayer Room is located on the lower level of the Patty and Bo Pilgrim Chapel. Dr. Cook believes that it is only as we commit ourselves completely to the Lord that we can become truly fruitful in our desire to provide an excellent, distinctively Christian education.

Students, staff, and faculty are invited to take part in a chain of prayer from 8:00 a.m. to 5:00 p.m. Monday through Friday. Prayer requests received by telephone, electronic mail, or written requests are transferred to cards and placed in the prayer room. These are updated daily. Prayer requests are also distributed frequently by electronic mail to several groups of intercessors on campus.

Cyndi Pettit assumed her responsibilities as Director of the Rogers Intercessory Prayer Ministry in January 2009. Cyndi is a graduate of Baylor University and received her Master of Liberal Arts with a Fine Arts concentration from Dallas Baptist University. She has been employed by DBU for over 15 years. Prior to joining DBU, Cyndi was a legal assistant to a former judge at a major Dallas law firm.

### DBU Lecture Series

The **George H. Gallup, Jr. Distinguished Lecture Series**, named in honor of noted pollster George Gallup, Jr., brings scholars, public officials, and governmental leaders to the University campus whose Christian faith has shaped their expertise and leadership. These lectures, coupled with personal interaction with faculty, staff, and students, provide a forum for distinguished leaders to share their insights with the University community. The lectures span traditional disciplinary boundaries and involve individuals of exceptional accomplishment representing a broad spectrum of backgrounds and interests. Mr. Gallup inaugurated the lecture series in the spring of 2003.

The **William M. Pinson Baptist History Lecture Series** has been established by Dallas Baptist University as an expression of gratitude for Dr. William Pinson's service to Baptists throughout the United States, including serving as a pastor, seminary professor, seminary president, and Baptist denominational leader. Dr. Pinson's presence on the DBU campus has been well noted over the years, as he annually speaks to all incoming DBU freshmen during chapel services about the history and heritage of Baptists in Texas and throughout the United States. His wife, Bobbie Pinson, serves as a DBU trustee. Through this endowed lecture series, Dr. Pinson's insight and knowledge will continue to be made available for DBU students in the years to come.

## SPECIAL PROGRAMS

### UNIVERSITY HONORS PROGRAM

#### Mission Statement

The mission of the Dallas Baptist University Honors Program is to fulfill the Dallas Baptist University Mission Statement by providing transforming "Christ-centered quality higher education" for students who are intellectually gifted who desire enriched academic experiences equipping them to be servant leaders in their respective callings.

#### Goals of the Honors Program

1. To provide a superior education grounded in the biblical worldview, moral formation, and Christian tradition.
2. To promote a high level of independent learning, contextual insight, and critical thinking through study, research, and the exchange of ideas.
3. To provide a challenging interdisciplinary experience that amplifies and complements the liberal arts mission of DBU and that stimulates curiosity, imagination, integrity, and faith.
4. To assist students in building friendships and community by participation in enrichment activities outside the classroom setting.

5. To encourage students to pursue leadership roles within the campus community as preparation to be outstanding future contributors to the church, society, and the world.
6. To promote Honors student-faculty mentor relationships that foster interactive learning.
7. To help students cultivate a desire for God's truth, goodness, and beauty as expressed in the creation and in human culture.

### **Admission**

For incoming freshmen, a minimum SAT score of 1150 or an ACT score of 25 and two high school faculty recommendations are required for admission to the Honors Program. For returning students to DBU, a 3.5 overall GPA at DBU and two faculty recommendations are required for admission to the program. Transfer students must have at least twelve hours of credit at DBU with a minimum DBU GPA of 3.5 and two faculty recommendations for admission to the program. All applicants must also submit a 250-to-500-word letter of interest. Transfer students who are members of an academic organization such as Phi Beta Kappa at their previous institution may apply for first-semester acceptance. No student with more than 70 hours may be admitted to the Honors Program.

To be recognized as a University Honors Program graduate at DBU, a student must have successfully completed a minimum of 24 hours in honors classes, including a minimum of at least 15 hours in Perspectives courses. Students majoring in departments administered by the Colleges of Business, Education, Music, or Natural Science and Mathematics may elect to take four Perspective courses and an additional upper-level honors course, preferably within the major. All students must also regularly enroll in Honors Enrichment and complete an enrichment event portfolio before completing the Senior Thesis or Project. University Honors Program students may take no more than six honors hours per semester. Freshmen entering the UHP may only take three hours per semester in the Freshman year.

### **Probation and Suspension**

Students must maintain a 3.2 grade point average in order to remain in the program. To be recognized as "University Honors" at graduation, a student must have a 3.5 average and have completed 30 hours of designated honors courses, including a senior thesis or project.

If a student's average falls below 3.2, he or she will be placed on probation and be allowed two semesters to bring his or her grade point average back to a minimum 3.2 in order to take honors courses. If the student's grade point average stays below 3.2 for two semesters, the student will be suspended from the University Honors Program. A student seeking readmission to the University Honors Program may reapply once after suspension.

### **Transfer Credit**

Students may transfer into the University Honors Program up to twelve hours of honors credit from another college or university. Each course is subject to review by the Director and a consulting honors faculty member. Criteria for acceptance is determined by equivalency to DBU's own honors courses in terms of both coverage and rigor. Perspectives courses (HNRS 2301, 2302, 3301, 3302, 3003, 3304), the honors-level Developing the Christian Mind course (DCM 2301 HR), and the senior thesis or project must be taken at Dallas Baptist to be named a University Honors student at graduation.

Applicants should note that the transfer equivalency report prepared by the Registrar and the review process conducted by the University Honors Program do not constitute the same process. Courses that are accepted by the University in partial fulfillment of a student's degree plan may or may not be also accepted by the University Honors office as honors-level credit in the program.

### **Curriculum**

The Honors Program curriculum supplements and complements the traditional curriculum of Dallas Baptist University. Components of the curriculum include honors sections of general studies classes, an honors section of the Developing A Christian Mind course, the Perspectives Honors core curriculum, honors sections of upper-level discipline specific courses, Directed Readings courses, and a Senior Thesis or Project. The courses are listed in the regular *DBU Schedule of Classes*.

### **Special Study**

Students interested in taking a 3000-level or 4000-level course for honors credit should contact the UHP director, who together with the student, will approach the professor with a proposal for attaching honors-level study for the course. This can be done a maximum of four times. Some restrictions do apply. Special study can be an excellent way to help prepare for the student's senior thesis or project.

### **Recognition**

Recognition of Honors Program graduates includes an Honors Program notation on the transcript and diploma, as well as special recognition at graduation.

Additionally, each year the Honors faculty will select an eligible student to receive Honors Student of the Year at the University Honors Banquet and be recognized at the annual Honors Day program.



## Scholarships

Dallas Baptist University believes in helping students afford a quality, Christ-centered education. A wide-range of programs is available, including academic, merit-based scholarships and financial aid for qualified students. Honors students are encouraged to explore all avenues for which they could qualify for additional assistance. The Office of Financial Aid will assist you in determining your eligibility for Federal, State, and other aid programs.

### Taking an Honors Course Without Acceptance into the Program

Incoming freshmen with a minimum SAT score of 1100 or an ACT score of 24 are eligible to take an honors course without acceptance into the University Honors Program. Likewise, returning or transfer students with a GPA of 3.2 are eligible. There are several reasons to consider doing so:

1. It affords an opportunity to gain important skills in a student's major or area of interest.
2. It appears on the college transcript as an honors-level course.
3. Class size is smaller than DBU's already low professor-student ratio, which affords more personal attention.
4. It can help the student make a more informed decision if considering the University Honors Program.

Students seeking to do so should apply for program director approval through their academic advisor.

## GRADUATE INSTITUTE OF APPLIED LINGUISTICS

### Applied Linguistics Program

In partnership with the Graduate Institute of Applied Linguistics (GIAL), Dallas Baptist University provides an Applied Linguistics Program through which undergraduate students may include GIAL foundational courses as a minor in their degree plan or as a concentration in their interdisciplinary major. The GIAL offers training for individuals interested in world missions and/or serving with SIL International, Wycliffe USA, or other various organizations translating the Bible into thousands of languages worldwide.

- The program will prepare students for the work of developing a written language and translating the Bible into the language of people groups who are oral communicators.
- The program will allow students to explore the discipline of applied linguistics, and to meet prerequisites for graduate study in the discipline.
- The program will prepare students for service abroad where the ability to acquire and to use a new language proficiently is necessary.

The GIAL provides graduate training in the scientific study of language and culture to equip graduates for translation, literacy, and language-based development. The GIAL is accredited by the Southern Association of Colleges and Schools Commission on Colleges. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of the GIAL.

Once a student has been accepted into the Applied Linguistics Program, he or she may register at DBU for the courses, which are offered in two time frames: summer/fall and spring/summer. A student should plan to complete all of these courses in one of the two blocks of time. The courses will be taught through the Graduate Institute of Applied Linguistics by its faculty at the GIAL campus in Dallas, just a five-minute drive from DBU. Grades for the courses will be recorded in the same way as all other DBU courses.

### Minor in Applied Linguistics

The following courses, comprising the 16 credit hours necessary for a linguistics minor, are required:

LING 4302	Principles of Articulatory and Acoustic Phonetics
LING 4303	Principles of Phonological Analysis
LING 4350	Language and Society
LING 4370	Cultural Anthropology for Linguistics
LING 4410	Principles of Grammatical Analysis

The same courses may be used for a concentration in Linguistics by students in the College of Professional Studies. The professors simultaneously serve as faculty members of the Graduate Institute of Applied Linguistics and adjunct faculty of Dallas Baptist University.

### Prerequisites

Prior to applying for a Linguistics Minor, a student must complete ENGL 1301, 1302, and either 2301 or 2302 as well as completing 60 semester hours while maintaining a GPA of 2.8 or higher.

*Program Faculty Contact: Dr. Amie Sarker (214-333-5515) E-mail amie@dbu.edu.*

## COUNCIL FOR CHRISTIAN COLLEGES AND UNIVERSITIES

Dallas Baptist University is proud to be a member of the Council for Christian Colleges and Universities (CCCU) : an international association of intentionally Christ-centered colleges and universities. Founded in 1976 with 38 members, the Council has expanded to 119 members in North America and 55 affiliate institutions in 20 countries. The CCCU is a tax-exempt 501(c)(3) nonprofit organization headquartered in the Historic Capitol Hill district of Washington, D.C. The Council's mission is to advance the cause of Christ-centered higher education and to help our institutions transform lives by faithfully relating scholarship and service to biblical truth.

CCCU provides twelve off-campus and study abroad programs around the world through BestSemester. Study abroad programs are intended to complement and expand the opportunities found on a traditional campus through a comprehensive experiential learning approach and are available to DBU students of junior or senior standing with a cumulative GPA of 2.75 or higher on a 4.00 scale. (GPA requirements vary among the various study programs; check individual study programs for exact GPA requirement.) These programs provide strong academic experiences and earn a student up to 18 hours of credit.

**Culture-Crossing Programs include:** Australia Studies, Brisbane, Australia; China Studies, Xiamen, China; India Studies, Coimbatore, Tamil Nadu, India; Latin American Studies, San José, Costa Rica; Middle East Studies currently in Jerusalem, Israel; Programmes in Oxford, England; and Uganda Studies, Mukono, Uganda.

**Culture-Shaping Programs include:** American Studies, Washington, D.C.; Contemporary Music Center, Nashville, Tennessee; L.A. Film Studies Center, Los Angeles, California; and the Washington Journalism Center Washington, D.C.

**PLEASE NOTE:** CCCU Study Programs have deadlines by which the student must submit an application packet. The student must contact the DBU Program Contact in the Academic Dean's Office **before** the student makes contact with BestSemester™. It is the student's responsibility to see that all application materials are completed and submitted to the respective study program.

### American Studies Program

Washington, D.C. is the classroom at the American Studies Program. Students live eight blocks from the U.S. Capitol and Supreme Court and within walking distance of historic Eastern Market, Union Station, and the National Mall. ASP students have the unique privilege of diving into a network of internship opportunities and mentoring relationships that has been built up over nearly four decades. Along with the critical internship component of the program, students choose a track of courses centering on either public policy or global development and leave ASP with up to sixteen credit hours of well-earned academic and work experience. To learn more about the American Studies Program, go to [www.bestsemester.com/asp](http://www.bestsemester.com/asp).

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### Australia Studies Centre

The Australia Studies Centre is offered in partnership with Christian Heritage College (CHC), a CCCU affiliated member in Carindale, a suburb of Brisbane, Queensland. The ASC is designed to integrate the firsthand observation and study of Australian culture, history, religion, politics, and Indigenous cultures together with experiential service learning and formal instruction in Christian Studies, Business, Ministries, Social Sciences, and Education and Humanities. ASC students live with an Australian family in Brisbane and its surrounds, enabling them to experience Australian life firsthand. To learn more about the Australia Studies Centre, visit [www.bestsemester.com/asc](http://www.bestsemester.com/asc).

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### China Studies Program

The China Studies Program is offered in partnership with Xiamen University located near the sub-tropical South China Sea. With its beautiful setting, its focus on learning about China from Chinese, and its commitment to spiritual growth, CSP will change the way you see yourself, your faith and your world. CSP students live in a dormitory on campus for international students from around the world who study at Xiamen. During the semester, students will spend over a week in Hong Kong, two weeks in the ancient capital city of Xi'an, and a week touring Beijing and Shanghai. CSP offers a number of Chinese language, history, culture, and religion courses as well as a business concentration that includes a business internship. To learn more about the China Studies Program, go to [www.bestsemester.com/csp](http://www.bestsemester.com/csp).

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### Contemporary Music Center

The Contemporary Music Center is located in Music City USA, Nashville, Tennessee. Over 100 CMC alumni live in the city and continue to interact with students of the program. CMC students have the option to choose one of three study tracks for their semester: artist track, business track or technical track. In each of these tracks, students hone their skills alongside mentors from the industry. All CMC students participate in a music tour at the end of the semester as part of a practicum course. To learn more about the Contemporary Music Center, visit [www.bestsemester.com/cmc](http://www.bestsemester.com/cmc)

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### India Studies Program

The India Studies Program is offered in partnership with Bishop Appasamy College of Arts and Sciences, a CCCU international affiliate located in Coimbatore, Tamil Nadu. ISP students have the opportunity to delve into an Indian college community that allows the chance to embrace local culture and cultivate meaningful relationships. Students will spend two weeks and five weekends traveling throughout India observing the country's rich diversity and history. In addition to core courses centering on Indian culture

and religion, ISP students will be able to choose courses from a variety of topics including literature, art, costume design, the culinary arts, business, and social work. One day a week, students will also have the opportunity to be exposed to different organizations and businesses through volunteering and internships. To learn more about the India Studies Program, go to [www.bestsemester.com/isp](http://www.bestsemester.com/isp).

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### **Latin American Studies Program**

Based in San José, Costa Rica, the Latin American Studies Program will expose students to the beauty and complexity of Latin American history, religion, people and cultures. LASP students will also have the opportunity to experience life in several Latin American countries. Past student groups have journeyed to Cuba, Nicaragua, Guatemala, and Panama. At LASP, students choose from the following four academic concentrations in addition to their core coursework: Latin American Studies, Advanced Language & Literature, International Business (offered fall semesters only), or Environmental Science (offered spring semesters only). To learn more about the Latin American Studies Program, go to [www.bestsemester.com/lasp](http://www.bestsemester.com/lasp).

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### **Los Angeles Film Studies Center**

The L. A. Film Studies Center exists to launch students into their dreams. Exploring the art, craft and technology of film, LAFSC offers intensive hands-on production experience coupled with real world exposure, living and working in Hollywood. Students will study various aspects of film production, faith and artistic development, and will hold an internship in the industry. Additionally, students may choose an elective course in the areas of narrative storytelling, professional screenwriting, professional acting for the camera, or carry out an independent study. With a vast network of LAFSC alumni in L.A., students are never lacking for mentors and a community of believers. LAFSC encourages alumni to make films by offering grants, continuing education and low-cost equipment rentals. To learn more about the L.A. Film Studies Center, go to [www.bestsemester.com/lafsc](http://www.bestsemester.com/lafsc).

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### **Middle East Studies Program**

The Middle East Studies Program focuses on engaging the Arab-Muslim world in addition to Israeli Jews and Christian Arabs—seeking to learn from all the children of Abraham. Though MESP students obviously take advantage of the incredible biblical geography and sites during their many tours around Israel, the program challenges students with a journey that extends beyond the typical holy land experience. Assuming safe travel conditions, the program arranges substantive travel to Turkey and Egypt as well as a shorter trip to Jordan. Interdisciplinary speaker seminars, Arabic language study, and service work with various aid societies all provide MESP students with opportunities to explore the diverse religious, cultural and political tapestry of Middle Eastern societies. Students may experience intense encounters with both locals and colleagues that reflect a mix of worldviews existing in the region, yet always under the protective wing of a supportive MESP community. To learn more about the Middle East Studies Program, visit [www.bestsemester.com/mesp](http://www.bestsemester.com/mesp).

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### **Oxford Summer Programme**

For five weeks Oxford Summer Programme students read, learn, and live in the 'city of dreaming spires'. Students have access to Oxford's world famous libraries as well as local art galleries, museums, bookshops, and ice cream parlours. OSP allows students, as affiliate members of Wycliffe Hall, University of Oxford, to do intensive scholarship while exploring the relationship between Christianity and the development of the British Isles. Tutorials (discussions between one student and the tutor) give students personal attention from expert Oxford academics as they pursue topics in classics, English language and literature, history, history of science, philosophy, and theology and religion. To learn more about the Oxford Summer Programme, visit [www.bestsemester.com/osp](http://www.bestsemester.com/osp).

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### **Scholars' Semester in Oxford**

The Scholars' Semester in Oxford allows students, as members of Wycliffe Hall and Visiting Students of the University of Oxford to pursue intensive scholarship in an historic seat of learning. With personal attention in tutorials (meetings between one student and an expert academic) SSO students focus in detail on topics chosen from among hundreds of possibilities in classics, English language and literature, history, history of art, modern languages, musicology, philosophy, psychology, and theology. SSO students may explore nearby London, and historic sites throughout the United Kingdom and Europe, but the main foci are the pleasure of intellectual enquiry and getting a taste for graduate school. To learn more about the Scholars' Semester in Oxford, visit [www.bestsemester.com/sso](http://www.bestsemester.com/sso).

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### **Uganda Studies Program**

The Uganda Studies Program is offered in partnership with Uganda Christian University, a CCCU international affiliate in Mukono, Uganda. The course, "Faith and Action in the Ugandan Context," combines a traditional classroom component (e.g., readings, discussion, small group processing, lecture) with a broad spectrum of experiential learning (e.g., living and studying with Ugandan students, home stays with Ugandan families, travel to various regions of Uganda and Rwanda, exposure to both missionaries and Ugandans involved in various social services). In addition to the core course, each student selects an emphasis: Uganda Studies Emphasis or the Social Work Emphasis. To learn more about the Uganda Studies Program, go to [www.bestsemester.com/usp](http://www.bestsemester.com/usp).

*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

### **Washington Journalism Center**

The Washington Journalism Center, located on Capitol Hill in Washington, D.C., is where the rubber meets the road in print journalism. Students spend an entire semester studying the history and future of newsrooms in America, developing hard-news writing technique, and applying these lessons on the ground in a hands-on internship. WJC will cultivate professional news skills and encourage students to think through the implications of being a Christian working in the news media in a city that is home to the powerful and the powerless. To learn more about the Washington Journalism Center, visit [www.bestsemester.com/wjc](http://www.bestsemester.com/wjc).  
*DBU Program Contact: Monica Hardy, Academic Dean's Office [monica@dbu.edu](mailto:monica@dbu.edu)*

# Admission of Students

At Dallas Baptist University, students learn to exemplify servant leadership and integrate Biblical faith and academic learning in their daily lifestyle, relationships, education, and career decisions.

DBU seeks students who are looking for a family environment in which to pursue their higher education goals. Opportunities await in academic activities, service projects, clubs and organizations, athletics, and ministries. Guided by the shepherding hearts of DBU's faculty and staff, our students are challenged to go into the world with a spirit of servanthood and an awareness of their Christian responsibility.

All persons seeking undergraduate admission must have either graduated from high school or have successfully completed the GED. Undergraduate application forms are provided by the Office of Undergraduate Admissions. Application forms may be obtained by writing to the Director of Undergraduate Admissions, Dallas Baptist University, or by telephoning (214) 333-5360, metro (972) 445-5300, ext. 5360, or 1(800) 460-1DBU. Prospective students may also apply online at [www.dbu.edu](http://www.dbu.edu).

## Freshman Student Admissions

### *Procedure and Criteria*

DBU invites applications from qualified students who have graduated, or expect to graduate, from an accredited secondary school. Students who apply as regular freshman enrollees must have graduated from high school or have satisfactorily completed the General Education Development examination (GED). Students who were educated at home are also invited to apply and are subject to the same qualifications and requirements.

A personal interview with an admissions counselor is recommended for all students entering college for the first time. A campus visit is recommended, but not required. DBU hosts *President's Day Patriot Preview*, *Columbus Day Patriot Preview*, and other *Patriot Preview* events each fall and spring semester to provide information on academic programs, campus life, financial aid, and scholarships, as well as to conduct campus tours for prospective students and their parents.

### **FRESHMAN ADMISSION REQUIREMENTS:**

The following must be submitted by all freshman applicants:

1. A fully completed DBU Application for Undergraduate Admission.
2. A non-refundable \$25 admission application fee. The fee is waived if the online application for admission is submitted.
3. A 250-word essay (typewritten or word-processed) relating why the applicant would like to attend Dallas Baptist University.
4. Official high school transcript including official school stamp and/or administrator's signature, received in a sealed envelope bearing the transcribing school's logo.
5. Official scores of either the ACT or the SAT.  
\*Applicants who have permanent resident alien status in the United States must also fulfill the requirements listed under "Other Applicants."
6. Official copies of dual credit transcripts from all colleges in which the student has enrolled. These must be submitted before a final admission evaluation can be made.

### **Freshman Admission Criteria**

Careful consideration is given to a number of factors in reviewing applications and may include: academic records, class rank, standardized test scores, personal recommendations, church/ministry involvement, extracurricular activity participation, community service, and the applicant's written essay. Applicants for admission are evaluated on the basis of the candidate's academic record, character, aptitude, and potential for success in the DBU experience.

The following criteria are considered when selecting candidates for admission:

- The student's final high school transcript should demonstrate the following:
  - At least a 2.5 grade point average.
  - Official Seal of the school.
  - Graduation date.
  - Satisfactory class rank based on the standards of the particular high school attended.
  - The following high school academic units are recommended:

English	4 years
Mathematics	3 years
History/Social Studies	4 years
Science	2 years (minimum of 1 year Lab Science)
Social Studies	3 years
Foreign Languages	2-3 years
- Students educated through a non-traditional secondary education, which includes a course of study at the secondary level in a non-accredited private school setting or home school, must submit an academic transcript. The academic

transcript must include a list of courses completed, final course grades, and cumulative grade point average. Official ACT or SAT scores must be submitted. The documents submitted must demonstrate that the student meets regular admission standards.

- A minimum standardized composite test score of 21 on the ACT or a combined Critical Reading and Math score of 1020 on the SAT is required. The writing assessment section of the ACT or SAT will be required.

### **Academics in Motion Admission**

For those students who are borderline in meeting the minimum admission requirements, the University may choose to offer admission through the Academics in Motion (AIM) program. Students admitted through this program may be asked to take/retake the ACT prior to registration for classes. AIM students may only enroll for a maximum of 16 hours during their first semester at DBU. An additional requirement for students in the AIM program is to complete one of the following courses during their first semester at DBU: READ 2100 – Advanced Reading Skills, LIBR 1100 – Foundations of College Research, or MANA 3100 – Time Management.

The academic progress of students who are admitted through the AIM program will be evaluated after each semester of enrollment until they have completed 16 hours at DBU. All AIM students who fall below a 2.0 grade point average during the first 16 hours at DBU will be placed on Academic Probation with additional requirements from the Registrar. Should a student who has been placed on Academic Probation, not reach a GPA of 2.0 by the end of the semester following being placed on probation status, the student will be placed on Academic Suspension.

### **Housing**

Students desiring to live in the residence halls must complete a residence hall application, roommate questionnaire, and medical history form. These forms are mailed to students by the Residence Life Office upon acceptance to the University.

## **Transfer Student Admission**

### *Procedure and Criteria*

Transfer students constitute an integral segment of the total student body at Dallas Baptist University. They bring a diversity of educational backgrounds that enrich and strengthen the overall academic experience for all students. A transfer student is defined as one who has been out of high school for at least one full semester and has attempted some college or university work for credit.

### **TRANSFER ADMISSIONS REQUIREMENTS:**

Students with transfer credit who apply to DBU must submit the following:

1. A fully completed DBU Application for Undergraduate Admission.
2. A non-refundable \$25 admission application fee. The fee is waived if the online application for admission is submitted.
3. A 250-word essay (typewritten or word-processed) relating why the applicant would like to attend Dallas Baptist University.
4. Official transcript from all previously attended colleges and universities. Transcripts must be received by DBU in an unopened transcripting school envelope to be considered official.
5. Applicants with less than 30 hours of college credit must furnish high school transcripts or official GED scores and official scores of either the ACT or SAT.
6. \*Applicants who have permanent resident alien status in the United States must also fulfill the requirements listed under "Other Applicants."

### **Transfer Admission Criteria**

Careful consideration is given to a number of factors in reviewing applications and may include: academic records, class rank, standardized test scores, personal recommendations, church/ministry involvement, extracurricular activity participation, community service, and the applicant's written essay. Applicants for admission are evaluated on the basis of the candidate's academic record, character, aptitude, and potential for success in the DBU experience.

The following criteria are considered when selecting candidates for admission:

1. A grade point average of 2.5 or higher on all previous college work.
2. Applicants with less than 30 hours of acceptable credit must provide:
  - A final high school transcript demonstrating the following:
    - At least a 2.5 grade point average.
    - Official Seal of the school.
    - Graduation date.
    - Satisfactory class rank based on the standards of the particular high school attended.
  - The following high school academic units are recommended:

English	4 years
Mathematics	3 years
History/Social Studies	4 years
Science	2 years (minimum of 1 year Lab Science)
Social Studies	3 years
Foreign Languages	2-3 years

- Students educated through a non-traditional secondary education, which includes a course of study at the secondary level in a non-accredited private school setting or home school, must submit an academic transcript. The academic transcript must include a list of courses completed, final course grades, and cumulative grade point average. Official ACT or SAT scores must be submitted. The documents submitted must demonstrate that the student meets regular admission standards.
- A minimum standardized composite test score of 21 on the ACT or a combined Critical Reading and Math score of 1020 on the SAT is required. The writing assessment section of the ACT or SAT will be required.

Students with grade point averages below 2.5 on all previous college work may be considered for admission if their ACT and/or SAT test scores fall in the ranges indicated below.

GPA	ACT	SAT
2.49 – 2.31	22	1040
2.30 – 2.21	23	1080
2.20 – 2.00	24	1120
Below 2.0	25	1160

### Academics in Motion Admission

For those students who are borderline in meeting the minimum admission requirements, the University may choose to offer admission through the Academics in Motion (AIM) program. Students admitted through this program may be asked to take/retake the ACT prior to registration for classes. AIM students may only enroll for a maximum of 16 hours during their first semester at DBU. An additional requirement for students in the AIM program is to complete READ 2100 – Advanced Reading Skills, during their first semester at DBU.

The academic progress of students who are admitted through the AIM program will be evaluated after each semester of enrollment until they have completed 16 hours at DBU. All AIM students who fall below a 2.0 grade point average during the first 16 hours at DBU will be placed on Academic Probation with additional requirements from the Registrar. Should a student who has been placed on Academic Probation, not reach a GPA of 2.0 by the end of the semester following being placed on probation status, the student will be placed on Academic Suspension.

### Housing

Students desiring to live in the residence halls must complete a residence hall application, roommate questionnaire, and medical history form. These forms are mailed to students by the Residence Life Office upon acceptance to the University. Students desiring to live in the Colonial Village Apartments, Williamsburg Village Townhomes, or Brownstones must complete an apartment application form and a medical history form. These forms are available in the Apartment Life Office.

### Transfer Credit

Transfer students' grades earned on course work accepted in transfer to DBU will not become a part of the DBU grade point average. No course with a grade of "D" or "F" will be accepted in transfer. Only Dallas Baptist University residence credit will be considered in calculating the grade point average to determine:

- Eligibility for graduation;
- Eligibility for graduation with honors; and
- Eligibility for financial aid.

Courses taken on a pass/fail basis will be considered for acceptance unless the institution at which the work was earned equates a grade of "P," or pass, to a grade below "C."

Transfer credit will be considered for acceptance on all regular college credit courses taken at a regionally accredited institution. The total number of hours that can be transferred from all accredited, two-year colleges is 66. DBU will accept up to 12 credit hours of technical/occupational credit from regionally accredited institutions (including community/junior colleges) into the traditional degree programs. These 12 hours are to be used as elective credit only. No advanced courses will be accepted in transfer from a two-year college. A limited amount of transfer credit from identified non-accredited institutions may be accepted, upon review by the Registrar's Office. There is no limitation to the number of hours DBU will accept from accredited four-year institutions; however:

- Thirty of the last 36 credit hours must be taken in residence at DBU.
- A minimum of 32 hours total must be taken in residence. (Any courses which DBU offers at extension site locations or online are considered resident hours.)
- All required courses of the student's degree plan must be completed.
- After matriculation, a student may only transfer a total of 12 credit hours to DBU.

Courses that are considered developmental/remedial; continuing education, college orientation, work co-op, and extension courses are not transferable. Credit given on another regionally accredited school's transcript for ACE, CLEP, AP, or departmental exams is transferable provided that institution's testing standards are comparable to those of DBU.

The transfer student must recognize that academic advising is unofficial until an official transcript evaluation form and official degree plan have been approved by the Registrar's Office.

### Credit for Corporate Training

DBU accepts, subject to departmental approval/policies, credit recommendations for courses that have been evaluated by the American Council of Education as specified in [The National Guide to Educational Credit for Training Programs or College Recommendations: The Directory of the National Programs on Non-collegiate Sponsored Instruction](#). These recommendations may be placed on a DBU transcript for a fee.

### Credit for Military Experience

Students may receive, subject to departmental approval/policies, credit for Army courses and military occupational specialties (MOS); Navy general rates, ratings, warrant officer and limited duty officer specialties; Air Force courses; Coast Guard courses; Marine Corps courses; and Department of Defense courses, if they have been evaluated by the American Council on Education (ACE). DBU will accept credit recommendations made by ACE as specified in [The Guide to the Evaluation of Educational Experiences in the Armed Services](#).

## Professional Studies Admission

### *Procedure and Criteria*

#### PROFESSIONAL STUDIES ADMISSION REQUIREMENTS

The following must be submitted by all Professional Studies applicants:

1. A fully completed DBU Application for Undergraduate Admission.
2. A non-refundable \$25 admission application fee. The fee is waived if the online application for admission is submitted.
3. A 250-word essay (typewritten or word-processed) relating why the applicant would like to attend Dallas Baptist University.
4. Official transcripts of all previous college work.
5. Applicants with less than 30 hours of college credit must furnish high school transcripts or official GED scores and official scores of either the ACT or SAT.
6. Applicants who have permanent resident alien status in the United States must also fulfill the requirements listed under "Other Applicants."

#### Professional Studies Admission Criteria

The following factors are considered when selecting candidates for admission:

Careful consideration is given to a number of factors in reviewing applications and may include: academic records, class rank, standardized test scores, personal recommendations, church/ministry involvement, extracurricular activity participation, community service, and the applicant's written essay. Applicants for admission are evaluated on the basis of the candidate's academic record, character, aptitude, and potential for success in the DBU experience.

The following criteria are considered when selecting candidates for admission:

1. A grade point average of 2.5 or higher on all previous college work.
2. Applicants with less than 30 hours of acceptable credit must provide:
  - A final high school transcript demonstrating the following:
    - At least a 2.5 grade point average.
    - Official seal of the school.
    - Graduation date.
    - Satisfactory class rank based on the standards of the particular high school attended.
    - The following high school academic units are recommended:

English	4 years
Mathematics	3 years
History/Social Studies	4 years
Science	2 years (minimum of 1 year Lab Science)
Foreign Languages	2-3 years

Students educated through a non-traditional secondary education, which includes a course of study at the secondary level in a non-accredited private school setting or home school, must submit an academic transcript. The academic transcript must include a list of courses completed, final course grades, graduation date, and cumulative grade point average. Official ACT or SAT scores must be submitted. The documents submitted must demonstrate that the student meets regular admission standards.

- A minimum standardized composite test score of 21 on the American College Testing Program (ACT) or 1020 on the New Scholastic Aptitude Test (New SAT) is required.



3. Students with grade point averages below 2.5 on all previous college work may be considered for admission if their ACT and/or SAT test scores fall in the ranges indicated below.

GPA	ACT	SAT
2.49 – 2.31	22	1040
2.30 – 2.21	23	1080
2.20 – 2.00	24	1120
Below 2.0	25	1160

Dallas Baptist University complies with all applicable federal and state nondiscrimination laws and does not engage in unlawful discrimination on the basis of age, gender, disability, veteran status, genetic information, race, color or national origin in any employment practice, admissions, education program, or educational activity. Under federal and state law, the University may discriminate on the basis of religion in order to fulfill its purposes.

### Transfer Credit

Adult students' grades earned on course work accepted in transfer to DBU will not become a part of the DBU grade point average. No course with a grade of "D" or "F" will be accepted in transfer. Only Dallas Baptist University residence credit will be considered in calculating the grade point average to determine:

- (1) Eligibility for graduation;
- (2) Eligibility for graduation with honors; and
- (3) Eligibility for financial aid.

Courses taken on a pass/fail basis will be considered for acceptance unless the institution at which the work was earned equates a grade of "P", or pass, to a grade below "C".

Transfer credit will be considered for acceptance on all regular college credit courses taken at a regionally accredited institution. The total number of hours that can be transferred from all accredited, two-year colleges is 66. No upper level equivalencies will be counted toward upper level hours in transfer from a two-year institution. A limited amount of transfer credit from identified non-accredited institutions may be accepted, upon review by the Registrar's Office. There is no limitation to the number of hours DBU will accept from accredited four-year institutions; however:

- Thirty of the last 36 credit hours must be taken in residence at DBU.
- A minimum of 32 hours total must be taken in residence. (Any courses which DBU offers at extension site locations or online are considered resident hours.)
- All required courses of the student's degree plan must be completed.
- After matriculation, a student may only transfer a total of 12 credit hours to DBU.

Courses that are considered developmental/remedial; continuing education, college orientation, work co-op, and extension courses are not transferable. Credit given on another regionally accredited school's transcript for CLEP, AP, IB, or departmental exams is transferable provided that institution's testing standards are comparable to those of DBU.

The student must recognize that academic advising is unofficial until an official transcript evaluation form and official degree plan have been approved by the Registrar's Office.

### Credit for Corporate Training

DBU accepts, subject to departmental approval/policies, credit recommendations for courses that have been evaluated by the American Council of Education as specified in *The National Guide to Educational Credit for Training Programs* or *College Recommendations: The Directory of the National Programs on Non-collegiate Sponsored Instruction*. These recommendations may be placed on a DBU transcript for a fee. An unlimited number of ACE credits can be transferred to DBU through the College of Professional Studies.

### Credit for Military Experience

Students may receive, subject to departmental approval/policies, credit for Army courses and military occupational specialties (MOS); Navy general rates, ratings, warrant officer and limited duty officer specialties; Air Force courses; Coast Guard courses; Marine Corps courses; and Department of Defense courses, if they have been evaluated by the American Council on Education (ACE). DBU will accept credit recommendations made by ACE as specified in *The Guide to the Evaluation of Educational Experiences in the Armed Services*. An unlimited number of ACE credits can be transferred to DBU through the College of Professional Studies.

## Veteran Student Admission

### *Procedure and Criteria*

Because of its efforts to serve the educational needs of servicemembers and their family members, Dallas Baptist University has been designated a Servicemembers Opportunity Consortium college. As a member of the SOC Consortium, Dallas Baptist University has committed itself to fully support and comply with SOC Principles and Criteria. Through this commitment Dallas Baptist University ensures that:

- Servicemembers and their family members share in the postsecondary educational opportunities available to other citizens.

- Servicemembers and their family members are provided with educational programs, courses, and student services from appropriately accredited institutions.
- Flexibility of programs and procedures particularly in admissions, counseling, credit transfer, course articulation, recognition of non-traditional learning experiences, scheduling, and course format are provided to enhance access of servicemembers and their family members to undergraduate education programs.

For specific admission requirements, see information on Transfer Student Admission and College of Professional Studies Admission.

### Veteran's Affairs Program

The Texas Veterans Commission approves Dallas Baptist University for students who wish to receive educational benefits under various Veterans Administration programs. All students who feel they may be eligible should contact the VA Certifying Official in the DBU Veteran Services Office.

#### Procedures

Eligibility of new students will be determined after the VA Certifying Official has received the appropriate forms from the veteran (depending on benefit veteran will be using). This can be determined by speaking to the VA Certifying Official. Forms can be completed at the official website of the Department of Veterans Affairs Education Service, [www.gibill.va.gov](http://www.gibill.va.gov). New students should contact the VA Certifying Official, in the DBU Veteran Services Office, one month prior to registration, to ensure completion of paperwork in a timely manner. Transcripts showing previous credit must be submitted prior to the completion of the second semester in residence. The Department of Veterans Affairs requires that each student receiving benefits must follow an approved degree plan.

#### Certification

A VA student may not receive payment for courses previously completed, for courses that are in excess of degree requirements, or for courses that do not apply toward the student's approved degree. A degree plan **must** be on file as soon as possible. A copy of your official degree plan should be given to the VA Certifying Official in the DBU Veteran Services Office as soon as it is completed.

**It is the student's responsibility to notify the VA Certifying Official in the DBU Veteran Services Office each semester that he/she enrolls, and at any time he/she adds, drops, or withdraws from a course. Non-attendance will be reported to the Department of Veterans Affairs.**

#### Credit for Military Experience

Students may receive, subject to departmental approval/policies, credit for Army courses and military occupational specialties (MOS); Navy general rates, ratings, warrant officer and limited duty officer specialties; Air Force courses; Coast Guard courses; Marine Corps courses; and Department of Defense courses, if they have been evaluated by the American Council on Education (ACE). DBU will accept credit recommendations made by ACE as specified in *The Guide to the Evaluation of Educational Experiences in the Armed Services*.

#### Progress Policy Guidelines

**Satisfactory Progress:** A student who is receiving VA Educational Benefits must maintain a **cumulative** GPA of 2.00 to be considered making satisfactory progress.

**Probation:** Students who fail to achieve a **cumulative** GPA of 2.00 shall be placed on probation for one semester. If the student achieves a **semester** GPA of 2.00 or better during the probationary semester but has not achieved the required cumulative GPA of 2.00, the student may continue on probation for one additional semester.

**Unsatisfactory Progress:** If the student on probation fails to achieve a **cumulative** GPA of 2.00 at the end of the first probationary semester, the student will be reported to the Veterans Affairs Regional Office as making unsatisfactory progress. The student will be permitted to remain on probation for one additional semester.

A student who fails to achieve a **cumulative** GPA of 2.00 at the end of the second consecutive probationary semester shall be reported to the Veteran's Affairs Regional Office as making unsatisfactory progress.

### CHART OF PROBATION GUIDELINES AND RESULTS

#### FIRST PROBATION SEMESTER:

Cumulative GPA	Semester GPA	Result
Less than 2.00	N/A	Put on probation for one semester

#### AFTER FIRST PROBATION SEMESTER:

Cumulative GPA	Semester GPA	Result
2.00 or higher	2.00 or higher	Satisfactory progress, removed from probation
Less than 2.00	Less than 2.00	VA notified as making "unsatisfactory progress"(may not be able to receive further benefits)
Less than 2.00	2.00 or higher	Probation for only one more semester, VA notified as making "unsatisfactory progress"

**AFTER SECOND PROBATION SEMESTER:**

<b>Cumulative GPA</b>	<b>Semester GPA</b>	<b>Result</b>
2.00 or higher	N/A	Satisfactory progress, removed from probation
Less than 2.00	N/A	VA notified as making "unsatisfactory progress" (may not be able to receive further benefits)

## Other Applicants

### RE-ADMISSION OF FORMER STUDENTS

Students previously enrolled and in good academic standing in an undergraduate degree program who wish to re-enter DBU after an absence of more than 24 months are required to submit the one-page Application for Re-Admission and new official transcripts from each college or university attended since the last enrollment at DBU. The \$25 admission application fee is waived and the 250-word essay is not required.

Students who have been absent from DBU for over five calendar years must re-submit the full Undergraduate Application for Admission, 250-word essay, and transcripts of all college/university work completed prior to and since last enrollment at DBU. The \$25 application fee is waived for these students.

All students applying for re-admission to the University must have no outstanding financial obligation to DBU and must be current on all student loans. Students applying for readmission to DBU must meet the current admission standards as listed in the Transfer Admission Criteria or Professional Studies Admission Criteria.

### SPECIAL ADMISSIONS

Students interested in taking courses, but who are not seeking a degree from DBU, may be admitted for non-degree study. All non-degree seeking applicants should apply through the Office of Undergraduate Admission and are advised by the Registrar. Students registering for courses with prerequisites must submit an official transcript confirming credit for the required prerequisites. Non-degree status would apply to persons in the following categories:

#### Transient Students

Undergraduate students who are continuing students at another university may be admitted to DBU as transient students. A photocopy of the applicant's most recent grade report or transcript must be submitted with a completed application and a non-refundable \$25 application fee. The fee is waived if the online application for admission is submitted. Transient students are admitted for ONE SEMESTER. If they wish to continue at DBU, they must return to the Office of Undergraduate Admissions and reapply as transfer students.

#### Post-Baccalaureate Student

A post-baccalaureate student is one who currently holds a bachelor's degree, yet is enrolled in undergraduate courses and is not seeking a second bachelor's degree at DBU. Post-baccalaureate students must submit a completed application, a non-refundable \$25 application fee, and a transcript from the university at which their bachelor's degree was earned. The application fee is waived if the online application for admission is submitted.

#### Non-Degree Seeking Student

Students who do not hold a bachelor's degree and do not wish to pursue one but wish to take credited classes at DBU may apply as a Non-Degree Seeking Student. Applicants must submit a completed application and a \$25 non-refundable application fee. The application fee is waived if the online application for admission is submitted. Students registering for courses with prerequisites must submit an official transcript confirming credit for the required prerequisites.

#### Audit Student

An audit student is one who visits in a course. Auditors have the privilege of hearing or observing only. The privilege does not include evaluation of work or participation in discussion or laboratory practice. No credit is given for an audited course. An audit student may also be regularly enrolled in other courses. All arrangements for auditing classes are to be made in the Registrar's Office.

### PERMANENT RESIDENT ALIEN STUDENTS

Those students who are not citizens of the U.S., but do have official permanent resident status, must also submit the following:

1. A photocopy of your official, current Permanent Resident Alien (PRA) card. DBU admissions personnel must photocopy this card.
2. Original transcripts of all high school and college grades with literal translations into English. Students attempting to transfer credits received in secondary degrees or courses completed at universities outside the United States must send official transcripts to an approved evaluation service at the student's expense.
3. An official score of at least 525 on the paper based Test Of English as a Foreign Language (TOEFL) exam or 197 on the computer based exam. Students who meet one of the following criteria are exempt from taking the TOEFL.
  - A. English is your first language.
  - B. Graduation from an English-speaking high school.

- C. 30 hours or more of transferable college credit from an English-speaking university.

### **UNDOCUMENTED NON-CITIZENS ADMISSION**

Dallas Baptist University admits qualifying undocumented non-citizens who meet the admissions criteria of the University and who are eligible to sign an affidavit of Texas residency as described in Texas House Bill 1403. The University will consider admission of out-of-state undocumented non-citizens if such applicants intend to pursue permanent residency status in the United States of America at the earliest opportunity they are eligible to do so. Each applicant who is an undocumented non-citizen of the United States of America must sign and execute an affidavit of residency and submit it to the Office of Admissions for consideration.

Section 2 of House Bill 1403 states that an individual who is a non-citizen can be considered a resident of the State of Texas if the individual resided with a parent, court-appointed legal guardian or conservator while attending a public or private high school in the State of Texas and:

1. Graduated from a public or private high school or received the equivalent of a high school diploma (GED) in the State of Texas.
2. Resided in the State of Texas for at least 36 consecutive months as of the date the person graduated from high school or received the equivalent of a high school diploma (GED).
3. Registers as an entering student in a college or university that is supported by the State of Texas not earlier than the 2001 fall semester, and
4. Provides the college or university that is supported by the State of Texas an affidavit that the individual will file an application to become a permanent resident at the earliest opportunity the individual is eligible to do so.

If an undocumented non-citizen applicant to Dallas Baptist University meets the requirements as stated in sections 1 and 2 above and intends to file an application to become a permanent resident at the earliest opportunity the individual is eligible to do so as stated in section 4 above, he/she must complete the following affidavit and submit it to the Office of Admissions. Out-of-state undocumented non-citizens must contact the Office of Admissions for further instructions.

## **International Student Admission**

*Procedure and Criteria*

### **Undergraduate International Application**

All applicants who are not U.S. citizens, or do not possess a permanent residence card, should make application through the International Admissions and Immigration Office (**not the Undergraduate Admissions Office**). The International Admissions and Immigration Office is located in the Sadler Global Missions Center on the east side of the campus. The Director of the International Admissions Office may be contacted by phone at 214.333.6905 or by e-mail: [globalinfo@dbu.edu](mailto:globalinfo@dbu.edu).

#### **Documents Required Checklist.**

All documents may be downloaded at [www.dbu.edu/international/undergraduate.asp](http://www.dbu.edu/international/undergraduate.asp).

1. **International Application**
2. **Application Fee of U.S. \$25.00.**
3. **Official School Records**
4. **English Requirements** - Applicants must meet ONE of the following:
  - A. Provide an official TOEFL (Test of English as a Foreign Language)  
Minimum **Paper** Based Score – **525**  
Minimum **Computer** Based Score – **197**  
Minimum **Internet** Based Score – **71**  
**OR**
  - B. Provide an official IELTS (International English Language Testing System) with a minimum overall band - 5.5 (may not have any band lower than 5)  
**OR**
  - C. Provide an official Pearson PTE with a minimum score of 48  
**OR**
  - D. Provide an official Cambridge CAE with a minimum score of 47  
**OR**
  - E. Complete the Intensive English Program at DBU
  - F. The TOEFL may be waived at the discretion of the program director if at least 24 credit hours of academic work with a GPA of 2.5 or higher have been completed at other regionally accredited institutions in the United States. International students may be interviewed and tested by DBU staff to determine their ability to communicate effectively in English.
  - G. Note: The following countries are not required to prove English ability: **United Kingdom, Ireland, Canada (except Quebec), South Africa, Australia, New Zealand, Kenya, British Caribbean Islands, Belize, and** English speaking countries in the **West Indies** upon appeal to committee and approval by the direction of international admissions (Jamaica, etc.).

5. **250- Word Essay:** "Why I Want to Go to DBU"

6. **Joint Certificate of Financial Responsibility** - The applicant's sponsor must certify the ability and intent to support the applicant during his/her entire stay at DBU for at least \$27,500 for a 9-month I-20 or \$37,000 for a 12-month I-20. A 12-month I-20 is required for students arriving in the summer.

7. **Copy of Passport Page**

8. **Vaccinations:**

- **Proof of tuberculosis testing within the last two years.** This document must be dated within two years of registration at DBU.
- **Proof of meningitis vaccine within the last ten years.**

9. **DBU Housing**

- **Residence Hall Application (for DBU Housing students only)** – The Residence Hall Application needs to be fully completed by students who will reside in DBU Housing. **This document should be completed before moving into housing.**
- **Report of Medical History (for DBU Housing students only)** - It is essential that this form be completed with a medical doctor's signature. All immunizations taken need to list dates of the last immunization. Medical costs in the U.S. are expensive. It saves time and money to fully document this form in your country. **This document should be complete before moving into housing.**

### **Intensive English Program**

The University welcomes applications to the Intensive English Program (IEP). Admission to the IEP is based on acceptance to a University degree program or may be for the IEP only. Applicants interested in the IEP need to complete the admission application form and check the box, "Intensive English Program," on the application.

The IEP is conducted in five 8-week terms during the year.

**Hours of instruction per week:**

4 Grammar

4 Writing Composition

4 Reading

4 Academic Credit Course (e.g., RELI 1305, COMA 1302, BUAD 5301)

3 Conversation

3-2 Academic Skills (Levels 5-6: 3 hours, Levels 1-4: 2 hours)

**22 hours TOTAL INSTRUCTION** (Levels 5-6; Levels 1-4: 21 hours )

**2-3 LAB hours per week** (Levels 5-6: 2 hours, Levels 1-4: 3 hours)

Includes Conversation practice hour, and "lab class"

**2 hours Chapel per week**

University Chapel in the fall and spring semesters

IEP Christian Perspectives course in summer term

**26 TOTAL HOURS / WEEK**

Students must arrive at the start of the term. First semester, single, undergraduate students under 21 years of age are required to live on campus or in housing arranged by the University. Course enrollment is recorded with the University and course grades are part of the student's academic record. Exit exams are conducted at the end of each 8-week term. Upon successful completion of the IEP, the student enters the academic program for which he/she has already been admitted.

Please contact the International Admissions and Immigration Department for more details at [globalinfo@dbu.edu](mailto:globalinfo@dbu.edu) or 214-333-6905.

# Financial Information

## Student Charges

*For current tuition, room, and board charges, and for special fees, please consult the DBU online catalog or current DBU Schedule of Classes.*

## Cost Changes

Because economic conditions fluctuate, the University reserves the right to change tuition and other charges at the beginning of any semester if such change is judged necessary by the University.

## Online Student Account Center

The Cashier's Office is proud to offer an Online Student Account Center to help both students and parents better manage the financial investment in their education at Dallas Baptist University.

Students and parents can manage their student account online, view their account charges, make online payment to their tuition, receive payment reminders, schedule future payments, enroll into a payment plan, and sign up for electronic refunds through the Online Student Account Center.

Students will have access to the Online Student Account Center by navigating to the "My Student Account Center" link underneath the financial information section in WebAdvisor. Parents can gain access to their student's account by being enabled as an Authorized User by their students in the Student Account Center.

To learn more about the DBU Online Student Account Center, please feel free to contact the Cashier's Office at (214) 333-5336 or via e-mail at [cashier@dbu.edu](mailto:cashier@dbu.edu).

We are here to help!

## Payment Policies

**A Payment Plan Student** is a student who has a balance after registration for courses, has all financial aid applied and tuition reimbursement obtained, and is eligible for the Payment Plan option for the remaining balance. This time-payment plan requires either a 1/4 or a 1/3 down payment at the time of registration inclusive of all tuition, fees, room and board, followed by payment of the remaining balance in equal payments as detailed in the student's promissory note. In the event of a prepayment or overpayment of a scheduled installment note, the excess amount will be applied to the next scheduled payment. In addition, a \$100.00 Payment Plan fee will be assessed to the student's account when utilizing the installment note. A fee of \$50.00 will be assessed for each instance a payment is not received at the time of registration, is received late, is insufficient, and/or is not received at all. All balances must be paid as agreed or the actions noted on this page may result.

**NOTE: Mini-terms are not eligible for installment payments unless they are taken with a long semester class.**

**A Financial Aid Student** whose guaranteed financial aid covers 100% of the student's balance is not required to provide payment at the time of registration. A financial aid student whose guaranteed aid covers less than 100% of the student's balance is required to pay in full the student's account balance that is not covered by financial aid at the time of registration or will automatically be placed on an installment note for the balance that is not covered by financial aid. If the student chooses to complete the Payment Plan, the student must pay the down payment at the time of registration. The balance remaining, after the down payment, is to be paid in equal monthly payments as required in the Payment Plan. A "less than 100%" financial aid student may not use confirmed financial aid in lieu of the down payment. All balances must be paid as agreed or the actions noted on this page may result.

If the student's aid is not guaranteed at the time of registration, the student must pay for the class in full or be placed on a Payment Plan.

**A Personal Pay Student** is a student who pays his or her balance in full at the time of registration using personal resources. For balances not paid at the time of registration, the actions noted on this page may result.

**A Direct Bill Student** is a student whose employer reimburses DBU directly for all or part of a student's charges for the student's education. All direct bill students whose employer pays DBU directly must provide vouchers for the present registration term within one week from the date of registration for that term. Any student whose employer reimburses less than 100% of student's charges must either immediately pay the remaining non-reimbursed portion of the student's charges or complete a Payment Plan for the remaining non-reimbursed portion of the student's charges. A "less than 100%" direct bill student may not use the employer reimbursement in lieu of the down payment. The student must pay the employer's portion of the reimbursed charge if the employer's portion is not received within 45 days from the date of the last class meeting. All balances must be paid as agreed or the actions noted on this page may result.

**Direct Bill/Employer Reimbursed Students must pay all Fall 2013 balances by February 1, 2014, and pay all Spring 2014 balances by July 1, 2014.**

**An Employer Reimbursed Student** is a student whose employer reimburses the student directly or indirectly for all or part of a student's charges for the student's education. Any student whose employer reimburses less than 100% of the student's charges must either immediately pay the remaining non-reimbursed portion of the student's charges or complete a Payment Plan for the remaining non-reimbursed portion of the student's charges. A "less than 100%" employer reimbursed student may not use the employer reimbursement in lieu of the down payment. The student must pay the employer's portion of the reimbursed charge if the employer's portion is not received within 45 days from the date of the last class meeting. This can be paid in full or paid through the Payment Plan. All balances must be paid as agreed or the actions noted on this page may result.

**A Veteran Student** is a student who receives tuition assistance for all or part of their student charges paid directly from the Department of Veteran Affairs. Any Veteran student who receives less than a 100% benefit from the VA must either immediately pay the remaining portion of the student's charges or complete a Payment Plan for their remaining non-tuition assistance portion of the student's charges. All balances must be paid as agreed or the actions on this page may result.

**All Graduating Students** must pay the previous and the present account balances in full by the time designated in the graduation application materials provided by the Registrar's Office, or the student will be denied the privilege of participation in commencement exercises and access to his or her diploma and transcript upon graduation. **The student will be allowed to participate in a commencement exercise only after the previous and present balances are paid in full.**

### **Actions for Unpaid Accounts**

The following actions may result for any student who has not paid his or her account balance as due or has not made financial arrangements with the Financial Aid Office and/or the Cashier's Office:

1. Not being allowed to use the Payment Plan in subsequent semesters,
2. Immediate withdrawal from enrolled courses,
3. Removal from current dormitory residence,
4. Denial of dining hall privileges,
5. Denial of access to final exams, resulting in an Incomplete or Failure,
6. Denial of access to final semester grades,
7. Denial of access to transcripts,
8. Denial of ability to be advised for or register for any additional courses,
9. Inability to graduate,
10. Degree will not be conferred/posted on the student's transcript,
11. Denial of participation in commencement exercises,
12. Denial of access to student's diploma upon graduation,
13. Denial of access to student services, and/or
14. Reporting to collection agency and consumer reporting agency.

In the event that an account has not been paid in full by the end of the semester, DBU submits the accounts to a collection agency for collection. DBU will add a collection agency fee, which will be up to one-third or one-half of the remaining balance, which is a reasonable fee for collection agency service regardless of the dollar amount owed. This balance will also be reported to a credit reporting agency and could affect your credit.

If you have any questions regarding your account, please call the Cashier's Office at 214.333.5336.

If you have questions regarding your financial aid, please call the Financial Aid Office at 214.333.5363.

### **Deferred Payment Plan**

There are two types of plans that will be used for Spring Registration.

The first type of plan requires a 1/4 down payment at the time of registration. This note will be used from October 28, 2013 to January 20, 2014, and requires four payment dates: 1/4 at time of the registration; February 1, 2014; March 1, 2014; and April 1, 2014.

The second type of plan requires a 1/3 down payment at the time of registration. This note will be used from January 20, 2014, to the last day of the add/drop period and requires three payment dates: 1/3 at the time of registration; 1/3 on March 1, 2014; and 1/3 on April 1, 2014.

Students registering after the add/drop dates for the Spring 2014 semester will not be eligible for these plans.

### **Adding, Dropping, and Withdrawal**

A student may change a course section(s), add a course(s), or drop a course(s) with no change in the permanent record if he/she does so within the add/drop deadlines for the terms. (Term dates are listed in the current *Schedule of Classes*.)

A student will receive a grade of "W" if he/she drops a course(s) during the withdrawal period for the term. (Withdrawal dates are listed in the current *Schedule of Classes*.)

The student is responsible in every situation for making sure the form for the add/drop or withdrawal progresses through each step in the process, whether the process is conducted in person or through faxes and telephone conversations.

Residential students (living on campus) are required to have an exit interview prior to full withdrawal from the University. Withdrawal from all courses constitutes full withdrawal. All refunds are mailed.

## Tuition Refund Information

A student may receive full or partial credit for the semester's tuition charge for each class if he/she completes the official add/drop or withdrawal process through the Registrar's Office.

Refunds for courses offered in terms lasting 2–16 weeks (Spring Semester, Spring Intrameter, Long Summer Semester, Summer I Semester, Summer II Semester) are based on these percentages:

Before the first class meeting .....	100%
1% through 5% of class meetings .....	90%
>5% through 10% of class meetings .....	80%
>10% through 15% of class meetings .....	70%
>15% through 25% of class meetings .....	60%
>25% of class meetings and thereafter .....	No Refund

Courses offered in terms lasting at least one week, but less than two weeks (August Mini I and II, Fall Break Mini I and II, Thanksgiving Mini) may be dropped before the end of the first class day for a 100% refund.

### There is no withdrawal from one-week mini-term courses.

The refund for any course with a TBA timeslot such as Internet, Doctoral, Practicum, or Internship will be calculated as if the course met weekly beginning on the first day of the term. (i.e., If the first day of the semester is on a Tuesday, then the refund will be calculated as if the course met weekly on Tuesday throughout the semester.)

**Students are subject to a drop fee each time a course is dropped.** Financial aid recipients who withdraw from all classes before 60% of the semester is completed will also be required to return a portion of the federal financial aid received.

**A class meeting** is defined as any official meeting time as noted on the semester calendar included in this schedule. The date the student enrolls in a class has no bearing on the calculation of class meetings. Additionally, any changes made by a professor to the official meeting dates in this schedule will not alter the calculation of refund amounts.

**When a student drops and adds an equal number of credit hours** within the same term, it is considered an even exchange and no prorated refund is calculated. **If a student drops and adds courses within different terms**, credit for courses dropped will be determined based on the method explained below. **Courses added will be charged at full-tuition rates.** In either case, the student will be subject to a drop/withdrawal fee and any other applicable fees.

**In cases of course cancellation by the University**, credit equal to 100% of tuition and fees will be given.

**Late registration and/or absences from class** have no bearing on refunds.

**Students suspended** for academic or disciplinary reasons will not be entitled to a refund of tuition, fees, or housing.

**Refunds of credit balances** on student accounts will require a minimum of two weeks to be paid after the student has officially withdrawn through the Registrar's Office. However, no credit balances which are the result of financial aid will be refunded until two weeks after the add/drop period closes. A refund will be issued only if the student's balance is paid in full. All refunds are mailed.

## Calculating the Tuition Refund

The following process is used to calculate the refund of tuition:

1. The number of classes that have already met in a semester is divided by the total number of classes contained in that semester.
2. This number is the percentage used to calculate the amount of tuition to be refunded. (Drop/Withdrawal dates are listed in the current *Schedule of Classes*.)

FORMULA: # of classes met / # of total classes contained in the semester = % of the course completed.

EXAMPLE:  $2/16=12.5\%$ . 12.5% according to the refund policy equates to a 70% tuition refund. (Refer to table of percentages above.)



## Refund of Credit Balances

Students are eligible to receive their refunds electronically by having them directly deposited into their personal bank account.

Refunds due to overpayment of the student account or the dropping/withdrawal of courses can be requested through the Cashier's Office at 214-333-5336.

Refunds resulting from the posting of financial aid will be automatically requested by the Financial Aid Office and either deposited to the student's bank account listed in the eRefunds section of the Online Student Account Center, or issued by a paper check and forwarded to the student's address in the University system.

To set up your eRefunds account for direct deposit, log in to the Online Student Account Center through WebAdvisor and enter your personal banking information into the eRefunds screen. After you complete the eRefund set-up process, DBU will initiate a \$0.00 test transaction, or pre-note, to your personal bank account to confirm that bank account and routing information is valid before we begin sending you electronic refunds.

Please make sure your bank account information is correct. If your account information is incorrect, or if you have not set up your eRefunds account, your refund will be mailed to you as a paper check.

## Using a FAX

Students who are unable to complete the add/drop or withdrawal process in person on the main campus may do so by FAX by following the steps listed below.

1. The student will contact the academic department through which the student's major is administered to request the proper form and obtain the department's FAX number.
2. The department will send the proper form to the student by FAX.
3. The student will fill in the necessary data before faxing the form to the academic department.
4. a. Adding or Dropping a Course
  - The student will telephone the academic department requesting the signature of the student's academic advisor.
  - The advisor's signature and the date must appear on the form.b. Withdrawing from a Course
  - The student will telephone the academic department requesting the signature of the instructor of each course from which the student is withdrawing.
  - Each course listed on the form must show the instructor's signature, the date signed, and the last date of class attendance.
5. The student will monitor this process through each step to completion in the Registrar's Office.  
The student should never send the form directly to the Registrar's Office since the form is meaningless and void without the signature of the instructor(s) to withdraw or the advisor to drop.
6. When the form is complete, the academic department will forward a copy to the Registrar's Office.
7. The refund will be calculated according to the date the Request for Withdrawal or Drop form is received in the Registrar's Office.

***The student should refer to Tuition Refund Policies on this page or contact the Cashier's Office for tuition refund information before dropping or withdrawing from a class.***

## Benefits for Veterans

Contact the VA Representative in the Registrar's Office at 214.333.5145 or call the Department of Veteran Affairs at 1.888.442.4551 to see if you, your child, or your spouse is eligible for benefits.

## Grants for Ministry Students

If you are preparing for a career in vocational or bi-vocational church-related Christian ministry, you may pick up an application in the Financial Aid Office or the Ministry Student Office, which is located in the Gary Cook Graduate School of Leadership. You may also print an application from the DBU website, [www.dbu.edu/ministry\\_student](http://www.dbu.edu/ministry_student).

**First-Year Baptist Ministerial Grant recipients must take RELI 1310: Introduction to Christian Ministry during the respective school year.**

If you plan to apply for the First-Year Baptist Ministerial Grant, you should speak with your advisor and plan to take this course. If you have any questions, contact Dr. Joe Mosley at 214.333.5639.

## Bookstore Vouchers (BookCards)

A bookstore voucher (BookCard) will be available during the Cashier's Office operating hours until February 3, 2014 for the Spring 2014 Semester and June 9, 2014 for the Summer 2014 Semester, for students whose guaranteed financial aid will provide a credit balance. You may contact the Cashier's Office at 214.333.5336 for additional information.

## **Student Services Fee**

The student services fee is used to pay a portion of the total cost of shuttle services, health services, athletic events, parking, and the fitness center.

## **Residence Hall Charges**

Room and board charges are administered by the Residence Life office. If you cancel your housing contract or withdraw from the University after the first day of class of any given semester, you will forfeit the entire amount of your room charges and a pro-rated percentage of your meal plan.

## **Housing Application Fee**

A one-time housing application fee of \$125.00 must be paid by all residence hall residents. In the event that you have been placed in the residence halls and subsequently decide not to live in the residence halls, a cancellation notice must be submitted in writing to the Residence Life Office, via email, prior to the first day of class. If you cancel your housing placement prior to July 15 of the enrollment year, your \$125 Housing Application Fee will be refunded. If you cancel your housing placement after July 15 of the enrollment year, you will forfeit your \$125 Housing Application Fee.

## **Athletics Disclosure**

Equity in Athletics Disclosure: Annual reports of information regarding intercollegiate athletics programs at DBU are available pursuant to the Equity in Athletics Disclosure Act upon request by students, prospective students, and members of the public. Requests should be forwarded in writing to the Director of Athletics.

**All qualified students must contact the Cashier's Office following their registration to make payment arrangements. Students who have not paid in full at the time of registration will automatically be placed on the Deferred Payment Plan.**

# Financial Aid

The Office of Financial Aid at Dallas Baptist University seeks to support the goals of the University through its mission statement: "To counsel, serve and assist students in obtaining adequate financial assistance to allow them to meet the financial obligations associated with their attendance at DBU in pursuit and fulfillment of their educational goals while maintaining the equitable and efficient administration of federal, state, institutional, and private financial resources of the University."

Financial aid makes it possible for thousands of students to attend DBU. Financial aid comes in the form of scholarships, grants, student employment, and loans. Sources of financial aid include DBU, outside organizations and agencies, the state of Texas, and the U. S. Department of Education. Students are encouraged to apply for all programs for which they could receive assistance to help them meet their educational goals.

## Eligibility

Eligibility for **federal and state student aid** is based on need and on several other factors as follows:

- Demonstrate financial need (except for certain loans and scholarships)
- Have a high school diploma or a General Education Development (GED) certificate
- Be accepted for admission at DBU and working toward a degree or certificate in an eligible program at DBU
- Be a U.S. citizen or eligible noncitizen
- Have a valid Social Security Number (see Office of Financial Aid for exceptions)
- Register with Selective Service if required. (You can use the FAFSA to register)
- Maintain satisfactory academic progress once in school
- Certify that you are not in default on a federal student loan and do not owe money on a federal grant
- Certify that you will use student aid only for educational purposes

To be eligible for **institutional scholarships**, the student must be in good standing and be making satisfactory progress toward his or her educational goals. Additional eligibility requirements may exist for each specific award as stated in the scholarship section of the catalog.

## Financial Aid Application Process and Deadlines

### Application Forms

To apply for financial aid at DBU, applicants must annually complete the following forms:

1. The **Free Application for Federal Student Aid (FAFSA)** is the form used by most universities for the awarding of federal and state college aid. The official FAFSA can be completed free online at [www.FAFSA.gov](http://www.FAFSA.gov). First time applicants may apply for a federal PIN number which can be used to electronically sign the FAFSA. The FAFSA is available January 1 for the upcoming academic year. DBU's school code is 003560.
2. **DBU Supplemental Application for Financial Aid (Fall and Spring) and the DBU Summer Supplemental Application for Financial Aid (Summer)** will be available approximately **February 15**. Forms may be accessed at [www.dbu.edu/financialaid](http://www.dbu.edu/financialaid).
3. **Additional documents** may be required by the Department of Education or the DBU Office of Financial Aid to complete your file. Such documents may include federal tax transcripts, verification of untaxed income, proof of citizenship or permanent residency, proof of Selective Service Registration, etc. Students will receive notification of needed documents by mail or email.

### Application Deadlines:

The Office of Financial Aid makes every effort to provide funds to students as long as funds are available. However, priority deadlines exist because some funds are limited.

- **March 1** is the priority date to complete the financial aid file to receive maximum consideration for federal or state financial aid for the fall/spring semesters.
- Continuing students who wish to apply for **Honor's Day Scholarships** for the next academic year must have a complete financial aid file by **March 1**.
- Students who fail to meet the priority deadline should apply as soon as possible or at least within 30-45 days before they need to register for classes to allow for processing time. If financial aid is not awarded and guaranteed by registration, the

student will be expected to make payment arrangements with the Cashier's Office using personal resources at the time of registration. (See the Cashier's section for Payment Policy).

- **Late applications** are accepted on a rolling basis throughout the semester. However, students will be expected to make payment arrangements with the Cashier's Office using personal resources at the time of registration. (See the Cashier's section for payment policy). Retroactive applications are not allowed past the end of the enrollment period.

## Awarding Policies and Procedures

Once a student's financial aid file is complete, a financial aid counselor will review the file for awarding. Applicants will be sent an award notification letter advising them of aid eligibility and instructions for finalizing their award(s).

### Cost of Attendance (Student Budget)

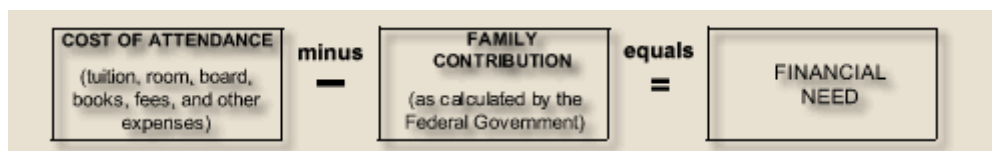
Cost of Attendance is calculated based on educational costs allowed by law. The cost of attendance includes tuition and fees, room and board, books and supplies, transportation, and miscellaneous expenses. Costs unrelated to the completion of a student's course of study are not included in calculating the student's cost of attendance.

### Effective Family Contribution (EFC)

The information reported on the FAFSA is used to determine an Effective Family Contribution (EFC), which is calculated by a formula established by the U. S. Congress. This number is used in determining eligibility for the Federal Pell Grant and other federal and state aid. The EFC is subtracted from the Cost of Attendance to determine official financial need.

### Financial Need

Most federal and state financial aid programs and some outside aid programs are based on demonstrated financial need. The Office of Financial Aid makes every effort to assist students in meeting their financial need using all resources available. In addition, other "non-need based" aid is also available.



### DBU Packaging Policy

After institutional and outside scholarships and other resources are considered, DBU uses the following sequence to award government aid. The Federal Pell Grant is awarded first. If a student continues to have remaining unmet need, additional need-based grants (gift aid) are awarded provided the student meets all eligibility criteria and funds are available.

After gift aid sources have been applied, then additional awards are packaged from self-help types of aid (employment and loans). When eligibility for all other funds has been exhausted, loans are offered to fill the remaining need and cost of attendance.

Programs that have limited funds available for awarding will be awarded based on a completed application date. Once all available funds are awarded, subsequently eligible students will be placed on a waiting list in case additional funds become available.

### Award Notification

Once a financial aid award offer has been made, an award notification letter is mailed to the student and posted on WebAdvisor with instructions on accepting the aid. If loans have been offered, the student must secure Federal loans on an external Web site ([www.studentloans.gov](http://www.studentloans.gov)). First time DBU borrowers must complete entrance loan counseling and sign a Master Promissory Note (MPN) before funds are disbursed. Students may also be required to complete additional steps to secure other aid.

## Financial Aid and Academic Load

Cost of Attendance and financial aid awards are based on the student's academic enrollment status for the semester as projected on the DBU Supplemental Application for Financial Aid. For financial aid purposes, the student is awarded based on full-time, quarter-time, half-time, or less than half-time enrollment status and not based on the exact number of hours enrolled; for example, undergraduate students enrolled in at least twelve credit hours during a fall, spring, or summer semester (term) are considered to be full-time. Undergraduate students enrolled in nine to eleven credit hours per semester are considered to be enrolled quarter-time. Undergraduate students enrolled in six to eight credit hours per semester are considered to be enrolled half-time. Undergraduate students enrolled in less than six credit hours are considered to be enrolled less than half-time.

The Cost of Attendance and financial aid is based on enrollment status on the school census date. If a student drops below the enrollment status for which aid was awarded or if a student fails to begin class attendance in some of their classes, the cost of attendance and aid programs may be adjusted. Please review to the Programs of Financial Aid in this catalog for specific full-time or half-time course load requirements.

## Financial Aid Eligible Terms and Class Attendance

Students must be enrolled in standard fifteen week long semester terms to be eligible for government financial aid. Students may receive aid for mini-terms provided they are also enrolled in a regular semester term or other eligible pattern of enrollment. Contact the Financial Aid Office for details.

- August mini classes are added to fall term credit hours for financial aid
- December Mini-term, Short Winter Term, Long Winter Term, and January Mini-Term classes are added to spring term credit hours for financial aid.
- May mini classes are added to the Summer term credit hours for financial aid. The standard summer term is the long summer term or a combination of Summer I and Summer II terms.
- If a student is registered for a mini-term **during** a standard long semester (such as a fall break mini, Thanksgiving mini, or Spring break mini) but drops before the class begins, or fails to attend the class, financial aid for the class may be removed and the Cost of Attendance (budget) may be adjusted.

## Student Rights and Responsibilities

*You have the right to know ...*

- \* What financial aid programs are available at Dallas Baptist University.
- \* The deadline for submitting applications for each of the programs.
- \* How financial aid will be distributed, how decisions on distributions are made, and the basis for these decisions.
- \* How your financial aid was determined. (Costs for tuition, fees, room, board, travel, books, and supplies, personal and miscellaneous expenses are considered in your budget).
- \* What resources (your current assets, parental contribution, other financial aid, etc.) were considered in the calculation of your need.
- \* How much of your financial need has been met.
- \* The details of the various programs in your student aid package.
- \* What portion of the financial aid you received must be repaid, and what portion is grant aid. If the aid is a loan, you have the right to know the interest rate, the total amount that must be repaid, the payback procedures, and the length of time you have to repay the loan, and when the repayment is to begin.
- \* How DBU determines if you are making satisfactory academic progress and what happens if you are not.

*In Accepting Your Responsibilities You Must ...*

- \* Complete all application forms accurately and submit them on time to the proper place.
- \* Provide correct information. In most instances, knowingly misreporting information on financial aid application forms is a violation of law and may be considered a criminal offense which could result in indictment under the U.S. Criminal Code.
- \* Return all additional documentation, verification, corrections, and/or new information requested by either the Office of Financial Aid in a timely manner.
- \* Be responsible for reading and understanding all forms that you are asked to sign, and for keeping copies of them.
- \* Live up to all agreements that you sign.
- \* Be aware of and comply with deadlines for application or reapplication for aid.
- \* Be aware of the DBU refund procedures.
- \* Be aware that early withdrawal from the term may result in a *pro rata* reduction of financial aid eligibility. Such a reduction may require that you repay money that you received to attend school. If you stop attending your classes, you may be considered to have fully withdrawn and your aid may be adjusted or removed.
- \* Report changes in name, address, and telephone number to the proper office.

## Independent Status (Federal)

An independent student is one who is at least 24 years of age by January 1 of the award year. A student who has not attained this age is also considered to be independent if he/she:

- \* Is married
- \* Is a graduate or professional student;
- \* Is a veteran of the U.S. Armed Forces;
- \* Is currently serving on active duty in the U.S. Armed Forces for purposes other than training;
- \* Has children who will receive more than half of their support from the student;
- \* Has dependents (other than children or spouse) who live with you and receive more than half of their support from you;
- \* At any time since age 13 both parents were deceased, or you were in foster care or a dependent or ward of the court;
- \* Is an emancipated minor as determined by a court in the state of legal residence;
- \* Is in a legal guardianship as determined by a court in the state of legal residence (does not include conservatorships);
- \* Is an unaccompanied youth who is homeless as described on the FAFSA; or
- \* Applies for and is approved for a dependency override.

Contact the Office of Financial Aid for more information.

## Financial Aid Satisfactory Academic Progress Policy (SAP)

(Updated May 2011)

The Higher Education Act of 1965, as amended by Congress, mandates that institutions of higher education monitor the academic progress of students who receive federal financial aid. Dallas Baptist University has established the following minimum standards and practices for federal financial aid Satisfactory Academic Progress (SAP) for students to be eligible for and continue to receive federal financial aid. Please note that some state and institutional aid programs may have higher academic requirements, and eligibility for those financial aid programs is subject to the requirements of each program.

DBU is updating its SAP policy as of May 1, 2011 in order to comply with new federal regulations regarding SAP that went into effect on July 1, 2011. DBU will use this new SAP policy beginning with the Spring 2011 semester, and SAP will be reviewed at the end of each payment period (fall, spring, and summer semesters) going forward, after grades for that semester have been posted.

Note: Cumulative GPA (CGPA) for students enrolled using a catalogue prior to the Fall 2009 semester is based on institutional and accepted transfer credits. CGPA for students enrolled using a catalogue for the Fall 2009 semester or later is based ONLY on institutionally earned credit hours. To be in compliance with federal, state or institutional student aid programs we must apply qualitative and quantitative measurements to academic work.

Federal and Institutional Satisfactory Academic Progress (SAP) will be reviewed at the end of each fall, spring, and summer semester, and will be based on the student achieving both a qualitative standard and a quantitative standard, as defined below:

1. **Qualitative Standard – Cumulative Grade Point Average (CGPA)**  
Undergraduate students must maintain a minimum Cumulative Grade Point Average (CGPA) of 2.0 for all course work completed. Graduate students must maintain a 3.0 CGPA for all course work completed.
2. **Quantitative Standard – Pace of Progression**  
Pace of progression is determined by dividing the cumulative number of credit hours successfully completed by the cumulative number of credit hours attempted, including transfer hours that have been accepted. Undergraduate students must maintain a pace of progression of 66.67% for all course work attempted, including transfer credits. Graduate students must maintain a pace of progression so that they graduate within six years of beginning their degree program, as outlined in the academic catalog for the year that the student first enrolled.
3. **Program Completion Time Frame:**  
Undergraduate students may receive financial aid, if they otherwise qualify, if they have not yet attempted 150% of the hours required for their degree program (usually 189 hours). Graduate students may receive financial aid if they have not yet been enrolled in their current degree program for six or more academic years (see the appropriate academic catalog for the year in which the student enrolled). *Attempted hours include all transferred credits and all DBU courses passed, failed, repeated, or withdrawn.*

If a student meets ALL of the above standards, the student will receive a SAP status of **SATISFACTORY** and will be able to continue receiving federal and institutional aid at DBU.

If a student fails to meet one or more of the above standards, the student will be placed on one of two financial aid SAP statuses, as described below:

- **Warning status:** If the student was previously under a Satisfactory SAP status, the student's status will be moved to a WARNING status for one semester, meaning that the student is being warned that he/she is not meeting SAP eligibility and has one semester to correct his/her eligibility before being placed on financial aid suspension. During this semester, the

student will continue to be able to receive financial aid. A Warning status cannot be appealed since students are still eligible to receive financial assistance.

- **Probation status:** If a student is placed on financial aid suspension, he/she has the option of appealing this suspension through the SAP appeal process. If the appeal is granted, the student will be placed on financial aid probation for the next semester, and he/she must bring his/her SAP eligibility to Satisfactory during that semester or be placed on financial aid suspension. While on probation, the student may continue to receive federal, state, and institutional aid if he/she is otherwise eligible.
- **Suspension status:** If the student was previously under a Warning or Probation SAP status and fails to meet SAP eligibility requirements during the next semester, the student's status will be moved to a SUSPENSION status and he/she will NOT be able to receive federal, state, or institutional financial aid during the next semester he/she attends. Students who are placed on financial aid suspension may appeal this decision by completing the Satisfactory Academic Progress Appeal Process (see below).

Please note: Financial aid satisfactory academic progress eligibility is different from academic probation or suspension. Students who are on financial aid suspension may be allowed to register for and attend classes in future semesters if they are not also on academic suspension. See the Registrar for more information.

### Regaining Financial Aid Satisfactory Academic Progress Eligibility

- Students who are placed on financial aid suspension for not maintaining the required SAP eligibility standards for cumulative GPA must complete courses at DBU at their own expense to regain their eligibility for financial aid. Students who are placed on financial aid suspension for not maintaining the required SAP eligibility standards for pace of progression must complete, at their own expense, courses at DBU, or courses that transfer in from an accredited institution.
- Students who are placed on financial aid suspension because they have not met the program completion time frame requirements and have reached the maximum number of hours or time frame allowed to complete their degree program may not regain eligibility to receive financial aid. In order to complete a degree program and graduate from DBU, the student will have to complete those courses without receiving federal financial assistance. If the student feels that these calculations are incorrect, they may contact the Director of Financial Aid and ask for a formal review of eligibility.
- After the student has completed sufficient coursework to remove the suspension status, he/she must submit the *Suspension Evaluation or Appeal Request* form to the financial aid office to formally request a review of his/her status. See below for instructions on downloading this form. Evaluations will be completed after grades are posted for each of the following enrollment periods:

**Fall Reporting Period** (including all terms and mini-terms associated with the fall semester)

**Spring Reporting Period** (including all terms and mini-terms associated with the spring semester)

**Summer Reporting Period** (including all terms and mini-terms associated with the summer semester)

### Appeal Process

A student who has been placed on financial aid suspension for not meeting the required SAP guidelines may appeal his/her suspension if there were unusual or extenuating circumstances that contributed to the student's failure to meet these guidelines. If the appeal is granted, the student will be placed on a SAP Probation status and will be allowed to receive financial aid for the next semester only (see "Probation status" above).

To make the appeal, the student should follow the steps outlined on and submit the *Financial Aid Satisfactory Academic Progress Suspension Evaluation And Appeal Request* form. All appeal requests will be reviewed by the Office of Financial Aid and, if necessary, reviewed by the Satisfactory Academic Progress Appeals Committee. All individuals granted an appeal are normally placed on a one-semester probation status or placed on a financial aid academic plan (see below). All appeal decisions are final. Students will be notified in writing as to the decision regarding their financial aid appeal.

The appeal request must include a statement from the student regarding what has changed or what they will do differently that will allow them to meet SAP guidelines in the future. If a student makes more than one appeal request, each appeal must be for a different reason. See the *Financial Aid Satisfactory Academic Progress Suspension Evaluation And Appeal Request* form for more information.

### Financial Aid Academic Plan

If a student is placed on suspension, and successfully appeals the decision, but the student's academic situation is such that it would be mathematically impossible for him/her to regain SAP eligibility during the next semester as required by federal SAP guidelines, DBU may, at its sole discretion, place the student on a financial aid academic plan. This plan will be designed to outline steps of progress that, if followed by the student each semester, will lead to SAP eligibility being regained at a specific time in the future. If a student does not meet these progressive steps each semester, he/she will immediately be placed on financial aid suspension.

### Other Financial Aid Satisfactory Academic Progress (SAP) Guidelines

- **Dual Enrollment:** A student may not receive federal aid from more than one institution at the same time. A student transferring to DBU from another institution must have their aid canceled at the former institution. A "Cancellation of Aid" form may be required.
- **Repeat Courses:** Students may receive federal financial aid for repeat courses in which a previous grade of "F" was received. For courses in which a grade of "D" or higher is received, federal financial aid will pay for these courses once only. Funding for

remedial courses (i.e. MATH 1101) can only be repeated once. If a student registers for a course in which he/she has previously received a grade of D or higher, an evaluation of the student's history taking that course will be made and aid will be paid accordingly. Institutional scholarships cannot be applied toward any repeat courses regardless of course grade or status.

- **Incomplete grades:** Courses in which a grade of "I" is received will affect a student's pace of progression and may lead to the student being placed on financial aid warning or suspension. Once the student has completed the course(s), he/she may request an evaluation to re-assess his/her SAP status using the *Suspension Evaluation or Appeal Request* form (see below).
- **Second Bachelor's Degree:** Not all financial aid programs are available to students seeking a second bachelor's degree, including accredited and non-accredited degrees. Students should see their financial aid counselor for more information.
- **Support Services:** Support services are available to help ensure a student's academic success. Counseling services are available free of charge to DBU students by contacting 214-333-5288. The DBU Writing Lab is available to assist students in the writing and construction of papers. Contact them at 214-333-5474. The DBU library is available to help students with research. Contact them at 214-333-5213. Tutoring services are available by calling 214-333-6843. Students with disabilities can contact the Office of Student Affairs at 214-333-5134 to make accommodations for their disability.
- The Financial Aid Satisfactory Academic Progress Evaluation and Appeal Request Form mentioned above is located at: [www.dbu.edu/financialaid](http://www.dbu.edu/financialaid).

**If you have any questions regarding areas addressed in this policy, please contact the Office of Financial Aid 214-333-5363 or [finaid@dbu.edu](mailto:finaid@dbu.edu)**

## Financial Aid Refund Policy

DBU uses student accounts to assess charges and apply payments against those charges. If a student's account balance is a credit, it is the policy of the University to refund the credit to the student in a timely manner. Credit balances caused by financial aid are refunded only after a careful review of the student's account and eligibility for aid. If a credit balance refund is due the student, the refund is made to the student within the 14 days required by federal regulations. The refund will be issued either in the form of a check made payable to the student and issued by the business office and mailed to the preferred address on file with the Registrar's Office, or deposited electronically to a bank account set up and authorized by the student.

A student who receives a refund based wholly or partly on financial aid and later changes enrollment status may be required to repay all or part of the aid received to the University, or to the appropriate federal or state aid programs. Students receiving federal aid other than Federal Work-Study funds who withdraw or change enrollment status (increase or decrease semester hours taken) may have federal aid adjusted in accordance with formulas prescribed by the Federal Title IV Program, DBU policy, or both.

**IMPORTANT NOTE:** *Credit balance refunds due students are processed after the Add/Drop period closes each semester (consult the semester schedule of classes for this date). Eligibility for a refund depends on several factors and will be determined by the Office of Financial Aid. Changes in any of these factors, such as dropping courses or withdrawing from the University, could result in delays in receiving a refund or in the reduction of the student's aid package, thereby removing a potential credit balance.*

### Withdrawal from the University

A student who withdraws from the University receives only the balance that remains, if any, after the appropriate refund calculation has been performed by the Office of Financial Aid and according to federally mandated Return of Federal Title IV Funds Policy listed below.

### Return of Federal Title IV Funds Policy

Dallas Baptist University returns unearned funds received from Federal student assistance programs to the proper program accounts in accordance with Federal Title IV student assistance regulations, as amended, under 34 CFR, section 668.22(d) of the Reauthorization of the Higher Education Act of 1965.

The student receiving assistance from Federal Title IV programs is required to complete a minimum number of hours for which assistance was received. If the student completely withdraws from school during the semester or stops attending, but fails to officially withdraw, the student may be required to return the unearned part of the funds received. Liability for return of Federal Title IV funds will be determined according to the following guidelines:

1. If the student remains enrolled and attends class beyond the 60% mark of the semester in which aid is received, all federal aid is considered earned and not subject to this policy.
2. If the student completely withdraws from all classes before completing 60% of the semester, a pro-rated portion of the federal aid received must be returned to the federal aid programs equal to the percentage of the semester remaining and based on federal calculation.
3. **NON-ATTENDANCE:** If the student does not officially withdraw from classes, but stops attending all classes, before reaching the 60% point of the semester, a pro-rated portion of the federal aid received, based on the documented last date of attendance, must be returned to the federal aid programs. If the college is unable to document the last date of attendance, the midway point of the semester will be used for online courses. The last date of attendance will be documented as the date of the last academically related activity.

Return of Federal Title IV funds will be distributed according to statutory regulations in the following sequence: Federal Unsubsidized Direct Loans, Federal Subsidized Direct Loans, Federal PLUS Loans, Federal Pell Grants (for which a return of funds is required), and Federal Supplemental Educational Opportunity Grants (for which a return of funds is required).



Worksheets/Formulas provided by the U.S. Department of Education will be used to determine the amounts and order of return. If a student's share of the return amount exists, the student will be notified and allowed 45 days from the date of determination to return the funds to the Business Office of the University for deposit into the federal programs accounts. If the student does not return the amount owed within the 45-day period, the amount of overpayment will be reported to the U.S. Department of Education (DOE) via the National Student Loan Database (NSLDS) and the student will be referred to the DOE for resolution of the debt. Unearned aid will be refunded to the appropriate program(s), if necessary, based on these regulations.

If the student owes money to the University or to one of the financial aid programs in the form of a repayment, the Office of Financial Aid or the Cashier's Office will notify the student.

## Programs of Student Financial Aid

Financial aid is divided into two categories - **gift aid** and **self-help aid**. Gift aid includes grants and scholarships which generally do not have to be repaid. Self-help aid includes programs that have to be earned such as work-study or programs that have to be repaid such as loans.

The following gives additional information about some of the different types of aid available at DBU. Additional information about federal programs can be found at [www.studentaid.gov](http://www.studentaid.gov). Additional information on state programs can be found at [www.collegeforalltexas.com](http://www.collegeforalltexas.com)

## GIFT AID

### Grants

Grants are gifts of money and are usually awarded on the basis of financial need. A student's financial aid package may include grant money whenever eligibility and funding levels permit.

#### Federal Pell Grant

The Federal Pell Grant is a federal program of entitlement basic to all other student financial aid. This grant is only awarded to students pursuing their first bachelor's degree. The program is based on a need analysis formula, which considers family income and assets, size of family, number of children attending post secondary schools, and other factors. Application for the grant is automatic when completing the *Free Application for Federal Student Aid (FAFSA)*.

#### Federal Supplemental Educational Opportunity Grant

The Federal Supplemental Educational Opportunity Grant (FSEOG) is available only to undergraduate students who have remaining unmet need after the Federal Pell Grant has been awarded. Students seeking second bachelor degrees are not eligible for SEOG.

Priority for awarding is given to students with a family contribution of "0," as established by federal regulations, and who have completed all necessary paperwork by the financial aid deadline of **March 1**. Any funds remaining after that date are awarded to Pell-eligible students with completed files on a "first-come, first-serve" basis. The maximum and minimum annual FSEOG awards are set each year by the Office of Financial Aid in accordance with federal regulations.

#### Tuition Equalization Grant

The Tuition Equalization Grant (TEG) is a state of Texas grant program for residents attending a private university in the state of Texas. The TEG is provided to help offset some of the difference in cost between public and private tuition for students attending private universities in Texas. Students must meet the following eligibility requirements to be eligible for TEG:

- Must meet all requirements to receive federal aid as described previously;
- Be a legal Texas resident. If a dependent student, parents must be legal Texas residents;
- Be enrolled in at least twelve hours (12) hours in a semester to receive the grant for that semester;
- Not be the recipient of an athletic scholarship;
- Not be pursuing a career in church-related ministry or receiving a ministerial scholarship;
- Be enrolled in an eligible major. (Contact the Office of Financial Aid for more information).
- Adjusted gross Income may not exceed \$95,000 per year for renewal students.
- Effective Family Contribution may not exceed \$16,224 for new students;
- Must be seeking a first bachelor degree.

# Scholarships

A number of scholarships are available for students attending DBU. Some of the scholarships offered are listed below. New students should contact the Office of Undergraduate Admissions for complete and current information on scholarships for new students. Continuing students should contact the Office of Financial Aid for current information on continuing student scholarships.

Each scholarship has specific eligibility requirements. Some are merit-based, based on academic performance or other special talents, while some are need-based, based on financial need.

## DBU Scholarships

### Christian Leadership Scholarship

This scholarship is awarded by the Office of Undergraduate Admissions to new students who have demonstrated exceptional Christian character and leadership abilities as well as proven academic skills. The scholarship is awarded to students who have demonstrated servant-leadership by giving their lives to serving God and His people. This scholarship, funded in part by the annual Russell Perry Free Enterprise Award Dinner, is renewable on a year-by-year basis for a maximum of five years, as you meet the renewal requirements. The scholarship is valid for up to 126 attempted undergraduate hours of college credit including hours transferred from other colleges and universities.

The Christian Leadership Scholarship is a monetary award that shall be applied toward undergraduate, non-online tuition only. This scholarship is a need/merit based scholarship designed only for new, incoming students. Candidates are evaluated on the basis of academic ability, demonstrated Christian leadership, and need. The scholarship committee will evaluate each candidate on the basis of his or her total qualifications. Before being considered for this scholarship, the student must be admitted to Dallas Baptist University.

#### **Recipients of the scholarship must:**

1. Enroll in and successfully complete the DBU Christian Leadership course during the first year of enrollment.
2. Be enrolled as a full-time student.
3. During the first few weeks of each semester, declare an area of ministry for that semester. (*Online forms will be provided.*)
4. Be involved (*for at least six hours per month*) in a volunteer service or ministry activity.
5. Complete and submit all Ministry Journal requirements each month.
6. Complete and submit the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.
7. Live in University housing. Any unauthorized departure from the DBU residence halls or DBU apartment complex, Townhomes, and Brownstones will constitute forfeiture of all Christian Leadership Scholarship funds.
8. Maintain at least a 2.5 cumulative grade point average.
9. Take all general studies classes during the day prior to 5:00 p.m.
10. Maintain moral and ethical standards that would be exemplary of the life of Christ.

Failure to adhere to requirements will result in forfeiture of scholarships.

### Academic Honors Scholarship

The Office of Undergraduate Admissions awards the Academic Honors Scholarship to new students who have demonstrated exceptional academic ability in their prior high school or college academic work. Students with a minimum composite score of 25 on the ACT or a combined Critical Reading and Math score of 1150 on the SAT may be considered for the Academic Honors Scholarship, based on their academic record (standardized test scores and grade point average).

The Academic Honors Scholarship is a monetary award that shall be applied toward tuition only. Award amounts vary.

This scholarship, funded in part by the annual Russell Perry Free Enterprise Award Dinner, is valid for up to 126 attempted undergraduate hours of college credit including hours transferred from other colleges and universities.

#### **Recipients of the scholarship must:**

1. Apply for and meet requirements for the DBU Christian Leadership Scholarship.
2. Enroll in and successfully complete the Christian Leadership course during the first year of enrollment.
3. Be enrolled as a full-time student.
4. Complete and submit the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.
5. Live in University housing. Any unauthorized departure from the DBU residence halls or DBU apartment complex, Townhomes, and Brownstones will constitute forfeiture of all Academic Honors Scholarship funds.
6. Maintain at least a 3.0 cumulative grade point average.
7. Submit an annual renewal form.

### Academic Excellence Scholarship

The Office of Undergraduate Admissions awards the Academic Excellence Scholarship to new students who have demonstrated superior academic ability in their prior high school or college academic work. This scholarship is valued at 25% of tuition. To qualify

for this scholarship, a student must complete all requirements for the Christian Leadership Scholarship, be a new first-year student, and have made a minimum composite score of 30 on the ACT or a combined Critical Reading and Math score of 1310 on the SAT. Transfer students may be eligible for the scholarship based on grade point average. Once awarded, the value of the Academic Excellence Scholarship does not increase due to subsequent testing resulting in scores higher than those originally submitted for this award.

This scholarship, funded in part by the annual Russell Perry Free Enterprise Award Dinner, is valid for up to 126 attempted undergraduate hours of college credit including hours transferred from other colleges and universities.

***Recipients of the scholarship must:***

1. Apply for and meet requirements for the DBU Christian Leadership Scholarship.
2. Enroll in and successfully complete the Christian Leadership course during the first year of enrollment.
3. Be enrolled as a full-time student.
4. Complete and submit the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.
5. Live in the DBU residence halls or a DBU apartment complex. Any unauthorized departure from the DBU residence halls or DBU apartment complex will constitute forfeiture of all Christian Leadership Scholarship funds.
6. Maintain at least a 3.0 cumulative grade point average.
7. Submit an annual renewal form.

**Academic Excellence/Phi Theta Kappa Scholarship**

The Office of Undergraduate Admissions awards the Academic Excellence/Phi Theta Kappa Scholarship to new transfer students who have demonstrated superior academic ability in their prior college academic work. This scholarship is valued at 10% of tuition per semester, but may be awarded up to 25% per semester if other scholarships are not available. To qualify for this scholarship, a student must complete all requirements for the Christian Leadership Scholarship and be a member of Phi Theta Kappa. Once awarded, the value of the Academic Excellence/Phi Theta Kappa Scholarship does not increase due to subsequent testing resulting in scores higher than those originally submitted or for a GPA higher than the GPA originally submitted for this award.

This scholarship, funded in part by the annual Russell Perry Free Enterprise Award Dinner, is valid for up to 126 attempted undergraduate hours of college credit including hours transferred from other colleges and universities.

***Recipients of the scholarship must:***

1. Apply for and meet requirements for the DBU Christian Leadership Scholarship.
2. Enroll in and successfully complete the Christian Leadership course during the first year of enrollment.
3. Be enrolled as a full-time student.
4. Complete and submit the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.
5. Live in the DBU residence halls or a DBU apartment complex. Any unauthorized departure from the DBU residence halls or DBU apartment complex will constitute forfeiture of all Christian Leadership Scholarship funds.
6. Maintain at least a 3.0 cumulative grade point average.
7. Submit an annual renewal form.

**Acteen Scholarship**

Dallas Baptist University offers Acteen Scholarships to new students who are recipients of Mission Quest achievement and state and national honors. These scholarship awards vary according to the number of quests achieved.

***Recipients of the scholarship must:***

1. Complete and submit an Acteen Scholarship Application.
2. Complete and submit the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.
3. Submit an Acteen Letter of Recommendation from their Acteen leader.
4. Meet all DBU admission requirements as stated in the current DBU Undergraduate catalog.
5. Apply for and meet requirements for the DBU Christian Leadership Scholarship.
6. Be enrolled as a full-time student.
7. Maintain at least a 2.5 cumulative grade point average.

The scholarship is renewable each semester for eight consecutive fall and spring semesters. A limited number of Acteen scholarships are available. Awards will be made at the discretion of the DBU Office of Undergraduate Admissions.

**AWANA Scholarship**

Dallas Baptist University offers AWANA Scholarships to new students who are AWANA achievers. These scholarship awards vary according to the level of achievement.

***Recipients of the scholarship must:***

1. Complete and submit an AWANA Scholarship Application.
2. Complete and submit the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.
3. Provide verification of the award from AWANA headquarters or from their local AWANA missionary.
4. Meet all DBU admission requirements as stated in the current DBU Undergraduate Catalog.

5. Apply for and meet requirements for the DBU Christian Leadership Scholarship.
6. Be enrolled as a full-time student.
7. Maintain at least a 2.5 cumulative grade point average.

The scholarship is renewable each semester for eight consecutive fall and spring semesters. A limited number of AWANA scholarships are available. Awards will be made at the discretion of the DBU Office of Undergraduate Admissions.

### **Baptist Minister's Dependent Scholarship**

The spouse and/or dependent children of an ordained or licensed minister who is **ACTIVELY SERVING FULL-TIME** in any Baptist church or agency ministry, or a spouse and/or dependent child of a Baptist ministerial student currently enrolled at Dallas Baptist University or any Baptist Seminary may be eligible to receive a \$50 per semester hour tuition scholarship. Student must complete the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.

### **Camp Ministry Matching Gift Program**

Dallas Baptist University will match designated Christian Camp gifts for DBU students up to, but not exceeding, \$1,000.00 per academic year, per student scholarship, as of August 1, 2010.

The following is a list of scholarship provisions and requirements for the DBU camp ministry matching gift program which must be completely reviewed by each participating camp:

1. The scholarship program applies for both graduate and undergraduate students, full-time or part-time.
2. The scholarship program only matches funds from Christian camps that hold Jesus Christ to be their Lord and Savior.
3. Gifts from denominations (e.g. Baptist General Convention of Texas, United Methodist Conference, etc.) or other para-church organizations (e.g. Campus Crusade for Christ, BSM, etc.) are not included in this matching gift program. This is a matching gift scholarship program for individual Christian camps only.
4. Scholarships under this policy are applicable for fall, spring, summer, and winter terms. Scholarships may only be used for current student accounts (within the last 12 months) and not for past bills on student accounts.
5. Before a scholarship gift is made to DBU, the camp must determine that this scholarship program is within its benevolent and charitable purposes. Then, the treasurer or camp director may recommend a specific student for the scholarship.
6. The recommended student must have been employed as a full-time staff member for at least one full summer at the camp or must currently be employed as a full-time year-round staff member at the camp which is funding the scholarship. The scholarship may not be used in lieu of compensation for working at the camp.
7. Checks should be made payable to Dallas Baptist University. Notation should be made on the camp check identifying the student who is recommended to receive the scholarship by name and social security number. Checks should be sent to the DBU Office of Financial Aid.
8. Scholarship funds given to DBU by the camp regarding a recommended student **cannot** originate with the student or the student's family member(s), such as parents and grandparents nor can the funds be a "pass through" gift specifically benefiting a designated student. Donors or other interested parties may contribute to the camp; however, the camp must explain to individuals who contribute to scholarships that federal law, particularly the Internal Revenue Code and relevant IRS regulations, restricts the ability of family members to financially support relatives who are students through scholarships for the purpose of obtaining or creating a tax benefit. **Contributions to scholarships for which a tax benefit will be sought should not be motivated by a desire to assist a specific student, but rather a general desire to assist students from the camp who are pursuing their education at DBU.** Any questions regarding this issue should be independently directed to a competent attorney, CPA, or tax consultant.
9. Complete and submit required financial aid paperwork, Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid and Scholarships, and any other required paperwork as requested.

*Please note that no provisions of this policy constitute or may be relied upon as legal advice to a camp or individual.*

### **Challengers Scholarship**

Dallas Baptist University offers Challengers scholarships to new students who are recipients of recognition through The Journey mission advancement programs. These scholarship awards vary according to the level of achievement.

#### **Recipients of the scholarship must:**

1. Complete and submit a Challengers Scholarship Application.
2. Complete and submit the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.
3. Provide verification of the award from the North American Mission Board or state Baptist Convention offices.
4. Meet all DBU admission requirements as stated in the current DBU Undergraduate Catalog.
5. Apply for and meet requirements for the DBU Christian Leadership Scholarship.
6. Be enrolled as a full-time student.

7. Maintain at least a 2.5 cumulative grade point average.

The scholarship is renewable each semester for eight consecutive fall and spring semesters. A limited number of Challengers scholarships are available. Awards will be made at the discretion of the DBU Office of Undergraduate Admissions.

### **Christ for the Nations Institute (CFNI) Scholarship**

Dallas Baptist University offers a \$70 per hour tuition scholarship to graduates of CFNI who enroll at DBU on a full- or part-time basis. Students will be required to submit a copy of their CFNI diploma to the Office of Financial Aid. Students must complete the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.

### **Church Matching Gift Program**

Dallas Baptist University will match up to \$3,000 per academic year given on a student's behalf from his/her local church. Certain restrictions apply. Refer to the Church Matching Gift Guidelines in the Financial Aid Forms page for more information.

### **Tuition Exchange Scholarships**

A very limited number of scholarships are offered to DBU students whose parents are employed full-time at member Tuition Exchange institutions. Contact the Director of Financial Aid for more information.

### **Ethnic Mission Scholarship**

The Ethnic Mission Scholarship fund was originally established to aid deserving Baptist students who are of Latin American, Asian, Asian-American, or American Indian descent who were unable to finance a college education.

The Ethnic Mission Scholarship provides \$27 per semester hour up to a maximum of \$400 per semester.

#### ***Recipients of the scholarship must:***

1. Be a member of an ethnic Baptist congregation.
2. Be a Texas resident.
3. Attend a Texas Baptist university.

For more information and an application, contact the Baptist General Convention of Texas, Ethnic Mission Scholarship, 333 N. Washington Ave., Dallas, Texas 75246, (214) 828-5100.

### **Missionary Kid School Allowance, Post-Secondary (MKSAPS)**

If you are a Missionary Kid (MK) with the International Mission Board (IMB), either active or former field personnel, please contact: IMB, Benefits Department, Office of Global Personnel, PO Box 6767, Richmond, VA 23230-0767 or e-mail Kathy Jones at [kjones@imb.org](mailto:kjones@imb.org).

The MKSAPS may be available to field personnel in active service provided the MK has been on the field for 36 months prior to age 18. A prorated amount may be available to certain former field personnel, depending on the dates of service. Please contact the above listed office for more information for current eligibility criteria.

### **National Merit Scholarship**

National Merit Finalists may qualify for a full tuition scholarship. Applicants must qualify for the Christian Leadership Scholarship, submit a recommendation from their pastor and their principal or guidance counselor, and complete an interview with the scholarship committee.

### **Phi Theta Kappa Scholarship**

The Phi Theta Kappa Scholarship is awarded to new transfer students meeting eligibility requirements. Students who wish to apply for the Phi Theta Kappa Scholarship must submit the DBU Phi Theta Kappa Scholarship Application, in addition to completing all requirements for the Christian Leadership Scholarship.

#### ***Recipients of the scholarship must:***

1. Be a member in good standing in Phi Theta Kappa.
2. Enroll in and successfully complete the DBU Christian Leadership course during their first year of enrollment.
3. Be enrolled as a full-time student.
4. During the first few weeks of each semester, declare an area of ministry for that semester. (*Online forms will be provided.*)
5. Be involved (*for at least six hours per month*) in a volunteer service or ministry activity.
6. Complete and submit all Ministry Journal requirements each month.
7. Complete and submit the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.
8. Maintain at least a 3.0 cumulative grade point average.
9. Maintain moral and ethical standards that would be exemplary of the life of Christ.

Students meeting all eligibility requirements may be awarded \$1,000.00 for each fall and spring semester. The scholarship committee will evaluate each candidate on the basis of his or her total qualifications. The Phi Theta Kappa Scholarship is a monetary award that shall be applied toward tuition only. This scholarship is available only to new, incoming transfer students. DBU renews the scholarship on a year-by-year basis until a student has attempted a total of 126 undergraduate hours of college credit, including hours transferred from other colleges and universities.

### **Texas Black Baptist Scholarship**

The Texas Black Baptist Scholarship Program provides grants to help African-American young people get a Christian education. The scholarships are funded through the Mary Hill Davis Offering for State Missions, sponsored annually by the Woman's Missionary Union of Texas.

For more information contact:  
Baptist General Convention of Texas  
Texas Black Baptist Scholarship  
333 N. Washington Ave.  
Dallas, Texas 75246  
(214) 828-5100

### **Transfer Commuter Scholarship**

This scholarship is awarded by the Office of Undergraduate Admissions to new transfer students who do not plan to live on campus. Each scholarship provides \$750 per semester for full-time students toward tuition only.

The scholarship will be renewable for fall, spring, and summer terms if student remains eligible. Students will be eligible for the scholarship as long as their total completed credit hours have not reached 126 hours. The student's assigned Transfer Recruitment Counselor and the Registrar's Office will monitor this progression. Students who hold a bachelor's degree may not apply. College of Professional Studies students do not qualify for this scholarship. The scholarship is void once the student withdraws from DBU, henceforth the student will not be eligible for the Transfer Commuter Scholarship if he or she applies for readmission to the university.

Candidates for this scholarship will be evaluated on the basis of academic ability, demonstrated Christian leadership capabilities, and financial need. The assigned transfer counselor will evaluate and recommend each candidate on the basis of the applicant's total qualifications.

#### **Recipients of the scholarship must:**

1. Meet all DBU admission requirements as stated in the current DBU Undergraduate Catalog.
2. Have at least 30 transferable hours from a regionally-accredited institution.
3. Be enrolled as a full-time commuter student.
4. Be an incoming student not currently enrolled at DBU.
5. Complete an application for the scholarship and write a 250-word typed essay stating their enrollment, academic, and Christian goals while attending DBU.
6. Maintain at least a 2.5 cumulative grade point average.
7. Complete and submit the Free Application for Federal Student Aid (FAFSA), DBU Supplemental Application for Financial Aid, and any other required paperwork, as requested.

NOTE: *Other scholarships may also become available from time to time. Please check with your college department or the Office of Financial Aid for any specific scholarships that may be available.*

## **Ministerial Career Scholarships**

In addition to individual requirements for each scholarship, students must complete the *Free Application for Federal Student Aid* (FAFSA), a *DBU Supplemental Application for Financial Aid* and other required paperwork as requested.

### **BGCT Ministerial**

This program is available to qualifying full-time or part-time undergraduate students who are active members of their home Baptist church, have shown evidence of a divine call to Christian ministry, have shown a sincere commitment to a career in a church-related ministry, and have demonstrated a life-style of commitment to the principles of the Christian life. The student must also have the endorsement of his/her home church. The grant of \$50 per semester hour is provided by funds from the Baptist General Convention of Texas. The grant will increase to \$75 per semester hour for junior and senior BGCT students majoring or minoring in Biblical Studies, Christian Studies or Christian Ministries. Continuation of this grant is based upon approval of a renewal application and active participation in a BGCT church.

Applications for this scholarship may be obtained from the Director of Ministerial Students or the Office of Financial Aid. Students receiving the First Year Baptist Ministerial Grant may be able to apply for the BGCT Ministerial Grant after their first year. Contact the Director of Ministerial Students for more information on eligibility.

### **DBU Ministerial**

This program is available to qualifying students who are active members of their home church, have shown evidence of a divine call to Christian ministry, have shown a sincere commitment to a career in a church-related ministry, and have demonstrated a life-style of commitment to the principles of the Christian life. The student must also have the endorsement of his/her home church. This award of \$50 per semester hour is provided directly from DBU funds. The student must be enrolled full-time in an undergraduate program at DBU. This scholarship is available to Baptist and non-Baptist ministerial students.

### **Ministry Student Grant/Scholarship**

The Ministry Student Grant/Scholarship program is available to qualifying students who have shown evidence of a divine call to vocational or bi-vocational church related Christian ministry. Active membership in DBU's Ministry Fellowship and an annual application are required. Applications for this scholarship may be obtained in January of each year from the Ministry Student Office, the Office of Financial Aid or at [www.dbu.edu/financialaid.asp](http://www.dbu.edu/financialaid.asp). Applications turned in after **October 15** will not be awarded for the Fall semester. Applications turned in after **March 15** will not be awarded for the spring semester. Applications turned in after **June 15** will not be awarded for the summer semester.

#### **For students entering the Ministry Student Grant/Scholarship Program on or after June 1, 2013:**

The First Year Baptist and Baptist General Convention of Texas Ministry Grants are provided by funds from the Baptist General Convention of Texas and are \$50 per semester hour. The DBU Ministry Scholarship, provided directly from DBU funds, is \$50 per semester hour. The Baptist General Convention of Texas Ministry Grant will increase to \$75 per semester hour for junior and senior BGCT students majoring or minoring in one of the four College of Christian Faith degrees or in Christian Ministries; and, DBU matches this grant with another \$75 per semester hour.

## Education Scholarships

### **Rodney F. Shelton Scholarships**

An endowment fund established in honor of Dr. Rodney F. Shelton provides income for the Rodney F. Shelton Scholarships. The Dean of the College of Education awards these scholarships. Students should make application for these scholarships through the Dean's office. Scholarship recipients may be requested to assist the Dean's office on special projects designed to enhance a student's educational program. The yearly amount of the award varies.

## Music Scholarships

### **Edmund F. Boettcher Vocal Scholarship**

The Dean of the College of Fine Arts awards this scholarship to music majors who are pursuing vocal studies as their major area of applied music. Students must demonstrate financial need by completing the *Free Application for Federal Student Aid* (FAFSA).

### **Music Scholarship**

Please contact the Music Department at DBU at (214) 333-5316 for information concerning this scholarship.

## Other Scholarships

### **Disabled Students**

Students who are physically disabled and are enrolled or will be enrolled at Dallas Baptist University should contact the Texas Rehabilitation Commission regarding financial aid specifically for the disabled.

### **Air Force ROTC Scholarship**

Air Force ROTC offers two-, three-, and four-year scholarships. The two- and three-year scholarships are available to full-time, day-enrolled, DBU students. These scholarships cover tuition, books, and fees, up to \$9,000 annually, plus a \$150 monthly non-taxable allowance during the school year. All scholarships are based on merit and cumulative GPA, not on financial need. Half of all scholarships are offered in the following academic majors: pre-med, mathematics, and computer science. Scholarship selection boards convene twice annually, February and June, to consider qualified applicants. The four-year scholarship program offers qualified graduating high school seniors scholarships ranging in length from three to four years. These scholarships may pay full college tuition or be capped at \$9,000 annually. Regardless of scholarship length or tuition-funding level, each also covers incidental and lab fees, a textbook allowance, and a \$150 monthly non-taxable allowance during the school year. Applications are available at the end of the student's junior year of high school, usually June 1, through his or her high school counselor and must be filed before the established deadline, usually December 1, during the student's senior year of high school. For more information concerning any of these ROTC scholarship opportunities, please call the Air Force ROTC Unit Recruiting Officer at 817-272-3281.

**NOTE:** *Other scholarships may also become available from time to time. Please check with your college department or the Office of Financial Aid for any specific scholarships that may be available.*

## Veterans Benefits

The Texas Veterans Commission approves Dallas Baptist University for students who wish to receive educational benefits under various Veterans Administration programs. Eligible students should contact the VA Certification Official in the DBU Veteran Services Office or Registrar's Office.

## SELF HELP AID

### Employment

#### **Federal College Work-Study / Texas College Work-Study Programs**

DBU participates in the federal and state College Work-Study programs. These programs are designed to provide part-time employment for students with financial need who wish to help pay a part of their educational expenses by working on campus or in a community service area.

Federal/Texas Work-Study is awarded by the Office of Financial Aid, often in combination with other forms of financial aid, to help meet educational expenses. Students desiring to work are required to seek jobs on campus by contacting the Career Services office. The University reserves the right to pay working students from work study funds if they are eligible.

It is the responsibility of the student to secure employment on campus. Students may request work-study consideration when submitting the FAFSA. Students who participate in this program work an average of 15 hours per week. General wage policies are established by the University within the guidelines established by the U.S. Department of Labor and U.S. Department of Education.

Work-study students are not eligible for fringe benefits such as holiday, vacation, or sick pay. Each office that employs work-study students provides job descriptions. Appropriate forms must be completed BEFORE employment commences. Contact the Office of Financial Aid for details.

#### **Other Student Employment**

DBU provides employment services to students through the **Career Services Office** located on the second floor of the Learning Center. Students are encouraged to make use of these services for assistance in locating part-time employment on or off campus.

### Student Loans

The University participates in several loan programs which offer help to students who need additional financial assistance. The purpose of all loan programs is to assist students unable to obtain sufficient support from other sources. Student loans must be repaid. Therefore, students are highly encouraged to borrow only what they need to cover direct educational expenses.

In order to qualify for assistance under any of the loan programs, the student must complete the *Free Application for Federal Student Aid* (FAFSA) and the *DBU Supplemental Application for Financial Aid* for the appropriate academic year. These forms are available online at [www.dbu.edu/financialaid](http://www.dbu.edu/financialaid).

Students who receive federal loans are required to complete online entrance counseling and electronically sign a Master Promissory Note (MPN) to secure their loan(s). Students must also complete exit counseling upon their graduation or withdrawal from the University. This exit counseling session is required by federal regulation and should be completed within 30 days of graduation or upon withdrawal from the University. Students awarded loans must go online to [www.studentloans.gov](http://www.studentloans.gov) to complete the process.

#### **Loan Disbursements**

Loan funds are normally disbursed to student accounts twice per loan period. If the student's loan period consists of the fall and spring semesters, one disbursement will be made in the fall and one in the spring. Each equal disbursement is applied to the student's account approximately one week after the add/drop period ends for that semester.

Undergraduate students who are completing their degrees and will be attending only a portion of the academic year will have their loan amount prorated based on the number of hours enrolled divided by 24 credit hours. Contact the Office of Financial Aid for more information and for planning purposes.

#### **William D. Ford Federal Direct Loan Program**

The Federal Direct Loan program consists of two types of loans: the Federal Direct Subsidized Loan and the Federal Direct Unsubsidized Loan. These loans are secured from the Department of Education (federal government), which is the lender.

Loan eligibility varies depending on the student's year in school and dependency status. Federal Direct Loans are available to undergraduate and graduate students and dependent and independent students in varying amounts.

The student must meet certain requirements (as determined from the FAFSA) to qualify for a subsidized loan. "Subsidized" means that the government pays the interest on the loan while the student maintains an eligible enrollment in school. The student is responsible for repaying the loan and interest after enrollment ends. The government does not pay the interest on an unsubsidized loan. The borrower is responsible for all interest that accrues on the loan even while in school.

The interest rate under the Federal Direct Loan program is a fixed rate. A portion of the loan amount may be deducted to cover origination and loan insurance fees. Go to [www.studentaid.ed.gov](http://www.studentaid.ed.gov) for more information, including repayment terms, deferment options, consolidation, origination and insurance fees, and other details.



### **Federal Direct Parent Loan for Undergraduate Students (PLUS)**

Parents may borrow for their dependent undergraduate students under the Federal Direct Parent Loan for Undergraduate Students program (PLUS). The amount borrowed may be up to the cost of attendance minus other financial aid received. The interest rate is fixed. Repayment begins within thirty days after the final disbursement of the loan each year. The Department of Education charges an origination and insurance fee for a PLUS Loan, which will be deducted from the loan proceeds.

To be eligible, parents and students must not currently be in default on any Federal Student Loan nor owe a refund on any federal grant. The parent's credit history is evaluated prior to disbursement of the loan. If the PLUS Loan is denied, the student may then be eligible to borrow additional funds under the Federal Unsubsidized Direct Loan program. Additional information about the Federal Direct PLUS Loan is available from the Office of Financial Aid. Application is made on the [www.studentloans.gov](http://www.studentloans.gov) website, which can be accessed through the [www.dbu.edu/financialaid](http://www.dbu.edu/financialaid) page. An additional form will be required in the event of a Parent PLUS denial. Contact the Office of Financial Aid for details.

### **Alternative Educational Loans**

Most student loan programs require a minimum of half-time enrollment status to be eligible to apply for assistance. However, some private lenders offer alternative educational loans for less than half-time enrollment. For more information, contact the Office of Financial Aid Loan Coordinator. **Students are required to complete the FAFSA and DBU Supplemental to determine eligibility for federal loans before securing higher interest private loans.**

### **College Access Loan (CAL)**

The CAL Loan is a state fixed rate loan program. Information and an application are available online at [www.hhloans.com](http://www.hhloans.com).

### **Minnie Stevens Piper Foundation Student Loan Program**

Educational loans are available to Junior, Senior, or Graduate/Professional students who are residents of Texas and enrolled full time. Loans cannot exceed \$2000 per year for undergraduate students or \$4000 per year for graduate/professional students. This is a private loan with an interest rate of six percent and must be repaid within four years after repayment begins. Please contact the Minnie Stevens Piper Foundation for loan application forms and more information. The foundation address is:

**Minnie Stevens Piper Foundation  
800 NW Loop 410, STE 200  
San Antonio, TX 78216-5699  
Phone: 210-525-8494  
E-mail: [studentloan@mspf.org](mailto:studentloan@mspf.org)  
Fax: 210-341-6627**

**Other private loans may be available. Contact the Director of Financial Aid or Scholarship and Grant Coordinator for more information.**

# Student Life

The mission of the Student Life Office is to promote campus involvement and student unity by providing social activities and events.

## Student Activities

### **Patriot Pass:**

The University offers the Patriot Pass, which gives students the opportunity to purchase tickets to all of the events throughout both the fall and spring semesters at a discounted rate. With the Patriot Pass, students are guaranteed a spot to the events included in the packet.

### **Student Welcome and Transition Week (SWAT)**

#### ***A Smooth Transition***

The transition to college can be an overwhelming experience. For many new students, attending college will be their first time away from home for an extended period. Even students that are transferring from other institutions may feel some apprehension in the move to a new campus. Student Welcome And Transition provides new DBU students with an opportunity to get to know their new campus home before classes begin. A fun and informative time is planned so students can get to know each other as they become a part of the DBU family.

#### ***A Dedicated Staff***

The SWAT staff is comprised of student volunteers who return to campus early to prepare for the new students' arrival. The SWAT Co-Captains provide leadership as they guide the new students through the first few days at DBU. Small group leaders assist the SWAT Co-Captains. Small group leaders are student volunteers that provide support and guidance to new students throughout the year. During SWAT each new student is assigned to a small group. These groups allow them to develop friendships with other new and returning students, ask questions, and learn more about the DBU experience. There are over 100 volunteers that take part in SWAT each August.

#### ***A Fresh Start***

As students begin a new chapter in their lives it is a great time to evaluate their goals. New students should consider what they plan to accomplish in their years at DBU. Each day will present new opportunities for students to grow intellectually, physically, socially, and spiritually. During SWAT we place a special emphasis on each of these areas. A guest speaker will highlight some of the opportunities that students might experience during their education. The students will also have time to discuss their goals for the coming years in their small group.

#### ***A Great Beginning***

Students that attend SWAT have the advantage of becoming comfortable with their new surroundings before classes begin. We feel it is vital to the successful transition from high school to college or from another college to DBU. SWAT gives the student the perfect opportunity to find their place at DBU while gaining a better understanding of what DBU is all about. Be sure to make plans to be a part of this fun and exciting time on campus.

### **Welcome Week**

Welcome Week is designed to get students comfortable with each other in their new environment. Each night of the week a different on-campus event is held, such as a block party, a free concert, etc.

### **Midnight Madness**

Midnight Madness kicks off basketball season, where the Patriot Basketball Team plays in their annual Red vs. Blue Game. This is a campus-wide event that heavily involves all students on campus as they come out to show their school spirit by wearing the "Blue Brigade" shirt and other spirit gear given to them at the block party prior to the game.

### **Homecoming Week**

Homecoming Week offers many various activities and events for the DBU family. The week centers around the Patriot Basketball game played at the end of the week. Other events during the week are the Homecoming Float Display at the Parade/Pep Rally; Mr. Big Chief, DBU's annual male beauty pageant; the Pre-Game Tailgate Party; and Bonfire Bash.

### **Mr. Big Chief**

The Mr. Big Chief Pageant is the longest running tradition at DBU! Everyone watches and enjoys as our campus men show off their skills, humor, and creativity! The show begins with an opening musical number performed by all the contestants, and is followed by three categories—beachwear, talent, and formal wear. The Top Five advance to the Interview questions where contestants have to use their quick wit and creativity to win over the judges. The crowd always goes crazy as these brave men put on a hilarious show! After the scores are tallied, one lucky man will be named Mr. Big Chief!

### **Annual Christmas Tree Lighting**

Ring in the season with Student Life at our annual Christmas Tree Lighting on the Quad! We sing carols and watch the whole campus light up for the holiday season. Students trim the campus "Christmas Tree" with ornaments as they enjoy hot chocolate, cookies, and a guest appearance from Santa himself!

### **Annual Winter Ball**

The Annual Winter Ball is DBU's formal event of the year that is full of live music, food, and a great time! This event is held off-campus at a location chosen by Student Life.

### **Singled Out**

No luck in the dating scene lately? Have no fear, Student Life has the answer! Singled Out is an event where girls and guys compete in a fun and easy game to win a mystery date sponsored by Student Life! Watch and play to win the heart of a lucky guy or girl—the date packages are always lots of fun too!

### **Spring Sing**

Spring Sing is an event that serves as a great opportunity for different student organizations to show their music/dance talent. Each organization is given 15 to 20 minutes to perform a song and dance medley that is according to the theme given by Student Life. A panel of a few select faculty and staff serve as the judges for this event.

### **Sadie Hawkins**

Sadie Hawkins is a chance for the guys to sit back and relax and let the girls do all of the work and ask the guys out on a date. This event occurs off-campus. Guys enjoy a fun date without all the stress of asking a girl, and ladies, take charge!

### **Coke® Break**

Take a break once a month as Student Life treats you to an afternoon of food and drinks—a Coke Break! It's a great excuse to get away from your room, or just grab a snack in between classes! Play a game of Ping-Pong or pool while you hang out in The Loft with your friends.

### **All-University Carnival**

Get out of your room and enjoy the great spring weather with Student Life! Our annual All-University Carnival kicks off in the afternoon with a picnic dinner, organization-sponsored booths, and fun inflatables! Go for a Cake Walk, get your face painted, and grab a sno-cone on your way to the Dunking Booth! Then slide down our giant slide, or play on one of our other great inflatable games! After dinner, hang out for the Battle of the Bands. Student bands enter a contest to see who's got the best band on campus! The previous year's winner comes back to perform and judge who the new champions will be! Food, friends, and fun...that's Student Life at DBU!

## **Student Services**

### **Testing**

Free testing is available to help students determine the majors and careers that are a good match for their aptitudes and interests. Most students have taken several verbal and math aptitude tests in school, but those tests measure only a small part of their natural abilities. At the Johnson O'Connor Research Foundation in north Dallas, they test *fifteen* different kinds of aptitudes! These include the ability to think in three dimensions, the rapidity with which ideas flow into a person's mind, foresight (seeing possibilities), inductive reasoning, and analytical reasoning. And just in case you're interested in a career as a surgeon or musician, they even test your pitch discrimination and finger dexterity. This testing normally costs \$600, but because of a generous endowment by Robert L. and Della Foree, undergraduates and graduate students enrolled at DBU may be tested free-of-charge! For further information contact the Financial Aid Office at (214) 333-5363.

### **Dining Services**

Dallas Baptist University offers a variety of locations where students can enjoy meals and other food and convenience items. All locations accept cash, credit/debit cards, Flex Dollars, and Patriot Dollars. In addition, the Crowley Dining Hall accepts meal plan memberships. All DBU dining services are provided by Sodexo, Inc.

### **Meal Plan Memberships:**

Meal Plan Memberships are required for students living in residential halls and are also available to students living in the Colonial Village Apartments, Williamsburg Village Townhomes, Brownstone Residences, and to commuter students. Each membership comes with weekly meal allowances that can be used in the Crowley Dining Hall. In addition, Traditional meal plan memberships come with Flex Dollars which can be used at any dining location and in the General Store. Flex Dollars work on a declining balance format, like an ATM/debit card. The Flex Dollar balance, as part of the Traditional meal plan membership, is a "per semester" amount and any funds not used will zero out at the end of the academic year.

Choose the plan that fits your lifestyle, as meals do not carry over from one week to the next:

### **Traditional Plans:**

- **14-Meal Plan** – includes 14 all-you-can-eat meals per week in the Crowley Dining Hall, with an additional \$125 in Flex Dollars.
- **The Unlimited Plan** – includes unlimited all-you-can-eat meals per week in the Crowley Dining Hall, with an additional \$100 in Flex Dollars.

### Apartment Life – Resident Flex Plan:

- \$150.00 – All students living in the Colonial Village Apartments, Williamsburg Village Townhomes, and Brownstone Residences are required to purchase the Apartment Life – Resident Flex Plan for use at all on-campus dining locations.

### Colonial Plans:

- **25 Meal Block** – offers any 25 all-you-can-eat meals in the Crowley Dining Hall, with no additional Flex Dollars.
- **60 Meal Block** – offers any 60 all-you-can-eat meals in the Crowley Dining Hall, with no additional Flex Dollars.
- **The Patriot Plan** – offers \$300 Patriot Dollars as well as 15 meal blocks in the Crowley Dining Hall.
- **The Colonial Plan** – offers \$150 Patriot Dollars as well as 8 meal blocks in the Crowley Dining Hall.

### Patriot Dollars:

- Patriot Dollars work like an ATM/debit card and can be used at any on-campus location. Students use Patriot Dollars to purchase beverages, snacks, or full meals for themselves or their friends. Patriot Dollar balances will remain on a student's account throughout the duration of their enrollment at the University. Additional funds can be added to a student's Patriot Dollars account at any time during the school year by visiting the Crowley Dining Hall office or calling 214-333-5446.

### On-Campus Dining Locations

The **Crowley Dining Hall** is a multifaceted residential dining facility and is located in the Mary C. Crowley Complex. This location offers breakfast, lunch, and dinner with an array of nutritious selections, including a produce market featuring fresh-cut vegetables, dressings and toppings; a grill serving hamburgers and chicken; a pizza station with hand-tossed pizza; and a comfort station featuring traditional favorites.

The Crowley Dining Hall accepts meal plans, cash, debit/credit cards, Flex Dollars, and Patriot Dollars. Hours for the Crowley Dining Hall have been designed to meet students' lifestyles:

<b>Monday through Friday</b>	<i>Breakfast</i>	7:00 a.m. to 10:00 a.m.
	<i>Lunch</i>	11:00 a.m. to 2:00 p.m.
	<i>Dinner</i>	4:30 p.m. to 7:30 p.m.
<b>Saturday</b>	<i>Brunch</i>	10:30 a.m. to 1:00 p.m.
	<i>Dinner</i>	5:00 p.m. to 7:00 p.m.
<b>Sunday</b>	<i>Breakfast</i>	8:00 a.m. to 10:30 a.m.
	<i>Lunch</i>	11:30 a.m. to 1:30 p.m.
	<i>Dinner</i>	5:00 p.m. to 7:00 p.m.
<b>Sunday through Wednesday</b>	<i>Late Night Dinner</i>	9:00 p.m. to 11:00 p.m.

- Students who have purchased a meal plan must present their University student identification card upon entering the Crowley Dining Hall.
- Students without a Traditional or Colonial meal plan must pay in cash, debit/credit card, or Patriot Dollars.
- A student's identification card cannot be loaned to another student or guest.
- When a student is ill and is unable to go to the Crowley Dining Hall, the campus nurse should be notified. A fellow student may present a signed note from the campus nurse or a Student Affairs staff member to the Dining Hall Food Court staff, and a meal may be taken out of the Crowley Dining Hall for the ill student. The form must be completed with the signature of a University official.

The **Hoblitzelle Patriot Café**, located in the John G. Mahler Student Center, offers a full-service Chick-fil-A, Cocina Mercado, and available outdoor seating on the Patriot Plaza. Here you will find a casual atmosphere for faculty, staff, and students to meet and eat. Patriot Dollars, Flex Dollars, credit/debit cards, and cash are accepted. The Patriot Café is open:

<b>Monday through Friday</b>	7:30 a.m. to 8:00 p.m.
<b>Saturday</b>	10:30 a.m. to 1:30 p.m.
<b>Sunday</b>	Closed

***The Patriot Café is closed during Chapel on Monday and Wednesday.***

The **Daily Bread Bistro**, conveniently located on the third floor of the Collins Learning Center, is a perfect place to grab lunch while joining friends. Patriot Dollars, Flex Dollars, debit/credit cards, and cash are accepted. The Daily Bread Bistro is open:

<b>Monday through Friday</b>	8:00 a.m. to 8:30 p.m.
<b>Saturday</b>	10:30 a.m. to 2:00 p.m.
<b>Sunday</b>	Closed

**Study Grounds**, conveniently located on the second floor of the Collins Learning Center, is a Starbucks “We Proudly Serve” coffee café. It’s a perfect spot to take a study break, grab some coffee, breakfast, or a quick snack with friends. Patriot Dollars, Flex Dollars, debit/credit cards, and cash are accepted. Study Grounds is open:

<b>Monday through Friday</b>	7:00 a.m. to 10:00 p.m.
<b>Saturday</b>	7:30 a.m. to 3:00 p.m.
<b>Sunday</b>	Closed

The **Union**, located on the lower level of the Brownstone Residences – Phase III facility, offers a full service Papa John’s and Island Oasis Smoothie Bar. The Union is a great place for students to hang out and catch a game or the latest news. The Union boasts a viewing area with multiple TV’s and soft seating.

<b>Monday through Friday</b>	11:00 a.m. to 11:00 p.m.
<b>Saturday</b>	11:00 a.m. to 11:00 p.m.
<b>Sunday</b>	4:00 p.m. to 11:00 p.m.

The **General Store**, located adjacent to the Crowley Dining Hall, is a one-stop location for all your grocery and convenience needs. Patriot Dollars, Flex Dollars, debit/credit cards, and cash are accepted. The General Store is open:

<b>Sunday through Saturday</b>	1:00 p.m. to 12:00 midnight
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For catering information, please contact Kim English, Catering Director, at (214) 333-5974 or by e-mail at [sodexocatering@dbu.edu](mailto:sodexocatering@dbu.edu).

All questions and concerns should be directed to Jonathan Teat, Assistant Vice President for Administrative Affairs. You may contact Jonathan Teat via email at [jonathan@dbu.edu](mailto:jonathan@dbu.edu).

## Health Services

The Health Center is located in the Colonial Village Apartment #1108 next to the Burg Center, and is supervised by a Registered Nurse. Students, whether full-time or part-time, faculty, staff, and guests may come to the Center for acute nursing care.

Current immunizations, medical history form and copy of health insurance are required for all DBU students living on campus and may be updated in Health Services. Immunizations for Tetanus-Diphtheria-Pertussis, MMR, TB skin test, meningitis vaccine, Flu vaccine, and Hepatitis series are available. Blood pressure monitoring, blood sugar testing, asthma nebulizer, oxygen, first aid care and supplies, health education resources and several Health Seminars are provided throughout the year.

Parents and students are encouraged to arrange in advance for a local personal physician. The University is concerned about the health of its students and will provide first aid and emergency care as facilities permit. However, the University cannot assume responsibility for medical care, and parents and students must look to their personal physician in these matters.

## Career Services

Career Services is designed to help students bridge the gap from student to a highly productive employee. It is our desire that as you embark on your journey to obtain knowledge in your desired field of study that, through our services, you can also gain valuable work experience.

We hope to acquaint you with the many services offered through Career Services. Career counseling aids in the process whereby you may find a job that matches your talents, abilities, skills, and interests. Résumé writing, interviewing techniques, and tips on how to conduct a successful job search are also available.

CareerBridge, the online job search engine, allows alumni and students to view job listings from area employers, match their skills to job opportunities, and apply to jobs online. Employers have the capability to view applicant résumés and contact them directly. This online system is available to you twenty-four hours a day for convenient access to information regarding full-time and part-time employment, as well as internship opportunities. This service is available for students seeking on-campus and off-campus positions.

To bring our students in direct contact with local companies and corporations, two large Career Fairs are held each year, one in the fall and the other in the spring. Students are able to speak with representatives about current job openings. Career Services also sponsors a Mini Part-Time Job Fair in the fall that caters to both on-campus student worker and/or work-study jobs and off-campus part-time jobs. Students are encouraged to attend.

Our office provides mock interviews for student/alumni preparing to meet with a prospective employer. During a mock interview session, a student is taught that a first impression is everything. Information will include what to wear, how to walk into the room with confidence, the importance of a firm handshake, good eye contact, how to prepare for interview questions, knowing strengths and weaknesses, and how to present yourself professionally.

A “Speak Without Saying A Word Fashion Show” is sponsored in conjunction with the DBU College of Business Etiquette Dinner to aid students who are preparing to interview for a job or to demonstrate to them how to dress once they land the position. It is held twice a year in the fall and spring.

Career Services also partners with the Moon International Center in their Multicultural Career Clinic held twice a year. A Résumé Writing Workshop is presented to aid our International students in building effective résumés and assimilating into the American work culture.

Internships are such an invaluable way of gaining experience, as well as, providing financial support to students. We encourage all students to take advantage of this opportunity. Internships can be found on our CareerBridge online job search engine.

### **The Patriot Store**

The Patriot Store occupies the second floor of Henry Blackaby Hall. The bookstore is three times the size of the previous bookstore and features a curriculum resource center where students can purchase textbooks and educational support materials. Also in the Patriot Store is a varsity collegiate retail section providing students with the latest athletic team apparel and institutionally-branded gift items. The Patriot Store is equipped with increased shipping and receiving capabilities to serve DBU's growing online student population, and added point-of-service registers to increase service to students and Patriot Store patrons.

### **Students with Disabilities**

University programs and activities are conducted in such a manner that no otherwise qualified individual with disabilities shall, solely by reason of a disability, be excluded from participation in, be denied benefits of, or be subject to discrimination under any such program or activity. Notifications and inquiries regarding disabled student services should be directed to the Dean of Students and Spiritual Life, at (214) 333-5101. All information provided to the Dean of Students and Spiritual Life is strictly voluntary.

### **Counseling Services**

Through DBU's Student Counseling Center, individual, marital, and family counseling sessions are available on a limited basis to address any issues or concerns that DBU students may have. These counseling services are provided free to DBU students currently taking classes. If the case load in the Counseling Center is especially heavy, or if the availability of staff is limited, the individual counseling provided may be short term. In that situation, if additional counseling sessions are indicated, information about and/or referral to other counseling sources will be provided. All counseling will be provided or supervised by a licensed professional.

Counseling is scheduled by appointment only. The Counseling Center is located in the Mary Crowley Room on the first floor of the Collins Learning Center. To schedule an appointment, talk with a counselor, or for more information, contact the Student Counseling Center at 214-333-5288.

### **Counseling Records**

The confidentiality of counseling matters will be maintained in accordance with the Family Educational Rights and Privacy Act (FERPA). FERPA permits disclosure of such records to third parties under circumstances described by law and in the University's FERPA policy. A copy of the policy is available for inspection and review in the Office of Student Affairs, Registrar's Office, and *Schedule of Classes*.

## **Academic Organizations**

### **Accounting Society**

The purpose of the Accounting Society is to serve as a marketing arm for the accounting students at DBU. Leadership and interpersonal skills will be developed.

### **American Association of Christian Counselors**

AACC's purpose is to provide a professional organization to help students understand and experience the value of participation in AACC early in their careers.

### **American Marketing Association**

The AMA allows those interested in marketing to consult each other and professors who deal with the topic.

### **Christians in the Visual Arts**

CIVA's concern is to define and expand the relationship between art and faith. Our purpose is to encourage Christians in the visual arts to develop their particular callings to the highest professional artistic level possible.

### **Dallas Baptist Music Educators**

The purpose of this organization is to network with full-time music educators and prepare the student for a career in music.

### **Grammy U**

The purpose of this organization is to provide a network with recording industry professionals.

### **Management Information Systems**

The purpose of this organization is to put those who are interested in information systems in communication with each other.

### **Mu Delta Alpha**

Mu Delta Alpha provides an opportunity for students with similar professional interests and goals to associate and become informed of current developments in the fields of medicine, dentistry, and allied health sciences.

### **Paideia College Society (Formerly Pew College Society)**

This organization exists to promote classical liberal arts education and the vision of Christian humanism in order to educate students into their true nature as God's image. The PCS sponsors a variety of programs and courses to meet this goal and emphasizes graduate education to further students' preparation to fulfill their callings as Christians in private and public life.

### **Pre-Law Society**

The pre-law society brings together students who have an interest in law school and potentially being a part of it. Among other off-campus activities, they have been known to visit other local schools to find out more about their pre-law programs.

### **Psychology Club**

The Psychology Club provides a forum on campus for those interested in fields of psychology.

### **Sigma Tau Delta**

The purpose of this organization is to promote English literature and literacy.

### **Society for Human Resource Management**

This DBU Student Chapter exists to educate members on human resource issues.

### **Student Education Association**

This association is a pre-professional organization for students preparing to teach. This group promotes awareness of professional teacher organizations, professional responsibilities, and effective teaching strategies as an auxiliary to the College of Education. Attendance is a requirement for education majors.

## **Honor Organizations**

### **Alpha Chi**

This group is an honor organization for undergraduate students who rank at the junior and senior level and have attained a 3.5 GPA. The minimum required grade point average will be determined by the membership limitations dictated by the current national constitution of Alpha Chi. The student invited to membership must have been a regular student at DBU for at least one academic year prior to election. Membership is a privilege and honor extended by invitation from the DBU Faculty Council or the faculty sponsors of the Texas Alpha Nu Chapter of Alpha Chi.

### **Alpha Sigma Lambda**

Alpha Sigma Lambda is a National Honor Society that recognizes dedicated adult students who, while handling adroitly their life responsibilities, achieve and maintain high scholastic standards.

### **Alpha Sigma Omega**

Alpha Sigma Omega is a leadership and honor society for seniors. Opportunity for membership is extended to select students who profess the Christian faith and whose lives exhibit excellence in scholarship, leadership, service, and Christian ethics.

### **Delta Mu Delta**

Delta Mu Delta promotes higher scholarship in training for business and recognizes and regards business administration students who have distinguished themselves scholastically.

### **Phi Beta Delta**

The purpose of Phi Beta Delta shall be to recognize and encourage achievements in the areas of international education and exchange.

### **Psi Xi Chapter of Lambda Pi Eta, National Communication Association Honor Society**

The DBU Psi Xi chapter of Lambda Pi Eta is a communication honor society affiliated with the National Communication Association. It exists to (a) recognize, foster and reward outstanding scholastic achievement in communication studies; (b) stimulate interest in the field of communication; (c) promote and encourage professional development among communication majors; (d) provide an opportunity to discuss and exchange ideas in the field of communication.

### **Sigma Delta Pi**

Sigma Delta Pi is an honors organization that recognizes those who attain excellence in the study of the Spanish language, literature, and culture. It encourages students to take a deeper appreciation into the Hispanic culture.

### **Theta Alpha Kappa**

The purpose of TAK is to educate students on a theological level and address issues that are at the forefront of theological and spiritual matters.

## Religious Organizations

### **Baptist Student Ministry**

BSM is an organization that exists to minister to DBU students of all denominations and religions and to equip students for service and missions through sending out student missionaries. The BSM holds weekly Bible studies, small groups, spiritual retreats, group mission trips, campus events, and other weekly ministry opportunities to develop servant leadership. Students are encouraged to explore new avenues for ministry including student missions, children's ministries, drama, nursing home ministry, homeless ministry, disciple weekend leadership, prayer, international ministry, Mission Arlington, Habitat for Humanity, small group Bible studies, men's ministry, and women's ministry. The Rogers Baptist Student Ministry Center is located on the lower level of Pilgrim Chapel.

### **Chinese Student Fellowship**

The purposes of this organization are to promote Jesus Christ to Chinese students and to provide social activities for all Chinese students.

### **Ministry Fellowship**

The Ministry Fellowship seeks to deepen the spiritual life and training of those students preparing for, and involved in, Christian vocational service.

## Service Organizations

### **College Republicans**

The purpose of the College Republicans is to make known and promote the principles of the Republican Party among DBU students and to recruit DBU students as members of the club and/or members of the Republican Party. It also seeks to register voters and to prepare Republican students for future service to the party and the community.

### **Habitat for Humanity**

Habitat for Humanity provides students with the opportunity to participate in a program which provides low-cost housing for the poor. A DBU chapter of this national organization was established in September 1988 and includes faculty, staff, and students of the University.

### **Our Hands, His Love**

The purpose of this organization is to serve the poor and homeless of South Dallas.

### **Student Activities Board**

The purpose of the SAB is to meet the social needs of the traditional age DBU student living on campus or commuting through planning and executing social activities, and aiding them in their development of servant leadership.

### **Student Ambassadors**

Student Ambassadors is a selected group of students who represent DBU at college nights and at local high schools and help with other recruiting and publicity tasks.

### **Student Government Association**

The purpose of SGA is to establish a direct line of communication between students and administration. SGA is composed of four officers: president, vice president, secretary, and treasurer, as well as, twenty senators (five from each class). Officers and senators are elected in the spring semester to serve the following academic year; freshman senators are elected at the beginning of the fall semester. Candidates for SGA positions must be in good standing and must be approved by the Vice President for Student Affairs.

## Social Organizations

### **Black Student Union**

The Black Student Union is an organized body of students seeking to encourage one another in his or her pursuit of academic excellence, to edify one another in his or her spiritual walk in exalting the Savior, and to articulate the unique needs of African-American students in a diverse culture.

### **Brazilian Student Association**

The mission of the Brazilian Student Association is to promote cultural enrichment among Brazilian students and the DBU community through social and spiritual activities in order to enhance their Christ-centered and servant leadership experience at DBU.



### **Chinese Student Association**

The Chinese Student Association sponsors activities for the purpose of serving the Chinese student community, promoting cultural exchange with other races, and helping new Chinese students adapt to the DBU environment.

### **Commuter Student Association**

The purpose of this organization is to help commuter students get acquainted with each other while contributing to the DBU community.

### **Fishing Club**

The purpose of this organization is to promote friendships between students and organize fishing trips.

### **International Student Club**

The purpose of this organization is to promote mutual understanding and to exchange cultural heritage among foreign students and American students.

### **Japanese Student Society**

The purpose of the Japanese Student Society is to cultivate mutual friendship among Japanese students, to cooperate with other student organizations, and to promote cultural interchange between Japan and other countries.

### **Kinesiology Club**

The Kinesiology Club is an organized body of students seeking to provide opportunities to kinesiology majors/minors for professional development, networking, and Christian Fellowship, and to develop a sense of community in the kinesiology department.

### **Korean Student Association**

The Korean Student Association promotes fellowship and unity among Korean students and non-Korean students at DBU.

### **Mu Kappa Alpha (Missionary Kids' Alliance)**

The purpose of MKA is to provide networking for MKs on the DBU campus, to assist MKs with the transitions to life in the USA that they manage in addition to the normal adaptations required by college life and to affirm the international identity and perspective of MKs as their unique contribution to the college community.

### **Organization of Latin American Students**

OLAS exists to promote the diversity of the Latino student body with the Latino community and to celebrate the Latino cultures while introducing it to others.

### **South Asian Student Association**

The purpose of the South Asian Student Association is to share love and friendship with South Asian students and help develop Christian servant leaders, as well as provide opportunities to fellowship, promote cultural exchange among students from different countries, and experience educational and cultural activities.

## **Greek Life**

### ***Fraternities***

#### **Beta Beta / Band of Brothers**

As the first DBU fraternal organization, we are a brotherhood of believers whose purpose is to challenge each other to be strong men of God. We believe that the strong man of God is one who exhibits the qualities of the One True and Mighty Savior, Jesus Christ. The qualities of the Mighty King may be described as disciplined, unceasingly joyful, peacemaker, wise and patient, kindhearted, good and just, always faithful, gentle warrior, and of true love. Members of Band of Brothers participate in the study of Scripture, service, leadership, fellowship, accountability, and cooperative mentorship.

#### **Pi Theta Tau**

Pi Theta Tau Fraternity exists to promote the development and growth of young men engaged in scholarly pursuits at Dallas Baptist University. With gallantry and chivalrous character, Pi Theta Tau focuses on the spiritual strengths, personal integrity, academic excellence, organizational support, and selfless contribution of its members. Pi Theta Tau seeks to support each brother in their joys and sorrows, triumphs and defeats. This brotherhood stands united to enhance the educational mission and vision of Dallas Baptist University both inside and outside of the classroom.

#### **Psi Omega Phi**

We are a brotherhood built upon a variety of personalities and perspectives, who come together as one – the body of Christ – in order that we may use our talents to show God's love to the world. Through the use of our creativity we strive to please the Lord in all that we do. As a fraternity, we seek to build up our brotherhood and the Dallas Baptist University community.

## **Sigma Chi Gamma**

As a fraternity, Sigma Chi Gamma exists to promote the growth of Biblical maturity and genuine masculinity; to encourage the development of brotherhood and cohesion between its members; to emphasize the cultivation of lifelong friendships bound in integrity; to inspire academic responsibility and a sense of duty towards mankind both individually and societally; and ultimately, to stimulate the desire to advance both the self and the community through an active and true relationship with our Lord Jesus Christ and to heed the call towards spiritual maturity.

## **Tau Alpha Phi**

Tau Alpha Phi is a brotherhood of believers joining together to glorify Christ through love and service. We exist for the purpose of uniting and challenging Christian men under the common bond of Christ. As a brotherhood, we will build each other up through community, discipleship, brotherhood, accountability, and service as we strive to be the men that God has called us to be through Him. We will strive to build relationships that will endure long after our time at DBU. The primary goal of Tau Alpha Phi is to develop into men of character, faith, integrity, and servant leaders who bring glory to God in all that we do.

## **Sororities**

### **Alpha Delta Kappa**

Alpha Delta Kappa is a service-social sorority that commits itself to investing in the lives of children who are in need; furthermore, we fully commit this organization to glorify Christ through our service and sisterhood.

### **Alpha Epsilon Chi / Diamond Belles**

Diamond Belles is a sisterhood of believers whose purpose is to provide support to student athletes, faculty/staff, students, and the community, through ministry, servant leadership, and discipleship; to encourage DBU spirit through campus promotion and recruitment; and to mature together through the pursuit of moral, intellectual, and spiritual development.

### **Delta Theta**

Delta Theta strives to be known for the willingness to serve and for our desire to grow as sisters in the Lord. Delta Theta also commits to help raise money for organizations founded for finding the cure for breast cancer.

### **Kappa Gamma**

The purpose of Kappa Gamma is to equip sisters united through the Lord Jesus Christ to be faithfully devoted to God the Father as women of grace, honor, excellence, and loyalty. "Her aim is to be devoted to the Lord in both body and spirit." 1 Corinthians 7:34 "Now devote your heart and soul to seeking the Lord your God." 1 Chronicles 22:19

### **Sigma Chi Eta**

Anchored in Christ, Sigma Chi Eta exists to encourage its members to mature in character, spiritually, and in relationships with others, to create meaningful sisterhood among members, and to motivate its members to discover their unique calling through service.

### **Zeta Chi**

Zeta Chi exists as a sisterhood of young women who seek to grow together in the love of Christ, while pouring that love back into each other, into our campus community, and into the world around us.

## **RecLife**

For students that enjoy sports but don't have time to participate in DBU athletics, we offer many different Intramural sports through our RecLife department.

### **These events include:**

5 on 5 Basketball	Coed Softball
Dodgeball Tournaments	Greek Games
Flag Football	Sand Volleyball
Powder Puff Football	Soccer Tournaments
Coed Volleyball	Ultimate Frisbee Tournaments .... And much more!!!!

Call 214-333-5620 for more information or online at [www.dbu.edu/reclife](http://www.dbu.edu/reclife)

## **Areas of Ministry**

### **Bible Studies**

The Baptist Student Ministry (BSM) provides several opportunities for Bible study, prayer, and fellowship weekly. *Band of Brothers* Men's Ministry meets each week for a time of Bible study, worship, prayer, and accountability, as well as small groups and monthly

activities. *Thread* Women's Ministry also meets each week for prayer, Bible study, and relationship-building and hosts annual events, retreats, and seminars.

### **Fine Arts Groups**

DBU sponsors various touring student groups who perform locally, regionally, nationally, and internationally in churches, schools, and concert halls on behalf of the university. Auditions are scheduled through the Department of Music each year for University Chorale, Grand Chorus, Legacy, Musical Theatre Ensemble, Opera Workshop, and University Ringers.

### **Summer Missions**

Numerous positions for short-term ministry projects are offered through GoNow Missions during the summer, semesters, and Christmas breaks. Other mission trips are organized through the BSM and DBU and offered consistently during fall break, spring break, and summer. All of these opportunities include one, two, or 10-week options. Students are encouraged to prayerfully consider and apply for positions.

### **Worship**

Monday, Wednesday, and Friday chapel services are scheduled weekly at 10:00 a.m. in Pilgrim Chapel to provide an atmosphere for the DBU campus to come together in worship as a family. The BSM also sponsors a monthly Night of Worship. This serves as a time of praise and adoration through music and prayer.

# Academic Policies

The University has established certain policies as the context through which the academic endeavor will be completed. These policies seek to aid students in their progress toward an academic experience that is both effective and efficient. Students should seek full understanding of, and are responsible for, adherence to the policies outlined in the catalog. **It is the student's responsibility to inform himself/herself of degree requirements.**

## Credit Hour

The credit hour is the basic unit of measure for college credit. Most courses at Dallas Baptist University are offered for three semester hours of college credit. This means that the student invests the equivalent of three hours per week in the formal instruction process for each three-hour course. The student should invest much more actual time than this for each three-hour course in order to complete the necessary library and preparatory work for formal instruction periods. Laboratory classes are exceptions to this example as are certain music classes and other classes that require the development of various skills.

## Academic Load

A student must be registered for a minimum of 12 hours to be designated as a full-time student. The normal course load for a full-time student during any long semester (spring or fall) is considered to range from 12-18 credit hours which will include all residential courses for credit, correspondence courses (if permitted and approved), noncredit or audit courses and approved courses taken at other institutions. Any load exceeding 18 credit hours must be approved by the dean of the college in which the student has declared a major. No student may register for more than 21 hours in a fall or spring term. Any load exceeding nine credit hours for students working more than 30 hours per week must be approved by the dean of the college in which the student has declared a major. Students in the Professional Studies Degree Program should seek approval from the dean of the College of Professional Studies.

The normal course load for a full-time student during a summer or long winter term is considered to be three to seven credit hours which will include all residential courses for credit, correspondence courses (if permitted and approved), noncredit or audit courses and approved courses taken at other institutions. Any load exceeding seven credit hours in a specific summer or winter term, must be approved by the dean of the college in which the student has declared a major prior to completion of enrollment. Any load exceeding 18 credit hours, including all summer terms, all mini-terms and all intramesters, must be approved by the dean of the college in which the student has declared a major. Any load exceeding nine credit hours for Summers I, II, and Long Summer for students working more than 30 hours per week must be approved by the dean of the college in which the student has declared a major. Students in the Professional Studies Degree Program should seek approval from the dean of the College of Professional Studies.

The normal course load for a full-time student during a short winter term is considered to be three credit hours, which will include all residential courses for credit, correspondence courses (if permitted and approved), and noncredit or audit courses. Any load exceeding three credit hours must be approved by the dean of the college in which the student has declared a major prior to completion of enrollment. The maximum allowable load for mini-terms is three credit hours.

*NOTE: Students may not register for both day and evening classes in any mini-term.*

## Academic Advisement

Upon acceptance to DBU, each student is assigned an advisor who guides in arranging a schedule of studies and in making progress in educational and professional development until the student has selected a major field. When the major field of study is determined, the student is assigned an advisor in the chosen field of study. Students may be granted an interview and secure academic advisement prior to making final plans for enrolling. All academic advising is to be considered unofficial until the Registrar's Office approves an official degree plan. **Although academic advisors strive to advise students as accurately as possible, the student bears ultimate responsibility for fulfilling all requirements for graduation, certification, and/or licensure.**

# Grading and Progression

## Grading

The grade represents all the work of the student in the course concerned including the daily recitations, tests and examinations, outside assignments, and the final examination. Students are graded on an individual basis, and the grade received is an index of that student's knowledge of the subject and quality of performance in the course.

Grade	Description	Grade Point Value Per Credit Hour
A+		4.00
A	Excellent	4.00
A-		3.67
B+		3.33
B	Good	3.00
B-		2.67
C+		2.33
C	Average	2.00
C-		1.67
D+		1.33
D	Pass	1.00
D-		0.67
F	Fail	0.00
W	Withdrew	*
AU	Audit (Attendance 75% or more)	*
HO	Hold	*
X	Audit (Attendance Less Than 75%)	*
I	Incomplete	*
CR	Credit	*
NC	No Credit	*

\* No Grade Point Value

## Incomplete Grades.

Grades of "I" may be awarded only upon the approval of the faculty member involved. The student must remove the "I" no later than thirty calendar days preceding the end of the first long semester following the awarding of the "I" (such date to be published in the Academic Calendar); otherwise the "I" will become an "F." The grade "I" may be assigned only when the student is currently passing the course and in situations involving extended illness, injury, death in the family, or as a result of employment or government reassignment (documentation required). These events must be the cause of a student's inability to complete course work. **Note: Students cannot participate in commencement ceremonies or graduate until all Incomplete grades have been removed.**

## "W" Grades.

A student may withdraw from a single course, or from the University completely, and be eligible to receive a "W" for the course(s). This grade will indicate that the student will not receive credit for the course nor will the course be computed in the student's GPA. The student must withdraw from the course within the date and time specified in the Schedule of Classes and the Academic Calendar. If an official (full) withdrawal occurs prior to completing 60% of the semester or term, a pro-rated portion of all federal financial aid received during the semester will have to be returned within 45 days of withdrawal.

## "CR" Grades.

"CR" is used only in giving credit for Chapel attendance, credit by examination, courses designed for evaluation with no grade description, and all courses accepted in transfer.

## "NC" Grades.

"NC" indicates a non-credit experience. It is not a failing grade, but the student must register for the course again to pursue credit.

## Grade Point Average

A student's relative progress toward a degree is measured in part by the grade point average. To determine the grade points earned in each course, simply multiply the number of credit hours for the course by the grade point value of the grade received. For example, a student who made an "A" in a three-hour course would receive 12 grade points for the course (3 credit hours x 4 = 12 grade points).

The grade point average is determined by dividing the total number of points earned by the number of credit hours attempted (displayed as CredCalc on grade report). For example, a student who had earned 36 grade points in taking 12 credit hours of courses would have a grade point average of 3.00 (divide 36 by 12 to get the average grade point).

The cumulative grade point average for students is determined by dividing the total number of points earned in all courses completed at DBU by the total number of credit hours attempted. The minimum satisfactory cumulative grade point average is 2.00. DBU requires a minimum institutional cumulative major, and minor GPA of 2.0.

**NOTE:** The grade point average and the cumulative grade point average are not rounded.

## Repetition of Courses

If a student repeats a course, the last attempt is a permanent grade for the course. Any previous grades will remain on the transcript, but only the last attempt will be counted in the cumulative grade point average. **A student may not repeat at another institution a course in which a grade has already been earned at Dallas Baptist University. DBU grades always take precedence over courses taken at other institutions.**

## Audit Grades and Policy

A student who has paid an audit fee may visit a course; however, there is no privilege of class participation including taking tests and submission of materials to be graded. Occasional visitation of classes by currently enrolled students is allowed with the consent of the instructor. Any extended attendance requires registration and payment of appropriate fees. Auditors are admitted to classes on a space available basis under the following guidelines:

1. Any interested person, including currently enrolled students, may audit one or more courses.
2. Non-students must complete an application for admission form and be approved for enrollment by the Admissions Office. A non-refundable \$25 application fee will be charged. The fee is waived if the online application for admission is submitted.
3. Individuals who desire to audit graduate courses must be admitted for graduate study or have documentation indicating the completion of a baccalaureate degree and approval from the Graduate Office.
4. The only period during which students may register for an audit course, change a credit course to audit, or change an audit course to credit is during late registration as published in the University calendar. Appropriate tuition and fees will apply. Individuals must complete a Registration Form or Change of Schedule Form (Add/Drop) as appropriate. The audit course(s) should be clearly marked as such by the advisor by placing AUDIT ONLY in the course description section of the appropriate form.
5. Enrollment as an auditor is subject to the approval of the dean of the related college. It is recommended that prospective students consult the instructors of courses in which they are interested before they register.
6. Policies governing prerequisites and academic load will be applicable.
  1. An auditor is not entitled to have work evaluated by the instructor and the degree of participation is determined by the instructor and dean. Individuals who wish to participate fully and engage in all instructional activities must register for credit and pay full tuition.
  2. Auditing grants only the privilege of hearing and observing and does not grant credit. An auditor's name will appear on the instructor's class roll. In order for the designation "AU" to appear on the transcript, however, the instructor must certify at the end of the course that the individual attended at least 75% of the class meetings as an auditor. If the student attends less than 75% of the class meetings, the designation of "X" will appear on the transcript.
  3. Audit and other appropriate fees, as prescribed in the University Schedule of Classes, are due at the time of registration.
  4. Full-time faculty and staff members will be eligible for audit tuition benefits consistent with the guidelines established in the University Tuition Remission Policy.
  5. **No one is allowed to audit online classes.**

## Grade Reports

DBU has implemented a new Web Advisor System to access student information via the Internet. Final grades will be available online as soon as they are entered by the faculty member and will no longer be mailed to students. The Registrar's Office will only mail grades to a student upon request. Web Advisor for Students/Faculty can be accessed at <https://webreg.dbu.edu/datatel>.

While nonpayment of one's DBU student account results in suspension of a student's access to his/her DBU transcript or printout of grades, the student is permitted to make an appointment with the Registrar's Office to examine his/her transcript on the computer screen in order to review academic status. **The Registrar is not allowed to print out the transcript and give it to any student whose account balance has not been cleared.**

## Adding and Dropping Courses

Within the Add/Drop deadlines as recorded on the *Academic Calendar*, a student may change course sections, add one or more course(s), or drop one or more course(s) with no change recorded on the permanent record. In every case the student must submit a properly executed Add/Drop Form. To be properly executed, the form must be signed and dated by the student's academic advisor and be received in the Registrar's Office. The student must withdraw from the course within the first 65% of the term, according to the date and time specified in the **Schedule of Classes** and the **Academic Calendar**. After that date, the student will not be allowed to officially withdraw from a course. If the student has entered into a financial aid agreement, the student should meet with the Financial Aid Department. In every situation, the student is responsible for making sure that the form progresses through each step in the Add/Drop process, whether the process is conducted in person on the main campus or through faxes and telephone conversations. **Any appropriate refund will be calculated according to the date the Add/Drop Form is received in the Registrar's Office.** Students are subject to a \$40 fee each time a drop is made.

Students who are eligible to register online may be able to Add/Drop online. (Students using web advisor may not drop all classes in a term). Students must consult their advisor before changing their schedule. In every situation, the student is responsible for entry of correct information and for making sure that the Add/Drop process has been completed. **Any appropriate refund will be calculated according to the date the Add/Drop is properly completed online.** Students are subject to a drop fee of \$40 each time a drop is made. Students are not allowed to withdraw from classes online.

**Note:** *International students are responsible for maintaining appropriate course loads per INS guidelines. All add/drop/withdrawals can only be processed upon approval of the International Office and appropriate academic advisor.*

## Official Withdrawal

It is the student's responsibility to officially withdraw from the University when necessary. Failure to officially withdraw through the Registrar's Office will cause the student to receive an "F" in each course regardless of the record at the time one ceased to attend class. (Withdrawal from the University does not automatically withdraw the student from housing).

After the Add/Drop deadlines recorded on the **Academic Calendar**, a student may drop one or more courses; this is defined as Withdrawal. Withdrawal from ALL courses on ANY date is known as Official (Full) Withdrawal from the University. Students will be required to have an exit interview with the Assistant Vice President for Student Affairs prior to Official (Full) Withdrawal from the University. If the Official (Full) Withdrawal occurs prior to completing 60% of the semester or term, a pro-rated portion of all federal financial aid received during the semester will have to be returned within 45 days of withdrawal.

In every case the student must submit a properly executed WITHDRAWAL FORM. To be properly executed, the form must: (1) Be signed and dated by the instructor for EACH course, and (2) Be received in the Registrar's Office. If the student has entered into a financial aid agreement, the student should meet with the Financial Aid Department. Federal Financial Aid recipients who withdraw from all classes before 60% of the semester is completed, **will be required to return a portion of the Federal Financial Aid received**. In every situation, the student is responsible for making sure that the form progresses through each step in the withdrawal process, whether the process is conducted in person or through faxes and telephone conversations. **Any appropriate refund will be calculated according to the date the withdrawal form is received in the Registrar's Office. Students are subject to the appropriate fee.**

**NOTE:** *Once the withdrawal period has expired, the grade of "F" will be assigned for courses not completed.*

## Exam Free Week

Major tests are not to be given, nor are major projects to be due, the week preceding final examinations in the fall and spring semesters.

## Student Classification

A student's classification is determined by the number of credit hours earned or the degree for which the student is a candidate, as shown below:

Freshman	0 to 29 credit hours of work
Sophomore	30-59 credit hours of work
Junior	60-89 credit hours of work
Senior	90 or more credit hours of work, but has not yet graduated
Post-Baccalaureate Student	A student with a bachelor's degree who is enrolled for one or more courses

## Honors

**Honors List.** The Academic Honors List is composed of students who are taking 12 or more credit hours in the regular long spring or regular long fall semester (this does not include hours from spring break, fall break, intramester, or any special terms) and have a grade point average of 3.50 or higher for the semester, with no grade below 2.00.

**Dean's List.** The Dean's List is composed of those students who are taking 12 or more credit hours in the regular long spring or regular long fall semester (this does not include hours from spring break, fall break, intramester, or any special terms) and have a grade point average of 3.75 or higher for the semester, with no grade below 2.00.

**President's List.** The President's List is composed of those students who are taking 12 or more credit hours in the regular long spring or regular long fall semester (this does not include hours from spring break, fall break, intramester, or any special terms) and have a grade point average of 4.00 for the semester.

A student's record is evaluated in regard to honors status (Honors List, Dean's List, and President's List) at the end of the fall and spring semesters. The academic standing of each student qualifying for honors is posted on their transcript and the lists are publicized.

Those students who have received an Incomplete grade during the semester are not considered for honors for that semester. All courses taken during the semester must have a grade assigned other than an Incomplete grade **at the time of the approval process**. When a student's grade is changed **after** the Academic Standing Report has been approved/released for publication, no amendment to the report will be made. However, if appropriate, the student's academic standing will be listed on their official transcript.

## Graduation With Honors:

### Students who enter DBU as of Fall 2009:

Graduation with honors is based upon **the DBU grade point average in:**

**1) the declared major(s), and 2) the cumulative grade point average. To be graduated with honors, a student must have earned a minimum of 45 credit hours in residence at Dallas Baptist University (ACE, AP, CLEP, or IB credit and PRST Portfolio hours do not count toward residency hours).** To be graduated with honors, a student is required to have earned a **final**

**major and cumulative** (or overall) grade point average of 3.75 for cum laude; 3.85 for magna cum laude; and 3.95 for summa cum laude (on the basis of "C"=2.00, "B"=3.00, and "A"=4.00). The lower of the two GPAs (major/cumulative) will determine the level of honors. Honors are announced at commencement rehearsal.

**Students who enter DBU as of Fall 2005:**

Graduation with honors is based upon the **grade point average in:**

**1) the declared major(s), and 2) the cumulative grade point average** which includes all courses at DBU plus all courses accepted in transfer. **To be graduated with honors, a student must have earned a minimum of 45 credit hours in residence at Dallas Baptist University (ACE, AP, CLEP, or IB credit and PRST Portfolio hours do not count toward residency hours).** To be graduated with honors, a student is required to have earned a **final major and cumulative** (or overall) grade point average of 3.75 for cum laude; 3.85 for magna cum laude; and 3.95 for summa cum laude (on the basis of "C"=2.00, "B"=3.00, and "A"=4.00). The lower of the two GPAs (major/cumulative) will determine the level of honors. Honors are announced at commencement rehearsal.

## Academic Standing Policy

A student's academic record is evaluated at the end of the fall and spring semesters and posted to the student's transcript.

There are two categories for academic standing of a student's academic record.

### 1. BY TERM GPA

- a. **Honors List** - The Academic Honors List is composed of students who are taking 12 or more credit hours in the regular long spring or regular long fall semester (this does not include hours from spring break, fall break, intramester, or any special terms) and have a grade point average of 3.50 or higher for the semester, with no grade below a "2.00."
- b. **Dean's List** - The Dean's List is composed of those students who are taking 12 or more credit hours in the regular long spring or regular long fall semester (this does not include hours from spring break, fall break, intramester, or any special terms) and have a grade point average of 3.75 or higher for the semester, with no grade below at "2.00."
- c. **President's List** - The President's List is composed of those students who are taking 12 or more credit hours in the regular long spring or regular long fall semester (this does not include hours from spring break, fall break, intramester, or any special terms) and have a grade point average of 4.00 for the semester.

### 2. BY CUMULATIVE GPA

a. Academic Probation - See Academic Probation, Suspension and Withdrawal.

b. Academic Suspension - See Academic Probation, Suspension and Withdrawal.

Once the academic standings have been evaluated for the semester, a copy of the Academic Standings Report is sent to the President, Executive Vice President, Provost, Associate Provost, Vice President for Graduate and Corporate Affairs, Director of International Student Services, Athletic Director, and Director of Advising Center for notification. Once the notification has been received by each administrator, the honors lists are made available for publication and the academic probation and suspension letters are mailed to the appropriate students. The academic standing is posted to the student's transcript.

## Academic Conduct Policy

Consistent with the Christian character and values of Dallas Baptist University and in order to encourage and preserve the honor and integrity of the academic community, the University expects its students to maintain high Biblical standards of personal and scholarly conduct.

### Honor Code

*The integrity of the upright guides them, but the unfaithful are destroyed by their duplicity. Proverbs 11:3*

It is the purpose of Dallas Baptist University to provide students with an educational experience that will allow them to grow in every aspect of their lives. Central to the success of the student is the knowledge "[t]hat God made us in His own image ... [T]his reminds us that in the vast universe that reflects God's glory, humans are uniquely crowned with glory and honor" (Arthur F. Holmes, *The Idea of A Christian College*, Revised ed., p.15). Through the Honor Code at Dallas Baptist University students are to uphold the integrity of themselves, their fellow students, and God by maintaining the highest moral and ethical character in all aspects of their college career. Prior to beginning classes, students will sign the following:



## The Honor Pledge

*As a student at Dallas Baptist University, I pledge to uphold the honor and integrity of myself, my fellow students, and my God to the highest moral and ethical standard. As I grow in my understanding of servant leadership, I promise to abide by all University policies and procedures. I will not lie, steal, or cheat nor tolerate this behavior in others. I pledge to confront and expose any attempt to undermine the success of the academic or university community at DBU.*

Faculty members are encouraged to remind students in their classes of this written statement of policies and procedures developed by the University in regard to cheating on examinations, plagiarism, collusion, and other academic-related misconduct.

All instructors or proctors shall have the right to examine materials in the student's possession during quizzes, examinations, and/or laboratory sessions.

In instances of cheating during an examination or other classroom or laboratory activity or exercise, the instructor shall have the right to suspend the student(s) who is (are) cheating from further work on the examination or exercise and to deny the student(s) credit for the examination or exercise.

### **Academic misconduct includes, but is not limited to, the following:**

**Cheating** shall be defined as copying from another student's test paper, laboratory work, other written work, or computer files and listings; using, during a test or laboratory experiment, material and/or devices not authorized by the person in charge of the test, including the sharing of calculator results or information and the unauthorized use of cellular telephones, palm pilots, blackberry devices and other electronic tools to improperly access or share information; willfully cooperating with or seeking aid from another student during a test or laboratory experiment without permission; knowingly using, buying, selling, stealing, transporting, or soliciting in its entirety or in part, the contents of a test or other assignment unauthorized for release; substituting for another student, or permitting another student to substitute for oneself, to take a test or other assignment or to make a presentation.

**Plagiarism** shall be defined as the appropriation, theft, purchase, memorization, or obtaining by any means another's work, and the unacknowledged submission or incorporation of that work as one's own offered for credit. (Appropriation includes the quoting or paraphrasing of another's work, words, or ideas without appropriate citation of the source(s).)

**Re-submission of assignments** shall be defined as submitting any work previously submitted by the student for credit in another course. Such action is prohibited unless previously approved by the current instructor.

**Collusion** shall be defined as the unauthorized collaboration with another in preparing work offered for credit. A student is not guilty of collusion if he or she merely discusses with another a matter relevant to the work in question.

**Abuse of resource materials** shall be defined as mutilating, destroying, concealing, or stealing such materials.

**Computer misuse** shall be defined as unauthorized or illegal use or destruction of computer software or hardware through the DBU Information Technology Department or through any programs, terminals, or freestanding computer owned, leased, or operated by DBU or any of its academic units.

**Classroom misconduct** shall be defined as any conduct by a student during a class meeting which is disrespectful of another person or disrupts the progress and continuation of the class in the judgment of the instructor, regardless of the time and location for the class meeting. This includes texting, surfing the web, earbud/Bluetooth use, etc.

## Possible Actions for Academic Misconduct

Any one or more of the actions listed below may be taken with regard to a student who has engaged in academic misconduct.

### **A. Action by the Faculty Member**

1. Handle as a confidential matter between the student and the faculty member.
2. Notify the dean that an incident has occurred and has been dealt with.
3. Assign a grade of "F" (or a zero) for the examination or assignment.
4. Recommend to the dean that the student be dropped immediately from the course with a grade of "F." This grade cannot be changed by student-initiated withdrawal.
5. If the alleged incident occurs during a final examination, an "I" (incomplete) shall be given to the student until a decision is made.

### **B. Action by the Dean**

1. Place a written incident report in the student's permanent University record.
2. Uphold the action by the faculty member.
3. Recommend to the Associate Provost that the student be placed on probation at the University for a specified period of time.
4. Recommend to the Associate Provost that the student be suspended from the University for a specified period of time.
5. Recommend to the Associate Provost that the student be expelled from the University.

### C. Action by Associate Provost

1. Place the student on probation at the University for a specified period of time.
2. Suspend the student from the University for a specified period of time.
3. Expel the student from the University.

## Academic Appeals and Academic Misconduct Appeals Procedures

*Applications for a formal academic appeal are available in the Office of the Registrar. In order to ensure an appeal process that is fair and timely to all parties involved, the following procedure is in place for academic appeals.*

- If the student wishes to file a formal concern regarding classroom procedure, the process starts with step 1a.
- Should the faculty member find a student subject to academic misconduct as defined in the University catalog, the process starts with step 1b.
- If a student wishes to raise grounds for challenging a specific academic policy of the University, not the resolution of an academic matter with a faculty member or other responsible person, the appeals process begins with step 7 below.

*Upon receipt of a formal written appeal in the Office of the Registrar, the procedure below will be followed.*

**1a.** The student should schedule a conference with the faculty member (or other individual directly responsible) within 14 calendar days of receipt of final grade notification. The faculty member (or other individual) may resolve the problem at that point. (Skip to step 2.)

**1b.** If there are reasons for a faculty member to believe that a student has engaged in academic misconduct, the faculty member shall notify the student of the charges. The student should contact the faculty member within 14 calendar days after receipt of notification to arrange a conference with the faculty member.

**2.** If the faculty member is unavailable, the student shall notify the dean of the appropriate college in writing within seven additional calendar days that he/she is seeking a conference with the faculty member. The conference shall be held at the earliest possible convenience of the faculty member and the student.

**3.** If the matter is not resolved to the satisfaction of the student, he/she may submit a written appeal to the dean of the appropriate college (and the chair of the appropriate department, if applicable) within seven calendar days of the conference.

**4.** The dean of the appropriate college (and the chair of the appropriate department, if applicable) shall schedule a conference with the student and/or other involved persons within seven calendar days of receiving the appeal from the student.

**5.** The dean shall notify all parties in writing of his/her decision within seven calendar days after the conference.

**6.** If the student believes the decision of the dean is unwarranted, he/she may appeal to the appropriate graduate or undergraduate Academic Appeals Committee in writing within seven calendar days after receipt of the decision of the dean.

**7.** The Academic Appeals Committee shall establish a regular monthly meeting date for the purpose of hearing appeals. The date shall be published in all appropriate university publications. The deadline for filing an appeal shall be one week prior to a meeting. Appeals filed after the deadline will be heard at the next meeting of the committee. All parties involved shall be notified of the meeting date at which the appeal will be heard and given the opportunity to be present.

**8.** The Academic Appeals Committee shall notify all parties in writing of its decision within seven calendar days.

**9.** If a student believes the decision of the Academic Appeals Committee is unwarranted, he/she may appeal to the Vice President for Graduate and Corporate Affairs within seven calendar days after receipt of the decision of the Academic Appeals Committee.

**10.** If requested, the Vice President for Graduate and Corporate Affairs shall schedule a conference with the student and/or other involved parties to be held within 14 calendar days of the receipt of the student's appeal.

**11.** The Vice President for Graduate and Corporate Affairs shall notify all parties in writing of his/her decision within 14 calendar days after the conference.

**Note 1:** *The Academic Appeal and Academic Misconduct Appeal Procedure is an internal academic process of the University and legal counsel may not participate in any conference or hearing.*

**Note 2:** *Faculty members have the same right of appeal as the student at each stage of the above process.*

## Cell Phone, Electronic Device, and Electronic Communication Policy

Electronic devices shall only be used for course specific work. The professor reserves the right to ban their use at any time. The policy concerning electronic devices for individual courses, seminars, or other guided learning experiences will be determined by the faculty members in charge of such course, seminar, or learning experience.

The DBU campus e-mail system, or any other form of DBU electronic communication (i.e. Blackboard, class discussion, Wimba Virtual Classroom) may not be utilized as an avenue to advertise the selling of goods or soliciting of donations from students, faculty, staff, or members of the university community.

## Children in Classes and Unaccompanied Children

Minor children of DBU students are not permitted to attend class with their parents. Furthermore, minor children may not be unaccompanied at any location or property where DBU classes are taught. If a minor child is brought to the DBU campus or a location where DBU classes are taught, the child must be accompanied by an adult at all times. For their safety and welfare, unaccompanied children on the DBU campus will be escorted to the Campus Security Office, and the parent or guardian will be summoned to pick them up immediately.

## Network Access Policy

Computer facilities are provided to students and faculty at Dallas Baptist University to enrich the learning and teaching experience. This service can only operate successfully if users act responsibly when using these facilities. Unreasonable behavior will disrupt the work of other users. To help users understand their responsibilities to each other and to the University, this policy describes students' proper use of computer facilities, including resident access to the DBU network. Use of Dallas Baptist University computer facilities is a privilege granted by the university. All students, staff, and faculty are responsible for seeing that these computer facilities are used in an effective, efficient, ethical, and lawful manner. Any violation of these policies can result in disconnection from the DBU network and disciplinary action.

### Setup and Authorized Use

Each semester, a student must register with the Information Technology department to have access to the DBU network.

Understand that the Information Technology department can offer assistance in purchasing, installing, or configuring your computer with the staff resources we have available at that time. Phone support will be available if you are unable to make your computer work properly. Help sheets are available in the Academic Computer Lab for your general information. You expressly assume all responsibility and liability for the use of the recommendation and help sheets. If you suspect that there is a problem with your Internet connection, a member of the Information Technology staff will test your connection for you within 24 hours of notification of the problem to verify a working connection to your room.

No other individual is allowed to use your dorm connection. You are the only person authorized to use the dorm connection, and you will be held responsible for the activity of anyone to whom you give access. The University may monitor your e-mail and Internet access on the Dallas Baptist University computer network at any time.

Please understand that from time to time servers will be down for system upgrades and maintenance.

## Copyright Information

**Unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject you to civil and criminal liabilities.**

U.S. Copyright Law protects a wide range of creative works and grants to the owners of the work the exclusive right to make copies of the work, to make new works using part of the original work, distribute copies of the work, and display or perform the work publicly. Works protected by copyright include (but are not limited to) written works, movies, music, photographs, art, software and other original works of authorship.

### Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws.

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees.

For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense.

**Dallas Baptist University is committed to ensuring copyrights in creative works are respected and used appropriately by DBU staff, faculty, and students.**

Therefore, members of the DBU community using university computers, library, and networks are expected to abide by both United States and international copyright laws. Failure to comply with copyright laws may result in disciplinary action or termination of access, in addition to potential civil or criminal damages. With respect to unauthorized peer-to-peer file sharing, disciplinary action pursuant to the Student Code of Conduct and Policy on Intellectual Property will be taken against students who engage in illegal downloading or unauthorized distribution of copyrighted materials using the institution's information technology system.

DBU responds to all notices from copyright holders alleging inappropriate activities across our network. If you host or exchange files unlawfully, you are personally responsible for any civil or criminal consequences from that activity since ignorance of the law is not a valid defense. The University strongly recommends that everyone using the university's network and computers read the rules on copyright laws before sharing files online.

For more information, please see the Web site of the U.S. Copyright Office at [www.copyright.gov](http://www.copyright.gov), especially their FAQ's at [www.copyright.gov/help/faq](http://www.copyright.gov/help/faq). For information about legal alternatives to file sharing, please go to [www.dbu.edu/computers](http://www.dbu.edu/computers).

## Computer Use Responsibility

Your use of Dallas Baptist University computing equipment must comply with the corresponding university policies for its use. In addition, Dallas Baptist University is not legally responsible for the personal on-line activities or publications of students, faculty, and staff, which are solely a result of their individual independent judgment. By registering on the DBU network, you ACKNOWLEDGE AND AGREE that if you use the resources and equipment of DBU to personally publish any opinions, material, or other information, you EXPRESSLY ASSUME ALL RESPONSIBILITY AND LIABILITY for that publication and waive any right to make claims against the university resulting from your use. This includes claims for libel and copyright infringement. By signing below, you further agree to HOLD HARMLESS and INDEMNIFY Dallas Baptist University for any claim that may arise out of your personal on-line activities or publications which are solely a result of your individual independent judgment including, but not limited to, personal opinions, personal emails, or other personal information.

### Penalties for Misuse

Students who are suspected of violating policies regarding computing equipment will be confidentially reported to the appropriate faculty, supervisors, Academic Computer Lab staff, Department Chair, and the Dean, and may be referred to the Vice President of Student Affairs. Disciplinary action will be taken in accordance with the provisions of the DBU Student Handbook and this access policy. Any violation of these policies can and may result in disconnection from the DBU network.

**Activities Specifically Prohibited Include, but are not Limited to, the Following:**

- Viewing Internet material deemed inappropriate by Dallas Baptist University;
- Attempts to find out another user's password or attempts to break into or hack another user's account. A computer, computer account, or electronic mail account assigned to an individual must not be used by others without explicit permission from DBU. You are responsible for proper password protection;
- Attempts to circumvent authentication procedures;
- Use of another user's connection to the DBU network;
- Use of any equipment which interferes with or disrupts the use of the DBU network services of other users;
- Any attempt to hack or otherwise break into or disrupt service;
- Deliberate acts which jeopardize the integrity of any computer equipment, systems, programs, or any other stored information, including the deliberate propagation of computer viruses;
- Attempts to make unauthorized copies of software or otherwise violate applicable copyright laws;
- Disconnection, connections, or switching of any DBU equipment including printers, servers, etc.;
- Failure to follow the university e-mail and Internet policies; conduct which violates the DBU Student Handbook;
- Fraudulent, harassing, or obscene messages and/or materials are not to be sent, viewed, or stored;
- Electronic communications facilities (such as e-mail) are for university related activities only. E-mail and Internet access can be monitored by the university at any time. Chain letters and other forms of mass mailings are not allowed;
- Loading or installing personal software onto the network;
- Use of DBU computers, printers and other equipment or accounts for commercial or non-university related purposes;
- Modifying or tampering with network services, wireless access points, wiring, and ports in your room or elsewhere on campus without explicit written permission. This includes extending the network beyond the single network outlet (using a hub, wireless access point, remote access servers, routers, etc.);
- Establishing a server (for example, game servers) or providing a service that utilizes the shared university bandwidth;
- Registering an outside domain host name that refers to an IP address within the dbu.edu domain;

- Only certain wireless devices are allowed on our network at this time, please check with Information Technology for the currently accepted wireless devices;
- Any wireless device or other network device found in unauthorized usage on the DBU network will be confiscated without notice and held pending disciplinary action.
- No system or network files may be copied from the DBU servers to your DBU personal account or removable media;
- No system or network files may be copied from external sources to your DBU personal account or into the DBU file servers, or run from removable media;
- No broadcast messages may be sent from your DBU e-mail account to anyone through the use of any system message utility;
- No student will be allowed to configure any part of their system for sharing with another student. This includes hard drives, printers and other such resources;
- No global e-mail messages can be sent without approval;
- No sending or downloading large files that could impede or disrupt network speed for other campus users;
- No changing of your IP address to anything other than the one assigned to you by Information Technology;
- No using any file sharing applications. This also includes file and print sharing.
- Due to wireless interference, it is prohibited to have a 2.4 GHz phone in your residence hall or apartment. If you are found with this device it will be confiscated.

## Electronic Mail Policy

The DBU e-mail system is limited to staff, administration, faculty, and enrolled students. All students are required to have a DBU e-mail account. Its misuse can result in the loss of access to e-mail and/or other resources. Violations of this policy will be dealt with in the same manner as violations of other university policies and may result in a disciplinary review. In such a review, the full range of disciplinary sanctions is available including the loss of information system usage privileges, dismissal from the University, and legal action. Violation of some of the policies may constitute a criminal offense(s). The purpose of the e-mail policy is to enhance the efficiency and effectiveness of communication, if used appropriately.

The following policies and guidelines are intended to promote responsible use of e-mail:

1. All e-mail should relate to University matters. Limited personal communication is permissible, but items such as chain letters, fund raisers, commercial use, and mass national efforts are not allowed.
2. The DBU campus e-mail system, or any other form of DBU electronic communication (i.e. Blackboard, class discussion, Wimba Virtual Classroom), may not be utilized as an avenue to advertise the selling of goods or soliciting of donations from students, faculty, staff, or members of the University community.
3. Fraudulent, harassing, obscene, or pornographic messages and materials are not to be sent, received, printed, requested, or stored.
4. Any communication that violates DBU policies and/or local, state, or federal laws and regulations is prohibited.
5. The content, confidentiality, and maintenance of an electronic mailbox is the responsibility of the person to whom the e-mail account is assigned.
6. Each person is responsible to eliminate from the file messages no longer needed. Accounts accumulating excess e-mail will be reviewed and addressed by the Vice-President for Technology.
7. Be aware of forged mail. If a person has acquired another individual's password, forged mail could be sent. Also, e-mail that originates from outside DBU may not be subject to strict security. If a message appears out of character for the sender, it may be a forgery, and you should contact the sender by another means for verification.
8. Although students have individual access passwords to voice-mail, e-mail, and computer network systems, these systems are accessible at all times to and by the University and may be subject to periodic, unannounced inspections for University business purposes. Backup copies of e-mail and voice-mail may be maintained by the University and may be reviewed for business, legal, and/or other reasons.

## Academic Probation, Suspension, and Withdrawal

All students of the University are required to meet certain academic standards. Regulations regarding academic probation, suspension, and withdrawal are designed to provide close supervision of the program of study and progress of students. Failure to meet standards will place students on academic probation or suspension. The minimum satisfactory standard of achievement is a grade point average of 2.00.

Each student's transcript will be evaluated at the end of the fall and spring semesters. Because all students are expected to maintain an overall grade point average of at least 2.00, which is a requirement for graduation, any student whose cumulative grade point average is less than 2.00 will be placed in one of the following categories:

### 1. Academic Probation

Students whose overall grade point average is less than the appropriate level indicated below are placed on academic probation.

Semester Hours Attempted	Required Grade Point Average
0-29.5	1.60

30-59.5	1.80
60 or more	2.00

Academic probation will be imposed only after the student has attempted a minimum of 12 semester hours. While on academic probation, the student, with the approval of the Registrar, will be allowed to register only for 13 hours or less.

- **Academics in Motion Admission:** The academic progress of students who are admitted through the AIM program will be evaluated after each semester of enrollment until they have completed 16 hours at DBU. All AIM students who fall below a 2.0 grade point average during the first 16 hours at DBU will be placed on Academic Probation with additional requirements from the Registrar. Should a student who has been placed on Academic Probation not reach a GPA of 2.0 by the end of the semester following being placed on probation status, the student will be placed on Academic Suspension.

## 2. Academic Suspension

Any student on academic probation whose cumulative grade point average falls below the appropriate level indicated below will be placed on academic suspension and removed from the University for the following long semester (fall/spring):

Semester Hours Attempted	Required Grade Point Average
0-29.5	1.40
30-59.5	1.60
60 or more	1.80

*NOTE: A student notified of academic suspension who has earned a grade point average of 2.50 or better in his/her last 12 semester hours of work attempted may apply in writing to the Registrar for an extension of probation in lieu of suspension.*

Suspended students wishing to return to DBU must have their file reviewed by the Registrar and the Admissions Committee for a determination of their eligibility to reenroll. Students should contact the Registrar no later than three weeks prior to registration to have their file reviewed. The Registrar will send a recommendation to the Admissions Committee. In no instance is a student to assume that readmission is automatic after having been placed on suspension for failure to meet minimum academic standards. Reinstated students will be placed on academic probation during the first long semester of reinstatement and must remove the grade point deficiency within two long semesters or be subject to a second suspension. Students placed on academic suspension for the second time will not be eligible to reapply and reenroll for 12 months. In no instance is a student to assume that readmission is automatic after having been placed on suspension a second time for failure to meet minimum academic standards. A student placed on academic suspension for a third time will not be readmitted to the University.

## 3. Administrative Withdrawal

The Provost, and/or the Vice President for Student Affairs reserve the right to withdraw a student from classes and/or the University for non-disciplinary reasons if such action is deemed in the best interest of the student and/or the University.

# Academic Regulations

## Application for Graduation

The student is cautioned that: (1) application for graduation must be made before the published deadline (See Academic Calendar) and preferably at least one semester before the semester of graduation, (2) all grades must be officially transmitted to the Registrar's Office at least four days prior to the date of graduation, (3) applicants who apply for graduation and fail to meet requirements must reapply for graduation.

## Class Absences

Attendance in class is considered a necessary factor in the learning process. Therefore, absences for all reasons must be kept to a minimum and should not exceed 25 percent of the total class time. Students are held responsible for all academic work required or performed during their absence regardless of the reasons for those absences. Students who register late are responsible for work missed. The policy concerning class attendance for individual courses, seminars, or other guided learning experiences will be determined by the faculty members in charge of such course, seminar, or learning experience; and this policy will be communicated to the students in the course syllabus.

# POLICIES

## Chapel Policy

Chapel attendance is a required part of the educational experience at Dallas Baptist University. Chapel programs are presented on Monday and Wednesday at 10:00 a.m. for all students and Friday at 10:00 a.m. for first year students who have not completed 30 hours or two long semesters (Fall/Spring) of University course credit at DBU or in transfer [not counting dual credit, CLEP, or AP credit]. Each non-exempt student must enroll in the chapel course each fall and spring semester. The only students exempt from Chapel are:

1. Students 25 years of age or older as of first class day of first enrolled semester at DBU
2. Graduate students

Credit for the course will be given on a credit / noncredit basis. Students must have their valid DBU student I.D. with them during Chapel in order to scan their I.D. and receive credit for that day. First year students are required to attend thirty-three Chapel

services each semester, while upperclassmen must attend twenty-two for credit. Responsibility for making sure the Chapel requirements have been met and duly recorded rests solely upon each student. Students arriving late for Chapel will not receive credit for that day's Chapel service.

Students who come to DBU with 0-14 hours [not counting dual credit, CLEP, or AP credit] are required to attend 8 semesters of Chapel in order to graduate. Transfer students will receive credit for Chapel according to the scale below. A transfer student is defined as one who has been out of high school for at least one long full semester (fall/spring) and has attempted some college or university work for credit [not counting dual credit, CLEP, or AP credit].

Credit hours transferred	Remaining semesters of Chapel required
1 - 14	8
15 - 29	7
30 - 44	6
45 - 59	5
60 - 74	4
75 - 89	3
90 -104	2
105 +	1

In some instances students may qualify for a Chapel Waiver for a specific semester. For example, part-time students may wish to apply for a waiver if they will not be taking any classes on Monday, Wednesday, or Friday. To be waived from Chapel for a semester, a student must submit a Chapel Waiver Form online from WebAdvisor. After evaluating each waiver, Student Affairs will notify the student after the 10th class day regarding their request via e-mail. Students are encouraged to keep a copy of the e-mail for their records. Students should continue to attend Chapel while their petition is being considered. Chapel Waivers will be granted in only the most imperative circumstances. Excuses such as work schedule, driving distance, or excessive class or workload are not acceptable excuses to receive a Chapel Waiver. *Students must re-apply for a Chapel Waiver every semester in which they wish to be considered.* **Students must also register for Chapel every semester regardless of waiver application.**

### Day Student Registration Policy

The Day Student Registration Policy restricts undergraduate traditional program students with less than 45 college credit hours from taking evening classes after 5:00 p.m. during the fall and spring semesters. Undergraduate students enrolled through the College of Professional Studies are excluded from this policy.

### Traditional Age Online Policy

*(Effective Spring 2013)*

DBU undergraduate resident students with 24 or more hours may register for two additional online classes per semester, provided that the undergraduate student enrolls or maintains enrollment in at least 12 hours of on-campus classes in the regular semester, not including mini-terms.

Undergraduate commuter students (non-PRST) with more than 24 hours of college credit may enroll in online classes.

Undergraduate resident and commuter students may take online classes during the winter and summer terms, regardless of the number of credit hours earned, after the first semester of enrollment.

### Concurrent Registration

After matriculation, a student may transfer a maximum of 12 credit hours to DBU.

A student enrolled at Dallas Baptist University who wishes to enroll for a course at another college must secure the written permission of the Registrar at Dallas Baptist University two weeks before registering for the course. Failure to obtain this approval in advance will result in the refusal of this University to accept credit earned at other institutions. Students should seek full understanding of the conditions under which transfer credit is accepted. A Permission Request form may be obtained from the student advisor.

***NOTE: Graduating students are not allowed to transfer hours taken at another institution if the hours are taken during their final semester at Dallas Baptist University.***

### Concurrent Graduate Coursework

Senior DBU undergraduate students who have been accepted into the Graduate Programs at Dallas Baptist University pending completion of their undergraduate degree and who possess a 3.0 or greater cumulative GPA are allowed to register for up to 12 graduate credit hours in the final semester of their undergraduate degree at DBU. Any student registering for any combination course load exceeding 12-credit hours must have the approval of the Director of Graduate Programs and the appropriate academic Dean.

### Continuous Progress Course (CP)

This is a non-traditional system of course progress for students who have been admitted to the University. There are no regularly scheduled class meetings; all necessary conferences are scheduled individually between the student and the instructor. The following policies apply to Continuous Progress Courses:

1. Only students who have been admitted to the University may register for these courses during the regular registration period as published and must complete the course before the end of that semester.
2. Course work cannot begin until enrollment is completed and course fee paid.
3. There is a \$100.00 fee per course over and above the regular tuition for each CP course. Refunds and withdrawal policy are based on the standard refund schedule and withdrawal policies as published in this catalog.
4. Authorization to take CP courses will not be given except in extenuating circumstances.
5. The dean of the college involved will approve both the student and the faculty instructor for all CP courses.

*Registering for a Continuous Progress Course.* In order to register for a CP course, a Continuous Progress Form must be completed for each course listed in the section of this catalog titled "Course Descriptions." The form must state the definite plan for accomplishment of the course objective. The plan must include the course syllabus and work schedule, defining blocks of material to be completed in specified times.

After the Continuous Progress Form has been completed by the instructor and signed by the student, it is then submitted by the student for approval to the dean of the college in which the course will be taught. Upon final approval by the dean of the college, regular registration procedures are followed.

### Independent Study/Research Courses

Whereas students at any level may take Continuous Progress Courses, only juniors or seniors are allowed to take Independent Study/Research courses. In addition, while regular course numbers should be used in the case of CP courses, only experimental numbers (courses with a "9" as the third digit) may be used in Independent Study/Research courses. Finally, no limits are placed on the number of CP courses a student may take, yet limits are placed on the number of Independent Study/Research courses that may be taken.

*Resident Study Programs (3190-3390) and Research Problems (4190-4690) are regulated by the following:*

1. Resident study programs are available only to juniors and seniors with the exception of the foreign language department.
2. Research problems are available only to seniors.
3. The student must have a minimum GPA of 2.50 in the field of study for 3190-3390 and 4190-4690 courses.
4. The student must have a minimum of nine hours in the field of study for 3190-3390 courses.
5. The student must be a major in the field of study for 4190-4690 courses.

Students will be limited to nine hours per discipline in any combination of independent study courses. In no case will the student be permitted to accumulate more than six hours of independent study courses per discipline. In any case, the student will be limited to 12 over all credit hours in any combination.

*Guidelines:*

1. No faculty member should accept a combination of more than five students for Continuous Progress, Independent Study, or Research courses during one semester.
2. The Independent Study/Research Course Form must be used to report enrollments in 3190-3390 and 4190-4690 courses.
3. Enrollment for Independent Study/Research Courses can be accomplished only during registration periods.
4. The original form for Independent Study/Research is taken to the Registrar's Office when the student registers. A copy is provided to the student, the professor, and the dean of the college.

The basic difference between the Continuous Progress Courses and the Independent Study/Research Courses is that CP courses are regularly scheduled courses that students may not be able to take because of a conflict in their schedules, whereas Independent Study/Research Courses are devised by professors to permit students to explore material not offered in regularly scheduled courses, or to do guided research on their own in a given discipline.

### Correspondence Work

A maximum of 30 credit hours of correspondence work will be considered for transfer toward degree requirements at Dallas Baptist University, as long as the work comes from another regionally accredited institution. After matriculation, a student may only transfer a total of 12 credit hours to DBU. The acceptance of the correspondence work is subject to prior approval of the Registrar. Final determination regarding acceptability of transfer course work will be made within each discipline when questions arise.

### Advanced Placement (AP)

Dallas Baptist University participates in the Advanced Placement (AP) Program of The College Board. Credit will be awarded for the AP tests listed in the following chart. No credit will be awarded for AP tests that are not listed. Letter grades are not given in any course for which credit is granted. These credits may be used to satisfy degree requirements, but do not apply to the 25-percent-credit-hour residency requirement.

**Advanced Placement Credit**

Subject	Exam Title	AP Score	DBU Course Equivalent	Sem. Cr. Hrs.	Area Type of Exam
BIOLOGY	Biology I	*4	BIOL 1401 & 14L1	4	
CHEMISTRY I	Chemistry I	*4	CHEM 1401 & CHEM 14L1	4	



Subject	Exam Title	AP Score	DBU Course Equivalent	Sem. Cr. Hrs.	Area Type of Exam
CHEMISTRY II	Chemistry II	*5	CHEM 1402 & CHEM 14L2	4	
ECONOMICS	Economics: Macro	4	ECON 2301	3	
	Economics: Micro	4	ECON 2302	3	
ENGLISH	English Language & Composition	3	ENGL 1301	3	
	English Literature & Composition	4	ENGL 1302	3	
FRENCH LANGUAGE I	French Language I	3	FREN 1401	4	
FRENCH LANGUAGE II	French Language II	5	FREN 1402	4	
GERMAN LANGUAGE I	German Language I	3	GERM 1401	4	
GERMAN LANGUAGE II	German Language II	5	GERM 1402	4	
HISTORY	History - Europe	4	HIST REQU	6	
HISTORY	History – World	4	HIST REQU	6	
HISTORY	U.S. History I	4	HIST 1301 & 1302	6	4
MATHEMATICS	Calculus AB	4	MATH 1405	4	AP – AB
	Calculus BC	3	MATH 1405 & 1406	8	AP – BC
MUSIC THEORY I:					
MUSIC THEORY-AURAL SUBSCORE	Music Theory - Aural	5	MUSI 1111	1	
MUSIC THEORY-NONAURAL SUBSCORE	Music Theory - Nonaural	5	MUSI 1311	3	
POLITICAL SCIENCE	Government & Politics: United States	4	POLS 2301	3	4
PSYCHOLOGY	Psychology	4	PSYC 1301	3	
SPANISH	Spanish Language I	3	SPAN 1401	4	

\* Subject to interview and review of laboratory work.

### International Baccalaureate Programme (IB)

Dallas Baptist University participates in the International Baccalaureate (IB) Programme of the College Board. Credit will be awarded for the IB tests listed in the following chart. No credit will be awarded for IB tests that are not listed. Letter grades are not given in any course for which credit is granted. These credits may be used to satisfy degree requirements, but do not apply to the 25-percent-credit-hour residency requirement.

Subject	Exam Title	IB Score	DBU Course Equivalent	Sem. Cr. Hrs.
BIOLOGY	Biology, Higher Level	* 6	BIOL 1401	4
CHEMISTRY	General Chemistry, Standard Level	* 5	CHEM REQU	4
	General Chemistry, Standard Level	* 6	CHEM 1401	4
	Chemistry, Higher Level	* 5	CHEM 1401	4
	Chemistry, Higher Level	* 6	CHEM 1401, 1402	8
ECONOMICS	Economics, Higher Level	5	ECON 2301, 2302	6
ENGLISH	**English, A1, Higher Level	5	ENGL 1301	3
FRENCH	**French, Standard Level	5	FREN 2301	3
	**French, Standard Level	6	FREN 2301, 2302	6
	**French, Higher Level	4	FREN 2301	3
	**French, Higher Level	5	FREN 2301, 2302	6
German	**German, Standard Level	5	Foreign Language Requirement	3
	**German, Standard Level	6	Foreign Language Requirement	6
	**German, Higher Level	4	Foreign Language Requirement	3
	**German, Higher Level	5	Foreign Language Requirement	6
HISTORY	History, Americas, Higher Level	5	<b>Submit syllabus for review.</b>	
PSYCHOLOGY	Psychology, Higher Level	5	PSYC 1301	3
SPANISH	**Spanish, Standard Level	5	SPAN 2301	3
	**Spanish, Standard Level	6	SPAN 2301, 2302	6
	**Spanish, Higher Level	4	SPAN 2301	3
	**Spanish, Higher Level	5	SPAN 2301, 2302	6

\* Subject to interview and review of laboratory work.

\*\* Languages:

A1 = course in the student's native or best language, including selections from world literature

A2 = course for native speakers or for speakers with a high level of proficiency in the target language.

B = foreign language program for students with two to four years previous experience in learning the target.

## College Level Examinations Program (CLEP)

Students may seek college credit by either satisfactorily completing the Advanced Placement Examination or the College Level Examinations Program (CLEP) of the College Entrance Examination Board for the subject area in which credit is sought, and/or by making satisfactory scores on tests administered by the individual discipline offering the course. Letter grades are not given in any course for which credit is granted by examination. General examinations of CLEP, USAFI, etc., are not acceptable for credit. Students may receive credit for a maximum of 15 hours through the College Level Examination Program (CLEP).

CLEP credits may be used to satisfy degree requirements, but do not apply to the 25-percent-credit-hour residency requirement. In addition, these credits may be used to meet prerequisites for advanced courses. Students who have failed a class are not eligible to take a CLEP exam for that same course. **A student may not receive credit for a CLEP exam for a course in which a grade has already been earned at Dallas Baptist University.** Graduating seniors are not allowed to take CLEP exams during their final (graduating) semester.

Credit by examination secured by students transferring to Dallas Baptist University will be accepted only if the examinations and resulting scores meet specified requirements.

### Credit by Examination Course Listing

<u>Course No.</u>	<u>Course Title</u>	<u>CLEP Exam</u>	<u>Scaled Score*</u>
ACCT 2301	Principles of Financial Accounting	Financial Accounting	55
COSC 1301	Introduction to Computers	Info. Systems & Computer Appl.	55
ECON 2301	Principles of Macroeconomics	Principles of Macroeconomics	55
ECON 2302	Principles of Microeconomics	Principles of Microeconomics	55
ENGL 1301	Intro. to Language & Literature I	College Composition Modular**	55
FREN 1401 & 1402	Elementary French	College French Level I	55
FREN 2301 & 2302	Intermediate French	College French Level II	66
GERM 1401 & 1402	Elementary German	College German Level I	55
GERM 2301 & 2302	Intermediate German	College German Level II	66
HIST 1301	American History to 1865	U.S. History I	55
HIST 1302	American History Since 1865	U.S. History II	55
HIST 2301	Western Civilization I	Western Civilization I	55
HIST 2302	Western Civilization II	Western Civilization II	55
MANA 3301	Principles of Management	Principles of Management	55
MANA 3308	Business and Public Law	Introductory Business Law	55
MATH 1303	College Algebra	College Algebra	55
MATH 1405	Calculus	Calculus	55
MRKT 3301	Principles of Marketing	Principles of Marketing	55
POLS 2301	American National Government	American Government	55
PSYC 1301	General Psychology	Introductory Psychology	55

<u>Course No.</u>	<u>Course Title</u>	<u>CLEP Exam</u>	<u>Scaled Score*</u>
PSYC 4312	Human Growth & Development	Human Growth & Development	55
SOCI 1301	Introduction to Sociology	Introductory Sociology	55
SOCI 4313	Human Growth & Development	Human Growth & Development	55
SPAN 1401 &1402	Elementary Spanish	College Spanish Level I	55
SPAN 2301 & 2302	Intermediate Spanish	College Spanish Level II	66

- Scores are computed by tallying the number of correct answers. There is no deduction for unanswered questions. The results are converted into scaled scores within a range of 20-80.

**Note:** \*\* DBU essay required in addition to objective CLEP exam. A student must pass both the CLEP exam and the essay (with a score of C or higher) to receive credit for English 1301.

**Note:** *The number of hours accepted from any combination of College Level Examination Program (CLEP), Advanced Placement (AP), and International Baccalaureate (IB) is limited to thirty hours.*

# Student Records

Following the recommendations of the American Association of Collegiate Registrars and Admissions Officers' (AACRAO) guide for the retention of records, the Registrar's Office retains the following documents in a student's permanent academic record: academic appeals, competency assessments, change of grades, degree plan, disclosure of information forms (until terminated), final academic transcript, grades, graduation audit, narrative evaluations, registration appeals, and transcript evaluations.

The following is a list of various records maintained on each student and where they are housed. Original documents submitted to the University become a permanent part of a file and will not be returned to the student or sent elsewhere. The University adheres to the privacy of student records as required by the Family Educational Rights & Privacy Act (FERPA).

**Academic Records.** The official transcript and grades are maintained in the Registrar's Office by the Registrar.

**Admissions Records.** Records are transferred from the Admissions Office to the Registrar's Office when the admission process is complete. Completed records are maintained in the Registrar's Office by the Registrar.

**Advising Records.** Advising records are maintained by the student's assigned advisor in the advisor's office.

**Discipline Records.** Discipline records are maintained in the Office of Student Affairs.

**Financial Aid and Placement Records.** Financial aid and placement records are maintained in the Financial Aid Office by the Director of Financial Aid.

## Access to Student Records

Each year this institution gives notice of the various rights accorded to students pursuant to the Family Educational Rights and Privacy Act (FERPA). You are hereby notified of the following:

1. The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.

Students should submit written requests that specifically identify the record(s) they wish to inspect to the Office of the Registrar. The Registrar's Office will make arrangements for access and notify the student of the time and place where the records may be inspected.

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

Students may ask the University to amend a record that they believe is inaccurate or misleading. They should notify the Registrar's Office of this request, clearly identifying the part of the record which they are requesting to be changed and specifying why it is inaccurate or misleading. If the University determines that the record will not be amended as requested by the student, the University will notify the student of that decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

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

One such exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an auditor, attorney or collection agent); a member of the Board of Trustees; or a student serving on an official University committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities. Upon request, the University also discloses education records without consent to school officials of another institution in which a student seeks or intends to enroll, or where the student is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.

Another exception which permits disclosure without consent is for the disclosure of a student's directory information.

"Directory information" is defined as a student's:

- (a) Name;
- (b) address;
- (c) telephone number;
- (d) e-mail address;
- (e) date and place of birth;
- (f) major field of study;
- (g) enrollment status (full-time, part-time, undergraduate, graduate);
- (h) participation in officially recognized activities and sports;
- (i) weight and height (if an athletic team member);

- (j) dates of attendance;
- (k) degrees, honors, and awards received;
- (l) most recent previous educational agency or institution attended;
- (m) photographic, video or electronic images that are taken and/or maintained by the University; and
- (n) other similar information.

A student may request that directory information, in part or in whole, be withheld from disclosure by providing a specific written request to the Office of the Registrar on or before the last day of late registration each term. Such a request is valid until revoked in writing by the student. If no request is filed with the Registrar's Office, the University may release directory information to the general public upon inquiry.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Dallas Baptist University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

**Family Policy Compliance Office  
U.S. Department of Education  
600 Independence Avenue, SW  
Washington, D.C. 20202-4605**

Pursuant to FERPA, an institution of higher education may disclose to a parent or legal guardian of a student information regarding any violation of any federal, state, or local law, or any rule or policy of the institution, governing the use or possession of alcohol or a controlled substance regardless of whether that information is contained in the student's education records if, (a) the student is under the age of 21; and (b) the institution determines that the student has committed a disciplinary violation with respect to such use or possession.

#### **Change of Name or Address**

A student who, after registration, changes a local or home address, or a student who marries (documentation required) after enrollment at Dallas Baptist University, is expected to notify the Registrar of this change immediately. Any communication from the University which is mailed to the name and address on record in the Registrar's Office is considered to have been properly delivered, and the student is responsible for the information contained therein.

Current and former students of Dallas Baptist University may request a change of name on their student records, including but not limited to academic transcripts, with appropriate documentation. Current and former students who request a change of name on their records must provide to the Registrar's Office, in person, the original legal document which verifies the change of name requested. These original legal documents would include a valid marriage license issued by a county or city clerk, a divorce decree from a court of law and/or a change of name decree from a court of law. A copy of this original document will be made by the Registrar's Office and retained in the student's file.

For those current and former students who are unable to produce an original legal document to the Registrar's Office in person, a legally certified copy of the original document verifying the change of name may be mailed to the Registrar's Office. The certified copy will be retained by the Registrar's Office in the student's file.

#### **Official Communications**

A request that a student report to an administrative office or faculty office may be made in person, by e-mail, by mail, or by telephone. Failure to comply with such a request immediately may result in disciplinary action.

Communications to the entire student body are considered properly delivered when they are sent to the student's DBU e-mail account, placed on official campus bulletin boards, in the campus newsletter, in the student's campus mailbox, or sent to the student's address on record in the Registrar's Office. Each student is responsible for checking their DBU e-mail account, bulletin boards, mailboxes, and the newsletter regularly, and giving proper heed to such communications.

#### **Transcript of Credits**

The transcript of college credits is an official copy of the student's permanent record, bearing the school seal and the signature of the Registrar. Copies of the student's transcript are available on the student's written request from the Registrar's Office. Transcripts are \$5.00 each. Payments are made in advance to the Cashier's Office.

A student, who is clear of all university holds, should allow a minimum period of one business day for delivery of the transcript after the request has been submitted either in person or in written form. Students requesting transcripts at the close of a semester should allow for delays in receipt of transcripts due to the posting of grades.

Transcripts will not be released if the student has outstanding financial, academic, or administrative obligations to the University except as occasionally required by law. This policy includes, but is not limited to, the Cashier's Office, the bookstore, athletic department, or any other department or agency considered a part of the University. Transcripts will also not be released until the student is clear with the Financial Aid Office.

# Undergraduate Certificate Programs

**DBU Undergraduate Certificate Programs** have been designed to provide additional knowledge and skills for individuals seeking to prepare for new careers, to qualify for promotions, to gain or refine expertise in a particular area of study, to enhance educational or professional credentials, or to pursue a course of study simply for self-enrichment.

The programs are planned with working adults in mind, so courses are scheduled at convenient times and locations, and in cases where a cohort group can be established, courses may be scheduled at the workplace. DBU is an innovative leader in distance education and many courses are available online.

The curriculum for an certificate program will typically consist of four to eight courses, excluding prerequisites, in a specified field of study. Each course in a certificate program earns two to three credit hours and may be applied toward an associate's or bachelor's degree. Students enrolled in a certificate program are eligible to use University facilities such as the Computer Lab, the Vance Memorial Library, and the John G. Mahler Student Center.

The University has established certain policies as the context through which the academic endeavor will be completed. These policies seek to aid students in their progress toward an academic experience that is both effective and efficient. Students enrolled in certificate programs should become familiar with University policies as stated here, in the Undergraduate Catalog and in the current *DBU Schedule of Classes*. Students should seek full understanding of, and are responsible for, adherence to all University policies.

## Academic Standards

Course transfer is limited to one course, in addition to prerequisites for a required course in a certificate program. Only one course which satisfies undergraduate degree requirements for a major, minor, or concentration may be applied toward a certificate program.

Students granted admission to DBU Undergraduate Certificate Programs must satisfy the program requirements as listed in the published catalog for the term in which they register for the first course in a certificate program. However, under extenuating circumstances, the dean of the college from which the certificate course is offered may authorize course substitutions. No waiver of the total number of required courses is permitted.

## Certificates must be completed within a period of six years.

Only students granted admission to the DBU Undergraduate Certificate Program are eligible to be awarded a Certificate of Completion. To earn a Certificate of Completion, students must achieve at least a 2.0 overall cumulative grade point average (GPA) for undergraduate certificate programs.

At the completion of all certificate program course requirements, students are responsible for requesting a certificate of completion from the Certificate Programs Department which is housed in the Office of Graduate Programs. Request forms are available through this department, all academic advisors, and online.

Completion of a Dallas Baptist University certificate program will signify that the certificate holder has acquired knowledge and proficiencies in a specialized area of study. The certificate alone does not guarantee a specific level of performance, but does signify that the individual has been provided with knowledge and skills that if appropriately applied will produce improved performance. It is important to note that certain professional associations and state agencies often rely on certificates as evidence that an individual is eligible for a specific licensure of position. A DBU certificate does not guarantee licensure, employment, or promotion unless it has been identified as the sole prerequisite for such. Dallas Baptist University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate, bachelor's, master's, and doctoral degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Dallas Baptist University.

## Admission Requirements: Undergraduate Certificate Program

- Completed Certificate Program Application
- Non-refundable \$25 application fee. The fee is waived if the online application for admission is submitted.
- Official high school transcript or GED certificate or Official college/university transcripts
- Letter of Intent (typewritten) stating:
  - 1) which certificate you would like to earn and why you selected that program
  - 2) what you personally hope to accomplish during this program
  - 3) why you have chosen to attend Dallas Baptist University
- Minimum 2.5 GPA
- Current professional resume
- Successfully complete all certificate course prerequisites
- Evidence of sound moral character and compatibility with DBU's mission

**(Undergraduate certificate programs are ineligible for federal financial aid unless the student is in a bachelor's degree program).**

# UNDERGRADUATE CERTIFICATE PROGRAMS

## Certificate in Advertising and Promotions (21 hours)

This program will introduce you to promotional strategy, marketing, and graphic design – a dynamic mix of business and art. You can learn key strategies and harness your creativity, building the skills you will use in present and future employment.

### Program Fundamentals

Identify the forces influencing consumers in our competitive economy. Develop an understanding of promotions and the marketing mix. Create and investigate applied design and illustration for various media.

### Required Courses

MRKT 3301	Principles of Marketing*
MRKT 3303	Promotional Strategy
MRKT 4345	Consumer Behavior*
COMA 3316	Media Graphics
<b>and</b>	
COMA 2317	Advertising and Visual Communication I
COMA 3317	Advertising and Visual Communication II
<b>or</b>	
COMA 2318	Basic Digital Design (S-L)
COMA 3318	Web Design

\*course also available online

## Certificate in Business Communication (18 hours)

The talent of a powerful communicator is developed one skill at a time. During this program, you can develop various communication competencies such as: effective writing skills; perception and interpretation of nonverbal messages; preparation and delivery of presentations or speeches; and, recognizing and adapting your own communication styles to fit the requirements of your audience.

### Program Fundamentals

Learn to develop an understanding of your audience so that you can set the best tone for your message. Begin writing for maximum impact. Learn to manage and control your “stage fright” as you acquire the skills necessary for effective business communication.

### Required Courses

COMA 1302	Fundamentals of Speech Communication
COMA 2305	Interpersonal Communication
COMA 3301	Nonverbal Communication*
COMA 3303	Small Group Communication
COMA/MANA 4319	Communication Style: A Key to Business Success*
MANA 3306	Management Communication*

\*course also available online

## Certificate in Criminal Justice for Organizational Security or Law Enforcement (18 hours)

A legal system that is continuously evolving and changing requires skilled and dedicated professionals in the fields of organizational security or law enforcement. This certificate program is designed to provide the educational background desirable for entry into the field of criminal justice, or for potential advancement of those currently employed in the field.

### Program Fundamentals

Gain a broad understanding of the nature and impact of crime, along with a working knowledge of the criminal justice system. Become familiar with the causes of crime and the fundamentals of criminal investigation. Study the basic principles of administration and management. Explore negotiation processes and potential outcomes as related to management practice.

### Required Courses

CRJS 1302	Introduction to Criminal Justice
CRJS 2304	Fundamentals of Criminal Law
CRJS 2308	Criminal Investigation

**Select a concentration listed below to complete the 18 credit-hour program (excluding prerequisites).**

### Organizational Security Concentration

CRJS 4303	Organization and Administration
CRJS 4309	Economic Crime
MANA 4341	Negotiations in Management

### **Law Enforcement Concentration**

CRJS 4306	Crime and Drug Control
CRJS 4307	Criminology
CRJS 4308	Corrections

### **Certificate in Health Care Management (18 hours)**

This program will provide an opportunity for students to learn skills specific to the current challenges of health care management while developing some of the competencies necessary to assume a health care leadership role.

#### **Program Fundamentals**

Study the theories guiding ethical decisions and explore how basic principles can be adapted to meet cultural changes affecting health care today. Learn philosophies and policies of personnel management in health care. Understand the financial implications of decisions made in a health organization. Analyze areas of activities in which management functions occur.

#### **Required Courses**

HCMG 3301	Health Care Ethics
HCMG 3310	Human Resource Management for Health Care Organizations
HCMG 3320	Finance for Health Care Managers
HCMG 3330	Legal Issues in Health Care Management
HCMG 3340	Organizational Behavior in Health Care Management
MANA 3301	Principles of Management <b>(S-L)*</b>

*\*course also available online*

### **Certificate in Information Systems and Technology (18 hours)**

This program will provide an opportunity for students to explore the critical relationship of information technology to organizational strategy, resources, and effectiveness. Special emphasis is given to business application development through the study of information technology trends along with the design, implementation, assessment and management of information systems projects.

#### **Program Fundamentals**

Study database design, administration, integrity, security, and implementation. Understand the importance of information technology for business management through in-depth case studies. Learn how IT is used to create a competitive advantage or solve a business problem. Class projects involving the complete development life cycle are designed to provide experience in all IS functions and business activities.

#### **Required Courses (excluding prerequisites)**

MISM 1302	Ethical and Human Side of Information Technology*
MISM 2311	Introduction to Business Software Development
MISM 3301	Information Systems for Management*
MISM 3310	Information Systems Analysis and Design <b>(S-L)*</b>
MISM 3320	Web Page and Database Design
MISM 4330	Strategic IT Planning and Project Management <b>(S-L)*</b>

*\*course also available online*

### **Certificate in Lay Leadership for Education or Sports Ministries (18 hours)**

This program is designed to provide academic training for lay leaders of the contemporary church. The curriculum is intended to enhance the quality of their servant leadership by broadening their knowledge of the key elements of church ministries.

#### **Program Fundamentals**

Study the premises of various world and life views that are distinctly different from the Christian perspective. Become familiar with multimedia software programs commonly used by churches and ministries. Learn organizational methods used in the administration of churches and various types of ministries. Develop the competencies to function creatively with the professional staff and with church members.

#### **Required Courses**

CHST 3309	Spiritual Formation for Christian Ministry
CHST 4301	Teaching Ministry of the Church
CHST 4302	Practicum in Christian Studies <b>(S-L)</b>
RELI 3374	Christian World View

*\*course also available online*

**Select a concentration listed below to complete the 18 credit-hour program (excluding prerequisites).**

#### **Education Ministries (Choose two courses)**

CHST 3304	Religion and Older Persons
CHST 4306	Children's Ministry in the Church
CHST 4307	Youth Ministry in the Church



### **Sports Ministries** (Choose a minimum of 6 hours)

KNES 2305	Coaching Today's Athlete
KNES 3310	Recreation Leadership
KNES 3301	Sports Ethics
KNES 4302	Organization/Administration of Kinesiology/Athletic Programs

*\*course also available online*

### **Certificate in Management Practices (18 hours)**

Prepare to assume a position of increased responsibility by improving your supervisory and managerial skills through formal academic training. As you learn concepts that you can apply to your job right away, this program will elevate your confidence and ability to effectively manage projects and people.

#### **Program Fundamentals**

Gain insights into interpersonal and group behaviors. Learn the fundamentals of all aspects in personnel management. Learn the skills necessary for effective business communication. Participate in stimulating classroom discussions on current management topics.

#### **Required Courses**

MANA 3301	Principles of Management (S-L)*
MANA 3303	Principles of Organizational Behavior*

*Choose four courses from the list below to complete the 18 credit-hour program (excluding prerequisites).*

MANA 3302	Principles of Human Resource Management*
MANA 3306	Management Communication*
MANA 3308	Business and Public Law*
MANA 4301	Operations and Quality Management*
MANA 4319	Communication Styles: A Key to Business Success*
MANA 4330	Entrepreneurship and Small Business Management*

*\*course also available online*

### **Certificate in Marketing Practices (18 hours)**

Examine the economical, political, cultural, competitive, and technological forces that influence the marketing environment. Study consumer behavior as it influences all aspects of marketing decisions. This program offers in-depth studies of theory, philosophy, and best practices, while allowing you to select from a wide range of elective courses to meet your individual requirements.

#### **Program Fundamentals**

Comprehensive examination of principles provides a practical understanding of the dynamic marketing environment. Gain basic preparation for advancement in marketing fields such as retailing, sales management, advertising, or service management. Learn how to enhance your skills and develop competencies necessary for making effectual and resourceful business decisions.

#### **Required Courses**

MRKT 3301	Principles of Marketing*
MRKT 4345	Consumer Behavior*

*Choose four courses from the list below to complete the 18 credit-hour program (excluding prerequisites).*

MRKT 3303	Promotional Strategy
MRKT 4301	Retail Management and Merchandising
MRKT 4302	Professional Selling and Sales Management
MRKT 4312	eCommerce Development in a Global Market
MRKT 4343	Global Marketing
MRKT 4346	Customer Satisfaction

*\*course also available online*

### **Certificate in Music Ministry Leadership (24-27 hours)**

This program is designed to enhance academic credentials in the music field. The curriculum is intended to enrich the quality of servant leadership through a broadened knowledge of key elements in music ministry and church music administration.

#### **Program Fundamentals**

Become familiar with the history and influence of music in worship. Take part in comprehensive surveys of contemporary worship practices through field experiences in various forms. Learn organizational methods used in church music administration. Develop the competencies to function creatively with the professional staff and with church members.

#### **Required Courses**

MUSI 1304	Fundamentals of Music
MUSI 1311	Music Theory I
MUSI 1312	Music Theory II
MUSI 2311	Music Theory III
MUSI 2312	Music Theory IV

MUSI 2307 Introduction to Church Music/Worship  
MUSI 4306 Church Music/Worship Administration  
*\*course also available online*

*Select a concentration listed below to complete the program (excluding prerequisites).*

**Children and Youth Music**

MUSI 3311 Elementary Music Methods  
MUSI 3312 Secondary Music Methods

**Arranging/Conducting**

MUSI 3207 Basic Conducting  
MUSI 4204 Choral Arranging

**General**

MUSI 4305 Congregational Song

# The Associate Degree

Dallas Baptist University offers seven two-year associate degree programs: **Associate of Arts, Associate of Arts (Teacher Certification Preparation), Associate of Biblical Studies, Associate of Business Administration, Associate of Christian Studies, Associate of Church Music, and Associate of Science.** The associate degree is designed to aid those who may need to enter the business world more quickly than a four-year degree program would allow.

The associate degree programs are designed to provide a strong foundation in the liberal arts, business, or church-related ministries and to prepare students for future academic success. Additionally, the academic program of the associate degrees offers a sound foundation which helps prepare students to live their adult lives as mature, intellectually-integrated persons. All instruction is presented with a commitment to the students' intellectual and spiritual growth through the integration of faith and learning.

## MINIMUM REQUIREMENTS FOR AN ASSOCIATE DEGREE

Dallas Baptist University offers programs leading to the Associate of Arts, Associate of Arts (Teacher Certification Preparation), Associate of Biblical Studies, Associate of Business Administration, Associate of Christian Studies, Associate of Church Music, and Associate of Science degrees. A student may elect to graduate under the degree requirements of the official catalog of any year in which the student is enrolled for classes and receives credit, provided that the period between initial enrollment and graduation does not exceed six years. The six-year time frame begins at the final semester covered by the chosen catalog. The University reserves the right to change the requirements for graduation at the beginning of any semester. Such changes will appear in the next edition of the official catalog.

### **All candidates for an associate degree must fulfill the following requirements as a minimum:**

1. Complete a minimum of 65-78 credit hours, including the General Studies requirements.
2. Complete at least 30 credit hours in residence at Dallas Baptist University.
3. Complete 30 of the last 36 credit hours with courses offered by DBU. If up to six of the last 36 credit hours are taken elsewhere, prior approval of the subject area dean and the Registrar must be given.
4. Earn a minimum of 2.00 grade point average in all courses taken. DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.
5. Meet the requirements for a prescribed degree curriculum and be recommended by the Associate Degree Department for graduation.
6. Participate in the graduation program of the University unless approval is obtained from the Registrar to be graduated *in absentia*.
7. Complete one-half of the Chapel credits required for a bachelor's degree candidate. (*See section under Academic Policies for Chapel requirements.*)

***No student will be allowed to participate in the graduation exercises of the University until all of the above requirements for graduation have been completed.***

### **Developing A Christian Mind**

Required of all traditional students enrolling at DBU from fall 2004 forward. This course, built on a biblical foundation, is designed to introduce students to the lifelong goal of developing a Christian mind, and in the process, to impart to them a solid understanding of the larger purposes of Christian higher education and the educational vision of Dallas Baptist University. Topics addressed include Christian mind and worldview development, the problem of dualism, Christian liberal arts education, integrating faith and learning, the life of the mind, calling, and the implications of Christian faith across the whole spectrum of life.

### **Foundations for Excellence**

One semester of the course Foundations for Excellence (FOUN 1101) is required of all freshman and transfer students who enroll with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).

### **Degree Plan**

It is the student's responsibility, as soon as possible after entering the University, to meet with an associate degree advisor to develop a plan of study leading to a specific degree. With the assistance of the advisor, the student outlines the courses needed to complete the degree. The degree plan developed between the student and advisor is only a guide. The student must complete all degree requirements as stated in this catalog. A degree plan becomes official when it has been approved and signed by the advisor, the program director, the student, and the Registrar.

The degree plan will outline the requirements for the associate degree program selected by the student. Additional courses (credit hours) needed to complete the minimum 65-78 credit hour graduation requirement may be selected by the student as electives. Electives are courses that can be taken for credit on the selected degree plan but are not specifically named. These elective courses can enrich the program of study and allow students to explore new interests and fields.

### **General Studies Requirements**

The General Studies requirements are designed to develop the basic understanding and skills needed by broadly educated men and women in a democratic society. The General Studies involve a concern for students' intellectual, spiritual, emotional, and physical growth. In addition, they provide the core of degree requirements for all associate degrees. General Studies courses are listed at the 1000 and 2000 levels.

### **Religion Requirements**

The General Studies religion courses provide students with a general orientation to Christian life, increase the students' knowledge of the Bible, and provide an avenue for the development of a maturing Christian faith. All students are required to take RELI 1301, Old Testament Survey, and RELI 1302, New Testament Survey.

### **eMAT Advising Tool**

Every student who has not completed the general studies mathematics requirements for his or her degree plan upon enrolling at DBU will be required to take the eMAT Advising Tool instrument. No student will be advised for or permitted to register in any mathematics course other than MATH 1101 until after having completed this instrument. Students will be permitted to register for general studies math courses required for their degrees upon passing the qualifying segments of the eMAT.

Any student who does not satisfactorily complete the Arithmetic Skills portion of the eMAT will be required to enroll in MATH 1101. Any student whose degree plan requires MATH 1303 and whose performance on the Basic Algebra portion of the eMAT is not satisfactory will be required to take MATH 1300. The eMAT is free and available on the DBU secure website called "webreg." The eMAT consists of three tests and their respective study guides. The student must read carefully the homepage of the eMAT. For example, a specific internet browser is required.

Current students must contact their advisor for the web address. New students will be contacted by the Admissions Office. The eMAT is an advising tool for all undergraduate advisors and students. Each test may be taken a maximum of three times and the honor code must be followed. Contact the College of Natural Sciences and Mathematics at 214-333-5303 with any questions.

### **Computer Literacy Requirement**

All DBU students are required to develop computer skills. The educated person of today must learn to handle computerized information, to identify the source of the information, to recognize its validity, to understand the assumptions that were made to generate the information, and to use the results to make decisions. DBU provides students the opportunity to begin building life-long skills for using the computer in a modern world.

Students will have access to computers for use in computer science and other courses which stress computer applications. These computers and computer software are in the Academic Computer Laboratory in the Collins Learning Center. The COSC 1301 course assists the student in the development of fundamental computer skills. Each student enrolled in COSC 1301 will be assigned a microcomputer for use in the COSC 1301 lab. It is recommended that, upon completing COSC 1301, each student determines the level of computing access needed and rent or purchase a computer to meet that need.

**IMPORTANT NOTE:** *A computer science course taken more than six years ago is NOT equivalent to a current DBU computer science course. This applies to all computer science courses, including COSC 1301.*

## Associate of Arts

The Associate of Arts degree gives the student a strong core of study in the liberal arts and helps equip the student for the broad challenges of the twenty-first century.

### Course Requirements for the Associate of Arts Degree

	A.A.
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306 and any other 3-hour course in art, communication, or music	<b>6</b>
<b>Foreign Language</b> Two 1000 level courses in one language	<b>8</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of those entering DBU with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES requirements are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level course only) One laboratory science selected from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302	<b>6</b>
<b>Social Science</b> POLS 2301 American National Government required for all students.  Choose any three of the following courses from at least three disciplines: ECON 2301, 2302; PHIL 2301, 2302, 2303; POLS 2302; PSYC 1301, 2304; SOC 1301, 1302, 2304, 2305	<b>12</b>
<b>Total General Studies Requirements</b>	<b>59-64</b>
<b>Electives</b>	<b>1-6</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>65</b>

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

## Associate of Arts (Teacher Certification Preparation)

This degree program is designed for those students whose ultimate goal is teacher certification in the State of Texas. It provides the student with an excellent liberal arts foundation and preparation for eventual entry into a teacher certification bachelor's degree program.

### Course Requirements for the Associate of Arts (Teacher Certification Preparation) Degree

	A.A.
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 and 2302	<b>12</b>
<b>Fine Arts</b> COMA 1302 and FINE 1306	<b>6</b>
<b>Foreign Language</b> Six hours of 2000 level or above if adequate prerequisites are met	<b>6-14</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of those who enter DBU with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301 and 1302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES requirements are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1303 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3</b>
<b>Natural Science</b> (1000 or 2000 level course only) One laboratory science selected from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302	<b>6</b>
<b>Social Science</b> POLS 2301 American National Government required for all students. POLS 2302 State and Local Government  Choose one of the following courses: ECON 2301, 2302; PHIL 2301, 2302, 2303; PSYC 1301, 2304; SOCI 1301, 1302, 2304, 2305; An approved three-hour education course	<b>9</b>
<b>Total General Studies Requirements</b>	<b>57-69</b>
<b>Electives</b>	<b>0-9</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>66-69</b>

*NOTE: Accepted level of performance on the Texas Higher Education Assessment (THEA), a basic skills test in reading, writing, and mathematics is required for admission to the Educator Preparation Program. Also required is a cumulative grade point average of 3.00.*

#### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**Students wishing to pursue a bachelor's degree in education from Dallas Baptist University will need a 3.0 GPA to continue in the program.**

## Associate of Biblical Studies

The Associate of Biblical Studies degree is designed to equip students with a sound theological base for leadership, teaching, and ministry within the local church, particularly related to volunteer or bivocational service.

### Course Requirements for the Associate of Biblical Studies Degree

	<b>A.B.S.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301 and 1302	<b>6</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of those entering DBU with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301,1302, 2301 or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES requirements are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level course only) One laboratory science selected from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Social Science</b> POLS 2301 American National Government required for all students.  Choose an additional course from the following disciplines: ECON, PHIL (except 2301), POLS, PSYC, and SOCI	<b>6</b>
<b>Total General Studies Requirements</b>	<b>33-38</b>
<b>Biblical Studies Concentration</b> <b>At least 12 of the following hours must be taken at DBU:</b> CHST 3309 Spiritual Formation for Christian Ministry PHIL 2301 Introduction to Philosophy PHIL 3303 Philosophy of Religion RELI 1301 Old Testament Survey RELI 1302 New Testament Survey RELI 2304 Christian Doctrine RELI 3305 Principles of Biblical Interpretation RELI 4350 Systematic Theology RELI 3383 History of Christianity  <b>Three hours of electives from the following courses:</b> RELI 3311 The Pentateuch RELI 3329 The Historical Books RELI 3336 The Wisdom Literature RELI 3347 The Major Prophets RELI 3362 The Minor Prophets  <b>Three hours of electives from the following courses:</b> RELI 4307 The Gospels RELI 4321 The Early Life and Letters of Paul RELI 4322 The Later Life and Letters of Paul RELI 4336 The General Epistles	<b>33</b>
<b>Electives</b>	<b>0</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>66-71</b>

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

## Associate of Business Administration

The Associate of Business Administration degree is designed for the student desiring a strong educational foundation in the area of business administration. Such a course of study offers solid, practical training which can be applied directly in a wide variety of employment opportunities.

### Course Requirements for the Associate of Business Administration Degree

	A.B.A.
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301 and 1302	<b>6</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of those entering DBU with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301 or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES requirements are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1303 or 1308 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level course only) One laboratory science selected from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302	<b>6</b>
<b>Social Science</b> POLS 2301 American National Government required for all students.	<b>3</b>
<b>Total General Studies Requirements</b>	<b>36-41</b>
<b>Business Concentration</b>	<b>31</b>
<b>At least 12 of the following hours must be taken at DBU:</b>	
ACCT 2301 Principles of Financial Accounting	
ACCT 2302 Principles of Managerial Accounting	
COMA 1302 Fundamentals of Speech Communication	
ECON 2301 Principles of Macroeconomics	
ECON 2302 Principles of Microeconomics	
FINA 2301 Consumer Finance	
MANA 3100 Time Management and Leadership Training	
MANA 3301 Principles of Management <b>(S-L)</b>	
MANA 3303 Principles of Organizational Behavior	
<b>or</b>	
MANA 3306 Management Communications	
MATH 1307 Mathematics for Business Applications I	
MRKT 3301 Principles of Marketing	
<b>Electives</b>	<b>0</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>67-72</b>

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.



## Associate of Christian Studies

The Associate of Christian Studies program is designed to prepare students for effective leadership roles within the local church, particularly related to bivocational or volunteer ministry.

### Course Requirements for the Associate of Christian Studies Degree

	A.C.S.
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301 and 1302	<b>6</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of those entering DBU with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301 or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES requirements are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level course only) One laboratory science selected from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302	<b>6</b>
<b>Social Science</b> POLS 2301 American National Government required for all students.  Choose an additional course from the following disciplines not already listed in the Christian Studies core courses requirements: ECON, PHIL, POLS, PSYC, or SOCI	<b>6</b>

**Total General Studies Requirements 39-44**

<b>Christian Studies Core Courses</b>	<b>30</b>
CHST 3301 Introduction to Religious Education	
CHST 3309 Spiritual Formation for Christian Ministry (S-L)	
CHST 4302 Practicum in Religious Education I (S-L)	
RELI 2304 Christian Doctrine	
RELI 3305 Principles of Biblical Interpretation	
<b>Choose six additional hours in Biblical studies or Christian Studies.</b>	
<b>Select one of the four following concentrations:</b>	
<b>Concentration in Education Ministry</b>	
If the student desires to prepare for a career in the education ministry of the church, his/her specific hours will be:	
CHST 4301 The Educational Ministry of the Church	
RELI 3372 Church Administration	
<b>Select one of the following:</b>	
CHST 3304 Religion and Older Persons	
CHST 4306 Children's Ministry in the Church	
CHST 4307 Youth Ministry in the Church	

**Concentration in Christian Leadership**

If the student desires to prepare for a career in Christian Leadership, his/her specific hours will be:

MANA 3301	Principles of Management
MANA 4322	Servant-Leadership
RELI 3372	Church Administration

**Concentration in Sports Ministry**

If the student desires to prepare for a career in Sports Ministry, his/her specific hours will be:

KNES 2305	Coaching Today's Athlete
KNES 3310	Recreational Leadership
KNES 3301	Sports Ethics
KNES 4302	Organization and Administration of Physical and Athletic Programs

**Concentration in Music Ministry**

If the student desires to prepare for a career in Music Ministry, his/her specific hours will be:

MUSI 3311	Pedagogy of Music Education
MUSI 4305	Congregational Song
MUSI 4306	Church Music/Worship Administration

**TOTAL CREDIT HOURS REQUIRED 69-74**

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

## Associate of Church Music

The Associate of Church Music degree program is designed to develop students' technical and ministry skills in the area of Church Music for leadership in the local church, either as a volunteer or as a bivocational service.

### Course Requirements for the Associate of Church Music Degree

	<b>A.C.M.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301 and 1302	<b>6</b>
<b>Fine Arts</b> MUSI 2305	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of those entering DBU with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301 or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES requirements are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level course only) One laboratory science selected from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302	<b>6</b>
<b>Social Science</b> POLS 2301 American National Government required for all students.	<b>3</b>
<b>Total General Studies Requirements</b>	<b>36-41</b>
<b>Music Concentration</b>	<b>39</b>
<b>At least 12 hours of the following courses must be taken at DBU:</b>	
MUSI 1111	Aural Skills I
MUSI 1112	Aural Skills II
MUSI 1174	English Handbell Choir – University Ringers
MUSI 1176	English Handbell Choir – University Ringers
MUSI 1311	Music Theory I
MUSI 1312	Music Theory II
Applied Music Concentration (6 hours of organ, piano, or voice)	
Applied Music Secondary Field (4 hours of piano or voice)	
MUSI 2307	Introduction to Church Music/Worship
MUSI 3207	Basic Conducting
MUSI 3311	Elementary Music Methods
MUSI 3312	Secondary Music Methods
MUSI 4211	Vocal Pedagogy
MUSI 4305	Congregational Song
MUSI 4306	Church Music/Worship Administration (includes internship)
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>75-80</b>

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

## Associate of Science

The Associate of Science degree program is designed to prepare students with a strong foundation in the biological sciences. It provides students with a strong liberal arts and science education that will prepare them for acceptance into professional schools of nursing, allied health, and other programs.

### Course Requirements for the Associate of Science Degree

	<b>A.S.</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, 2301 or 2302	<b>9</b>
<b>Foreign Language</b> SPAN 1401 and SPAN 1402	<b>8</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of those entering DBU with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, or 2302	<b>3</b>
<b>Mathematics</b> MATH 1303 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite]. MATH 2301	<b>3-4</b>
<b>Natural Science</b> BIOL 2405 (S-L) and BIOL 2406 (S-L) BIOL 3409 BIOL 4305 CHEM 1401	<b>19</b>
<b>Religion</b> RELI 1301 and 1302	<b>6</b>
<b>Social Science</b> POLS 2301 and POLS 2302 PSYC 1301 PSYC 4312 SOCI 1301	<b>15</b>

**TOTAL CREDIT HOURS REQUIRED      70-71**

#### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# The Bachelor's Degree

## MINIMUM REQUIREMENTS FOR A BACHELOR'S DEGREE

Dallas Baptist University offers undergraduate programs leading to the Bachelor of Arts, Bachelor of Arts and Sciences, Bachelor of Business Administration, Bachelor of Business Studies, Bachelor of Music, Bachelor of Music Education, and Bachelor of Science degrees. The University, through its seven colleges, offers 68 undergraduate majors leading to the bachelor's degree.

A student may elect to graduate under the degree requirements of the official catalog of any year in which the student is enrolled for classes and receives credit, provided that the period between such dates does not exceed six years. The six-year time frame begins at the final semester covered by the chosen catalog. The University reserves the right to change the requirements for graduation at the beginning of any semester. These changes will appear in the next edition of the official catalog. A student in the teacher education program must meet requirements of the Texas Education Agency to receive a teaching certificate from the State of Texas.

**All candidates for a bachelor's degree must fulfill the following requirements as a minimum (refer to specific programs for exact requirements):**

1. Complete a minimum of 126 credit hours of work.
2. Complete at least 42 credit hours of upper-level work (3000-4000 level courses).
3. Complete a minimum of twenty-five percent (25%) of credit hours in residence at Dallas Baptist University (e.g. for a 126 credit hour degree program, the residency requirement is 32 hours).
4. Complete 30 of the last 36 credit hours with courses offered by DBU. If up to six of the last 36 credit hours are taken elsewhere, prior approval of the Registrar must be given.
5. Complete the prescribed General Studies requirements as outlined in this catalog.
6. Complete an approved major program of study consisting of a minimum of 24 credit hours with a 2.0 grade point average or above in the major field, including at least 12 credit hours earned in courses numbered 3000 and above. At least 12 credit hours in the major program must be completed at Dallas Baptist University, including nine upper-level course hours.\*
7. If completing a minor, a minimum institutional GPA of 2.0 or above must be earned in the minor field of study. At least 6 upper level hours in the minor program must be completed at Dallas Baptist University. \*
8. Earn a minimum of 2.0 grade point average in all courses taken. DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.\*
9. Meet the requirements for a prescribed degree curriculum and be recommended by the faculty for graduation.
10. Complete the Chapel requirement.

**\* Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**NOTE:** It is recommended that credit toward graduation be given for no more than 42 credit hours in the major field of study or any one discipline in the B.A. or B.S. degrees.

**No student will be allowed to participate in the graduation exercises of the University until all of the above requirements for graduation have been completed and all financial obligations have been met.**

### Developing A Christian Mind

Developing A Christian Mind (DCM 2301) is required of all traditional students enrolling at DBU from fall 2004 forward. This course, built on a biblical foundation, is designed to introduce students to the lifelong goal of developing a Christian mind, and in the process, to impart to them a solid understanding of the larger purposes of Christian higher education and the educational vision of Dallas Baptist University. Topics addressed include Christian mind and worldview development, the problem of dualism, Christian liberal arts education, integrating faith and learning, the life of the mind, calling, and the implications of the Christian faith across the whole spectrum of life.

### Foundations for Excellence

One semester of Foundations for Excellence (FOUN 1101) is required of all freshmen and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours). It is expected that this course be taken during the student's first semester at DBU. A staff mentor will be assigned to each group of students.

This course helps students learn to excel in whatever task God calls them to, working with all of their hearts as serving the Lord and not men. Seminars to encourage development of time management and study skills are included along with seminars to aid spiritual growth (with special emphasis on developing a servant's heart). Students will have the opportunity to have their interests and aptitudes tested to determine the majors and careers for which they are best suited.

### Second Bachelor's Degree

To qualify for a second bachelor's degree, a student must complete all the degree requirements as stated in this catalog for that degree, and in no instance may the student complete less than 32 credit hours beyond those required for the bachelor's degree previously earned. The additional hours must be taken in residence at Dallas Baptist University.

## Degree Plan

**It is the student's responsibility, as soon as possible after entering the University but no later than the end of the sophomore year, to meet with his/her advisor to develop a plan of study leading to a specific degree and major.**

With the assistance of the advisor, the student outlines the courses needed to complete the degree. The degree plan developed between the student and advisor is only a guide. The student must complete all degree requirements as stated in this catalog. A degree plan becomes official once it has been reviewed and signed by the student, advisor, and dean.

The degree plan will outline the requirements for the chosen bachelor's degree program. To the General Studies courses required for the degree will be added the courses required for the student's selected major. In most cases, the total credit hours for these two groups of courses will not add up to 126 credit hours. The additional courses (credit hours) needed to complete the minimum 126 credit hour graduation requirement may be selected by the student as electives. Electives are courses that can be taken for credit outside the requirements for General Studies and the student's major. These elective courses can enrich the program of study and allow students to explore new interests and fields. Students also may complete these additional hours by electing to earn a minor.

## Religion Requirements

The General Studies religion courses provide students with a general orientation to Christian life, increase the student's knowledge of the Bible, and provide an avenue for the development of a maturing Christian faith. Students are required to take the following hours of credit in religion courses according to their entrance level: Freshman—12 credit hours; Sophomore—9 credit hours; Junior and Senior—6 credit hours. College of Education and Department of Music students should refer to their specific programs for their religion requirements.

### **All students are required to take course work in both Old and New Testament:**

Six credit hours must be RELI 1301 and 1302. For students with a 9-credit-hour requirement, the third course must be a course in religion (RELI) except RELI 1310. For students with a 12-credit-hour requirement, the third course must be a course in religion (RELI) except RELI 1310; the fourth course may be any course in religion (RELI), except RELI 1310, or any course in Christian Studies (CHST).

## eMAT Advising Tool

Every student who has not completed the general studies mathematics requirements for his or her degree plan upon enrolling at DBU will be required to take the eMAT Advising Tool instrument. No student will be advised for or permitted to register in any mathematics course other than MATH 1101 until after having completed this instrument. Students will be permitted to register for general studies math courses required for their degrees upon passing the qualifying segments of the eMAT.

Any student who does not satisfactorily complete the Arithmetic Skills portion of the eMAT will be required to enroll in MATH 1101. Any student whose degree plan requires MATH 1303 and whose performance on the Basic Algebra portion of the eMAT is not satisfactory will be required to take MATH 1300. The eMAT is free and available on the DBU secure website called "webreg." The eMAT consists of three tests and their respective study guides. The student must read carefully the homepage of the eMAT. For example, a specific internet browser is required.

Current students must contact their advisor for the web address. New students will be contacted by the Admissions Office. The eMAT is an advising tool for all undergraduate advisors and students. Each test may be taken a maximum of three times and the honor code must be followed. Contact the College of Natural Sciences and Mathematics at 214-333-5303 with any questions.

## Computer Literacy Requirement

All DBU students are required to develop computer skills. The educated person of today must learn to handle computerized information, to identify the source of the information, to recognize its validity, to understand the assumptions that were made to generate the information, and to use the results to make decisions. DBU provides students the opportunity to begin building life-long skills for using the computer in a modern world.

Students will have access to computers for use in computer science and other courses which stress computer applications. These computers and computer software are in the Academic Computer Laboratory in the Collins Learning Center. The COSC 1301 course assists the student in the development of fundamental computer skills. Each student enrolled in COSC 1301 will be assigned a microcomputer for use in the COSC 1301 lab. It is recommended that, upon completing COSC 1301, each student determines the level of computing access needed and rent or purchase a computer to meet that need.

**IMPORTANT NOTE:** A computer science course taken more than six years ago is NOT equivalent to a current DBU computer science course. This applies to all computer science courses, including COSC 1301.

## General Studies Requirements

The program of General Studies comprises those learning experiences common to all students at Dallas Baptist University. They are completed for the most part in the student's freshman and sophomore years.

The General Studies requirements are designed to develop the basic understanding and skills needed by broadly educated men and women in a democratic society. They involve a concern for the student's intellectual, spiritual, emotional, and physical growth.

These courses are listed at the 1000 and 2000 level except in the Religion Department. If a student's degree plan requires more than six hours of religion, then upper-level religion classes will be allowed to satisfy this General Studies requirement.

The following chart outlines the specific General Studies requirements for each of DBU's bachelor's degrees. **All requirements are to be met from 1000 and 2000 level courses with the possible exception of religion.** Students must also complete the required number of Chapel attendances. Each discipline may specify the courses listed within the discipline that may be used to satisfy the General Studies requirements. Students should carefully study the General Studies requirements for the degree they plan to pursue. Students interested in pursuing teacher certification should refer to the College of Education section of this catalog for specific General Studies requirements.

### General Studies Requirements for Bachelor's Degrees

(1000 and 2000 level courses)

	BA	BS	BBA	BM	BME	BBS/BAS
<b>Computer Science</b>	3	3	3	3	3	3
COSC 1301						
<b>Developing A Christian Mind</b>	3	3	3	3	3	0
DCM 2301						
<b>English</b>	12	9	9	9	9	9
ENGL 1301, 1302, and 2301 and/or 2302						
<b>Fine Arts</b>	3	3	3	0	3	3
(BA; BS; BBA; BBS/BAS) FINE 1306 (BME) – MUSI 2305						
<b>Foreign Language</b>	6-14*	0	0	0-8**	0	0
*Six hours at the 2000 level if adequate prerequisites are met. **BM students with Performance majors are required to take eight hours of 1000 level French or German.						
<b>Foundations for Excellence</b>	0-1	0-1	0-1	0-1	0-1	0
Fall – FOUN 1101 - <b>Required of all Freshmen and transfer students with fewer than 15 credit hours</b> (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).						
<b>History</b>	6	6	6	6	6	6
HIST 1301, 1302, 2301, 2302						
<b>Kinesiology</b>	0-2	0-2	0-2	0-2	0-2	0-2
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES requirements are waived.						
<b>Mathematics</b>	3-4	3-4	6	3-4	3	3-4
(BA; BM) MATH 1301 or 1303 or 1307 or 1405 (BME) MATH 1303 (BAS; BBS) MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (BBS.CISC does not accept MATH 1301) (BS) MATH 1303 or 1307 or 1405 (BBA) MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite]						
<b>Natural Science with Lab</b>	3-4	15	3-4	3-4	4	3-4
One laboratory science or 15 semester hours of laboratory science (BS) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics.						
<b>Religion</b>	6-12	6-12	6-12	6-9	9	6-12
RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment. College of Education and Department of Music students should refer to their specific programs for their religion requirements.						
<b>Social Science</b>	6	6	12	3	3	6
<b>POLS 2301 American National Government required for all students.</b> Additional hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology. (BBA) ECON 2301, 2302; POLS 2301 and three hours from Psychology or Sociology. (B.M.E.) POLS 2301 (Teacher Certification) POLS 2301 and POLS 2302. (Biblical Studies) POLS 2301 and PHIL 2301.						
<b>Speech</b>	0-3*	0-3*	3	3	0	0
COMA 1302						
*Required for some Education majors						
<b>Maximum Total General Studies Hours</b>	<b>51-73</b>	<b>54-67</b>	<b>54-64</b>	<b>39-55</b>	<b>43-46</b>	<b>39-49</b>

**NOTE:** Chapel is a required part of the educational experience, except for students 25 years of age or older as of the first class day of the first enrolled semester at DBU.

**NOTE:** Refer to the appropriate major for specific General Studies and course requirements. For General Studies requirements in the BAS and BBS degrees and the BA and BS in Interdisciplinary Studies degrees refer to the College of Professional Studies section of this catalog.

**SUGGESTED PLANS FOR FULFILLING THE GENERAL STUDIES REQUIREMENTS**

<b>BACHELOR OF ARTS DEGREE</b>			
<b>FRESHMAN YEAR</b>		<b>SOPHOMORE YEAR</b>	
<b>1<sup>st</sup> Semester</b>	<b>2<sup>nd</sup> Semester</b>	<b>1<sup>st</sup> Semester</b>	<b>2<sup>nd</sup> Semester</b>
COSC 1301 ENGL 1301 History Math FOUN 1101 Kinesiology RELI 1301 CHAP 1000	ENGL 1302 History Natural Science Kinesiology RELI 1302 CHAP 1000  DCM 2301	ENGL 2301 Foreign Language Fine Arts Social Science Speech CHAP 1000  DCM 2301	ENGL 2302 Foreign Language UL RELI Social Science Major or Elective CHAP 1000  DCM 2301

<b>BACHELOR OF SCIENCE DEGREE</b>			
<b>FRESHMAN YEAR</b>		<b>SOPHOMORE YEAR</b>	
<b>1<sup>st</sup> Semester</b>	<b>2<sup>nd</sup> Semester</b>	<b>1<sup>st</sup> Semester</b>	<b>2<sup>nd</sup> Semester</b>
COSC 1301 ENGL 1301 Math Natural Science FOUN 1101 Kinesiology RELI 1301 CHAP 1000	ENGL 1302 History Natural Science Kinesiology RELI 1302 CHAP 1000  DCM 2301	English History Natural Science Fine Arts Social Science CHAP 1000  DCM 2301	Natural Science UL RELI Social Science Speech Major or Elective CHAP 1000  DCM 2301

<b>BACHELOR OF BUSINESS ADMINISTRATION</b>			
<b>FRESHMAN YEAR</b>		<b>SOPHOMORE YEAR</b>	
<b>1<sup>st</sup> Semester</b>	<b>2<sup>nd</sup> Semester</b>	<b>1<sup>st</sup> Semester</b>	<b>2<sup>nd</sup> Semester</b>
COSC 1301 ENGL 1301 History MATH 1307 FOUN 1101 Kinesiology RELI 1301 CHAP 1000	Fine Arts ENGL 1302 History MATH 1308 Kinesiology RELI 1302 CHAP 1000  DCM 2301	ECON 2301 English Natural Science POLS 2301 Business Core Course CHAP 1000  DCM 2301	ECON 2302 UL RELI Speech Social Science Business Core Course CHAP 1000  DCM 2301

These are only suggested plans and may be rearranged to fit the student's needs. Each student should consult his/her advisor for detailed information regarding degree plans and curriculum requirements.



# Academic Programs

Dallas Baptist University offers a wide variety of majors and programs which reflect the comprehensive nature of the liberal arts curriculum. Major programs of study require specific course work to insure the depth of knowledge and breadth of understanding necessary to build a foundation for future vocational, occupational, and educational goals. The following pages feature descriptions of the majors, minors, and pre-professional programs offered by DBU through its seven colleges.

## Major Field of Study

Students select a primary field of study in which they concentrate the larger portion of the learning experience during the junior and senior year. The requirements for a major in each academic field are outlined in the Academic Programs section of this catalog. Within their major, students complete a sequence of at least 24 required credit hours of which 12 credit hours must be upper level. Requirements vary with the major selected. A minimum 2.0 grade point average or above must be earned in the major field of study. DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

Dallas Baptist University offers a variety of disciplines in which students may major. Additional disciplines are offered to support these various majors. Majors leading to the **Bachelor of Arts, Bachelor of Business Administration, Bachelor of Science, or Bachelor of Music**, degrees include:

Accounting	Education: (Continued)
Art	- Life Science Grades 7-12 Teacher Certification (Biology Major)
Biblical Studies	- Mathematics Grades 7-12 Teacher Certification (Mathematics Major)
Biology	- Science Grades 7-12 Teacher Certification (Natural Sciences Major)
Camp/Sport Ministry	- Speech Grades 7-12 Teacher Certification (Communication Studies Major)
Cell Biology	- Early Childhood – Grade 12 Physical Education Teacher Certification (Kinesiology Major)
Christian Studies	English
Church Music	Environmental Science
Communication: Broadcast/Digital Media	Finance
Communication: Communication Theory	History
Communication: Graphic Design	Hotel and Hospitality Management
Computer Information Science	Interdisciplinary Studies (Humanities/Soc. Sci.)
Computer Science	Kinesiology
Criminal Justice	Macrobiology
Education:	Management
- Early Childhood – Grade 6 Generalist Teacher Certification (Interdisciplinary Academic Major)	Management Information Systems
- English Language Arts and Reading Grades 4-8 Teacher Certification (Interdisciplinary Academic Major)	Marketing
- Mathematics Grades 4-8 Teacher Certification (Interdisciplinary Academic Major)	Mathematics
- Science Grades 4-8 Teacher Certification (Interdisciplinary Academic Major)	Music
- Computer Science Grades 7-12 Teacher Certification (Computer Science Major)	Music Business (BA/BS/BBA)
- English Language Arts and Reading Grades 7-12 Teacher Certification (English Major)	Natural Sciences
- History Grades 7-12 Teacher Certification (History Major)	Philosophy
	Piano Performance
	Political Science
	Psychology
	Sociology
	Sport Management
	Theory
	Vocal Performance

The major leading to a **Bachelor of Music Education** degree includes:  
EC-Grade 12 Music Education Teacher Certification (Choral)

Majors leading to a **Bachelor of Arts and Sciences** or **Bachelor of Business Studies** degree include, but are not limited to the following:

Accounting	Health Care Management
Art	Hotel and Hospitality Management
Business Administration	Interdisciplinary Studies (BAS)
Christian Ministries	Management
Communication	Management Information Systems
Computer Information Science	Marketing
Criminal Justice	Psychology
Finance	Sociology

## The Optional Academic Minor

A student's program of study must include courses in General Studies and the academic major, and may also include electives and an optional minor. A student may minor in any department of the University that offers the required number and level of courses. A carefully chosen minor provides substantial grounding in a field other than that of the student's major and adds breadth and depth to the educational experience.

The number of hours required for a minor at Dallas Baptist University will be no less than 15 credit hours in one subject matter area. Of the total required hours, there must be a minimum of 9 hours distinctive to the minor, separate and apart from general studies and major core hours. A minimum GPA of 2.0 or above must be earned in the minor field of study. At least 6 upper level hours in the minor program must be completed at Dallas Baptist University. The amount of upper-level credit hours is determined by the appropriate college. Several minor programs require additional hours and specific course work (For specific information, refer to the college offering the minor program). The student should consult his/her advisor regarding declaration of a minor. DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

### Concentration

Students may have the opportunity for intensive study within their majors or minors. A concentration generally requires a minimum of 12 credit hours, although requirements vary with the concentration selected.

### Maximum Hours in Discipline

It is recommended that credit toward graduation be given for no more than 42 credit hours in the major field of study or any one discipline in the B.A. or B.S. degrees.

### Double Major

A student may secure a degree with a double major by fulfilling all course requirements as stated in this catalog for both majors, as long as both majors fall within the same degree. If both majors share common course requirements, there must be a minimum of 18 hours distinctive to the second major, separate and apart from the first major. (The student must determine which is to be the first major and which is to be the second major). Nine of the 18 hours must be upper-level and nine of the 18 must be in residence. A minimum of 12 hours of residency is required in any major. A minimum GPA of 2.0 must be achieved in both majors. DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

### University Honors Program

To be recognized as a University Honors Program graduate at DBU, a student must have successfully completed a minimum of 24 hours in honors classes, including a minimum of at least 15 hours in Perspectives courses. Students majoring in departments administered by the Colleges of Business, Education, Music, or Natural Science and Mathematics may elect to take four Perspective courses and an additional upper-level honors course, preferably within the major. All students must also regularly enroll in Honors Enrichment and complete an enrichment event portfolio before completing the Senior Thesis or Project. University Honors Program students may take no more than six honors hours per semester. Freshmen entering the UHP may only take three hours per semester in the Freshman year.

# College of Business

## College Mission Statement

The College of Business at Dallas Baptist University provides an exceptional educational experience in order to prepare traditional age and adult students for the global business environment. Central to this educational experience is the integration of the Christian faith and Biblically-based values with the study of the various disciplines of business. As a result, students are expected to develop into servant leaders who are able to make significant and sustainable contributions in their service to others through their chosen careers.

## Description

Dallas Baptist University, through its College of Business, is nationally accredited by the Association of Collegiate Business Schools and Programs to offer the following business degrees:

- \* Bachelor of Business Administration (B.B.A.) with majors in:
  - Accounting
  - Finance
  - Hotel and Hospitality Management
  - Management
  - Management Information Systems
  - Marketing
  - Music Business
- \* Bachelor of Business Studies (B.B.S.) with majors in:
  - Accounting
  - Business Administration
  - Finance
  - Hotel/Hospitality Management
  - Management
  - Management Information Systems
  - Marketing

*(The B.B.S. is offered through the College of Professional Studies).*
- \* Master of Arts in Management (MAM)
- \* Master of Business Administration (MBA).
- \* Accelerated Bachelor's & Master's Degrees –
  - B.B.A./MBA in Accounting
  - B.B.A./MBA in Finance
  - B.B.A./MBA in Management
  - B.B.A. in Music Business/MBA
  - B.B.S. in Business Administration/MBA
  - B.B.S./MBA in Management

A student who graduates with a Bachelor of Business Administration (B.B.A.) from the College of Business will have demonstrated competence in the foundational areas of business, as well as the technical skills and knowledge in a chosen major area. This level of competence in the business disciplines will enable the student to assume entry-level roles and assignments in their chosen career.

## College of Business goals are supportive of the Critical Performance Indicators in the Continuous Improvement Plan by the:

- \* Enhancement of faculty qualifications and scholarship;
- \* Enhancement of business programs through curriculum, enrollment, technology, co-curricular activities, and recognition;
- \* Enhancement of student performance, satisfaction, and support;
- \* Enhancement of our Alumni connection through support, involvement, success, and satisfaction;
- \* Enhancement of integration of faith and learning through service, service learning, and an in-depth study of character/ethics based on Biblical principles.

## Competencies

Several core competencies are considered essential for the student to complete a program in the College of Business at Dallas Baptist University. Every student who graduates from the College of Business should be able to demonstrate the following:

- \* An appreciation of the importance of character, competence, and personal faith in the handling of ethical issues confronting business leaders and managers in today's organizational environment.
- \* A clear understanding of the role that business plays in the development of the economic structures of the United States and international markets.
- \* An understanding of the principles of the free enterprise system and its relation with the legal, social, and political systems and environments of the United States.
- \* A fundamental knowledge of the principles of the essential business disciplines of accounting, economics, finance, management, management information systems, and marketing.
- \* The ability to use business research methods and analyze research data and information in order to develop business plans and strategies and make effective and efficient business decisions.

- \* A practical understanding of the dynamic business environment and successful adaptation to organizational and industry changes as a business professional and resource.
- \* Effective written and verbal communication and interpersonal skills.

The Bachelor of Business Administration (B.B.A.) degree is offered in seven major fields: Accounting, Finance, Hotel and Hospitality Management, Management (behavioral management, general management, entrepreneurship), Management Information Systems, Marketing, and Music Business. Double majors are possible. A 33-credit-hour business core is required of all B.B.A. candidates. Students are strongly encouraged to seek the advice of their academic advisor early in their program of study to develop a degree plan and ensure the correct sequencing of courses.

## Business Core Classes

All B.B.A. students, regardless of their major field of study, are required to take the 33-credit-hour **business core**. These courses are foundational prerequisites to other higher-level courses in each area.

ACCT 2301	Principles of Financial Accounting
ACCT 2302	Principles of Managerial Accounting
FINA 3301	Corporate Financial Management
MANA 3301	Principles of Management
MANA 3305	Managerial Statistics
MANA 3306	Management Communication
MANA 3308	Business and Public Law
MANA 4301	Operations and Quality Management
MANA 4320	Strategy and Problems in Management
MISM 3301	Information Systems for Management
MRKT 3301	Principles of Marketing

MANA 4320, Strategies and Problems, is a capstone course and should be taken during the student's last semester in residence. Refer to the course description for prerequisite requirements for this course. **Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as MANA 4320, Strategies and Problems.** This will assist the students in taking MFAT exam.

Students are strongly encouraged to complete the B.B.A. math requirement (MATH 1307 and 1308) and COSC 1301 their freshman year because they are prerequisite requirements to many of the upper level business courses. Likewise, students are strongly encouraged to complete the accounting and economics requirements by the end of their sophomore year. After a student has completed approximately 55 hours of course work, he/she should concentrate on completing the 3000/4000 level courses in the business core. An academic advisor will offer direction regarding majors as will various business faculty and mentors from within the College of Business. The student is responsible for sequencing his or her studies correctly to ensure that prerequisite requirements are met. Attention to the requirements set forth in this catalog and consultation with an academic advisor will eliminate any difficulties.

### Minor in Business

For a general business minor, the student must take **21** semester hours including the following business courses:

ACCT 2301	Principles of Financial Accounting
ACCT 2302	Principles of Managerial Accounting
ECON 2301	Principles of Macroeconomics
<b>or</b>	
ECON 2302	Principles of Microeconomics
FINA 3301	Corporate Financial Management
MANA 3301	Principles of Management <b>(S-L)</b>
MISM 3301	Information Systems for Management
MRKT 3301	Principles of Marketing

**(S-L)** = Course(s) with field-based service-learning component.

# Accounting

The BBA accounting curriculum is designed to prepare the student for a career as professional accountants. Students are encouraged to declare their intention to major in accounting as early as possible after enrolling at DBU. A full-time accounting professor will counsel with each declaring student individually to develop a semester-by-semester degree plan to assure proper sequence of courses. Students may not continue as accounting majors unless they maintain a Grade Point Average of 3.0 in their upper-level accounting courses.

## Mission Statement:

The purpose of the Accounting Program of Dallas Baptist University is to provide a Christ-centered, high quality, accounting education by focusing on faith-integration, excellence in classroom instruction, and competence-building activities in order to produce servant leaders.

## Programs:

### BBA Accounting Degree:

Graduates with a BBA in Accounting will demonstrate competence in the foundational areas of business and possess the technical skills and accounting knowledge necessary to assume an entry-level accounting role in whatever business they choose. The BBA degree alone does not qualify a student to register for the Certified Public Accountant (CPA) examination. Students enrolled in the BBA degree program are required to complete a minimum of 126 credit hours.

The 24-hour BBA accounting major prepares students for careers as professional accountants in business. In addition to the eleven common-core courses required of all BBA degree programs, which include 6 hours of principles level accounting courses, accounting majors complete eight required upper-level accounting courses and two upper level business electives.

### Retention in and Graduation from the Accounting Program

Students must fulfill the following conditions to continue enrollment in the 4-year BBA accounting major and graduate from the program:

- Students must maintain an overall institutional GPA of 3.0 and an institutional GPA of 3.0 in upper-level accounting coursework.
- Students must be advised by a full-time accounting professor before enrollment each semester.

### Degree Requirements for a Bachelor's Degree In Accounting

	B.B.A.
<b>Computer Science</b> COSC 1301	3
<b>Developing A Christian Mind</b> DCM 2301	3
<b>Economics</b> ECON 2301 and 2302	6
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	9
<b>Fine Arts</b> FINE 1306	3
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2
<b>Mathematics</b> MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	6
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment	6-12
<b>Social Sciences</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	6

<b>Speech</b>		<b>3</b>
	COMA 1302	
<b>Business Core</b>		<b>33</b>
	ACCT 2301, 2302; FINA 3301; MANA 3301 <b>(S-L)</b> , 3305, 3306, 3308, 4301, 4320; MISM 3301; and MRKT 3301	
<b>Accounting Major</b>		<b>27</b>
	ACCT 3300 Survey of Accounting Systems	
	ACCT 3301* Intermediate Financial Accounting I	
	ACCT 3302 Intermediate Financial Accounting II	
	ACCT 3304* Managerial Cost Accounting	
	ACCT 3323* Income Taxation of Individuals	
	ACCT 4301 Advanced Financial Accounting	
	ACCT 4302 Income Taxation of Entities	
	ACCT 4304 Auditing <b>(S-L)</b>	
	ACCT 4332 Financial Accounting Theory	
	<i>*Prerequisite: Prior to taking ACCT 3301, 3304, or 3323, students must complete MATH 1307 or the mathematics requirement for their degree plan.</i>	
<b>Electives</b>		<b>3</b>
	Upper-level business electives.	

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

### Minor in Accounting

For a minor in accounting, the following courses are required:

ACCT 2301 Principles of Financial Accounting

ACCT 2302

And 9 semester hours of upper-level electives within accounting.

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as the MANA 4320, Strategies and Problems.** This will assist the students in taking MFAT exam.

DBU also offers an Accelerated Bachelor's and Master's degree program (**BBA in Accounting/MBA in Accounting**) for qualifying undergraduate students. This program is designed to prepare the student who wishes to pursue certification as a public accountant (CPA). For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

**(S-L)** = Course(s) with field-based service-learning component.

# Finance

Finance is an appropriate major for students who desire careers in corporate or personal financial planning or management. The 24-credit-hour major can be supplemented by the selection of electives to provide exposure to bank management, insurance, or real estate.

## Mission Statement:

The purpose of the Finance Program at Dallas Baptist University is to provide a Christ-centered, high quality education in finance-related topics by focusing on faith integration, excellence in classroom instruction, and competence-building activities to enhance student learning.

## Degree Requirements for a Bachelor's Degree In Finance

	<b>B.B.A.</b>
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>Developing A Christian Mind</b>	<b>3</b>
DCM 2301	
<b>Economics</b>	<b>6</b>
ECON 2301 and 2302	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>Foundations for Excellence</b>	<b>0-1</b>
FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional KNES course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>6</b>
MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>
One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301, 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment	
<b>Social Sciences</b> (1000 or 2000 level courses only)	<b>6</b>
POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	
<b>Speech</b>	<b>3</b>
COMA 1302	
<b>Business Core</b>	<b>33</b>
ACCT 2301, 2302; FINA 3301; MANA 3301 <b>(S-L)</b> , 3305, 3306, 3308, 4301, 4320; MISM 3301; and MRKT 3301	
<b>Finance Major</b>	<b>24</b>
ACCT 3301*     Intermediate Financial Accounting I	
FINA 3302     Securities Analysis	
FINA 3304     Money and Financial Institutions	
FINA 3307     Personal Financial Planning (S-L)	
<i>Choose four from:</i>	
FINA 3305     Introduction to Risk Management and Insurance	
FINA 3308     Real Estate Finance and Investments	
FINA 4301     Portfolio Management	
FINA 4302     Advanced Topics in Corporate Financial Management	
FINA 4308     International Finance	
*Prerequisite: Prior to taking ACCT 3301, 3304, or 3323, students must complete MATH 1307 or the mathematics requirement for their degree plan.	

**Electives****5-15**

Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**Minor in Finance**

For a minor in finance, the following courses are required:

ACCT 2301	Principles of Financial Accounting
FINA 3301	Corporate Financial Management
FINA 3302	Securities Analysis
FINA 3304	Money and Financial Institutions
FINA 3307	Personal Financial Planning (S-L)

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as the MANA 4320, Strategies and Problems.** This will assist the students in taking MFAT exam.

DBU also offers an Accelerated Bachelor's and Master's degree program (**BBA in Finance/MBA in Finance**) for qualifying undergraduate students. This program is designed to prepare the student who wishes to pursue certification as a public accountant (CPA). For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

**(S-L)** = Course(s) with field-based service-learning component.



# Hotel and Hospitality Management

The 24-credit-hour management major is intended for those who wish to assume an important role in the service industry by managing various entities such as: customers/clients, vendors, employees, managers, and government organizations.

## Degree Requirements for a Bachelor's Degree In Hotel/Hospitality Management

	<b>B.B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>Economics</b> ECON 2301 and 2302	<b>6</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301 or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>6</b>
<b>Natural Science</b> (1000 or 2000 level courses only)  One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Sciences</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	<b>6</b>
<b>Speech</b> COMA 1302	<b>3</b>
<b>Business Core</b> ACCT 2301, 2302; FINA 3301; MANA 3301 (S-L), 3305, 3306, 3308, 4020, 4301, 4320; MISM 3301; and MRKT 3301	<b>33</b>
<b>Hotel/Hospitality Management Major:</b> HHMA 3301 Managing in the Service Environment HHMA 3302 Hospitality Internship HHMA 3303 Front Office, Rooms, and Housekeeping Management HHMA 4301 Hospitality Industry Financial Accounting HHMA 4320 Hospitality Industry Sales and Marketing HHMA 4330 Convention and Meeting Management (S-L) HHMA 4340 Strategies in Hotel and Hospitality (S-L)  And <b>choose one</b> of the following courses: HHMA 4341 Event and Wedding Management HHMA 4342 Facilities: Safety, Sanitation, and Security in Hospitality	<b>24</b>
<b>Electives</b> Sufficient to complete 126-credit hour minimum for bachelor's degree including 42 upper-level semester hours.	<b>6</b>

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

## Minor in Hotel and Hospitality Management

### For non-BBA Students:

MANA 3301 Principles of Management (required)

### All BBA/BBS/BA/BS students:

MRKT 3301 Principles of Marketing (required)

HHMA 3301 Managing in the Service Environment (required)

HHMA 3303 Front Office, Rooms, & Housekeeping Management (required)

HHMA 4320 Hospitality Industry Sales and Marketing (required)

### For BBA students – choose one of the following courses:

HHMA 4301 Hospitality Industry Financial Accounting

HHMA 4330 Convention and Meeting Management **(S-L)**

HHMA 4340 Strategies in Hotel and Hospitality **(S-L)**

HHMA 4341 Event and Wedding Management Elective

HHMA 4342 Facilities: Safety, Sanitation, and Security in Hospitality Elective

Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as the MANA 4320, Strategies and Problems. This will assist the students in taking MFAT exam.

**(S-L)** = Course(s) with field-based service-learning component.

# Management

The 24-credit-hour management major is intended for those who wish a broad background in business administration. Students majoring in management can focus their studies in the areas of general management, behavioral management or entrepreneurship.

## Mission Statement:

The purpose of the Department of Management is to equip students with an exceptional, Christ-centered education in management through the effective integration of the theoretical and practical aspects of management with the principles of the Christian faith in order to produce students who are able to make significant contributions in their service to others through their chosen careers.

## Degree Requirements for a Bachelor's Degree In Management

	<b>B.B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>Economics</b> ECON 2301 and 2302	<b>6</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>6</b>
<b>Natural Science</b> (1000 or 2000 level courses only)  One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Sciences</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	<b>6</b>
<b>Speech</b> COMA 1302	<b>3</b>
<b>Business Core</b> ACCT 2301, 2302; FINA 3301; MANA 3301 (S-L), 3305, 3306, 3308, 4301, 4320; MISM 3301; and MRKT 3301	<b>33</b>
<b>Management Major</b>	
Choose one of the following concentrations:	
<b>General Management Major :</b>	<b>24</b>
MANA 3302 Principles of Human Resources Management	
MANA 3303 Principles of Organizational Behavior	
<b>9 hours chosen from the following:</b> MANA 4330, 4340, 4341, 4342	
<b>plus 9 upper-level credit hours offered in the College of Business</b>	
<b>Behavioral Management Concentration:</b>	<b>24</b>
MANA 3302 Principles of Human Resources Management	
MANA 3303 Principles of Organizational Behavior	
MANA 4330 Entrepreneurship and Small Business Management	
MANA 4341 Negotiations in Management	
MRKT 4345 Consumer Behavior	
<b>plus 9 upper-level credit hours offered in the College of Business</b>	

<b>Entrepreneurship Concentration</b>	<b>24</b>
ACCT 3323* Income Taxation of Individuals	
MANA 4330 Entrepreneurship and Small Business Management	
MRKT 3303 Promotional Strategy	
MRKT 4331 New Product Marketing	
<b>plus 12 credit hours from:</b>	
FINA 3305, 3308; MANA 3302, 3303, 4341; MRKT 3302, 4301, 4345	
<i>*Prerequisite: Prior to taking ACCT 3301, 3304, or 3323, students must complete MATH 1307 or the mathematics requirement for their degree plan.</i>	
<b>Electives</b>	<b>5-15</b>
Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours	

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**Minor in Management**

For a minor in management, the following courses are required:

- MANA 3301 Principles of Management **(S-L)**
  - MANA 3302 Principles of Human Resource Management
  - MANA 3303 Principles of Organizational Behavior
- and 6 semester hours of electives within management.

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as the MANA 4320, Strategies and Problems.** This will assist the students in taking MFAT exam.

DBU also offers an Accelerated Bachelor's and Master's degree program (**BBA in Management/MBA in Management**) for qualifying undergraduate students. For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

**Interdisciplinary BA/BS in Camp/Sport Ministry (camp, recreation, or sport ministries management)**

For students interested in pursuing a career in management of camp, recreation, or sport ministries, DBU offers an interdisciplinary BA/BS in Camp/Sport Ministry degree. The Camp/Sport Ministry major combines ministry, business, and kinesiology to educate the student in areas including, but not limited to, camp/sport ministry, management, finance, outdoor education, kinesiology, business law, facility management, and organizational leadership. For degree plan requirements, refer to the Camp/Sport Ministry major listed under the College of Christian Faith in this catalog.

**(S-L)** = Course(s) with field-based service-learning component.

# Management Information Systems

The 24-credit-hour management information systems curriculum is intended for students who wish to assume an important role in solving business problems by the more effective utilization of information technology and information systems in the workplace.

## Mission Statement:

The purpose of the Management Information Systems Program of Dallas Baptist University is to provide students with a quality education in the management of technology that is based on Christ-centered, Biblical values and ethical practices and decision making. To prepare our diverse student body for the challenges and expectations of today's job market and to be life-long learners, the program emphasizes technical skills and knowledge acquisition, excellent classroom and online instruction, faith integration, critical thinking and global business environments.

## Degree Requirements for a Bachelor's Degree In Management Information Systems

	<b>B.B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>Economics</b> ECON 2301 and 2302	<b>6</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>6</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Sciences</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	<b>6</b>
<b>Speech</b> COMA 1302	<b>3</b>
<b>Business Core</b> ACCT 2301, 2302; FINA 3301; MANA 3301 (S-L), 3305, 3306, 3308, 4301, 4320; MISM 3301; and MRKT 3301	<b>33</b>
<b>Management Information Systems Major</b> MISM 1302 Ethical and Human Side of Information Technology MISM 2311 Introduction to Business Software Development MISM 3306 Business Telecommunications and Networking MISM 3310 Information Systems Analysis and Design (S-L) MISM 3320 Web Page and Database Design MISM 4300 IT Security and Forensics MISM 4330 Strategic IT Planning and Project Management (S-L) MISM 4340 Current IT Trends and Emerging Technologies	<b>24</b>
<b>Electives</b> Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours	<b>5-15</b>

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

### **Minor in Management Information Systems**

For a minor in Management Information Systems, the following courses are required:

MISM 1302 Ethical and Human Side of Information Technology  
MISM 2311 Introduction to Business Software Development  
MISM 3301 Information Systems for Management  
MISM 3310 Information Systems Analysis and Design **(S-L)**  
and 3 semester hours of electives within management information systems.

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as the MANA 4320, Strategies and Problems.** This will assist the students in taking MFAT exam.

# Marketing

The 24-credit-hour program of study in marketing prepares students for careers in retailing, sales management, advertising, brand/service management, marketing research, and global marketing.

## Mission Statement:

The purpose of the Marketing Department is to provide a high-quality, Christ-centered education in marketing that will prepare students to be capable servant leaders in business today and tomorrow.

## Degree Requirements for a Bachelor's Degree In Marketing

	<b>B.B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>Economics</b> ECON 2301 and 2302	<b>6</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>6</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Sciences</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	<b>6</b>
<b>Speech</b> COMA 1302	<b>3</b>
<b>Business Core</b> ACCT 2301, 2302; FINA 3301; MANA 3301 ( <b>S-L</b> ), 3305, 3306, 3308, 4301, 4320; MISM 3301; and MRKT 3301	<b>33</b>
<b>Marketing Major</b> MRKT 3302 Marketing Research and Analysis MRKT 3303 Promotional Strategy MRKT 4301 Retail Management and Merchandising MRKT 4302 Professional Selling and Sales Management MRKT 4330 Strategies and Problems in Marketing MRKT 4345 Consumer Behavior Plus 6 upper-level elective credit hours in marketing	<b>24</b>
<b>Electives</b> Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours	<b>5-15</b>

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

### **Minor in Marketing**

For a minor in marketing, the following courses are required: MRKT 3301 and 12 semester hours of electives within marketing.

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as the MANA 4320, Strategies and Problems.** This will assist the students in taking MFAT exam.

(S-L) = Course(s) with field-based service-learning component.



# Music Business

## Mission Statement:

The Department of Music Business has as its central objective to prepare graduates competent in the area of copyright law, music publishing, basic working knowledge of recording technology, and entrepreneurship in the music industry. As part of the departmental objective, the discipline will have as its focus the effective integration of the theoretical and the practical aspects of business within the music industry with the principles of Christian faith. The objective of the Department of Music Business is to graduate students who have the ability to get work done through others.

## Degree Requirements for Bachelor's Degree in Music Business

	<b>B.B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>Economics</b> ECON 2301 and 2302	<b>6</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>6</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Sciences</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	<b>6</b>
<b>Speech</b> COMA 1302	<b>3</b>
<b>Business Core</b> ACCT 2301, 2302; FINA 3301; MANA 3301 ( <b>S-L</b> ), 3305, 3306, 3308, 4301, 4320; MISM 3301; and MRKT 3301	<b>33</b>
<b>Music</b> MUSI 1300 Fundamentals of Music (or MUSI 1311*) MUSI 1311 Music Theory I (or MUSI 1312*) <i>(*Specific courses determined by Music Theory Placement Exam)</i> MUSI 2305 Introduction to Music Literature and Fine Arts	<b>9</b>

**Music Business****24**

MUSB 2301	Introduction to Music Business
MUSB 3301	History of Commercial Music
MUSB 3310	Inside the Recording Industry
MUSB 3311	Introduction to the Recording Studio
MUSB 3380	Copyright Law
MUSB 4301	Music Publishing
MUSB 4310	The Musician as Entrepreneur
<b>or</b>	
MUSB 4320	Launching an Entrepreneurial Venture in the Music Business
MUSB 4380	Seminar in Music
<b>or</b>	
MUSB 4385	Internship in the Music Industry I <b>(S-L)</b>

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**Minor in Music Business**

For a minor in Music Business, the following courses are required:

MUSI 1300	Fundamentals of Music**
<b>or</b>	
MUSI 1311	Music Theory I**

MUSB 2301	Introduction to the Music Business
MUSB 3310	Inside the Recording Industry
MANA 3301	Principles of Management <b>(S-L)</b>
MRKT 3301	Principles of Marketing

\*\*Specific course to be determined by the Music-Theory Placement Exam.\

Note: In addition, General Studies course recommendations for a minor in Music Business should include: **Social Science:** ECON 2301 Principles of Macroeconomics is required.

Minimum 2.0 institutional cumulative GPA required in the major field (business, music, music business), with a letter grade of "C-" or better in each course.

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as the MANA 4320, Strategies and Problems.** This will assist the students in taking MFAT exam.

DBU also offers an Accelerated Bachelor's and Master's degree program (**BBA in Music Business/MBA in Management**) for qualifying undergraduate students. For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

**(S-L)** = Course(s) with field-based service-learning component.

# College of Christian Faith

The Mary C. Crowley College of Christian Faith fulfills a significant role in the curriculum of Dallas Baptist University through the course offerings in biblical studies, Christian studies, Greek, and philosophy. It provides general studies courses in biblical studies for all students, a program of courses for majors and minors in biblical studies, Christian studies, and philosophy; and electives for all students who desire them. The general studies courses in biblical studies are designed to give students a working knowledge of both the Old and New Testaments and to help students see the relationship between the Bible and Western Civilization. Non-Biblical studies majors may use RELI 1301 and 1302 as part of the general studies religion requirements.

## **Mission Statement**

The purpose of the Mary C. Crowley College of Christian Faith is to provide for all students of Dallas Baptist University a working knowledge of both the Old and New Testaments in order that they may have a biblical foundation for all their life experiences; and to provide a program of study for majors and minors in Biblical studies, Christian studies, and Philosophy to equip them for Christian leadership and graduate study in these fields.

## **Goals of the College**

- \* To equip students with the ability to articulate a general knowledge of the Bible, including for some, a knowledge extending to the original Biblical languages.
- \* To produce students who will become skilled servant leaders in ministry, reflecting the spiritual values of the historic Christian faith.
- \* To provide a foundation of high-quality academic training for ministry, enabling students to serve as pastors, teachers, missionaries, and in other positions of Christian leadership; and enabling students to excel as graduate students at seminaries and universities in their chosen field.
- \* To guide students in developing a Christian theology, philosophy, and world view.
- \* To expose students to the premises of various world and life views that are distinctly different from the Christian perspective.
- \* To instill in students a commitment to a biblically-based philosophy of Christian education, including a commitment to personal evangelism and the global mission of the church.

## Biblical Studies

The program of study for a major in Biblical studies is designed to prepare students for further seminary or university studies, or for a lifetime of study and service without further formal training. The Mary C. Crowley College of Christian Faith encourages on-the-job training for Biblical studies majors in cooperation with local churches, hospitals, missions, and other religious institutions.

Greek is not required for a major in Biblical studies but is strongly recommended. The second year of Greek will count as part of the general studies foreign language requirement.

In accordance with the recommendations of the American Association of Theological Schools, it is anticipated that the pre-seminary student will select a substantial number of elective hours outside the major field. The following courses are especially recommended: ACCT 2302, Principles of Managerial Accounting; HIST 3312, History of Modern Europe to 1815; HIST 3313, History of Modern Europe since 1815; HIST 4305, American Cultural and Intellectual History; PSYC 1301, General Psychology; SOCI 1301, Introduction to Sociology.

Students majoring in Biblical studies who plan to enroll in graduate theological education may be eligible for advanced placement. The student should contact the graduate institution for specific information.

### Goals of the Biblical Studies Major

- \* To equip the student with the ability to articulate a general knowledge of the Old Testament and New Testament.
- \* To provide a foundation of high quality academic training for ministry, equipping students to serve as pastors, teachers, missionaries, and in other positions of Christian leadership.
- \* To provide the academic foundation that will enable our graduates to be accepted in and graduate from graduate theological programs.
- \* To enable the student to ponder the ultimate questions of life, to develop a strong, maturing, distinctively evangelical faith, and present an apologetic to competing views.
- \* To lay a biblical foundation for the student's task of integrating faith and learning.
- \* To integrate the Biblical studies discipline with God's truth wherever it is found.

### Course Requirements for a Bachelor's Degree In Biblical Studies

	<b>B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, 2301, and 2302	<b>12</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	<b>6-14*</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment.	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. PHIL 2301 Introduction to Philosophy	<b>6</b>

<b>Biblical Studies Core Courses</b>	<b>24</b>
CHST 3309	Spiritual Formation for Christian Ministry
RELI 2304	Christian Doctrine
RELI 3305	Principles of Biblical Interpretation
RELI 3382	Practicum in Religion <b>(S-L)</b>
RELI 3383	History of Christianity
RELI 4345	Christianity in a Pluralistic World
RELI 4350	Systematic Theology
PHIL 3303	Philosophy of Religion

<b>Electives</b>	<b>32-51</b>
Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.	

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**An additional concentration in Applied Ministry** is also available through Accelerated Bachelor's and Master's degree programs for qualifying undergraduate students:

- \* BA Biblical Studies (Applied Ministry)/MA in Christian Ministry
- \* BA in Biblical Studies (Applied Ministry)/MA in Theological Studies

For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

**Minor in Biblical Studies**

A minor in Biblical Studies is designed to provide the student adequate exposure to and training in the discipline of Biblical Studies. In order to complete a minor in Biblical Studies, the student must take the following courses:

- RELI 1301 Old Testament Survey
- RELI 1302 New Testament Survey
- RELI 2304 Christian Doctrine
- RELI 3305 Principles of Biblical Interpretation
- RELI 4350 Systematic Theology

Choose one of the following:

- RELI 3311 The Pentateuch
- RELI 3329 The Historical Books
- RELI 3336 The Wisdom Literature
- RELI 3347 The Major Prophets
- RELI 3362 The Minor Prophets

Choose one of the following:

- RELI 4307 The Gospels
- RELI 4321 The Early Life and Letters of Paul
- RELI 4322 The Later Life and Letters of Paul
- RELI 4336 The General Epistles

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

## Camp/Sport Ministry

The major in Camp/Sport Ministry has been developed by the College of Christian Faith, College of Education, and College of Business. Together these colleges have created an interdisciplinary curriculum that combines ministry, business, and kinesiology. The program is primarily designed to educate students pursuing a career in management of camp, recreation, or sport ministries.

The student will be educated in areas including but not limited to camp/sport ministry, management, finance, outdoor education, kinesiology, business law, facility management, and organizational leadership. The degree will enable the student to gain a broad understanding of the world of camp/sport ministry and become a visionary manager and leader in this growing field.

### Course Requirements for a Bachelor's Degree in Camp/Sport Ministry

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, and 2301 and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> <ul style="list-style-type: none"> <li>KNES 1101 (waived for veterans or those 25 years of age or older prior to enrollment at DBU).</li> <li>KNES 1111 or 1112 – required for all Camp/Sport Ministry majors.</li> </ul>	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, 3304, and 3305	12	12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Camp/Sport Ministry Core Courses</b>	57	57
MANA 3301 Principles of Management (S-L)		
MANA 3302 Principles of Human Resource Management		
MANA 3308 Business and Public Law		
MANA 4330 Entrepreneurship and Small Business Management		
KNES 3310 Recreation Leadership		
KNES 3320 Teaching Leadership Education		
KNES 4302 Organization and Administration of Kinesiology and Athletic Programs		
CHST 3309 Spiritual Formation for Christian Ministry		
CHST 3320 Principles of Camp/Sport Ministry		
CHST 4308 Practicum in Camp/Sport Ministry (S-L)		
CHST 4309 Strategies and Practices of Camp/Sport Ministry		

MRKT 3301 Principles of Marketing  
 RELI 3386 Practicum in Personal Evangelism  
 RELI 3387 Practicum in Discipleship

Select one of the following:

CHST 4306 Children's Ministry in the Church  
 CHST 4307 Youth Ministry in the Church

<b>Electives</b>	<b>0-12</b>	<b>3-5</b>
Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours		

**TOTAL CREDIT HOURS REQUIRED      126      126**

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Christian Studies

The major in Christian studies is designed primarily for students planning careers in church-related vocations other than the traditional pastoral ministry.

## Goals of the Christian Studies Major

- \* To provide Christ-centered higher education for students at the undergraduate level who are preparing for Christian ministry and/or planning to pursue graduate studies in the field.
- \* To provide a program designed with a well-balanced curriculum that prepares its graduates to assume positions as ministers of education, youth and children's workers, as well as other church-related ministries.
- \* To produce graduates who demonstrate management and church administration skills including age-group administration and leadership.
- \* To produce graduates with the competence to function creatively with other professional staff and church members.
- \* To produce graduates with the competencies to develop programs of evangelism and outreach.

## Course Requirements for a Bachelor's Degree in Christian Studies

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, and 2301 and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Christian Studies Core Courses</b>	24	24
CHST 3301 Survey of Christian Education		
CHST 3309 Spiritual Formation for Christian Ministry		
CHST 4302 Practicum in Christian Studies (S-L)		
RELI 2304 Christian Doctrine		
RELI 3305 Principles of Biblical Interpretation		



**The student will have the opportunity of selecting one of four areas of concentration:**

**Concentration in Educational Ministry:**

CHST 3372 Church Administration  
CHST 4301 Teaching Ministry of the Church

**Plus one of the following:**

CHST 3304 Religion and Older Persons  
CHST 4306 Children's Ministry in the Church  
CHST 4307 Youth Ministry in the Church

**Concentration in Christian Leadership:**

CHST 3372 Church Administration  
MANA 3301 Principles of Management (S-L)  
MANA 4322 Servant Leadership

**Concentration in Sports Ministry:**

KNES 2305 Coaching Today's Athlete  
KNES 3301 Sports Ethics  
KNES 3310 Recreation Leadership  
KNES 4302 Organization and Administration of Kinesiology and Athletic Programs

**Concentration in Music Ministry:**

MUSI 4305 Congregational Song  
MUSI 4306 Church Music/Worship Administration  
MUSI 2307 Introduction to Church Music/Worship

**Electives**

**26-45**

**32-42**

Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**An additional concentration in Applied Ministry** is also available through Accelerated Bachelor's and Master's degree programs for qualifying undergraduate students:

- \* BA/BS Christian Studies (Applied Ministry)/MA in Christian Education
- \* BA/BS Christian Studies (Applied Ministry)/MA in Christian Education: Childhood Ministry
- \* BA/BS Christian Studies (Applied Ministry)/MA in Christian Education: Student Ministry
- \* BA/BS Christian Studies (Applied Ministry)/MA in Christian Ministry
- \* BA/BS Christian Studies (Applied Ministry)/MA in Global Leadership
- \* BA/BS Christian Studies (Applied Ministry)/MA in Worship Leadership

For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

**Minor in Christian Studies**

A minor in Christian Studies is designed to provide the student adequate exposure to and training in the discipline of Christian Studies. In order to complete a minor in Christian Studies, the student must take:

CHST 3301 Survey of Christian Education  
CHST 3309 Spiritual Formation for Christian Ministry  
CHST 4301 Teaching Ministry of the Church  
CHST 4302 Practicum in Christian Studies (S-L)  
RELI 2304 Christian Doctrine  
RELI 3305 Principles of Biblical Interpretation

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Philosophy

The program in philosophy is dedicated, on the foundation of the Christian faith, to the pursuit of an understanding of reality, both infinite and finite; to the systematic study of ideas and a reasoned pursuit of truth; to an examination of the principles of moral conduct and aesthetic experience; and overall, seeks to understand the world and human life from the perspective of the Christian world view. The goals of this department are to acquaint the student with the main philosophical subdisciplines (metaphysics, epistemology, ethics, aesthetics); to learn to think, speak, write, and evaluate logically and critically; to understand the main problems of philosophy and the solutions proposed to them; to trace the development of the history of philosophy, and to become familiar with the main philosophers and their systems of thought which have contributed to this history. Those majoring in philosophy will be prepared for graduate school and/or careers in law, ministry, teaching, business, and writing, as well as pursuing philosophy itself professionally. Students may pursue either a B.A. or a B.S. in philosophy.

## Goals of the Philosophy Major

- \* To enable students to obtain a general understanding of the methods, vocabulary, and content of the discipline of philosophy.
- \* To train students in the basic principles of sound reasoning and critical thinking.
- \* To expose students to the essential tenets of fundamental world views, including a biblical vision of reality, and training them in the art of thinking presuppositionally.
- \* To teach students how philosophic thought has unfolded throughout the centuries by becoming familiar with the main ideas of key philosophers who have contributed significantly to the development of the Western intellectual tradition.
- \* To impart to students enhanced expertise in the research and writing process through the composition of a senior project on a topic of historic or contemporary philosophical importance.

## Course Requirements for a Bachelor's Degree In Philosophy

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, and 2301 and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Political Science, Psychology or Sociology	6	6

	B.A.	B.S.
<b>Philosophy Core Courses</b>	<b>30</b>	<b>33</b>
PHIL 2301		
PHIL 2302		
PHIL 2303		
PHIL 3301		
PHIL 3302		
PHIL 3370		
PHIL 4301		
PHIL 4302		
PHIL 4303		
PHIL 4304		
PHIL 4305		
<b>Electives</b>	<b>26-45</b>	<b>29-39</b>
Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.		

**TOTAL CREDIT HOURS REQUIRED    Minimum 126**

### Minor in Philosophy

A minor in Philosophy is designed to provide the student adequate exposure to and training in the discipline of philosophy and is an excellent complement to any academic major. Courses required for a minor in philosophy include: PHIL 2301, plus any combination of additional courses in philosophy, including 9 upper-level hours, which lead to the required 18 total hours.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# College of Education

**For information on teaching in the state of Texas go to:** <http://www.thecb.state.tx.us/Partnerships/teachprep.htm>

The Dorothy M. Bush College of Education has offered fully accredited educator preparation programs since 1966. The college offers programs of study at both the undergraduate and graduate levels. Professors of the college integrate faith and learning from a biblical worldview in every class. Graduates of our programs are in high demand by area school districts and private schools.

The DBU Educator Preparation Program provides students with rich field-based experiences in public and private, urban and rural, large and small school settings. Our student teacher preparation can include observation of master teachers and involvement with before and after school care.

Representatives from various academic disciplines of the University and administrators are selected to serve on the Educator Preparation Program Committee which functions as an advisory group for the education program. Educator Preparation Program is accredited by the State Board for Educator Certification (SBE). The Kinesiology Department is also part of the College of Education.

## Mission Statement

The Dorothy M. Bush College of Education is dedicated to quality, Christ-centered preparation of learner-centered educators for servant leadership in private and public schools. Professors have vital concerns for the total development of individual students, helping them learn ways to become loving, caring educators as they fulfill the important task of equipping children, youth, and adults to become lifelong learners and productive citizens.

## Goals of the College

The goals of the Educator Preparation Program are to:

- Provide well-balanced curricula for all certifications.
- Provide meaningful field-based experiences which prepare students to teach.
- Prepare students to effectively integrate technology with instructional practice.
- Promote enrollment, retention, and program completion in the respective certification areas.
- Prepare students to score successfully on the appropriate TExES examinations.
- Maintain an accredited status rating from the State Board for Educator Certification.

## Educator Preparation Program

The College of Education offers routes to educator certification for Early Childhood through Grade 6 Generalist (EC-6), Grades 4-8, Grades 7-12, and Early Childhood through Grade 12 (EC-12) certification. Students who pursue educator certification do not declare a major in "education." Students seeking EC-6 Generalist or Grades 4-8 certification are "interdisciplinary academic" majors. Students pursuing Grades 7-12 certification will major in one of the following disciplines/teaching fields: biology, computer science, English, history, mathematics, natural sciences, or speech communication. Students pursuing EC-12 certification must choose a major in either physical education or music. All students seeking certification must meet State Board for Educator Certification (SBE) and university Bachelor of Arts (B.A.) or Bachelor of Science (B.S.) degree requirements, or Bachelor of Music Education (B.M.E.) degree requirements for EC-Grade 12 Music Education Teacher Certification (Choral).

Required scores, as determined by the College of Education, on the Texas Higher Education Assessment (THEA) test over the basic skills of reading, writing, and mathematics must be achieved prior to admission to the Educator Preparation Program. No education courses (EDUC, ECHE, READ), with the exception of EDUC 2312, EDUC 3312, and READ 3330 may be taken until the student is accepted into the Educator Preparation Program.

Certification is available for post-baccalaureate students through the Pathways to Teaching Program in the College of Education. See the Master of Arts in Teaching program in the *Graduate Catalog* for further details.

## Admission to the Educator Preparation Program

Freshman and transfer students are encouraged to declare their intention to work toward educator certification as early as possible after enrolling at DBU. A College of Education advisor counsels with each student individually to develop a semester-by-semester degree plan to assure proper sequence of courses. Students wishing to officially enter the Educator Preparation Program should make application to the program during the spring semester of the sophomore year (after 45 semester hours). Applications to the program will be considered based on the following criteria:

- Required level of performance on all three sections of the THEA test **with minimum scores of 260 on the reading section, and 240 on each of the writing and math sections.**
- An application of petition filed with the College of Education requesting admission to the Educator Preparation Program. Approval also must be provided by the student's College of Education advisor.
- Completion of an interview with a College of Education faculty member.
- Two letters of recommendation must be submitted: (1) from the College of Education and (1) from their content area.
- Completion of at least 45 semester hours with a minimum overall **Grade Point Average of 3.0 and a minimum 3.0 Grade Point Average in the teaching field/academic concentration** at the time of application to the program. **The 3.0 GPA criteria must be maintained to remain in the program.**
- Prior to application to the Educator Preparation Program, a degree plan must be selected by the student and a College of Education advisor and filed with the Registrar.
- Completion of the following courses: EDUC 2312, 3312, and READ 3330.
- Evidence of the personal qualities and characteristics desired in a teacher as judged by the Educator Preparation Program Committee.
- Signed Revised Code of Ethics and Standard Practices for Texas Educators must be kept in the student file.
- Math and Science certification majors must have completed 15 credit hours prior to admission to the Educator Preparation Program. All other content areas must have completed 12 credit hours prior to admission to the Education Preparation Program.

#### Other Requirements

Students admitted to the Educator Preparation Program are required to attend a minimum of ten Student Education Association (SEA) meetings before graduation. Students transferring to DBU with 60-89 semester hours are required to have eight SEA attendances, while those with 90 or more hours need four attendances. A record of SEA attendances is maintained in the student's file to determine eligibility for certification.

Students pursuing a major involving educator certification are required to compile a professional portfolio. The portfolio allows students to present information about themselves as learners and to document growth over a period of time. The portfolio is a collection of artifacts and self-reflections which are completed in various education courses. The portfolio is completed during the semester just prior to the student teaching semester.

## Retention in the Program

Students must fulfill the following conditions to continue in the Educator Preparation Program:

1. Students must maintain an overall institutional GPA of 3.0 and must maintain an institutional GPA of 3.0 in his or her teaching field/academic concentration.
2. Students must be advised by a College of Education advisor before enrollment for each semester. Additional conferences may be required by the advisor.
3. Personal conduct must be in harmony with university standards.
4. Students must reflect those personal qualities and professional characteristics identified by the Educator Preparation Program Committee which are conducive for employment in a teaching position.
5. A professional attitude must be developed and maintained during the sequence of professional educational courses.
6. Students are required to take the appropriate Texas Examination of Educator Standards (TExES) to be eligible for recommendation to SBEC for certification. These tests include a pedagogy and professional responsibilities test and a content area test. All of the following must be fulfilled regarding the TExES:
  - a. Students must compile TExES study materials from their courses which are related to the test into a notebook which will be monitored by professors.
  - b. Students must enroll in and attend Educator Preparation Seminars, and pass a practice TExES test(s).

- c. Students will not be approved to take TExES tests until they have scored 85 percent or above on the appropriate practice test given by the University.
  - d. Students are permitted to take only one TExES test per test administration. Secondary students may take their subject area TExES after all course work in that field is completed and they have scored 85 percent or above on the university practice test.
  - e. Students who do not achieve a passing score on the TExES test(s) will be required to attend TExES study sessions before being approved to retake the test(s). Students may also be required to seek help from professors in their teaching field/academic concentration.
7. Students must complete three days of pre-student teaching observation at the beginning of the public school year in which they are scheduled for student teaching. This includes those students who are scheduled for student teaching during the spring or fall semesters.
  8. Students will report to their first supervising teacher. Students will observe and assist the supervising teacher and keep a journal of their experiences.
  9. All students seeking educator certification must complete the program of study for educator certification in their subject area as approved by the Educator Preparation Program Committee, the University, and the State Board for Educator Certification.

## Admission to Student Teaching

The following list identifies the criteria for admission to student teaching:

- Admitted to the Educator Preparation Program.
- Maintain a minimum institutional overall Grade Point Average of 3.0 and a minimum institutional 3.0 Grade Point Average in the teaching field/academic concentration.
- Application should be made during registration for the spring semester of the junior year (not more than 50 semester hours remaining).
- Evidence of the personal qualities and characteristics desired in the "Code of Ethics and Standard Practices for Texas Educators."
- TExES practice tests (content and the pedagogy and professional responsibilities) are given in the Educator Preparation Seminars. Teacher candidates must pass both TExES state tests in order to be permitted to student teach.

Teacher Candidates will take the content and pedagogy and professional responsibilities TExES seminars during their field-based experience. Teacher candidates are not approved to take a state test until the teacher candidate has successfully passed the appropriate practice test. Teacher candidates must pass the first state test before being allowed to register for a second (different) test. Both state tests must be passed prior to the student teaching experience.

- Students must pass both TExES state test(s) to be permitted to student teach.

### Policy Regarding Releasing a Student Teacher for Full-time Employment

The College of Education faculty has determined that student teaching is a critical component and the culminating experience of educator preparation. Therefore, the COE has established the following standards for releasing a student teacher for full-time employment at the request of a school district:

1. The student teacher must have completed a minimum of eleven weeks in the student teaching assignment.
2. The request must originate from the district where the student teacher is student teaching.
3. A committee consisting of the following individuals will be involved in determining if the student teacher will be permitted to sign a contract with the school district to be placed in a classroom as a regular teacher: On-site principal, On-site cooperating teacher(s), DBU's supervising professor(s), Dean of the College of Education.
4. The committee will only consider releasing students for full-time employment who have had extensive prior teaching experience (e.g., individuals who have taught in a private setting for several years and have excellent supervisor references).

Should a student teacher elect to ignore these guidelines, the student shall be withdrawn from student teaching and thus not be eligible to receive a teaching certificate from the state with the approval of Dallas Baptist University and the College of Education.

In addition, this would prevent an undergraduate student from receiving a degree unless a General Studies degree requirement could be met without the six hours of student teaching.

### **Redirection from the Program**

In the event a student becomes ineligible to continue in the Educator Preparation Program, the student will be redirected through consultation with a faculty advisor in the College of Education and/or the Dean of the College of Education. Every attempt will be made to effect such redirection as early as possible so that the student may experience a minimum of inconvenience in the total program.

## General Studies Requirements for Teacher Certification with a Bachelor of Arts, Bachelor of Music Education, or Bachelor of Science Degree

	B.A.	B.M.E.	B.S.
<b>Computer Science</b> COSC 1301	3	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302 (B.M.E.) 1301, 1302, and 2302	12	9	9
<b>Fine Arts</b> (B.A. and B.S.) FINE 1306 (B.M.E.) MUSI 2305	3	3	3
<b>Foreign Language</b> *(B.A.) Six hours at the 2000 level if adequate prerequisites are met.	6-14*	0	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1	0-1
<b>History</b> HIST 1301 and 1302	6	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2	0-2
<b>Mathematics</b> MATH 1303 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite] (B.M.E.) MATH 1303 (B.A./B.S. Mathematics major Grades 7-12) MATH 1405	3-4	3-4	3-4
<b>Natural Science</b> (B.M.E.) Lab Science 1000 or 2000 Level only (B.A.) BIOL 1401 (B.S.) BIOL 1401, GEOL 1401, PHSC 1401  <u>Grades 4-8</u> (B.A. Science major) BIOL 1405 (B.S. Science major) BIOL 1405, GEOL 1401, and PHSC 1401  <u>Grades 7-12</u> (B.A. Biology major) BIOL 1405 (B.S. Biology major) BIOL 1405, CHEM 1401 and CHEM 1402 (B.A. Natural Sciences major) BIOL 1405 (B.S. Natural Sciences major) BIOL 1405, CHEM 1401, and CHEM 1402 (B.S. EC-12 Physical Education certification) BIOL 1401, 2405 (S-L), and 2406 (S-L)	4	4	12*
<b>Religion</b> (B.A. and B.S.) RELI 1301, 1302, and three additional semester hours depending on semester hours transferred at time of initial enrollment. (B.M.E.) RELI 1301, 1302, and 4342.	6-9	9	6-9
<b>Social Science</b> POLS 2301 and 2302 (B.M.E.) POLS 2301	6	3	6
<b>Speech</b> COMA 1302 (B.M.E.) Not required.	3	0	3
<b>Total General Studies Requirements</b>	<b>55-70</b>	<b>43-46</b>	<b>54-61</b>

**Note:** The above general studies requirements are the same for students pursuing either EC-6 Generalist, grades 4-8, secondary, or EC-12 physical education teacher certification.

**NOTE:** Students seeking a B.M.E., Bachelor of Music Education degree with EC-12 Music Education Teacher Certification (Choral) may refer to the College of Fine Arts section of this catalog for additional information.



**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

## Early Childhood through Grade 6 Generalist Certification

Students planning to be certified to teach early childhood through grade 6 (EC-6) will secure an interdisciplinary academic major and meet the appropriate general studies requirements. To be eligible for Texas certification, students will follow the State Board for Educator Certification (SBEC) EC-6 standards. Students follow a course of study which includes the following components: (1) General Studies, (2) Professional Responsibility, and (3) an Interdisciplinary Academic Major which includes 42 upper-level semester hours.

- I. **General Studies Requirements** (54-70 semester hours)
- II. **Professional Responsibility** (18 semester hours):  
ECHE 4360, EDUC 2312, 3312, 4010, 4021, 4313, and 4608 **(S-L)**
- III. **Interdisciplinary Academic Major** (48-56 semester hours):
  - A. Pedagogy:  
EDUC 4312, 4314, 4318, GSCI 4320, READ 3330, 4332, 4335, 4336, 4337, 4338, SOST 4340, and TECH 4320
  - B. Content:  
EDUC 3302, HIST 4309, MATH 3303 and 3304  
(B.A.) GEOL 1401, PHSC 1401 (*These two courses are included in General Studies requirements for B.S. majors*)

**TOTAL CREDIT HOURS REQUIRED    126-143**

**NOTE:** Degree plan subject to adjustment as state policy changes.

DBU also offers Accelerated Bachelor's and Master's degree programs:

- B.A. in Early Childhood-Grade 6 Generalist Certification/M.Ed. in Reading and English as a Second Language
- B.A./B.S. Early Childhood-Grade 6 Generalist Certification/M.A. in Teaching
- B.A./B.S. in Early Childhood-Grade 6 Generalist Certification/ M.Ed. in Special Education

for qualifying undergraduate students. For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

### **Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

## Grades 4 through 8 Certification

Students planning to be certified to teach Grades 4 through Grade 8 will secure an interdisciplinary academic major and meet the appropriate general studies requirements. The interdisciplinary academic major for Grades 4-8 are available for either math, science, or for English Language Arts and Reading certificates. To be eligible for Texas certification, students complete course requirements that follow the State Board for Educator Certification (SBEC) standards for Grades 4-8. Students follow a course of study which includes the following components: (1) General Studies, (2) Professional Responsibility, (3) an Interdisciplinary Academic Major, and (4) sufficient electives to complete the 126-credit-hour minimum for the bachelor's degree, which includes 42 upper-level semester hours.

- I. **General Studies Requirements** (54-70 semester hours)
- II. **Professional Responsibility** (12 semester hours):  
EDUC 2312, 3312, 4021, 4608 **(S-L)** and GSCI 4010 or MATH 4010 or READ 4010
- III. **Interdisciplinary Academic Major** (48-66 semester hours)
  - A. **Academic Major Requirements**  
EDUC 3302, 4312, 4313, 4314, ESLS 4304, READ 4331, AND TECH 4320  
A major from either English Language Arts and Reading, Math, or Science.
  - B. **Pedagogy**  
*English Language Arts and Reading* -- (9 semester hours):  
READ 4336, 4337 and 4338  
*Math* -- (3 semester hours):  
EDUC 4318  
*Science* -- (3 semester hours):  
GSCI 4320
  - C. **Content**  
*English Language Arts and Reading* -- (27 semester hours)  
**(B.A.)** ENGL 3301 or 3302, 3313 or 3314, 3305, 4301, 4309, 4311, READ 3330, 4332, and an additional upper-level English or any other pedagogy course.  
**(B.S.)** ENGL 2302, 3301 or 3302, 3313 or 3314, 3305, 4301, 4309, 4311, READ 3330, and 4332.  
*Math* -- (24-30 semester hours):  
MATH 2301, 2309, 3303, 3304, 3309, 3310, 6 additional hours of math; and choose 6 additional credit hours of Math or Pedagogy courses  
*Science* -- (31-39 semester hours):  
**(B.A.)** BIOL 1406, 3402, 3404, 3407, CHEM 1401, 1402, GEOL 1301, 1401, PHSC 1401, 1402.  
**(B.S.)** BIOL 1406, 3402, 3404, 3407, CHEM 1401, 1402, PHSC 1402 and 3 additional credit hours of science.
- IV. **Electives** (0-9 hours)  
Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.

**TOTAL CREDIT HOURS REQUIRED 126-145**

**NOTE:** Degree plan subject to adjustment as state policy changes.

DBU also offers an Accelerated Bachelor's and Master's degree program, B.A. in Grades 4-8 English Language Arts and Reading Certification/MED in Reading and English as a Second Language for qualifying undergraduate students. For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

## Grades 7 through 12 Certification

Students planning to be certified to teach Grades 7-12 will secure a major in either biology, computer science, English, history, mathematics, or natural science. To be eligible for Texas certification, students will also follow the State Board for Educator Certification (SBEC) standards for Grades 7-12.

Students follow a course of study which includes the following components: (1) General Studies, (2) Professional Responsibility courses, (3) major in either biology, computer science, English, history, mathematics, or natural sciences, and (4) sufficient electives to complete the 126-credit-hour minimum for the bachelor's degree, which includes 42 upper-level semester hours.

I. **General Studies Requirements** (54-70 semester hours)

II. **Professional Responsibility** (12 semester hours):

EDUC 2312, 3312, 4021, 4608, and choose one of the following: BIOL 4011, COSC 4011, HIST 4011, ENGL 4011, GSCI 4011, or MATH 4011.

III. **Interdisciplinary Academic Major** (30-58 semester hours)

A major from either biology, computer science, English, history, mathematics, or natural sciences.

A. **Academic Major Requirements**

EDUC 3302, 4312, 4313, 4314, 4319, READ 4331, TECH 4320

B. **Content:**

**Biology (Life Science Certification) -- (33-41 semester hours):**

(B.A.) BIOL 1406, 2405 (S-L), 2406 (S-L), 3101, 3402, 3404, 3407, 3408, 3409, CHEM 1401, and 1402

(B.S.) BIOL 1406, 2405 (S-L), 2406 (S-L), 3101, 3402, 3404, 3407, 3408, 3409,

**Computer Science -- (36-40 semester hours):**

(B.A.) COSC 1405, 1408, 2406, 3301, 3406, 4305, 4402; MATH 2309, 3302; and PHSC 1401

(B.S.) COSC 1405, 1408, 2406, 3301, 3406, 4305, 4402; MATH 2309, 3302; PHYS 1401 and 1402

**English -- (33-36 semester hours):**

(B.A.) ENGL 3305 (S-L); ENGL 3301 or 3302; ENGL 3313 or 3314; ENGL 4301, 4309, 4311, ESLS 4304, READ 3330, 4337, 4338, and 3 hours of upper-level English

(B.S.) ENGL 2302, 3305 (S-L); ENGL 3301 or 3302; ENGL 3313 or 3314; ENGL 4301, 4309, 4311; ESLS 4304, READ 3330, 4337, 4338, and 3 hours of upper-level English

**History -- (33 semester hours):**

HIST 2301, 2302, 3312, 3313, 4307, 4309 plus 12 additional upper-level semester hours of history electives, ESLS 4304

**Mathematics -- (38 semester hours):**

MATH 1406, 2309, 2407, 3301, 3302, 3305, 3308, 3309, 3310, 4301, 4302 (S-L), and 4303 (S-L)

**Natural Sciences -- (36-45 semester hours):**

(B.A.) BIOL 1406, 3101, 3402, CHEM 1401, 1402, GEOL 1301, 1401, PHYS 1401 and 1402, plus concentration hours as follows.

(B.S.) BIOL 1406, 3101, 3402, GEOL 1301, 1401, PHYS 1401 and 1402 plus concentration hours as follows:

(BIOL 3409 is not required, but is recommended if pursuing a Biology Concentration.)

Concentration Hours: Student will choose a concentration area:

Chemistry Concentration	Physics Concentration	Biology Concentration
CHEM 3401 Biochemistry	PHYS 3301 Classical Mechanics	BIOL 3404 Genetics
CHEM 3402 Organic Chemistry I	PHYS 3303 Modern Physics	BIOL 3407 General Botany
CHEM 3403 Organic Chemistry II	PHYS 3304 Thermodynamics and Statistical Mechanics	BIOL 3408 General Zoology
	PHYS 3402 Electrodynamics	

IV. **Electives** (0-15 semester hours)

Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.

**TOTAL CREDIT HOURS REQUIRED 126-139**

**NOTE:** Degree plan subject to adjustment as state policy changes. (S-L) = Course(s) with field-based service-learning component.

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

## Grades 7 through 12 Speech Certification (Communication Studies)

The B.A./B.S. in Speech Grades 7-12 Teacher Certification (Communication Studies academic major) is designed for students who want to obtain Texas certification to teach speech and communication related courses in grades 7-12. The Communication Studies major prepares students to plan, organize, and direct learning activities for the secondary communication studies classroom. To be eligible for Texas certification, students must follow the guidelines set by State Board for Educator Certification (SBEC) for grades 7-12.

Students pursuing the Communication Studies academic major follow a course of study which also includes required components in General Studies and Professional Responsibility. Students must be admitted into the Educator Preparation Program according to the policies set by the College of Education.

**I. General Studies Requirements** (54-70 semester hours)

**II. Professional Responsibility** (12 semester hours):

COMA 4010, EDUC 2312, 3312, 4021, and 4608

**III. Academic Major – Communication Studies** (54 semester hours)

*(At least 42 credit hours at the 3000-4000 level)*

**A. Interdisciplinary Requirements:** (24 semester hours)

COMA 4324 Pedagogy of Speech Communication  
EDUC 3302 Development of Infants, Children, and Adolescents  
EDUC 4312 Teaching Special Populations **(S-L)**  
EDUC 4313 Discipline and Classroom Management in Culturally Diverse Settings  
EDUC 4314 Best Practices in Teaching  
READ 4331 Reading in the Content Area  
TECH 4320 Instructional Technology  
ESLS 4304 Methods in Teaching ESL

**B. Content: Communication Studies** (30 semester hours)

COMA 2302 Voice and Articulation  
COMA 2304 Introduction to Broadcast/Digital Media  
COMA 2305 Interpersonal Communication  
COMA 3301 Nonverbal Communication  
COMA 3302 Public Forum Debate  
COMA 3303 Small Group Communication  
COMA 3308 Persuasive Communication  
COMA 3319 Visual Communication  
COMA 4301 Readers Theater  
COMA 4320 Technology in Communication

**IV. Electives** (0-12 semester hours)

Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.

**TOTAL CREDIT HOURS REQUIRED            126-130**

**NOTE:** Degree plan subject to adjustment as state policy changes.

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

## EC-12 Certification

Students planning to acquire EC-12 certification may do so by securing a major in either music or kinesiology. To be eligible for Texas certification, students will also follow the EC-12 certification program designed to provide certification for Early Childhood through Grade 12 under the State Board for Educator Certification (SBEC) standards. Students follow a course of study which includes the following components: (1) General Studies, (2) Professional Responsibility courses, which include student teaching, (3) an academic major in either music or kinesiology, and (4) sufficient electives to complete the bachelor's degree, if applicable.

### EC-12 Music Education (Choral)

- I. **General Studies Requirements – B.M.E.** (43-46 semester hours)
- II. **Professional Responsibility** (27 semester hours):  
EDUC, 3302, 3312, 4021, 4312 (**S-L**), 4313 (**S-L**), 4314, 4608, READ 4331, and TECH 4320
- III. **Academic Major**

**Music Education Core** – (47 semester hours):  
MUSI 1111, 1112, 1201, 1206, 1311, 1312, 2111, 2112, 2311, 2312, 3201, 3204,  
3205, 3206, 3207, 3208, 3311, 3312, 4010 (**S-L**), 4089, 4201, 4204, 4211, and 4301

**Applied Concentration** – 10 semester hours: 6 upper-level and 4 lower-level (MUSI 1210-4210)

**Applied Secondary** – 4 semester hours (MUSI 1120-2123)

**Music Ensembles** – (7 semester hours):  
MUSI 1115, 1116, 2115, 2116, 3115, 3116, and 4115

**Performance Lab** – (7 semesters, noncredit-hour requirement): MUSI 1000 (**S-L**)/1001

**NOTE:** Students seeking a B.M.E., Bachelor of Music Education degree with EC-12 Music Education Teacher Certification (Choral) may refer to the College of Fine Arts section of this catalog for additional information.

**Total Credit Hours Required EC-12 Music Education (Choral) 138-141**

### EC-12 Physical Education

- I. **General Studies Requirements – B.A.** (55-70 semester hours), **B.S.** (54-61 semester hours)
- II. **Professional Responsibility** (30 semester hours):  
ECHE 4360, EDUC 3302, 3312, 4021, 4312 (**S-L**), 4313 (**S-L**), 4314, 4608, READ 4331, and TECH 4320
- III. **Academic Major**

- A. **Content**  
**B.A.** (BIOL 2405 (**S-L**))  
**B.A./B.S.:**  
KNES 2301, 2305, 2309 (**S-L**), 3303, 3305, 3326, 3345, 4010, 4301, 4302, and 4303  
plus 3 activity courses (KNES 1102-1122) in addition to the general studies requirements.

**Electives** – Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.

**TOTAL CREDIT HOURS REQUIRED EC-12 Physical Education 126-136**

**Note:** Degree plan subject to adjustment as state policy changes

**Minimum GPA Required for Graduation from Dallas Baptist University**  
DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0

(**S-L**) = Course(s) with field-based service-learning component.

## Department of Kinesiology

The Kinesiology Department is concerned with the total development of each individual student taking part in the kinesiology program. Of special concern is the development of an appreciation and respect for the human body as the earthly temple of God. Thus, becoming good stewards of this earthly temple is a major goal of the Department of Kinesiology. The goals of the physical activity requirement are twofold:

1. The student will participate in organized exercise to offset the amount of time that is necessarily sedentary due to sitting in the classroom or studying. Thus, the student will attain or maintain a minimum amount of fitness, and the student will have an outlet for stress.
2. The student will be exposed to physical activities that he/she will want to continue throughout life--as a social and emotional outlet and as a vehicle to fitness and total wellness.

Each student is required to register for two 1-credit-hour activity courses to complete the kinesiology requirement. These required courses should be taken during the freshman and sophomore years. Juniors and seniors are encouraged to elect additional activity courses in order to maintain a healthy lifestyle and enjoy physical activity with their fellow students.

The following are exceptions to the two 1-credit-hour requirement, but do not reduce the total number of semester hours required for a degree:

1. A student 25 years of age or older prior to enrollment at DBU will be exempt from required kinesiology courses.
2. A student who presents adequate documentation of two years on active duty in any branch of U.S. military service will be exempt.
3. Students with temporary or permanent physical limitations should seek advisement from the Kinesiology Department on course selection during their first semester on campus or soon after the physical limitation occurs.
4. Members of the ROTC are exempt from kinesiology provided they have successfully completed MILS 0180 and 1142, pass the annual physical fitness test, and participate in the weekly physical fitness program.

### **Kinesiology Activities Program**

Kinesiology activity courses (KNES 1101 through 1122) are designed to emphasize the development of physical fitness and proficiency in team and lifetime sports. Students are encouraged to take activity classes that are unfamiliar to them in order to have a variety of activities from which to choose in their pursuit of a wellness lifestyle.

### **Kinesiology**

The purpose of the Kinesiology Department is to develop the minds and bodies of men and women in preparing them to become servant leaders in teaching, coaching, and other health- and sports-related fields. The Department of Kinesiology offers a program leading to a major in kinesiology or a kinesiology major with either an exercise science or sport performance concentration. A major in sport management is also offered. A specialization in exercise science is recommended for those students who wish to pursue careers in corporate fitness, health club work, cardiac rehabilitation, physical therapy, and related areas. A major in sport management is recommended for those students who wish to pursue positions in a myriad of sports-related careers.

Teacher certification in EC-12 Physical Education is available to the kinesiology major. Certain general studies requirements differ for students seeking teacher certification. Therefore, those interested in teacher certification should consult the College of Education.

# Kinesiology

## Course Requirements for a Bachelor's Degree in Kinesiology

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> <b>(B.A.)</b> MATH 1301 or 1303 or 1307 or 1405 <b>(B.S.)</b> MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science <b>(B.A.)</b> or 15 semester hours of laboratory science <b>(B.S.)</b> selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Kinesiology Major Core Courses</b> KNES 2301 Foundations and Trends in Kinesiology KNES 2309 Adapted Kinesiology <b>(S-L)</b> KNES 3303 Psychology of Motor Learning and Skill Development KNES 4301 Exercise Physiology KNES 4303 Biomechanics plus 9 semester hours of kinesiology electives and 3 activity courses in addition to the general studies requirements.	30	30
<b>For Kinesiology teaching majors who are seeking EC-12 physical education teacher certification, refer to the section titled, "EC-12 Certification."</b>		
<b>Exercise Science Concentration</b> The Exercise Science concentration requires student take the kinesiology major core courses plus the following courses in lieu of the elective courses listed for the kinesiology major: KNES 4304 Performance Nutrition KNES 4307 Exercise Testing and Prescription KNES 4336/ Internship in Kinesiology 4636 Plus 3 activity courses in addition to the general studies requirements.	30-36	30-36



**Sport Performance Concentration****30-36 30-36**

The Sport Performance concentration requires the student to take the kinesiology major core courses plus the following courses in lieu of the elective courses listed for the kinesiology major.

KNES 4304 Performance Nutrition  
 KNES 4312 Periodization Training  
 KNES 4336/ Internship in Kinesiology  
 4636

Plus 3 activity courses in addition to the general studies requirements.

**Electives****Kinesiology Major****22-40 28-38****Exercise Science Concentration****18-39 24-37**

Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**NOTE:** Degree plan subject to adjustment as state policy changes.

**Minor in Kinesiology**

A minor program in kinesiology is available through the Department of Kinesiology. The kinesiology minor requires the completion of 18 hours of kinesiology coursework, 9 hours of which must be upper level.

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

DBU also offers an Accelerated Bachelor's and Master's degree program, B.A./B.S. in Kinesiology/M.Ed. in Kinesiology, for qualifying undergraduate students. For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

(S-L) = Course(s) with field-based service-learning component.

# Sport Management

## Course Requirements for a Bachelor's Degree in Sport Management

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> <b>(B.A.)</b> MATH 1301 or 1303 or 1307 or 1405 <b>(B.S.)</b> MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science <b>(B.A.)</b> or 15 semester hours of laboratory science <b>(B.S.)</b> selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Total General Studies Requirements</b>		
	<b>52-70</b>	<b>54-64</b>
<b>Sport Management Major:</b>	<b>36-42</b>	<b>36-42</b>
COMA 1302 Fundamentals of Speech Communication		
FINA 2301 Consumer Finance		
KNES 2301 Foundations and Trends in Kinesiology		
KNES 2305 Coaching Today's Athlete		
KNES 330 Sports Ethics		
KNES 3326 Psychology of Motor Learning and Skill Development		
KNES 4302 Organization and Administration of Kinesiology and Athletic Programs		
KNES 4336 <i>and/or</i> 4636 Internship in Kinesiology I (3-9 hours)		
MANA 3301 Principles of Management <b>(S-L)</b>		
MANA 4311 Professional Sports Management		
MRKT 3301 Principles of Marketing		
plus 3 activity courses in addition to the general studies requirements		
<b>Electives</b>		
Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours	<b>14-38</b>	<b>20-36</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>		
	<b>Minimum 126</b>	

**NOTE:** Degree plan subject to adjustment as state policy changes.

**Minimum GPA Required for Graduation from Dallas Baptist University**  
DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

**Interdisciplinary BA/BS in Camp/Sport Ministry (camp, recreation, or sport ministries management)**

For students interested in pursuing a career in management of camp, recreation, or sport ministries, DBU offers an interdisciplinary BA/BS in Camp/Sport Ministry degree. The Camp/Sport Ministry major combines ministry, business, and kinesiology to educate the student in areas including, but not limited to, camp/sport ministry, management, finance, outdoor education, kinesiology, business law, facility management, and organizational leadership. For degree plan requirements, refer to the Camp/Sport Ministry major listed under the College of Christian Faith in this catalog.

# College of Fine Arts

## **Mission Statement**

The purpose of Dallas Baptist University is to provide Christ-centered higher education in the arts, sciences, and professional studies at both the undergraduate and graduate levels to traditional age and adult students in order to produce servant leaders who have the ability to integrate faith and learning through their respective callings. The College of Fine Arts is charged with the responsibility of aiding the university in that mission through the creation and development of highly trained and skillful artists committed to excellence in the visual arts, communications, and music, focused in their individual fields of artistic endeavor and dedicated to servant leadership in the church and community.

## **Description**

The College of Fine Arts provides a curriculum that offers broad aesthetic experiences in art, communication, music, and music business for Fine Arts majors and the general student. In addition to the course work that introduces the student to the fine arts, many creative activities and programs are offered each year. Regular performances are presented by the DBU Grand Chorus, University Concert Chorale, University Ringers, and Legacy. Student and faculty art displays, together with musical and dramatic presentations, provide ample opportunity for participation and enjoyment.

The University also houses outstanding works of art permanently displayed on the DBU campus. These include three bronze sculptures by Max Greiner entitled "The Divine Servant," "Fishers of Men," and "The Great Commission." In the lobby of the Student Center is an original oil painting named "The Patriot" by Bruce Marshall. In addition, a series of artworks of the Twelve Disciples, Jesus, and Paul by artist Kenneth Wyatt are displayed in the foyer of the Patty and Bo Pilgrim Chapel.

Dallas Baptist University is uniquely situated near the cultural centers of Dallas and Fort Worth. There are numerous excellent galleries and museums in the area such as the Dallas Museum of Art, Kimbell Art Museum, Fort Worth Art Center, African American Life and Culture Museum, and the Amon Carter Museum of Western Art. In addition, students can enjoy performances by the Fort Worth Symphony, the Fort Worth/Dallas Ballet, the Dallas Symphony Orchestra at the Meyerson Symphony Center, and various performances at the Bass Performance Hall.

The College of Fine Arts offers undergraduate majors in the fields of art, communication, music, and music business. The curriculum may serve as preparation for specialized graduate study, as background training for a career in the arts, or when coordinated with supporting courses in education, as preparation for teacher certification.

## **Goals of the College**

The college is committed to training students who will be capable of the necessary skills and proficiencies to make a significant contribution in the fine arts (art, communication, and music), and to provide courses which give support in general studies as required by the University and various degree plans.

Goals of the College of Fine Arts:

- All general studies students enrolled in courses offered by the College of Fine Arts will have an acceptable knowledge and appreciation of all the fine arts.
- \* The College of Fine Arts faculty will demonstrate excellence in teaching, engage in meaningful participation in professional, scholarly, and service activities, as well as serve as servant leadership role models for students and peers.
- All College of Fine Arts graduates will be able to demonstrate an acceptable level of mastery in their major area which will make them competitive with their peers from other comparable programs in the fields of art, communication, and music.
- The College of Fine Arts graduates will be prepared either to enter the job market in their chosen field or be qualified to enter graduate study.
- All College of Fine Arts graduates will have a thorough knowledge of the history, fundamentals, and basics of their field, as well as develop adequate performance skills in their area of expertise to pursue a profession in their chosen field of service.

# Department of Art

The mission statement of the Department of Art is to prepare servant leader visual art students for a professional career in the visual arts and to offer avenues of creative fulfillment for all students of the university. This aim is to be accomplished through the pursuit of excellence and artistic achievement within a Christian context.

The goals of the visual art program are to enable the students to develop skills and understanding in the foundations and principles of art, gain knowledge of historical and contemporary art, develop aesthetic judgment, and creatively produce and use their artistic abilities on the basis of mature Christian ethics.

Offering a wide variety of work areas, the program provides practical experience in drawing, painting, design, pedagogy of art, visual communication, art history, advertising, photography, museum studies, studio art, and internships. The program also maintains a permanent collection of outstanding works by students. In addition to student art shows, professional artworks and professional artists are also featured.

Courses with no prerequisites are open to all students regardless of ability or previous training. The program recommends taking additional advanced hours as art electives if the student plans to enter graduate school in art.

**The goals for those granted a bachelor's degree in art are:**

## Educational Goals

To enable students to:

- Cultivate a broad knowledge of the history and visual arts fundamentals.
- Gain experience in two- and three-dimensional art.
- Develop a workable knowledge of many art fields so the student can develop artistically as well as make a living.
- Have training in the cutting edge of art.
- Present a portfolio and senior exhibition at the highest artistic level possible.

## Ministry Goals

To enable students to:

- Prepare with how to deal with challenges in art and culture without compromising faith.
- Have opportunities to experience and share ideas on how to use art in Christianity and society.
- Establish a servant leadership presence within the Christian and secular art world.

**Jury of Artwork and Portfolio Review.** The portfolio will be received for review before the senior exhibit is to be presented. The exhibit should exemplify quality, good judgment and taste that is consistent with DBU's Christian message and the Department of Art mission statement. It is essential to continuously prepare the portfolio with samples of the best work to show potential clients, art directors, agencies, and any person interested in your work.

**Critiques and Exhibits.** Critique sessions throughout the course of study will enable the student to share work with other class members and participate in discussion regarding artwork. Constructive criticism and positive, helpful observations will be shared with one another. Selected work should be completed, neatly presented, and prepared for exhibition. Three-dimensional work should be prepared for exhibit with an appropriate base support.

**Internship in Art.** This is designed to give the student actual field experiences in art. Through the professional cooperation of area art agencies, museums, galleries, studios, and schools, the student will report to a place of employment for a minimum of 90 hours per semester over a 15-week period. This opportunity gives the student a transitional experience between academics and the reality of the work environment in the specialized areas of art in which he/she is considering for a career.

**Senior Solo Exhibition.** Each graduating senior is required to present a Senior Show of original artwork, digital portfolio, and an Artist Talk. It should exemplify the best efforts in excellence in every aspect. All art should be carefully selected, prepared, and presented. The work presented may be from any phase of your life as long as it is original. One artwork is to be given to the Art Department for the permanent collection.

**Art Scholarships.** Art scholarships require the application form, letters of recommendation, portfolio review, and interview. They are based on art demonstration, future potential, commitment to the Department of Art, and need.

# Art

## A. BASIC CORE

The Basic Core of the Art Major is fulfilled by completing 24 hours: Design I, Design II, Drawing I, Drawing II, Art History Survey I, Art History Survey II, The Arts and the Creative Process, and completing the Senior Seminar in Art. The Senior Exhibition and Portfolio Presentation are required for graduation. Check the DBU catalog that you entered the University under for class and graduating requirements

### Basic Art Core (24 hours)

Design I (ART 1301) and Design II (ART 1302)  
Drawing I (ART 1303) and Drawing II (ART 2303)  
Art History Survey I (ART 2319) and Art History Survey II (ART 2320)  
Senior Capstone in Art (ART 4385) **(S-L)**  
Arts and the Creative Process (ART 4380)

## B. ART MAJOR CONCENTRATION

The major area of art concentration requires 15 semester hours. Students are encouraged to determine the art degree emphasis from: Advertising and Visual Communication, Art History/Museum Studies, Drawing and Painting, Photography, or Studio Art. Art Majors have a basic art core of 24 semester hours and can choose between a BA or BS degree. In addition, the art degree must contain six upper level art electives. At least 21 of the total 45 art hours must be upper level.

### Advertising and Visual Communication Concentration:

ART/COMA 2317, 3319, 3321, 3322, 4321  
Recommended Electives: ART/COMA 3316 , 3318

### Art History/Museum Studies Concentration:

ART 4301 **(S-L)**, 4304, 4306, 4319, 4320  
Recommended Electives: ART 4353 and COMA 3307

### Painting and Drawing Concentration:

ART 2310, 3303, 3310, 4309, and 4303 or 4310  
Recommended Electives: ART 2314, 4304

### Photography Concentration:

ART 2314, 2317, 3314, 3316, 4317  
Recommended Electives: ART 2318 **(S-L)**, 3318

### Studio Art Concentration:

15 hours composed of six lower-level and nine upper-level semester hours in art.

## C. ART ELECTIVES

Six additional semester hours of upper level art electives are required to fulfill degree requirements. These upper level art electives should represent and strengthen the art degree concentration.

## D. ELECTIVES

Sufficient electives are required to complete 126-credit-hour minimum for the bachelor's degree, including 42 upper-level semester hours. Art courses, a concentrated minor in another course of study, or other university courses may be selected.

**(S-L)** = Course(s) with field-based service-learning component.

## Course Requirements for a Bachelor's Degree in Art

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Art Major Basic Core</b> ART 1301 Design I ART 1302 Design II ART 1303 Drawing I ART 2303 Drawing II ART 2319 Art History Survey I ART 2320 Art History Survey II ART 4380 The Arts and the Creative Process ART 4385 Senior Capstone in Art	24	24
<b>Art Concentration</b>	15	15
<p><b>15 semester hours from one of the following concentrations:</b></p> <p><b>Advertising and Visual Communication Concentration:</b> ART/COMA 2317, 3319, 3321, 3322, 4321</p> <p><b>Recommended Electives:</b> ART/COMA 3316, 3318</p> <p><b>Art History/Museum Studies Concentration:</b> ART 4301, 4304, 4306, 4319, 4320 Recommended Electives: ART 4353 and COMA 3307</p> <p><b>Painting and Drawing Concentration:</b> ART 2310, 3303, 3310, 4309, and 4303 or 4310 <b>Recommended Electives:</b> ART 2314, 4304</p>		

**Photography Concentration:**  
 ART 2314, 2317, 3314, 3316, 4317  
**Recommended Electives:** ART 2318 (S-L), 3318

**Studio Art Concentration:**  
 15 hours composed of six lower-level and nine upper-level semester hours in art.

<b>Art Upper Level Electives</b>	<b>6</b>	<b>6</b>
6 additional upper level semester hours.		
<b>Electives</b>	<b>14-33</b>	<b>20-30</b>
Sufficient electives are required to complete 126-credit-hour minimum for a bachelor's degree, including 42 upper-level semester hours. Art courses, a concentrated minor in another course of study, or other university courses may be selected.		
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>126</b>	<b>126</b>

**Art Minor** *No senior exhibition required*

ART 1301 Design I

**or**

ART 1302 Design II

ART 1303 Drawing I

Art Electives (9 hours must be upper-level)

TOTAL: 18 hours

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.



## Communication

The communication major is designed to enable the student to develop the skills necessary for effective communication in a technological world, including the following:

B.A./B.S. in Communication: Broadcast/Digital Media  
B.A./B.S. in Communication: Communication Theory  
B.A./B.S. in Communication: Graphic Design

### Speech Teacher Certification

B.A./B.S. in Speech Grades 7-12 Teacher Certification (Communication Studies academic major)

Students interested in studies to teach speech in grades 7-12 should check the speech teacher certification program listed in the Dorothy M. Bush College of Education section of this catalog. For specific questions regarding the Communication Studies major, students may contact the Department of Communication.

### Educational Goals

To enable students to:

- Gain a sound background in the major areas of communication theory, broadcast/digital media, and graphic design.
- Develop a variety of skills upon which to build professionally.
- Gain practical experience and proficiencies in several areas of the communication field.

### Ministry Goals

To enable students to:

- Be prepared to serve as servant leaders and communication specialists in the church.
- Be prepared to serve effectively as servant leaders and communicate the "good news" of Christ.

### Spiritual Goals

To enable students to:

- Develop ways to accomplish creative communication with God and with others.
- Understand self as a communicating, relational creation.

# Communication: Broadcast/Digital Media

## Course Requirements for a Bachelor's Degree in Communication: Broadcast/Digital Media

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Art</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> <ul style="list-style-type: none"> <li>• POLS 2301 American National Government required for all students.</li> <li>• Any 3 lower level hours selected from ECON, PHIL, POLS, PSYC; or SOCI</li> </ul>	6	6
<b>Total General Studies Hours</b>	<b>51-70</b>	<b>54-64</b>
<b>Broadcast/Digital Media Communication Major:</b>	<b>51</b>	<b>51</b>
<b>Complete the following 15 courses for 45 semester hours:</b>		
COMA 1302	Fundamentals of Speech Communication	
COMA 2302	Voice and Articulation	
COMA 2304	Introduction to Broadcast/Digital Media	
COMA 2305	Interpersonal Communication	
COMA 2317	Advertising and Visual Communication I	
COMA 3304	Writing Across Media	
COMA 3307	Film and Electronic Cinematography	
COMA 3319	Visual Communications	
COMA 3340	Video Production	
COMA 4300	Portfolio Research	
COMA 4303	Video Editing (S-L)	
COMA 4308	Audio Production	
COMA 4309	Radio Formats	
COMA 4310	Internship in Communication	
COMA 4340	Broadcast/Digital Media Practicum	
<b>And complete two allied courses for 6 semester hours:</b>		
MRKT 3301	Principles of Marketing	
PSYC 4330	Social Psychology	

<b>Electives</b>	Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours. A minor is recommended.	<b>24-5</b>	<b>21-11</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>		<b>126</b>	<b>126</b>

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

**Minor in Communication**

A minor in Communication will consist of at least 18 hours of coursework in the department, including 9 hours of upper-level courses. The student must complete COMA 1302. The general communication theory achieved in this minor will supplement many professional programs in other departments as the student builds competency in general communication.

# Communication: Communication Theory

## Course Requirements for a Bachelor's Degree in Communication: Communication Theory

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Art</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> <ul style="list-style-type: none"> <li>• POLS 2301 American National Government required for all students.</li> <li>• Any 3 lower level hours selected from ECON, PHIL, POLS, PSYC; or SOCI</li> </ul>	6	6
<b>Total General Studies Hours</b>	<b>51-70</b>	<b>54-64</b>
<b>Communication Theory Major:</b>	<b>36</b>	<b>36</b>
<b>Complete the following 10 courses for 30 semester hours:</b>		
COMA 1302 Fundamentals of Speech Communication		
COMA 2302 Voice and Articulation		
COMA 2305 Interpersonal Communication		
COMA 3301 Nonverbal Communication		
COMA 3302 Public Forum Debate		
COMA 3303 Small Group Communication		
COMA 3308 Persuasive Communication		
COMA 4319 Communication Styles: Key to Business Success		
COMA 4322 Leadership in Communication (S-L)		
COMA 4323 Communication Theory		
<b>Specialization Electives:</b>		
Complete an additional 6 hours of courses in Communication, including at least 3 hours of upper-level courses with approval of advisor.		
COMA 2261 Opera Workshop		
COMA 2304 Introduction to Broadcast/Digital Media		
COMA 2314 Photography I		
COMA 2317 Advertising and Visual Communications I		
COMA 2318 Basic Digital Design (S-L)		
COMA 2371 Theater Practicum		
COMA 3304 Writing Across Media		
COMA 3314 Photography II		

**Specialization Electives (continued):**

COMA 3316	Media Graphics
COMA 3318	Web Design
COMA 3319	Visual Communications
COMA 3321	Graphic Design I
COMA 3322	Graphic Design II
COMA 4301	Readers Theater
COMA 4302	Introduction to Linguistics
COMA 4310	Internship in Communication
COMA 4315	Political Communication
COMA 4318	History of Graphic Design
COMA 4320	Technology in Communication
COMA 4321	Advertising Design
COMA 4330	Special Topics in Communication
ENGL 3305	Advanced Written Communication <b>(S-L)</b>
ENGL 3307	Creative Christian Writing
MRKT 3303	Promotional Strategies

**Electives**

Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours. A minor is recommended.

**20-39****26-36****TOTAL CREDIT HOURS REQUIRED****126****126****Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**Minor in Communication**

A minor in Communication will consist of at least 18 hours of coursework in the department, including 9 hours of upper-level courses. The student must complete COMA 1302. The general communication theory achieved in this minor will supplement many professional programs in other departments as the student builds competency in general communication.

**Speech Teacher Certification**

B.A./B.S. in Speech Grades 7-12 Teacher Certification (Communication Studies academic major)

Students interested in studies to teach speech in grades 7-12 should check the speech teacher certification program listed in the Dorothy M. Bush College of Education section of this catalog. For specific questions regarding the Communication Studies major, students may contact the Department of Communication.

**(S-L)** = Course(s) with field-based service-learning component.

# Communication: Graphic Design

## Course Requirements for a Bachelor's Degree in Communication: Graphic Design

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Art</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> <ul style="list-style-type: none"> <li>• POLS 2301 American National Government required for all students.</li> <li>• Any 3 lower level hours selected from ECON, PHIL, POLS, PSYC; or SOCI</li> </ul>	6	6
<b>Total General Studies Hours</b>	<b>51-70</b>	<b>54-64</b>
<b>Graphic Design Major:</b>	<b>51-70</b>	<b>54-64</b>
<b>A major in Communication with a concentration in Graphic Design</b>		
<b>Complete the following 17 courses for 48 semester hours:</b>	<b>48</b>	<b>48</b>
ART 1301	Design I	
ART 1303	Drawing I	
COMA 1302	Fundamentals of Speech Communication	
COMA 2050	Sophomore Portfolio Review	
COMA 2301	Introduction to Journalism	
COMA 2305	Interpersonal Communications	
COMA 2314	Photography I	
COMA 3301	Nonverbal Communication	
COMA 3316	Media Graphics	
COMA 3318	Web Design	
COMA 3319	Visual Communications	
COMA 3321	Graphic Design I	
COMA 3322	Graphic Design II	
COMA 4300	Portfolio Research	
COMA 4310	Internship in Communication	
COMA 4318	History of Graphic Design	
COMA 4321	Advertising Design (S-L)	

	<b>B.A.</b>	<b>B.S.</b>
Complete two of the following allied courses for 6 hours:	<b>6</b>	<b>6</b>
ENGL 3305    Advanced Written Communication <b>(S-L)</b>		
MRKT 3301    Principles of Marketing		
PSYC 4330    Social Psychology (Prerequisite: PSYC or SOCI 1301)		
SOCI 4301    Multicultural Perspectives (Prerequisite: PSYC or SOCI 1301)		
<b>Specialization Electives:</b>		
Complete at least 3 additional upper-level hours of courses in Communication:	<b>3</b>	<b>3</b>
COMA 3302    Public Forum Debate		
COMA 3303    Small Group Communication		
COMA 3308    Persuasive Communication		
COMA 3314    Photography II		
COMA 3317    Advertising and Visual Communication II		
COMA 4301    Readers Theater		
COMA 4305    Communication through Hymnology		
COMA 4319    Communication Styles: A Key to Business Success		
COMA 4320    Technology in Communication		
COMA 4322    Leadership Communication <b>(S-L)</b>		
COMA 4323    Communication Theory		
COMA 4330    Special Topics in Communication		
COMA 4380    The Arts and the Creative Process		
ENGL 3307    Creative Christian Writing		
MRKT 3303    Promotional Strategies		
<b>Electives</b>	<b>0-18</b>	<b>5-15</b>
Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours. A minor is recommended.		
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>127</b>	<b>126</b>

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**Minor in Communication**

A minor in Communication will consist of at least 18 hours of coursework in the department, including 9 hours of upper-level courses. The student must complete COMA 1302. The general communication theory achieved in this minor will supplement many professional programs in other departments as the student builds competency in general communication.

**(S-L)** = Course(s) with field-based service-learning component.

# Department of Music

## Department of Music Mission Statement

The central mission of the Department of Music is to educate students in order that they might engage the global society and industry through transformational musical performance, scholarship, and service so they might be servant leaders in their chosen professions. In addition, musical offerings including ensemble, faculty, guest, and student performances enhance the total university liberal arts experience and give opportunity for creative fulfillment.

A thorough understanding of music theory, history and literature is required of the student majoring in music, and a high priority is given to general musicianship and the development of the highest level of artistic achievement within the student's chosen area of applied music. All courses and degree plans are designed to satisfy the requirements for music accrediting agencies.

The Department of Music is accredited with the National Association of Schools of Music (NASM). In 1998, the Department of Music was given a commendation by the Southern Association of Colleges and Schools (SACS). Degree programs leading to state certification in music education (choral) conform to the requirements of the State Board for Educator Certification (SBEC).

The music program is an integral part of Dallas Baptist University. Students enrolled in regular coursework are governed by the same rules and regulations for attendance, discipline, and examination as those who apply to the institution as a whole.

## Educational Goals

To enable students to:

- Gain an overall knowledge of music theory, forms, and structure.
- Develop a workable knowledge of the history of Western music and cultivate an awareness of the influence of music upon culture.
- Cultivate an awareness of non-Western indigenous music.
- Present public performances at the highest artistic level possible.
- Possess proficient keyboard, conducting, critical thinking, and improvisational skills.
- Be prepared to earn a living in a chosen field of music.

## Ministry Goals

To enable students to:

- Understand that music is a gift from God the Creator and is an art form that helps to make us fully human.
- Utilize music as a vehicle of worship.
- Recognize music as a tool for worship, evangelism, edification, training, and recreation in order to meet the spiritual, intellectual, and physical needs of the students.

## Entrance Requirements in Music

All incoming freshman and transfer music students must formally audition for admission into the Department of Music. Audition dates are posted on the DBU Department of Music website ([www.dbu.edu/fine\\_arts/event\\_calendar.html](http://www.dbu.edu/fine_arts/event_calendar.html)). Prospective music students should call the College of Fine Arts Office at 214-333-5316 to secure an audition time. Upon request, printed materials outlining the acceptance process are available to help each student prepare for the audition. This audition will also serve as a scholarship audition for the student seeking financial aid. The student will be notified in writing of his/her acceptance into the Department of Music, which will be contingent upon acceptance to the University.

## Music Theory Placement Exam (M.T.P.E.)

All entering freshman music majors/minors, transfer students, and students pursuing the BBA in Music Business **must** take an examination called the Music Theory Placement Exam (M.T.P.E.) before registering for theory, aural skills, piano, and private music lessons. The M.T.P.E. will be administered as part of the admission audition. The test is used by the faculty to determine the course of study most conducive to the student's present level of understanding. Any student who does not pass the basic written, ear-training, and sight-singing skills included in the placement exam will be required to enroll in MUSI 1300 (Fundamentals of Music). No freshman will be permitted to enroll in any music theory course other than MUSI 1300 until having completed this exam. The student who passes the placement exam will be allowed to enroll in Theory I (MUSI 1311), Introduction to Aural Skills (MUSI 1100), and Aural Skills I (MUSI 1111). Transfer students who are not able to pass the M.T.P.E. may be required to take appropriate remedial theory courses.

## Piano Placement Tests

All entering freshman and transfer music majors and minors must meet with the Program Director of the keyboard division to determine the appropriate piano level assignment. Results of the Music Theory Placement Exam will be considered in addition to a final piano placement decision.

All non-keyboard music majors must fulfill piano proficiency requirements as designated in their specific degree plans. These levels are based on cumulative skills development which should be completed prior to the junior year. *Students must continue to enroll for applied piano instruction until this requirement is met.*

## Applied Music and Achievement Tests

At the end of four semesters of study, each student majoring in music will be advised as to their progress through a faculty sophomore review. All music students taking applied music for course credit must take an achievement test (Jury Examination) at the conclusion of each semester of study. **Vocal Performance and Piano Performance majors and concentrations** must pass a



division barrier examination at the conclusion of the sophomore year of study. The student may not advance to junior-level applied study without successfully completing this examination.

All music majors must pass a **piano proficiency examination** appropriate to the specific degree requirements. The student must continue to enroll in applied piano each semester until the proficiency requirements are met. A description of the level of achievement required is available to the student in the *Department of Music Handbook* or in the College of Fine Arts Office. The student pursuing the Bachelor of Music Education (BME) degree in Music Education (Choral) with Teacher Certification must successfully pass the piano proficiency examination **before** the student-teaching semester. All other music majors must pass the piano proficiency examination prior to the semester of graduation.

<b>MUSI 2023A:</b>	<b>Piano Proficiency Level III</b>
<b>MUSI 2023B:</b>	<b>Piano Proficiency Level IV</b>
<b>MUSI 2023C:</b>	<b>Sophomore Barrier for Piano Majors/Concentrations</b>
<b>MUSI 3023:</b>	<b>Piano Proficiency Level V</b>

<u>Degree Offered</u>	<u>Piano Proficiency Needed</u>
BA/BS in:	
Music	MUSI 2023A or 2023B or 3023
Music Business	
Music Business	
(Live Performance)	MUSI 2023A
(Worship Leadership)	MUSI 2023A
(Recording)	MUSI 1118
(Songwriting)	MUSI 1118
BM in:	
Vocal Performance	MUSI 2023B or 3023
Church Music (Vocal)	MUSI 2023B or 3023
Church Music (Piano)	MUSI 2023C <i>and</i> 3023
Piano Performance	MUSI 2023C <i>and</i> 3023
BME in:	
Music Education Certification (Choral)	MUSI 2023B or 3023

All music majors' academic progress will be monitored through the Sophomore Review at the conclusion of four semesters of study. The faculty will make recommendations and suggestions regarding the student's progress and future as a music major.

#### **Transfer Credit in Music**

Credit in music courses earned at accredited institutions is accepted for transfer, subject to the following provision:

- The minimum grade accepted for transfer is 2.0.
- Credit in applied music toward a major in performance is accepted only after a performance test to determine the actual accomplishment of the student in technique and repertoire is taken.
- Credit for Aural Skills (MUSI 1111, 1112, 2111, 2112), and Music Theory (MUSI 1311, 1312, 2311, 2312), Introduction to Music Literature and Fine Arts (MUSI 2305), and Music History and Literature (MUSI 3204, 3205, 3206) will be transferred only if each course has been completed with a minimum grade of 2.0. A placement test will be given to determine the DBU course(s) for which the student is prepared (e.g., a student wishing to transfer freshman theory will take a test to determine his/her readiness for sophomore theory).

#### **Recitals and Seminar/Performance Lab**

All music majors are required to have credit for eight (8) semesters of Seminar/Performance Lab (MUSI 1000 **(S-L)**/1001) in order to be certified for graduation; seven (7) semesters are required of the music education students due to the student-teaching semester. This course requires all music majors to attend 75% of all faculty, student, and guest designated recitals during each semester. All students taking applied music courses should expect to perform in Seminar/Performance Lab. Performance majors and students concentrating in voice, piano, and guitar are required to perform at least once during the course of each semester of study.

Individual recitals are required of all music majors in varying degrees of involvement. Performance majors in Voice or Piano are required to present a half-hour Junior Recital and a full-hour Senior Recital. Students majoring in Music Education with Teacher Certification (Choral) or Church Music are required to present a half-hour recital in the area of applied concentration. Students must be enrolled for a minimum of one semester hour of applied instruction in their performance area during the semester in which the recital is presented.

Theory/Composition majors are required to present a thirty-to forty-five minute recital during the senior year. The recital will consist of original compositions and arrangements by the student for a variety of voicings or instruments. The prerequisites for this recital are completion of MUSI 4240.

### **Applied Music**

Private lessons are offered in voice, piano, composition, organ, guitar, and brass instruments. One (1) semester hour is given for one half-hour of private instruction each week. Two (2) semester hours are given for one hour of private instruction each week.

### **Music Ensembles**

Creative involvement in musical ensembles is available to all qualified students. Any student who meets audition requirements may participate in a musical organization. Music majors must enroll in at least one major ensemble appropriate to their applied music concentration and/or area of teaching certification every semester until graduation, regardless of the number of ensemble credits accumulated. Students in music education must follow this policy with the exception of the student-teaching semester. Performing ensembles include the **University Concert Chorale, DBU Grand Chorus, Legacy, University Ringers, Music Theater Practicum, and Opera Theater.**

### **Music Scholarships**

In addition to the financial aid programs administered by the University, numerous music scholarships are available. Qualifications are established primarily on the basis of performing ability and academic record and are awarded by audition or competition. Scholarships are awarded for one academic year. Renewal is not automatic and is subject to the regulations stated in the music scholarship agreement signed by the student. For further information regarding music entrance/ scholarship auditions please contact the College of Fine Arts office 214-333-5316, or see the DBU Department of Music website. ([www.dbu.edu/fine\\_arts/event\\_calendar.asp](http://www.dbu.edu/fine_arts/event_calendar.asp))

## EC-12 Music Education (Choral)

### Course Requirements for a Bachelor of Music Education Degree with EC-12 Music Education Teacher Certification (Choral)

#### I. GENERAL STUDIES REQUIREMENTS

	B.M.E.
<b>Computer Science</b> COSC 1301	3
<b>Developing A Christian Mind</b> DCM 2301	3
<b>English</b> ENGL 1301, 1302, and 2302	9
<b>Fine Arts</b> MUSI 2305	3
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1
<b>History</b> HIST 1301 and 1302	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2
<b>Mathematics</b> MATH 1303 (College Algebra) or equivalent [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3
<b>Natural Science</b> Lab Science 1000 or 2000 Level only	4
<b>Religion</b> RELI 1301, RELI 1302 and RELI/MUSI 4342.	9
<b>Social Science</b> POLS 2301 American National Government required for all students.	3

**Total General Studies 43-46**

<b>II. PROFESSIONAL RESPONSIBILITY (Through College of Education)</b>		<b>27</b>
EDUC 3302	Development of Infants, Children, and Adolescents	3
EDUC 3312	Educational Foundations	3
EDUC 4021	EC-12 Pedagogy and Professional Responsibilities Seminar	0
EDUC 4312	Teaching Special Populations <b>(S-L)</b>	3
EDUC 4313	Discipline and Classroom Management <b>(S-L)</b>	3
EDUC 4314	Best Practices in Teaching	3
EDUC 4608	Student Teaching	3
READ 4331	Reading in the Content Area	3
TECH 4320	Instructional Technology	3

**Total Professional Responsibility Courses 27**

<b>III. ACADEMIC MAJOR</b>		<b>47</b>
<b>Music Core Requirements</b>		
MUSI 1311	Music Theory I	3
MUSI 1312	Music Theory II	3
MUSI 2311	Music Theory III	3
MUSI 2312	Music Theory IV	3
MUSI 1111	Aural Skills I	1
MUSI 1112	Aural Skills II	1
MUSI 2111	Aural Skills III	1
MUSI 2112	Aural Skills IV	1
MUSI 3201	Analysis of Musical Structure	2
MUSI 4201	Orchestration	2
MUSI 3204	Music History and Literature I	2
MUSI 3205	Music History and Literature II	2
MUSI 3206	Music History and Literature III	2
MUSI 4089	Senior Recital for Music Education	0

<b>Music Education</b>		
MUSI 1201	Foundations of Music Education	2
MUSI 1206	Diction	2
MUSI 4211	Vocal Pedagogy	2
MUSI 4301	Instrumental Methods	3
MUSI 3207	Basic Conducting	2
MUSI 3208	Advanced Choral Conducting	2
MUSI 3311	Elementary Music Methods	3
MUSI 3312	Secondary Music Methods	3
MUSI 4010	Teacher Certification Seminar – All-Level Music (S-L)	0
MUSI 4204	Choral Arranging	2
<b>Total Academic Major Courses</b>		<b>47</b>
<b>APPLIED MUSIC CONCENTRATION (MUSI 1210-4210)</b>		<b>10</b>
6 semester hours must be upper level. Voice concentrations must complete AP Level IV. Piano concentrations must complete Piano Levels V-VIII.		
<b>APPLIED SECONDARY (MUSI 1120-2123)</b>		<b>4</b>
Piano proficiency level IV must be passed prior to the student-teaching semester. One credit hour of applied secondary credit is given for successful completion of Class Piano I or II (MUSI 1117 or MUSI 1118). Students who choose piano as the applied concentration must have voice as the secondary area of applied study.		
<b>MUSIC ENSEMBLES</b>		<b>7</b>
All music majors must enroll in a major ensemble appropriate to their applied concentration every semester until graduation, except for the student teaching semester. Ensemble experience will include seven semesters in the Grand Chorus.		
<b>Total Applied Music/Ensembles</b>		<b>21</b>
<b>PERFORMANCE LAB</b>		<b>0</b>
7 semesters (noncredit-hour requirement) MUSI 1000 (S-L)/1001		
<b>Total Music</b>		<b>68</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>		<b>138-141</b>

**NOTE:** Students seeking a B.M.E., Bachelor of Music Education degree with EC-12 Music Education Teacher Certification (Choral), may refer to the College of Education section of this catalog for additional information.

**Minimum GPA Required for Graduation from Dallas Baptist University**  
DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Church Music

## Course Requirements for a Bachelor of Music Degree in Church Music

	<b>B.M.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302 and 2301 or 2302	<b>9</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301, 1303, 1307, or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, RELI 1302, and RELI/MUSI 4342.	<b>9</b>
<b>Social Science</b> POLS 2301 American National Government required for all students.	<b>3</b>
<b>Speech</b> COMA 1302	<b>3</b>
<b>Total General Studies</b>	<b>42-47</b>
<b>Church Music Major: Required Music Courses:</b>	<b>60</b>
MUSI 1111 Aural Skills I	
MUSI 1112 Aural Skills II	
MUSI 1206 Diction I	
MUSI 1207 Diction II	
MUSI 1311 Music Theory I	
MUSI 1312 Music Theory II	
MUSI 2111 Aural Skills III	
MUSI 2112 Aural Skills IV	
MUSI 2305 Introduction to Music Literature and Fine Arts	
MUSI 2307 Introduction to Church Music/Worship	
MUSI 2311 Music Theory III	
MUSI 2312 Music Theory IV	
MUSI 3201 Analysis of Musical Structure	
MUSI 3204 Music History and Literature I	
MUSI 3205 Music History and Literature II	
MUSI 3206 Music History and Literature III	
MUSI 3207 Basic Conducting	
MUSI 3208 Advanced Choral Conducting	
MUSI 3311 Elementary Music Methods	
MUSI 3312 Secondary Music Methods	
MUSI 4189 Senior Recital	
MUSI 4201 Orchestration	
MUSI 4214 Choral Literature and Advanced Choral Techniques	
MUSI 4211 Vocal Pedagogy	
<b>or</b>	
MUSI 4215 Organ Pedagogy	
<b>or</b>	
MUSI 4217 Piano Pedagogy	

Continued:	
MUSI 4305	Congregational Song
MUSI 4306	Church Music/Worship Administration
MUSI 4308	Internship in Church Music <b>(S-L)</b>
<b>Applied Concentration</b>	<b>14</b>
6 semester hours must be upper level. Voice concentrations must complete AP Level IV. Piano concentrations must complete Piano Levels V-VIII.	
<b>Applied Secondary</b>	<b>4-5</b>
4-5 semester hours in a secondary applied music field, 1 credit hour of which must be applied organ. All church music majors must pass the Piano Proficiency Exam, Level IV. One credit hour of applied secondary credit is given for successful completion of Class Piano I or II (MUSI 1117 or MUSI 1118).	
<b>Music Ensembles</b>	<b>8-10</b>
All music majors must enroll in a major ensemble appropriate to their applied concentration every semester until graduation. Church music majors must also be in the University Ringers for at least two semesters.	
<b>Seminar/Performance Lab</b>	<b>8 sem.</b>
8 semesters (noncredit-hour requirement) MUSI 1000 <b>(S-L)</b> /1001	
<b>Total Church Music Requirements</b>	
	<b>86-89</b>
<b>Electives</b>	<b>0-2</b>
Sufficient to complete all the minimum requirements for a bachelor's degree, including 42 upper-level semester hours	
<b>TOTAL CREDIT HOURS REQUIRED</b>	
	<b>126-134</b>

**Minimum GPA Required for Graduation from Dallas Baptist University**  
 DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Music

## Course Requirements for Bachelor of Arts/Science Degree with a Music Major

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> B.A. ENGL 1301, 1302, 2301, and 2302 B.S. ENGL 1301, 1302, 2301, or 2302	12	9
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of: Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15-16
<b>Religion</b> RELI 1301, RELI 1302, and RELI/MUSI 4342.	9	9
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Speech</b> COMA 1302	3	3
<b>Total General Studies</b>	<b>54-67</b>	<b>57-62</b>
<b>Music Major:</b>		
<b>Required Music Courses</b>	<b>27</b>	<b>27</b>
MUSI 1111 Aural Skills I		
MUSI 1112 Aural Skills II		
MUSI 1311 Music Theory I		
MUSI 1312 Music Theory II		
MUSI 2111 Aural Skills III		
MUSI 2112 Aural Skills IV		
MUSI 2305 Introduction to Music Literature and Fine Arts		
MUSI 2311 Music Theory III		
MUSI 2312 Music Theory IV		
MUSI 3204 Music History and Literature I		
MUSI 3205 Music History and Literature II		
MUSI 3206 Music History and Literature III		
MUSI 3207 Basic Conducting		
<b>Applied Area</b> Voice, Piano, Organ, and Guitar; students must pass Piano Level III. One credit hour of applied secondary credit is given for successful completion of Class Piano I or II (MUSI 1117 or MUSI 1118).	<b>8</b>	<b>8</b>

<b>Music Electives</b> 6 semester hours from MUSI 1206, 2307, 3201, 3208, 3311, 3312, 4201, 4305, 4306	<b>6</b>	<b>6</b>
<b>Music Ensembles</b> (Must be in Grand Chorus eight semesters)	<b>8</b>	<b>8</b>
<b>Seminar/Performance Lab</b> 8 semesters (noncredit-hour requirement) MUSI 1000 (S-L)/1001	<b>8 sem.</b>	<b>8 sem.</b>
<b>Total Music Core Requirements</b>	<b>49</b>	<b>49</b>
<b>Electives</b> Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours	<b>10-26</b>	<b>15-23</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>126</b>	<b>126</b>

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

### Minor in Music\*

Course Requirements for a Minor in Music\*

<b>A. Theory I and II</b>	<b>6 hours</b>
<b>Aural Skills I and II</b>	<b>2 hours</b>
<b>B. Applied Field</b>	<b>4 hours</b>
Piano Level II or MUSI 1118 must be completed.	
<b>C. Music History and Literature</b>	<b>3 hours</b>
(Introduction to Music and the Fine Arts MUSI 2305)	
<b>D. Music Electives</b>	<b>6 hours</b>
<b>E. Music Ensembles</b>	<b>4 hours</b>
<b>Total</b>	<b>25 hours</b>

\*No recital required.

#### Suggested Electives:

MUSI 1206	Diction I
MUSI 3207	Basic Conducting
MUSI 3311	Elementary Music Methods
MUSI 3312	Secondary Music Methods
MUSI 2307	Introduction to Church Music/Worship
MUSI 4305	Congregational Song
MUSI 4306	Church Music/Worship Administration

(S-L) = Course(s) with field-based service-learning component.



# Piano Performance

## Course Requirements for a Bachelor of Music Degree in Piano Performance

	<b>B.M.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Foreign Language</b> German or French (1000 level)	<b>8</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, RELI 1302, and RELI/MUSI 4342.	<b>9</b>
<b>Social Science</b> POLS 2301 American National Government required for all students.	<b>3</b>
<b>Speech</b> COMA 1302	<b>3</b>
<b>Total General Studies</b>	<b>50-55</b>
<b>Music Major:</b>	<b>47</b>
<b>Required Music Courses</b>	
MUSI 1111 Aural Skills I	
MUSI 1112 Aural Skills II	
MUSI 1206 Diction I	
MUSI 1311 Music Theory I	
MUSI 1312 Music Theory II	
MUSI 2111 Aural Skills III	
MUSI 2112 Aural Skills IV	
MUSI 2305 Introduction to Music Literature and Fine Arts	
MUSI 2311 Music Theory III	
MUSI 2312 Music Theory IV	
MUSI 3189 Junior Recital	
MUSI 3201 Analysis of Musical Structure	
MUSI 3204 Music History and Literature I	
MUSI 3205 Music History and Literature II	
MUSI 3206 Music History and Literature III	
MUSI 3207 Basic Conducting	
MUSI 3208 Advanced Choral Conducting	
MUSI 3215 Accompanying Skills	
MUSI 4189 Senior Recital	
MUSI 4201 Orchestration	
MUSI 4203 Eighteenth-Century Counterpoint	
MUSI 4217 Piano Pedagogy	
MUSI 4218 Piano Literature I: Renaissance through the Classical Period	
MUSI 4228 Piano Literature II: Romantic through the Present	

<b>Applied Piano</b>	<b>20</b>
12 semester hours must be upper level. Piano Levels V-IX must be completed.	
<b>Applied Secondary</b>	<b>4</b>
Must include one semester hour of applied organ.	
<b>Music Ensembles</b>	<b>8</b>
All music majors must enroll in a major ensemble appropriate to their applied concentration every semester until graduation. Ensemble experience will include four semesters in a choral ensemble with one semester of Piano Ensemble and three semesters of Accompanying Practicum.	
<b>Seminar/Performance Lab</b>	<b>8 sem.</b>
8 semesters (noncredit-hour requirement) MUSI 1000 (S-L)1001	
<b>Total Music Core Requirement</b>	<b>79</b>
<b>Electives</b>	<b>0</b>
Sufficient to complete all the minimum requirements for a bachelor's degree, including 42 upper-level semester hours	
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>129-134</b>

**Minimum GPA Required for Graduation from Dallas Baptist University**  
 DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Theory

## Course Requirements for a Bachelor of Music Degree in Theory

	<b>B.M.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301 and 1302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, RELI 1302, and RELI/MUSI 4342.	<b>9</b>
<b>Social Science</b> POLS 2301 American National Government required for all students.	<b>3</b>
<b>Speech</b> COMA 1302	<b>3</b>
<b>Total General Studies</b>	<b>42-47</b>
<b>Music Major:</b>	
<b>Required Music Courses:</b>	<b>44</b>
MUSI 1111 Aural Skills I	
MUSI 1112 Aural Skills II	
MUSI 1311 Theory I	
MUSI 1312 Theory II	
MUSI 2111 Aural Skills III	
MUSI 2112 Aural Skills IV	
MUSI 2305 Introduction to Music Literature and Fine Arts	
MUSI 2311 Theory III	
MUSI 2312 Theory IV	
MUSI 3201 Analysis of Musical Structure	
MUSI 3202 Advanced Analysis	
MUSI 3203 Keyboard Skills	
MUSI 3204 Music History and Literature I	
MUSI 3205 Music History and Literature II	
MUSI 3206 Music History and Literature III	
MUSI 3216 Jazz Theory	
MUSI 3217 Jazz Improvisation	
MUSI 3207 Basic Conducting	
MUSI 3208 Advanced Choral Conducting	
MUSI 4109 Senior Capstone Project	
MUSI 4201 Orchestration	
MUSI 4202 Sixteenth-Century Counterpoint	
MUSI 4203 Eighteenth-Century Counterpoint	
MUSI 4204 Choral Arranging	
MUSI 4205 Twentieth-Century Analytical Techniques	
MUSI 4208 Pedagogy of Music Theory	

MUSI 4214 Choral Literature and Advanced Choral Techniques	
<b>Applied Music</b>	<b>18</b>
Applied Piano (12 credit hours: 6 lower level, 6 upper level)	
Applied Composition (4 lower level)	
<b>Piano Proficiency</b>	
MUSI 2023A: Piano Proficiency Level III	
MUSI 2023B: Piano Proficiency Level IV	
<b>Grand Chorus</b>	<b>8</b>
MUSI 1135 and MUSI 1136 Grand Chorus	
MUSI 2135 and MUSI 2136 Grand Chorus	
MUSI 3135 and MUSI 3136 Grand Chorus	
MUSI 4135 and MUSI 4136 Grand Chorus	
<b>Performance Experience</b> (8 semesters)	
MUSI 1000 (S-L) Music Lab	
MUSI 1101 Music Lab	
<b>Total Music Core Requirement</b>	<b>78</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>122-126</b>

**Minimum GPA Required for Graduation from Dallas Baptist University**  
 DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Vocal Performance

## Course Requirements for a Bachelor of Music Degree in Vocal Performance

	<b>B.M.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Foreign Language</b> German or French (1000 level)	<b>8</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, RELI 1302, and RELI/MUSI 4342.	<b>9</b>
<b>Social Science</b> POLS 2301 American National Government required for all students.	<b>3</b>
<b>Speech</b> COMA 1302	<b>3</b>

**Total General Studies      50-55**

<b>Music Major:</b>	<b>47</b>
<b>Required Music Courses:</b>	
MUSI 1111      Aural Skills I	
MUSI 1112      Aural Skills II	
MUSI 1206      Diction I	
MUSI 1207      Diction II	
MUSI 1311      Music Theory I	
MUSI 1312      Music Theory II	
MUSI 2111      Aural Skills III	
MUSI 2112      Aural Skills IV	
MUSI 2305      Introduction to Music Literature and Fine Arts	
MUSI 2311      Music Theory III	
MUSI 2312      Music Theory IV	
MUSI 3189      Junior Recital	
MUSI 3201      Analysis of Musical Structure	
MUSI 3204      Music History and Literature I	
MUSI 3205      Music History and Literature II	
MUSI 3206      Music History and Literature III	
MUSI 3207      Basic Conducting	
MUSI 3208      Advanced Choral Conducting	
MUSI 4189      Senior Recital	
MUSI 4201      Orchestration	
MUSI 4203      Eighteenth-Century Counterpoint	
MUSI 4211      Vocal Pedagogy	
MUSI 4212      Vocal Literature and Performance Practice	
MUSI 4214      Choral Literature and Advanced Choral Techniques	

<b>Applied Voice</b>	20
12 semester hours must be upper level. AP Level IV must be completed.	
<b>Applied Piano</b>	4
Piano proficiency level IV must be completed. One credit hour of applied secondary credit is given for successful completion of Class Piano I or II (MUSI 1117 or MUSI 1118)	
<b>Music Ensembles</b>	8
All music majors must enroll in a major ensemble appropriate to their applied concentration every semester until graduation. Ensemble experience will include seven semesters in the Grand Chorus and at least one semester in the Opera Workshop.	
<b>Seminar/Performance Lab</b>	8 sem.
MUSI 1000 (S-L)/1001 (noncredit-hour requirement)	
<b>Total Music Core Requirement</b>	<b>79</b>
<b>Electives</b>	<b>0</b>
Sufficient to complete all the minimum requirements for a bachelor's degree including 42 upper-level semester hours.	
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>129-134</b>

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Music Business

## **The Business of Music . . .**

At first, “Music Business” seems like a contradiction of terms. But the truth is, the success of any professional musical venture—whether commercial or classical— involves business. And it also involves a lot of people, doing a lot of different things. A musical concert, for example, requires a promotion team, an agent, a manager and stage crew (including lights and sound) before the first note of music is played. Similarly, a single CD represents the work not only of the artist and supporting musicians, but also studio engineers, producers, technicians, visual and graphic artists, photographers, lawyers, marketing strategists, distributors, retailers – and the list goes on.

## **Great career potential . . .**

Yes, the commercial music industry offers an impressive diversity of career opportunities. And the Industry’s continuing expansion and increasing complexity has created the need for a new professional—one who understands not only music but also administration, accounting, marketing, entrepreneurship and law.

To prepare students looking for a career in today’s music business, the DBU College of Fine Arts and the College of Business have joined forces to create specialized degrees in music business at DBU. In addition to general studies requirements, each degree features studies in music, general business, and specific aspects of the music industry. A solid foundation for a successful career.

## **And that’s not all . . .**

The Dallas/Fort Worth Metroplex commands national attention in the entertainment business. In addition to both television production and state-of-the-art recording studios, booking agents, concert promoters, commercial production houses and major performance venues are located in the area. Because of DBU’s close proximity to the DFW music industry, our degrees in music business offer students the opportunity of actually working in the industry. During the senior year, music business majors may apply for an internship with a local business that matches their area of interest. It’s a distinct advantage.

For more information on the music business programs at DBU, contact Dr. Terry Fansler, director of music business studies at 214-333-5316.

# Music Business

## Course Requirements for Bachelor of Arts/Science Degree with a Major in Music Business

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, 2302	12	9
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of: Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15-16
<b>Religion</b> RELI 1301, RELI 1302, and RELI/MUSI 4342.	9	9
<b>Social Science</b> (1000 or 2000 level courses only) ECON 2301 POLS 2301 American National Government required for all students.	6	6
<b>Speech</b> COMA 1302	3	3
<b>Total General Studies Hours</b>	<b>54-66</b>	<b>57-61</b>
<b>Required Music Courses:</b>		
<b>Music Core</b>	<b>13</b>	<b>13</b>
MUSI 1111 Aural Skills I	1	1
MUSI 1112 Aural Skills II	1	1
MUSI 1311 Music Theory I	3	3
MUSI 1312 Music Theory II	3	3
MUSI 2305 Introduction to Music Literature and Fine Arts	3	3
MUSI 3207 Basic Conducting	2	2
MUSB 3301 History of Commercial Music	(3)	(3)
<b>Ensembles</b> * Note: Some career emphases require additional ensemble credits	<b>4*</b>	<b>4*</b>
<b>Seminar/Performance Lab</b> 8 semesters (noncredit-hour requirement)		
<b>Applied Music</b>	<b>6</b>	<b>6</b>
<b>Applied Secondary</b>	<b>2</b>	<b>2</b>
<b>Total Music</b>	<b>25</b>	<b>25</b>



<b>Business Courses</b>		<b>B.A.</b>	<b>B.S.</b>
ACCT 2301	Principles of Financial Accounting	3	3
ECON 2301	Principles of Macroeconomics <i>(to be taken as a Social Science under General Studies)</i>	(3)	(3)
MANA 3301	Principles of Management		
<b>or</b>			
MANA 4319	Communication Styles	3	3
MANA 3308	Business and Public Law	3	3
MRKT 3301	Principles of Marketing	3	3
<b>TOTAL Business</b>		<b>12</b>	<b>12</b>
<b>Music Business Courses</b>			
MUSB 2301	Introduction to the Music Business	3	3
MUSB 3301	History of Commercial Music	3	3
MUSB 3310	Inside the Recording Studio	3	3
MUSB 3311	Introduction to the Recording Studio	3	3
MUSB 3380	Copyright and Intellectual Property Law	3	3
MUSB 4301	Music Publishing	3	3
MUSB 4310	The Musician as Entrepreneur	3	3
<b>or</b>			
MUSB 4320	Launching an Entrepreneurial Venture in the Music Business	3	3
MUSB 4380	Seminar in Music	3	3
<b>or</b>			
MUSB 4385	Internship in the Music Industry I <b>(S-L)</b>	3	3
<b>Total Music Business</b>		<b>24</b>	<b>24</b>
<b>Career Emphasis <i>(Select one area of emphasis)</i></b>			
<b>Live Performance</b>			
	Ensembles (upper-level credit)	2 UL	2 UL
	Music Electives	3	3
	Music Business (upper-level credit)	6 UL	6 UL
	<b>Note:</b> Piano Level III required		
<b>Recording</b>			
	MUSI 2311 Theory III	3	3
	MUSB 3312 Advanced Recording Techniques	3	3
	MUSB 3213 Critical Listening	2	2
	MUSB 4375 Music Production Practicum	3	3
<b>Songwriting</b>			
	MUSI 2311 Theory III	3	3
	MUSB 3320 Introduction to Songwriting	3	3
	MUSB 3321 Advanced Songwriting Techniques	3	3
	MUSB 4275 Songwriting Practicum	2	2
<b>Worship Leadership</b>			
	Ensembles (upper level credit)	2 UL	2 UL
	MUSI 2307 Introduction to Church Music and Worship	3	3
	MUSI 4305 Congregational Song	3	3
<b>or</b>			
	MUSB 3320 Introduction to Songwriting	3	3
	MUSI 4306 Church Music/Worship Administration	3	3
	<b>Note:</b> Piano Level III required		
<b>Total Career Emphasis</b>		<b>11</b>	<b>11</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>		<b>138</b>	<b>133</b>

**Minimum 2.0 cumulative GPA required in the major field (business, music, music business), with a letter grade of "C-" or better in each course.**

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

## Minor in Music Business

A minor in Music Business combines a comprehensive examination of the commercial Music Industry and the basic elements of business to provide the student with integrated study in the continually expanding and complex field of Music Business.

The Music Business minor explores:

- the business practices, procedures, technologies and career opportunities within the commercial Music Industry
- the history of both Western music and Commercial (popular) music
- the development and inner workings of the recording industry
- the fundamental concepts and principles of economics, accounting and marketing
- the management of a successful freelance career in the music business

The Music Business minor is designed to complement and enhance a variety of academic majors and offers the student a field of study that is marketable, diverse, exciting and fun!

MUSI 1300 Fundamentals of Music\*\*

*or*

MUSI 1311 Music Theory I\*\*

MUSB 2301 Introduction to the Music Business

MUSB 3310 Inside the Recording Industry

MANA 3301 Principles of Management **(S-L)**

MRKT 3301 Principles of Marketing

\*\*Specific course to be determined by the Music Theory Placement Exam.

Note: In addition, General Studies course recommendations for a minor in Music Business should include:

**Social Science:** ECON 2301 Principles of Macroeconomics is required.

DBU also offers an Accelerated Bachelor's and Master's degree program (**BA/BS in Music Business/MBA**) for qualifying undergraduate students. For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

**(S-L)** = Course(s) with field-based service-learning component.

# College of Humanities and Social Sciences

Believing that the basis of a quality higher education in the liberal arts relies upon a solid foundation in the humanities and social sciences, the College of Humanities and Social Sciences offers courses that provide all university students, regardless of major, a broad foundation in the traditional liberal arts. Encompassing a variety of courses in a core curriculum of General Studies requirements, this foundation includes English, history, political science, psychology, and sociology. For students pursuing a Bachelor of Arts degree, basic courses in foreign languages are also provided. The college enhances students' educational experiences through this General Studies curriculum and through additional elective credit. The college offers majors leading to either a Bachelor of Arts degree or a Bachelor of Science degree in criminal justice, interdisciplinary studies, history, political science, psychology, and sociology, and a Bachelor of Arts degree in English. Minors are also offered in all these areas except for interdisciplinary studies. A minor in Spanish is also offered for faculty-approved students. Courses in Chinese and French are also offered.

## **Mission Statement**

The College of Humanities and Social Sciences, believing that both faith and learning are lifelong experiences, strives to expose students to the contents and methods of the humanities and social sciences while developing the patterns of academic excellence and scholarship representative of a commitment to the perpetual experience of education. Because the college is committed to the integration of faith and learning, the studies provided in the humanities and social sciences encourage students to understand, to analyze, and to participate in the interaction between faith and the disciplines. Such learning should equip students to become effective servant leaders who understand the essential connection between personal faith and lifelong learning and service.

## **Goals of the College**

- Learners in the College of Humanities and Social Sciences will demonstrate skills in analysis and critical thinking.
- Learners in the College of Humanities and Social Sciences will demonstrate servant leadership through involvement in internships and service-learning projects in each of their majors.
- Learners in the College of Humanities and Social Sciences will demonstrate the ability to integrate faith and learning by testing the creative insights gained through studies in the humanities and social sciences against the standards of divine truth exemplified in the text of the Bible and as represented by historic Christian doctrine.
- Learners in the College of Humanities and Social Sciences will discover servant leadership and exemplify the character of Christ through excellence in student-teacher relationships.
- Learners in the College of Humanities and Social Sciences will demonstrate knowledge of the U.S. Constitution, American Government, and the requirements of city government in the United States.

## Criminal Justice

The purpose of Dallas Baptist University is to provide Christ-centered quality higher education in the arts, sciences, and professional studies at both the undergraduate and graduate levels to traditional age and adult students in order to produce servant leaders who have the ability to integrate faith and learning through their respective callings.

Criminal Justice is the study of crime and of the agencies concerned with its prevention and control. We, as a Christ-centered educational institution, are dedicated to integrating faith and learning with professional knowledge and skills. Students will be trained to enforce the law not only on a fair and just basis, but also under the guidance of Biblical standards and in the scope of God's love.

### Goals of the Criminal Justice Major

- Provide students with knowledge of the general scope of crime in America and of the criminal justice system.
- Prepare students for their careers in areas of law enforcement, the judicial system, corrections, homeland and organizational security, social services, and juvenile justice or preparation for competition at the graduate level or law school.
- Instruct students in the societal standards of ethics along with divine truth and Christian doctrines and how these principles apply to the enforcement of law in practice.
- Have in-service Christian instructors to provide a variety of disciplines, cases, and experiences as a reference, so that students may successfully cultivate Christ-centered servant leadership in their careers of protection and service.
- Recruit Christian students with a vision and burden to enter this field. Also, recruit qualified in-service officers for our program to be trained as criminal justice agents who are Christ-centered with a servant attitude.

### Course Requirements for a Bachelor's Degree in Criminal Justice

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301, 1303, 1307, or 1405 (B.S.) MATH 1303, 1307, or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6

**Criminal Justice Major**

	<b>39-42</b>	<b>39-42</b>
For those students who have not attended college and taken criminal justice core courses, or who have not attended a certified Texas Law Enforcement Academy; requirements include:		
CRJS 1301	Crime in America	
CRJS 1302	Introduction to Criminal Justice	
CRJS 1310	Police Systems and Practices	
CRJS 1311	Legal Aspects of Law Enforcement	
CRJS 2304	Fundamentals of Criminal Law	
CRJS 2305	The Courts and Criminal Procedure	
CRJS 4320	CRJS Internship I <b>(S-L)</b> <u>or</u> CRJS 4620 CRJS Internship II <b>(S-L)</b>	
CRJS 4301	Ethics in Law Enforcement	
CRJS 4307	Criminology	
CRJS 4308	Corrections	
CRJS 4312	Research Methods	
Plus an additional 6 upper-level semester hours in criminal justice, political science, psychology, or sociology.		
<b>Electives</b>	<b>14-33</b>	<b>20-30</b>
Sufficient to complete 126-credit-hour minimum for a bachelor's degree, including 42 upper-level semester hours		
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>Minimum 126</b>	<b>Minimum 126</b>

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# English

The Department of English embraces the integration of faith and learning as a life-long experience. The department strives to equip students who major or minor in English and those who take English classes as a general studies requirement with essential knowledge and skills in language, literature, and communication.

## Goals of the English Major

The Department of English desires to give its learners competencies in English studies and strives to produce graduates with the ability to apply these competencies in their chosen careers. It also strives to produce graduates who integrate their own personal faith with these competencies. The following list delineates the traits we hope our students will demonstrate:

- Students will demonstrate an understanding of humanity and culture through critical reading and response to literary texts.
- Students will possess the ability to write proficiently using a variety of approaches and rhetorical devices.
- Students will demonstrate skills in literary interpretation.
- Students will conduct and document scholarly research.
- Students will understand the application of a Christian world view to the study of literature.

## Course Requirements for a Bachelor's Degree in English

	B.A.
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	<b>6-14*</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours. (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours.)	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived.	<b>0-2</b>
<b>Mathematics</b> MATH 1301, 1303, 1307, or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite.]	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics.	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology.	<b>6</b>
<b>English Major</b> Course requirements for a major in English include a minimum of 36 semester hours in English, including: ENGL 1301/ 1401 Composition and Rhetoric I ENGL 1302 Composition and Rhetoric II ENGL 2301 World Literature I ENGL 2302 World Literature II  ENGL 3301 American Literature I <b>OR</b> ENGL 3302 American Literature II  ENGL 3305 Advanced Written Communication <b>(S-L)</b>  ENGL 3313 British Literature I <b>OR</b> ENGL 3314 British Literature II	<b>36</b>

ENGL 4301 Introduction to Linguistics  
and another 4000-level English course. The remaining 9 semester hours will be chosen from  
English course offerings. At least 24 semester hours of the required 36 semester hours must be  
upper level.

**Electives**

**32-51**

Sufficient to complete 126-credit-hour minimum for a bachelor's degree,  
including 42 upper-level semester hours

**TOTAL CREDIT HOURS REQUIRED Minimum 126**

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# History

The mission of DBU's history program is to foster in students the understanding of the events and eras in history from the perspective of a Christian worldview, and for students to realize their responsibilities as citizens. Courses in history emphasize critical thinking through the examination of significant historical literature and practical techniques of research, writing, and criticism.

## Goals of the History Major

- Students will possess a strong contextual structure through which they can understand the flow of American and world history, including a knowledge of significant dates.
- Students will demonstrate an understanding of cultures, societies, and major reform movements in American and world history.
- Students will exhibit an understanding of the political institutions and military conflicts in American and world history.
- Students will be familiar with significant individuals in American and world history.
- Students will be proficient with the tools and knowledge needed to be successful in undergraduate historical research, as well as preparation for future graduate studies.
- Students will understand a Christian world view perspective in the study of history.

## Course Requirements for a Bachelor's Degree in History

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301, 1303, 1307, or 1405 (B.S.) MATH 1303, 1307, or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>History Major</b> HIST 1301 American History to 1865 HIST 1302 American History since 1865 HIST 2301 World Civilization I HIST 2302 World Civilization II HIST 4307 Twentieth Century America (S-L) plus 15 semester hours of upper-level history courses	30	30
<b>Electives</b> Sufficient to complete 126-credit-hour minimum for a bachelor's degree, including 42 upper-level semester hours	32-51	38-48
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>Minimum 126</b>	<b>Minimum 126</b>

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.



## Interdisciplinary Studies

A major in Interdisciplinary Studies allows a student and a faculty advisor to design a program from a range of possible courses. Interdisciplinary Studies majors may be pursued within the requirements of either the Bachelor of Arts or the Bachelor of Science degrees. Interdisciplinary Studies requirements (1000-2000 level courses) must be met in each degree as well as the "Minimum Requirements for the Bachelor's Degree" as stated elsewhere in this catalog. An Interdisciplinary Studies major is not applicable to the Bachelor of Business Administration or Bachelor of Music degrees.

### Course Requirements for a Bachelor's Degree in Interdisciplinary Studies

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301, 1303, 1307, or 1405 (B.S.) MATH 1303, 1307, or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Interdisciplinary Studies Major</b> The areas of concentration consist of courses selected by the student in consultation with a faculty advisor which focus on the student's unique academic and/or vocational interests. The Interdisciplinary Studies major consists of a minimum of 30 credit hours, at least 15 credit hours each in two disciplines. In addition, 18 credit hours of the minimum 30 credit hour total must be upper-level with a minimum of 9 in each discipline. One course must be a service-learning designated course.	30	30
<b>Electives</b> Sufficient to complete 126-credit-hour minimum for a bachelor's degree, including 42 upper-level semester hours	26-45	32-42

<b>TOTAL CREDIT HOURS REQUIRED</b>	Minimum 126	Minimum 126
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**Minimum GPA Required for Graduation from Dallas Baptist University**  
DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

## Political Science

The purpose of Dallas Baptist University's political science program is to foster an appreciation for the study of government and politics and to encourage students to become informed and concerned participants in a democratic society. To achieve this purpose, the program offers a broad introduction to political institutions, processes, and behavior. In doing so, the program seeks to produce servant leaders who have the ability to integrate faith and learning through their respective callings.

### Goals of the Political Science Major

- Expose students to foundational courses in American national government and state and local government.
- Offer a variety of upper-level courses in the areas of American government, comparative governments, international relations, political theory, constitutional law, and public administration.
- Provide a broad liberal arts background for those students intending to enter public service, to attend law school, or to pursue graduate study.
- Encourage students to take advantage of practical learning opportunities through internship programs.

### Course Requirements for a Bachelor's Degree in Political Science

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301, 1303, 1307, or 1405 (B.S.) MATH 1303, 1307, or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Political Science Major</b> POLS 2301 American National Government. POLS 2302 State and Local Governments POLS 3305 Constitutional Law POLS 4305 American Political Tradition POLS 4310 Fundamentals of International Relations POLS 3313 Internship (S-L) plus 12 elective political sciences hours with a minimum 6 upper level hours.	30	30
<b>Electives</b> Sufficient to complete 126-credit-hour minimum for a bachelor's degree, including 42 upper-level semester hours	32-51	38-48
<b>TOTAL CREDIT HOURS REQUIRED</b>	Minimum 126	Minimum 126

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

**Pre-Law Program** Most law schools have no specific requirements for the pre-law curriculum. A broad liberal arts background, however, is recommended. Emphasis is placed upon courses from diverse fields, which may help a student develop specific skills necessary for the successful practice of law. While no particular major is specified, the following courses are strongly recommended by many law schools: accounting, economics, finance, history, political science, psychology, English, oral communications, and philosophy. Students should consult the pre-law advisor for assistance in planning their pre-law course of study.

# Psychology

In accordance with the DBU mission statement, the undergraduate psychology discipline seeks to provide Christ-centered quality higher education in the field of psychology and to encourage students to integrate the subject matter of psychology with the teachings of Christianity.

A major in psychology provides the student with an overview of the field of psychology and an in-depth study of selected areas and subjects in this multi-faceted discipline. The psychology curriculum features courses in both counseling and in more technical or research-oriented subjects. While the integration of psychology and Christianity is a vital concern in each class, a whole course also is devoted to this issue. Graduates with a major in psychology are equipped for entry-level positions in business, education, industry, the mental health field, and other areas where a psychology background is either required or enhances the individual's qualifications for employment. They also are prepared for graduate work in psychology or counseling which can lead to professional careers in those fields.

## Goals of the Psychology Major

- Students will have an in-depth understanding of the nature and functioning of the human being from the viewpoint of psychological research and literature.
- Students will have an understanding of psychology and its application to addressing problems and improving the human situation.
- Students will be able to integrate the principles of psychology with those of Christianity.
- Students will be prepared for entry-level positions in careers related to the field of psychology and/or for graduate work in the fields of psychology and counseling.

## Course Requirements for a Bachelor's Degree in Psychology

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301, 1303, 1307, or 1405 (B.S.) MATH 1303, 1307, or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Social Science</b> POLS 2301 American National Government required for all students.	3	3
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12

<b>Psychology Major</b>	<b>30</b>	<b>30</b>
PSYC 1301 General Psychology		
PSYC 2301 Statistics for Social Sciences		
PSYC 2304 Marriage and Family		
PSYC 3303 Psychology Internship I <b>(S-L)</b>		
PSYC 4311 Integration of Psychology and Christianity		
PSYC 4312 Human Growth and Development		
PSYC 4314 Counseling Theories and Techniques		
<b>OR</b>		
PSYC 4315 Psychology of Personality		
PSYC 4319 Research Methods		
Plus 6 additional upper-level hours in psychology to make a total of 30.		
<b>Electives</b>	<b>29-48</b>	<b>35-45</b>
Sufficient to complete 126-credit-hour minimum for a bachelor's degree, including 42 upper-level semester hours		
	<b>Minimum</b>	<b>Minimum</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>126</b>	<b>126</b>

**Minimum GPA Required for Graduation from Dallas Baptist University**  
 DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

## Reserve Officer Training Corps (ROTC): Aerospace Studies (Air Force ROTC)

Dallas Baptist University offers Air Force ROTC through a cross-enrollment agreement with Texas Christian University. What this means is that you register for Air Force ROTC just like you do for the rest of your classes at DBU, you pay your tuition at DBU, and your DBU transcript will show those classes, but you will attend classes at Texas Christian University or in accordance with your schedule.

### Aerospace Studies

The U.S. Air Force Reserve Officer Training Corps (AFROTC) provides students at Texas Christian University, University of Texas at Arlington, Texas Wesleyan University, Dallas Baptist University, Weatherford College, and Tarrant County College the professional education and leadership training necessary as prospective Air Force officers.

Enrollment in the freshman and sophomore years of AFROTC does not obligate non-scholarship students for military service. Continuing AFROTC into the last two years, however, is competitive and leads to an officer commission in the U.S. Air Force with a military service obligation.

No degree is offered in Aerospace Studies. Aerospace Studies courses are taken concurrently with other degree programs. Up to 24 semester credit hours may be earned in Aerospace Studies over the 4-year period. Many of the classes may be used to meet elective requirements; students should consult with their academic adviser. Students who enroll in Aerospace Studies classes must attend both classroom and Leadership Laboratory (LLAB) classes, which are all physically located on the TCU campus. The classroom coursework gives students knowledge in various Air Force topics, while the LLAB classes give students hands-on experience in leadership and organizational skills, as well as physical training.

### Aerospace Studies Program Requirements

AFROTC is designed as a 4-year program, but it can be completed in as little as three years in some cases. For the first two years, cadets take a 1-credit hour academic class and a 1-credit hour LLAB each semester. The LLAB is Pass/Fail. The first two years collectively are referred to as the General Military Course (GMC). In special cases, cadets who only have three years of college left for their degree can "double-up" classes in the GMC, thus completing the first two years of coursework in one year and effectively shortening AFROTC into a 3-year program. Ideally, AFROTC is completely as a 4-year program, but combining the first two years of the program can work well for some qualified students wanting to join AFROTC in their sophomore year.

Upon successful completion of the GMC, competitively selected cadets attend a 4-week Field Training (paid for by the USAF) over the summer before their junior year, and then enter the final two years of AFROTC, referred to as the Professional Officer Course (POC). Each semester in the POC, students take a 3-credit hour academic class and the 1-credit hour LLAB.

AFROTC uniforms and textbooks are issued by the unit for all AFROTC cadets.

More detailed information about the Air Force ROTC Program is available through the Department of Aerospace Studies. Contact 817-257-7461 or visit [www.afrotc.tcu.edu](http://www.afrotc.tcu.edu) with questions. The department is located in Suite 247 of the Rickel Academic Wing.

### Aerospace Studies General Qualifications

A student enrolling in AFROTC as a cadet must:

- Be a full-time student (12 semester hours or more)
- Be a U.S. citizen (legal residents pursuing U.S. citizenship may join AFROTC as "applicants" in first 2 years)
- Be in good physical condition/health
- Have excellent moral character
- Be no older than 34 years old upon graduation/commissioning

### AFROTC Program Benefits

As Air Force ROTC cadets, students are entitled to select benefits. Social and co-curricular activities, together with leadership and academic training, are all part of Air Force ROTC. Contracted cadets (juniors, seniors, and scholarship cadets) receive a nontaxable subsistence allowance each month during the school year and military ID cards. Honor Guard and Arnold Air Society are a few of the professional, social outlets for the cadets. Summer opportunities for cadets can include visits to military installations, free-fall parachuting training, combat survival training, flight nurse shadowing and duty as Cadet Training Assistants at Field Training, among other opportunities as funding is available.

Air Force ROTC offers scholarships varying in length and amount, depending on academic major and applicant qualifications. All AFROTC scholarships pay a stipend for textbooks and fees, plus a monthly, nontaxable stipend during the school year. AFROTC scholarships target academic majors related to the needs of the U.S. Air Force. Scholarship applicants are selected using the whole-person concept, which includes objective factors (i.e., GPA, standardized test scores (SAT/ACT), physical fitness test scores, etc.) and subjective factors (i.e., personal evaluations). Students who are enrolled in Air Force ROTC generally improve their scholarship selection opportunity.

High school students may apply during the beginning of their senior year for an AFROTC scholarship. High school students who are offered a 3 or 4-year AFROTC scholarship and attend TCU may also receive a TCU room and board grant. Additionally, high school students who receive a 3-year scholarship may also receive an additional semester of paid tuition if attending TCU.

Because the scholarship program varies year to year according to budgets and the needs of the Air Force, interested applicants should contact the Department of Aerospace Studies at 817-257-7461 or [www.afrotc.com](http://www.afrotc.com) for current scholarship information.

### **AFROTC Commissioning**

Upon successful completion of the AFROTC Program and baccalaureate (or graduate degree), a cadet is commissioned a Second Lieutenant in the U.S. Air Force. When approved (on a case by case basis), active military service can be delayed to continue in post-baccalaureate degree programs.

### **Additional Information**

More detailed information about the Air Force ROTC program is available through the Department of Aerospace Studies. The department is located in Office 247 of the Rickel Academic Wing in the TCU Recreation Center on the Texas Christian University campus. The telephone number is (817) 257-7461 or call 1-800-TCU-FROG and ask for Air Force ROTC. The website is <http://www.afrotc.tcu.edu>.

### **Aerospace Studies Faculty Chair**

Lieutenant Colonel Gene Capone

### **Adjunct Assistant Professors**

Major Kenneth D. Edwards

## **Aerospace Studies (AEST) Courses of Instruction**

### **General Military Courses (GMC)**

#### **AEST 1121 Foundations of the U.S. Air Force (Fall)**

#### **AEST 1122 Foundations of the U.S. Air Force (Spring)**

AS100 is a survey course designed to introduce students to the U.S. Air Force and the Air Force ROTC. Featured topics include: mission and organization of the Air Force, officership and professionalism, military customs and courtesies, Air Force officer opportunities, and an introduction to communication skills. Leadership Laboratory (AS 1001) complements this course by providing cadets with followership experiences. [www.afrotc.tcu.edu](http://www.afrotc.tcu.edu).

#### **AEST 2121 The Evolution of U.S. Air and Space Power (Fall)**

#### **AEST 2122 The Evolution of U.S. Air and Space Power (Spring)**

AS200 is a survey course designed to examine general aspects of air and space power through a historical perspective. Utilizing this perspective, the course covers a time period from the first balloons and dirigibles to the space-age global positioning systems of the Persian Gulf War. Historical examples are provided to extrapolate the development of Air Force capabilities (competencies), and missions (functions) to demonstrate the evolution of what has become today's USAF air and space power. Furthermore, the course examines several fundamental truths associated with war in the third dimension: e.g. Principles of War and Tenets of Air and Space Power. As a whole, this course provides the student with a knowledge level understanding for the general element and employment of air and space power from an institutional, doctrinal, and historical perspective. In addition, the students will continue to discuss the importance of the Air Force Core Values with the use of operational examples and historical Air Force leaders and will continue to develop their communication skills. In addition, Leadership Laboratory (AS 1001) is mandatory for Air Force ROTC cadets (not special students), and it complements this course by providing cadets with followership experience. [www.afrotc.tcu.edu](http://www.afrotc.tcu.edu).

### **Professional Officer Courses (POC)**

#### **AEST 3301 Leadership Studies (Fall)**

#### **AEST 3311 Leadership Studies (Spring)**

AS300 is a study of leadership management fundamentals, professional knowledge, Air Force personnel and evaluation systems, leadership ethics, and communication skills required for an Air Force junior officer. Case studies are used to examine Air Force leadership and management situations as a means of demonstrating and exercising practical application of the concepts being studied. A mandatory Leadership Laboratory (AS 1001) complements this course by providing advanced leadership experiences in officer-type activities, giving students the opportunity to apply leadership and management principles of this course. [www.afrotc.tcu.edu](http://www.afrotc.tcu.edu).

#### **AEST 4301 National Security Affairs/Preparation for Active Duty (Fall)**

#### **AEST 4311 National Security Affairs/Preparation for Active Duty (Spring)**

AS400 examines the national security process, regional studies, advanced leadership ethics, and Air Force doctrine. Special topics of interest focus on the military as a profession, officership, military justice, civilian control of the military, preparation for active duty, and current issues affecting military professionalism. Within this structure, continued emphasis is given to refining communication skills. An additional Leadership Laboratory (AS 1001) complements this course by providing advanced leadership experiences, and giving students the opportunity to apply the leadership and management principles of this course. [www.afrotc.tcu.edu](http://www.afrotc.tcu.edu).

**AEST 1181 Leadership Laboratory (LLAB) (Every Semester)**

The AS100 and AS200 LLABs include a study of Air Force customs and courtesies, drill and ceremonies, and military commands. The LLAB also includes studying the environment of an Air Force officer and learning about areas of opportunity available to commissioned officers. The AS300 and AS400 LLABs consist of activities classified as leadership and management experiences. They involve the planning and controlling of military activities of the cadet corps; and the preparation and presentation of briefings and other oral and written communications. LLAB also includes interviews, guidance, and information which will increase the understanding, motivation, and performance of other cadets. [www.afrotc.tcu.edu](http://www.afrotc.tcu.edu).

## Military Science (Army ROTC)

**MILS 0180 Leadership Laboratory**

1 semester hour. A practical laboratory of applied leadership and skills. Student-planned, student-organized, and student-conducted training oriented toward leadership development. Laboratory topics include marksmanship, small unit tactics, and multi-tiered programs focused on individual skill levels. Uniform and equipment provided. May be repeated for credit.

**MILS 1141 Foundations of Leadership**

1 semester hour. Fundamental concepts of leadership in a profession in both classroom and outdoor laboratory environments. The study of time management skills, basic drill and ceremony, physical fitness, repelling, leadership reaction course, first aid, making presentations and marksmanship. Concurrent enrollment in MILS 0180 leadership lab and mandatory participation in independent physical fitness training, plus optional participation in a weekend field training exercise.

**MILS 1142 Introduction to Leadership**

1 semester hour. Application of principles of leadership through participation in physically and mentally challenging exercises with upper division ROTC students. Course focuses on communication skills, organizational ethics, and study and time management techniques. Concurrent enrollment in MILS 0180 leadership lab and mandatory participation in individual physical fitness training, plus optional participation in a weekend field training exercise.

**MILS 2251 Individual/Team Military Tactics**

2 semester hours. Introduction to individual and team aspects of military tactics in small unit operations. Includes use of radio communications, making safety assessments, movement techniques, planning for team safety/security, and pre-execution checks. Concurrent enrollment in MILS 0180 leadership lab and mandatory participation in individual physical fitness training, plus optional participation in a weekend field training exercise.

**MILS 2252 Individual/Team Military Tactics**

2 hours credit. Introduction to individual and team aspects of military tactics in small unit operations. Includes use of radio communications, making safety assessments, movement techniques, planning for team safety/security, and pre-execution checks. Concurrent enrollment in MILS 0180 leadership lab and mandatory participation in individual physical fitness training, plus optional participation in a weekend field training exercise.

**MILS 2291 Conference Course**

2 semester hours. Independent study. Designed to supplement the military science curricula by a student's concentrated study in a narrower field of military skill or subject matter. May be repeated for credit. Does not count for PE credit.

*Prerequisite: Permission of the Professor of Military Science.*

**MILS 2343 Leadership Training Camp**

3 hours credit. A rigorous five-week summer camp conducted at an Army post, stresses leadership, initiative and self-discipline. No military obligation incurred. Completion of MILS 2343 qualifies a student for entry into the Advanced Course. Three different cycles offered during the summer, but spaces are limited by the Army. Candidates can apply for a space any time during the school year prior to the summer. Open only to students who have not taken all four of MILS 1141, 1142, 2251, and 2252, and who pass an ROTC physical examination. P/F grade only.

**MILS 3341 Leadership I**

3 semester hours. Development of ability to evaluate situations, plan and organize training, learn military tactics, review case studies in leadership management, and develop teaching and briefing skills. Concurrent enrollment in Leadership Lab MILS 0180 mandatory. *Prerequisite: Permission of the Professor of Military Science.*

**MILS 3342 Leadership II**

3 semester hours. Practical application of squad and platoon leadership in tactical situations; operation of small unit communications systems. Development of the leaders' ability to express themselves, analyze military problems, and prepare and deliver logical solutions. Demanding physical fitness training and performance-oriented instruction, in preparation for Summer Field Training. Concurrent enrollment in Leadership Lab MILS 0180 mandatory. *Prerequisite: Permission of the Professor of Military Science.*

**MILS 3443 Leadership Development Assessment Course**

4 semester hours. A five-week off-campus field training course stressing the practical application of leadership management, with emphasis on tactical and technical military field skills. Open only to students who have successfully completed MILS 3341 and 3342, P/F grade only. *Prerequisite: MILS 3341, MILS 3342.*



**MILS 3495 Nursing Advanced Summer Training**

4 semester hours. Seven-week off-campus internship at a major U.S. Army hospital for ROTC nursing students. A nursing practicum with the focus on providing the student with hands-on experience which integrates clinical, interpersonal, and leadership knowledge and skills. Practical experience and familiarization with Army nursing in a variety of clinical tasks in the areas of medical-surgical nursing, pediatrics, obstetrics, and, in some cases, intensive care in ICUs. May be used for partial credit for NURS 3647 or NURS 3347 with prior arrangement and approval of the U.T.A. Dean of Nursing. Dallas Baptist University does not have a School of Nursing. *Prerequisite: Completion of the junior year of a baccalaureate nursing program and permission of the Professor of Military Science.*

**MILS 4341 Advanced Leadership I**

3 semester hours. Stresses leadership qualities necessary for Command and Staff functions and operations. Plan and conduct meetings, briefings, and conferences. Introduction to the Army Logistical System and the Personnel Management System. Preparation of after-action reports. Plan and conduct physical training programs. Concurrent enrollment in MILS 0180 mandatory. *Prerequisite: Permission of the Professor of Military Science.*

**MILS 4342 Advanced Leadership II**

3 semester hours. Provides students with a basic working knowledge of the Military Justice System with emphasis on company-level actions and requirements, including Law of Land Warfare. Examines the ethical standards, professional roles, responsibilities, and uniqueness of the profession of officership. Concurrent enrollment in MILS 0180 mandatory. *Prerequisite: Permission of the Professor of Military Science.*

**MILS 4391 Conference Course**

3 semester hours. Independent study on an individual basis on current topics in military science. Performance will be assessed by oral examination, written test, or research paper as arranged. May be repeated for credit. *Prerequisite: Permission of the Professor of Military Science.*

# Sociology

The sociology major equips students for entry-level positions in the field of human services, for example: child and family services, social work, and Christian ministry where a background in sociology is either required or enhances the individual's qualifications for employment. Courses in sociology emphasize the dynamics of contemporary social life as these impact individuals, families, and society at-large in a culturally diverse and global environment. Students apply written and verbal communication skills, as well as research methods in problem solving, within a social science context.

In the development of the sociology program, the focus has been to enable the student to understand and predict human behavior and social phenomena within the context of a Christian worldview. The sociology major equips students for entry-level positions in the helping professions: for example, child and family services, social work, public policy, and Christian ministry where a background in sociology is either required or enhances the individual's qualifications for employment.

Students apply written and verbal communication skills, as well as research methods in problem solving, equipping them for a wide range of careers as well as graduate programs including sociology, law, urban planning and administration, social work, counseling, Christian ministries, and business. Courses in sociology emphasize the dynamics of contemporary social life as these affect individuals, families, and society at-large in a culturally diverse and global environment.

## Goals of the Sociology Major

- Students will demonstrate a basic understanding and global perspective of human interaction, social group relationships, and societal systems based on sociological research and literature.
- Students will be able to think with a sociological imagination, having enhanced awareness of other cultural and socioeconomic perspectives.
- Students will be prepared for entry-level positions in careers related to the field of sociology and/or for graduate work in their respective callings.
- Students will incorporate a Christian worldview and demonstrate servant leadership through involvement in internships and service-learning projects.

## Course Requirements for a Bachelor's Degree in Sociology

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, and 2301 and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301, 1303, 1307, or 1405 (B.S.) MATH 1303, 1307, or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> POLS 2301 American National Government required for all students.	3	3
<b>Sociology Major</b> SOC1 1301 Introduction to Sociology SOC1 1302 Social Problems SOC1 2303 Statistics for the Social Sciences	30	30

SOCI 3305 Internship in Sociology **(S-L)**  
 SOCI 4302 Sociological Theory  
 SOCI 4303 Social Psychology  
 SOCI 4312 Research Methods  
 and an additional 9 upper-level hours of Sociology. Students who are interested in social work or community agency positions in the Southwest should become proficient in Spanish.

<b>Electives</b>	<b>29-48</b>	<b>35-45</b>
Sufficient to complete 126-credit-hour minimum for a bachelor's degree, including 42 upper-level semester hours		

<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>Minimum</b>	<b>Minimum</b>
	<b>126</b>	<b>126</b>

## Minors

Minor programs are available in the College of Humanities and Social Sciences and are listed as follows.

**CRIMINAL JUSTICE** - 18 hours  
 CRJS 1302, CRJS 2304, CRJS 2305  
 9 hours of upper-level criminal justice

**ENGLISH** - 21 hours  
 ENGL 1301, ENGL 1302, ENGL 2301, ENGL 2302  
 9 hours of upper-level English

**HISTORY** - 18 hours  
 HIST 1301, HIST 1302  
 12 hours additional, to include 9 hours upper-level history

**POLITICAL SCIENCE** - 18 hours  
 POLS 2301, POLS 2302  
 12 hours additional, to include 9 hours upper-level political science

**PSYCHOLOGY** - 18 hours  
 PSYC 1301  
 15 hours additional, to include 9 hours upper-level psychology

**SOCIOLOGY** - 18 hours  
 SOCI 1301, SOCI 2303, SOCI 4312, and SOCI 3305 (S-L) or SOCI 4303  
 6 hours additional, to include 3 hours upper-level sociology

**SPANISH** - 18 hours minimum  
 At least 9 hours must be upper-level [3000-4000].  
 (A letter grade of "C-" or better in each course is required.)

**Minimum GPA Required for Graduation from Dallas Baptist University**  
 DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

## Modern Languages – Chinese/French/Spanish

The College of Humanities and Social Sciences offers courses in Chinese, French, and Spanish. These courses have three basic objectives:

- (1) to develop competence in understanding, speaking, reading, and writing modern languages other than English,
- (2) to cultivate an appreciation for the culture and civilization of the people whose language is being studied, and
- (3) to provide guidance for students who are preparing for careers in various language fields.

Advanced placement with academic credit will be granted to superior students satisfactorily completing the CEEB Advance Placement Examination in the 2000 level and above. Foreign students whose native language is not English may choose to take 12 additional hours in English in lieu of the regular foreign language requirement. Students who have had two or more years of Spanish in high school may apply for either AP credit for AP courses taken in high school, take the Spanish CLEP test for beginning Spanish, or take the SPAT [the Spanish Advising Tool] administered by the Spanish instructor.

# College of Natural Sciences and Mathematics

## **Mission Statement**

The College of Natural Sciences and Mathematics is committed to the goals of faith and learning: faith in order to provide a spiritual foundation that harmonizes work and quality of life; learning to develop a lifelong pattern of scholarship and application of knowledge in a constantly changing technological society; faith and learning to enhance service-learning for all majors in the college.

The requirements for any of the offered majors (biology, cell biology, computer information science, computer science, environmental science, macrobiology, mathematics, natural sciences) are appropriate for students to enter into industry, teaching, or to do graduate work in their major area of study. The college also provides the pre-professional courses necessary for entrance into professional schools in dentistry, nursing, medicine, occupational therapy, optometry, pharmacy, physical therapy, physician's assistant, and podiatry.

## **Goals of the College**

The college is committed to the education of learners of all ages to enable them to function successfully in the academic programs of the college or in other respective majors for which general studies support courses are required.

- All general studies students enrolled in the College of Natural Sciences and Mathematics will be able to demonstrate an acceptable level of mastery in their respective course(s) and social and intellectual competencies required for broad-based effective performance in their chosen majors.
- All graduates of the College of Natural Sciences and Mathematics will receive an education at Dallas Baptist University which makes them competitive with peers with similar degrees from other comparable major programs in biology, cell biology, macrobiology, mathematics, computer science, computer information science, natural sciences, and environmental science.
- The faculty in the College of Natural Sciences and Mathematics will demonstrate excellence in teaching and meaningful participation in professional, scholarly, and service activities.
- The faculty and staff of the College of Natural Sciences and Mathematics will effectively satisfy the general studies program and service needs of all our students.

# Biology

Course offerings in the biology curriculum are designed to: (1) provide pre-professional training for students planning careers in the biological sciences, dentistry, medicine, nursing, and other health sciences, (2) prepare students for teaching biology or science in the elementary or secondary school, and (3) provide the basic foundation for graduate study in biology.

## Mission Statement

The biology program at Dallas Baptist University is designed to produce knowledgeable individuals who have an understanding of the basic biological tenets of God's creation. The academic information is presented in a Christian context to enhance the students' ability to become responsible, caring citizens in society.

## Goals of the Biology Major

The biology program seeks to meet the following goals to provide courses with content appropriate to forming a strong foundation in biology:

- To meet the needs of students who are preparing for vocations in the health field and environmental science.
- To provide an adequate foundation for students intending to continue in graduate work in biology.
- To meet the needs of those preparing for a teaching career with biology as a teaching field.
- To provide skills needed by those students who elect biology as a major in order to prepare for employment in a biologically related field.
- To graduate students from the program who are well prepared and who reflect the proficiencies of the field.
- To enable students to make wise ethical and moral decisions concerning issues that affect humans and their environment.

## Course Requirements for a Bachelor's Degree in Biology

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Total General Studies Hours</b>	<b>48-66</b>	<b>39-48</b>
<b>Biology Major</b> <b>Minimum of 36 semester hours in biology including:</b> BIOL 1001/1002/2001/2002/3001/3002/4001/4002 Science Boot Camp: Development of Biology Scholars BIOL 1405 Modern Concepts in Biology I BIOL 1406 Modern Concepts in Biology II BIOL 2405 Human Anatomy and Physiology I (S-L) BIOL 2406 Human Anatomy and Physiology II (S-L) BIOL 3404 Genetics	<b>44</b>	<b>44</b>

**In addition, the following courses are required:**

CHEM 1401 General Chemistry  
CHEM 1402 General Chemistry

**The student must take an additional 16 hours of biology of which 12 hours must be upper level biology electives.**

<b>Electives</b>	16-34	33-43
Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.		

**TOTAL CREDIT HOURS REQUIRED**      **Minimum 126**      **Minimum 126**

**Recommended courses for students planning to do graduate work in biology:**

BIOL 3401 Biochemistry  
CHEM 3402 Organic Chemistry  
CHEM 3403 Organic Chemistry  
MATH 1405 Calculus and Analytic Geometry I  
PHYS 1401 General Physics I  
PHYS 1402 General Physics II

**Recommended courses for pre-medical and pre-dental students majoring in biology:**

BIOL 1405 Modern concepts in Biology I  
BIOL 1406 Modern Concepts in Biology II  
BIOL 2302 Medical Terminology for Health Professions  
BIOL 2405 Human Anatomy and Physiology I **(S-L)**  
BIOL 2406 Human Anatomy and Physiology II **(S-L)**  
BIOL 3403 Vertebrate Embryology  
BIOL 3404 Genetics  
BIOL 3406 Pathophysiology  
BIOL 3409 Microbiology  
BIOL 4401 Vertebrate Physiology  
BIOL 4403 Histology

**Pre-medical students must also take:**

CHEM 3401 Biochemistry  
CHEM 3402 Organic Chemistry  
CHEM 3403 Organic Chemistry  
MATH 1405 Calculus and Analytic Geometry I  
PHYS 1401 General Physics I  
PHYS 1402 General Physics II

**Pre-dental students must also take:**

CHEM 3401 Biochemistry  
CHEM 3402 Organic Chemistry  
CHEM 3403 Organic Chemistry  
PHYS 1401 General Physics I  
PHYS 1402 General Physics II

**Students seeking teacher certification in biology should take:**

BIOL 1405 Modern Concepts in Biology I  
BIOL 1406 Modern Concepts in Biology II  
BIOL 2405 Human Anatomy and Physiology I **(S-L)**  
BIOL 2406 Human Anatomy and Physiology II **(S-L)**  
BIOL 3402 Ecology **(S-L)**  
BIOL 3404 Genetics  
BIOL 3407 General Botany  
BIOL 3408 General Zoology

### Minor in Biology

The student must take 24 hours of biology including BIOL 1405, 1406, 2405 **(S-L)**, 2406 **(S-L)**, and 3404. The other 4-credit hours are upper level electives. The student must take 8 semester hours of chemistry, CHEM 1401 and 1402.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Cell Biology

A Bachelor of Science in Cell Biology from Dallas Baptist University prepares students desiring to pursue graduate work in natural sciences, medicine, or employment in entry-level positions in biotechnology or applied science. Pursuit of a Cell Biology major will provide students with the fundamental concepts associated with recent and emerging technological advancements in cell and molecular biology of organisms.

## Mission Statement

The biology program at Dallas Baptist University is designed to produce knowledgeable individuals who have an understanding of the basic biological tenets of God's creation. The academic information is presented in a Christian context to enhance the students' ability to become responsible, caring citizens in society.

## Goals of the Cell Biology Major

A cell biology major seeks to meet the following goals:

- To understand underlying principles of the cell and how they apply to medicine and biotechnology.
- Provide an understanding of how mechanisms of the cell relate to emerging and recent technologies.
- Prepare students interested in pursuing medicine, graduate work, or biotechnology.
- To enable students to make wise ethical and moral decisions concerning issues that affect humans and their environment.
- To provide students with opportunities to apply academic experiences within the community.

## Course Requirements for a Bachelor's Degree in Cell Biology

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> MATH 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	4	4
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Total General Studies Hours</b>	<b>49-66</b>	<b>40-49</b>
<b>Cell Biology Major</b>		
BIOL 1001/1002/2001/2002/3001/3002/4001/4002 Science Boot Camp: Development of Biology Scholars	0	0
BIOL 1405 Modern Concepts in Biology I	4	4
BIOL 1406 Modern Concepts in Biology II	4	4
BIOL 3404 Genetics	4	4
BIOL 3101 Introduction to Scientific Literature	1	1
BIOL 3409 Microbiology	4	4
BIOL 3401 Biochemistry	4	4
BIOL 3409 Microbiology	4	4
<i>[BIOL 3401 may be taken as CHEM 3401 to obtain minor in Chemistry. The 4 hours of biology credit must be replaced with: BIOL 3403, BIOL 3406, or BIOL 4401.]</i>		



<b>Cell Biology Major (continued)</b>		<b>B.A.</b>	<b>B.S.</b>
BIOL 4303	Cell Biology	3	3
BIOL 4402	Molecular Genetics	4	4
BIOL 4403	Histology	4	4
BIOL 4305	Nutrition <b>(S-L)</b>	3	3
BIOL 4301	Senior Project	3	3
MATH 3308	Introduction to Probability and Statistics	3	3
PHYS 1401	General Physics I	4	4
PHYS 1402	General Physics II	4	4
CHEM 1401	General Chemistry	4	4
CHEM 1402	General Chemistry	4	4
CHEM 3402	Organic Chemistry	4	4
CHEM 3403	Organic Chemistry	4	4

**Total General Studies Hours**    49-66    49-49

**Total Major Hours**    65    65  
*(There are 41 UL hours included within this major)*

**Total Elective Hours**    0-12    12-21  
*(A minimum of 42 UL hours are required for graduation)*

**TOTAL HOURS FOR MAJOR**    126-  
131    126

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

## Chemistry

A **minor program in chemistry** is available and serves to meet the needs of pre-professional health programs and general studies requirements of the University. The chemistry minor requires the completion of 20 hours of chemistry which includes the following courses:

CHEM 1401	General Chemistry
CHEM 1402	General Chemistry
CHEM 3401	Biochemistry
CHEM 3402	Organic Chemistry
CHEM 3403	Organic Chemistry

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

## Computer Information Science

The mission and goals of the Computer Science Department are stated in the Computer Science major. The Computer Information Science major provides computer training that can be utilized in many fields of employment. The major is structured in such a way that the student can easily earn a second major and thereby apply the computer expertise in another field of choice. Computer Information Science requires 34 core credits plus a 12-credit upper-level concentration in any applied field approved by the Dean of the College of Natural Sciences and Mathematics, such as business, computer security, education, or mathematics.

### Course Requirements for a Bachelor's Degree in Computer Information Science

	B.A.	B.S.
<b>Computer Science</b>	<b>3</b>	<b>3</b>
COSC 1301		
<b>Developing A Christian Mind</b>	<b>3</b>	<b>3</b>
DCM 2301		
<b>English</b>	<b>12</b>	<b>9</b>
ENGL 1301, 1302, 2301, and/or 2302		
<b>Fine Arts</b>	<b>3</b>	<b>3</b>
FINE 1306		
<b>Foreign Language</b>	<b>6-14*</b>	<b>0</b>
*Six hours at the 2000 level if adequate prerequisites are met		
<b>Foundations for Excellence</b>	<b>0-1</b>	<b>0-1</b>
FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).		
<b>History</b>	<b>6</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302		
<b>Kinesiology</b>	<b>0-2</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived		
<b>Mathematics</b>	<b>3-4</b>	<b>3-4</b>
MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].		
<b>Natural Science (1000 or 2000 level courses only)</b>	<b>0</b>	<b>11</b>
(B.S. only) 11 hours from Biology, Chemistry, Geology, Environmental Science, Physical Science, or Physics		
<b>Religion</b>	<b>6-12</b>	<b>6-12</b>
RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at the time of initial enrollment		
<b>Social Science (1000 or 2000 level courses only)</b>	<b>6</b>	<b>6</b>
POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology		
<b>Total General Studies Requirements</b>	<b>48-66</b>	<b>50-60</b>
<b>Computer Information Science Major</b>	<b>38</b>	<b>38</b>
COSC 1405 Foundations of Computer Science I		
COSC 1408 Foundations of Computer Science II		
COSC 2403 Object-Oriented Analysis and Design		
COSC 2406 Data Structures		
COSC 3301 Database Management Systems		
COSC 3405 Organization and Architecture		
COSC 3406 Networks and Telecommunication		
COSC 4308 Senior Project in Computer Science ( <b>S-L</b> ) or three credit hours COSC upper level electives not used in a selected concentration		
COSC 4402 Software Engineering ( <b>S-L</b> )		
PHSC 1402 Physical Science II		

<b>Additional credit hours in selected concentration:</b>		
In addition, computer information science majors must take at least 12 upper-level semester hours in a concentration approved by the Dean of the College of Natural Sciences and Mathematics. Business, computer security, education, and mathematics are four of the approved areas of concentration	<b>B.A.</b>	<b>B.S.</b>
<b>Business</b> 12 semester hours of upper-level business courses plus appropriate prerequisites	<b>12</b>	<b>12</b>
<b>OR</b>		
<b>Computer Security</b> 12 semester hours from COSC 3408, 4401, and 4408	<b>12</b>	<b>12</b>
<b>OR</b>		
<b>Education</b> 12 semester hours in education courses as specified by the College of Education	<b>12</b>	<b>12</b>
<b>OR</b>		
<b>Mathematics</b> 12 semester hours of upper-level mathematics courses including MATH 3301, 3307, and 4302 plus appropriate prerequisites	<b>12</b>	<b>12</b>
<b>Electives</b> Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours	<b>10-28</b>	<b>16-26</b>
<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>Minimum 126</b>	<b>Minimum 126</b>

### Minor in Computer Information Science

For a minor in Computer Information Science, the following courses are required:

COSC 1405	Foundations of Computer Science I
COSC 1408	Foundations of Computer Science II
COSC 2403	Object-Oriented Analysis and Design
COSC 3301	Database Management Systems
COSC 3405	Organization and Architecture
COSC 3406	Networks and Telecommunications
MATH 1303	College Algebra
PHSC 1402	Physical Science II

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Computer Science

The Computer Science discipline provides opportunities for students in all majors to learn necessary computer skills to be able to function in the world of today as servant leaders.

## Mission Statement

The mission statement for the Computer Science Department reflects the DBU mission statement in its goal to produce servant leaders. The Computer Science Department of Dallas Baptist University is committed to providing a high-quality education that stresses excellence in work performance, scholarship, ethical application of knowledge, and logical and practical skills for dealing with a society that is dependent upon constantly changing computer-related technology. This will be accomplished within a Christian environment that provides a spiritual foundation.

## Goals of the Computer Science Major

The computer science program seeks to:

- Conform to the Association of Computing Machinery (ACM) current academic guidelines.
- Establish a working relationship with local businesses.
- Provide opportunities for student research.
- Provide internship opportunities.
- Provide up-to-date equipment and software for hands-on learning.
- Provide an opportunity for charitable computer work.
- Provide a diversity of computer platforms.
- Sponsor an on-campus computer club.

The computer science major prepares students for careers in which the computer plays a central role. A major in computer science requires a minimum of 40 semester hours in computer science plus a 12-credit-hour (upper-level) concentration in any approved applied field such as business, computer security, education, or mathematics. More than the minimum requirements in computer science will be necessary for students wishing to pursue graduate work in a related field. All computer science majors are required to take MATH 2309, 3302, and PHYS 1401, 1402.

Students who choose to have a mathematics concentration are encouraged to consult their advisor regarding a double major in computer science and mathematics.

## Expected Educational Results

- Majority of students demonstrate proficiency by passing the GRE Computer Specialization Test.
- Employment for graduates in computer-related careers.
- Graduates pursuing advanced degrees.

## Course Requirements for a Bachelor's Degree in Computer Science

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4

<b>Natural Science</b> (1000 or 2000 level courses only) PHYS 1401 and 1402 (B.A.) plus 7 hours (B.S.) from Biology, Chemistry, Environmental Science, Geology, or Physical Science	<b>8</b>	<b>15</b>
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at the time of initial enrollment	<b>6-12</b>	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	<b>6</b>	<b>6</b>
<b>Total General Studies</b>	<b>56-74</b>	<b>54-64</b>
<b>Computer Science Major</b>	<b>46</b>	<b>46</b>
<b>A minimum of 34 core credit hours of computer science, including:</b>		
COSC 1405	Foundations of Computer Science I	
COSC 1408	Foundations of Computer Science II	
COSC 2403	Object-Oriented Analysis and Design	
COSC 2406	Data Structures	
COSC 3301	Database Management Systems	
COSC 3405	Organization and Architecture	
COSC 3406	Networks and Telecommunication	
COSC 4308	Senior Project in Computer Science <b>(S-L)</b>	
COSC 4402	Software Engineering <b>(S-L)</b>	
<b>Along with 6 upper-level credit hours of COSC electives plus the following courses:</b>		
MATH 2309	Introduction to Linear Algebra	
MATH 3302	Discrete Mathematics	
<b>Additional credit hours in selected concentration:</b>		
In addition, computer science majors must take at least 12 upper-level semester hours in an approved concentration. Business, computer security, education, and mathematics are four of the approved areas of concentration.		
<b>Business</b> 12 semester hours of upper-level business courses plus appropriate prerequisites	<b>12</b>	<b>12</b>
<b>OR</b>		
<b>Computer Security</b> 12 semester hours from COSC 3408, 4401, and 4408	<b>12</b>	<b>12</b>
<b>OR</b>		
<b>Education</b> 12 semester hours in education courses as specified by the College of Education	<b>12</b>	<b>12</b>
<b>OR</b>		
<b>Mathematics</b> 12 semester hours of upper-level mathematics courses including MATH 3301, 3307, and 4302 plus appropriate prerequisites	<b>12</b>	<b>12</b>
<b>Electives</b> Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours	<b>0-12</b>	<b>4-14</b>
<b>Total Credit Hours Required</b>	<b>Minimum 126</b>	<b>Minimum 126</b>

### Minor in Computer Science

For a minor in computer science, the following courses are required:  
COSC 1405, COSC 1408, COSC 2403, COSC 3301, COSC 3405,  
COSC 3406, MATH 1303, PHSC 1402.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Environmental Science

## Environmental Science Program

The DBU Environmental Science Program, leading to a Bachelor of Science degree, includes a range of courses which prepare graduates for a career in environmentally related problem-solving vocations. This is a science degree providing a systematic study of God's created environment. It includes courses in math, chemistry, physics, biology, air, soils and water pollution to provide an overall understanding of the many factors which lead to environmental issues and their solutions. Since most environmental issues deal with human activities, study of economics, Christian ethics, law and social sciences will be covered in conjunction with the required science topics.

## Environmental Science Mission Statement

The Department of Environmental Science will provide an academically enriched environment in order to partner with the students in their intellectual and spiritual development to acquire a sense of personal responsibility for their success in academics and in Christian stewardship of sustainable environmental systems throughout God's creation. The Department will identify ongoing emerging Environmental Science knowledge, principles, and applications to prepare scientific scholars grounded in spiritual principles and who are thus able to excel and serve in their chosen field.

## Goals of the Environmental Science Major

The DBU Environmental Science degree includes a range of courses which prepare graduates for a career in environmentally related problem-solving fields.

- To meet the needs of students who are preparing for vocations in the Environmental Science field.
- To provide an adequate foundation for students intending to do graduate work in Environmental Science and related academic fields.
- To enable students to make wise and ethical moral decisions in a Christian context concerning issues that affect humans and their environment.

## Course requirements for a Bachelor of Science Degree in Environmental Science

	B.S.
<b>Computer Science</b> COSC 1301	3
<b>Developing A Christian Mind</b> DCM 2301	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	9
<b>Fine Arts</b> FINE 1306	3
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6
<b>Total General Studies excluding natural science requirements</b>	<b>36-45</b>

**Environmental Science Major** **34**

- ENSC 1401 Introduction to Environmental Science (Lab)
- ENSC 2305 Environmental Science Problems I
- ENSC 2306 Environmental Science Problems II
- ENSC 3301 Water Quality **(S-L)**
- ENSC 3303 Solid and Hazardous Wastes
- ENSC 3305 Environmental Geology
- ENSC 3306 Chemistry of Hazardous Materials
- ENSC 4401 Environmental Health
- ENSC 4403 Senior Project in Environmental Science (Capstone) **(S-L)**
- ENSC 4405 Air Pollution

***In addition, the following courses are required:***

- BIOL 1405 Modern Concepts in Biology I **8**
- BIOL 1406 Modern Concepts in Biology II
  
- CHEM 1401 General Chemistry **8**
- CHEM 1402 General Chemistry
  
- PHYS 1401 General Physics I **8**
- PHYS 1402 General Physics II
  
- MATH 1405 Calculus and Analytical Geometry I **7**
- MATH 3308 Introduction to Probability and Statistics

**Recommended Electives**

- BIOL 3401 Biochemistry
- BIOL 3409 Microbiology
- CHEM 3402 Organic Chemistry I
- CHEM 3403 Organic Chemistry II

Type of Credit Hours	Credit Hours
Total General Studies	45
Environmental Science Major	34
Biology	8
Chemistry	8
Physics	8
Math	7
Electives	16
<b>Total Credit Hours Required</b>	<b>126</b>

**Minor in Environmental Science**

For a minor in Environmental Science, the following courses are required:

BIOL 1405, BIOL 1406, CHEM 1401, CHEM 1402, MATH 1405, ENSC 1401, ENSC 2305, ENSC 2306 and 6 additional upper level hours in ENSC.

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.



# Macrobiology

A Bachelor of Science in Macrobiology from Dallas Baptist University prepares students desiring to pursue graduate work in natural sciences, medicine, or employment in entry-level positions in biotechnology or applied science. Pursuit of a macrobiology major will provide students with the fundamental concepts associated with the various phyla and research that involves the individual organism, the niche of the various organisms, and the genetic identity of the organisms.

## Mission Statement

The biology program at Dallas Baptist University is designed to produce knowledgeable individuals who have an understanding of the basic biological tenets of God's creation. The academic information is presented in a Christian context to enhance the students' ability to become responsible, caring citizens in society.

## Goals of the Macrobiology Major

A macrobiology major seeks to meet the following goals:

- To understand underlying principles of the cell and how they apply to the increasing complexity of the organism through tissues to total organism.
- To produce a graduate that understands the mechanisms of the ecosystem and the role that the organism plays within that balance.
- To produce a graduate who understands the current research involving various organisms and can actively participate in the research process as they develop a high level of critical thinking.
- The end product will be students interested in pursuing medicine, graduate work, or employment in the scientific arena, who are well prepared to handle the intellectual requirements of their chosen field.
- To enable students to make wise, ethical, and moral decisions concerning issues that affect humans and their environment..

## Course Requirements for a Bachelor's Degree in Macrobiology

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> MATH 1303 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3	3
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
	<b>Total General Studies Hours</b>	<b>48-65</b>
		<b>39-48</b>
<b>Macrobiology Major</b>		
BIOL 1001/1002/2001/2002/3001/3002/4001/4002 Science Boot Camp: Development of Biology Scholars	0	0
BIOL 1405 Modern Concepts in Biology I	4	4
BIOL 1406 Modern Concepts in Biology II	4	4
BIOL 2405 Anatomy and Physiology I <b>(S-L)</b>	4	4
BIOL 2406 Anatomy and Physiology II <b>(S-L)</b>	4	4
BIOL 3404 Genetics	4	4
BIOL 3101 Introduction to Scientific Literature	1	1

BIOL 3409 Microbiology	4	4
BIOL 3402 Ecology (S-L)	4	4
BIOL 3407 Botany	4	4
BIOL 3408 Zoology	4	4
BIOL 4301 Senior Project	3	3
MATH 2301 Elementary Probability and Statistics	3	3
CHEM 1401 General Chemistry	4	4
CHEM 1402 General Chemistry	4	4

**Total General Studies Hours**      **48-65**      **39-48**

**Total Major Hours**      **51**      **51**  
*(There are 24 UL hours included within this major)*

**Total Elective Hours**      **10-27**      **27-36**  
*(A minimum of 42 UL hours are required for graduation)*

**TOTAL HOURS FOR MAJOR**      **126-127**      **126-127**

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Mathematics

The course offerings for the mathematics major provide a basic foundation for entry into careers requiring mathematical training, for teaching mathematics at the secondary level, or for graduate study in mathematics or related fields. The curriculum also provides courses which support study in computer science, business, the natural and social sciences, nursing and pre-medical studies, and teacher preparation.

## Mission Statement

The mathematics program is designed to produce graduates who have an understanding of the basic concepts of pure and applied mathematics as needed to accomplish their future goals. The Mathematics Department is committed to providing a high-quality academic program that emphasizes an ethical approach to scholarship, application of knowledge, and work performance within an environment dedicated to Christian principles.

## Goals of the Mathematics Major

The overall goals of the Mathematics Department for its majors are:

- To provide a quality curriculum which equips its majors for either academic or nonacademic careers.
- To provide excellent instruction.
- To encourage the use of appropriate technology.
- To model and promote servant leadership through advising, tutoring, and mentoring.

## Course Requirements for a Bachelor's Degree in Mathematics

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional hours depending on semester hours transferred at the time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Total General Studies</b>	<b>48-66</b>	<b>51-60</b>
<b>Math Major</b> [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite]. MATH 1405 Calculus and Analytic Geometry I MATH 1406 Calculus and Analytic Geometry II MATH 2309 Introduction to Linear Algebra MATH 2407 Calculus and Analytic Geometry III MATH 3301 Elementary Foundations of Mathematics MATH 4301 Linear Algebra MATH 4302 Abstract Algebra I (S-L) MATH 4303 Analysis I (S-L)	<b>36</b>	<b>36</b>

plus an additional 9 semester hours of mathematics courses from MATH 3302, 3305, 3307, 3308, 4306, and 4307. Substitutions for the required courses may be approved by the Dean of the College of Natural Sciences and Mathematics. In addition, it is highly recommended that every mathematics major take at least two semesters of computer science and two semesters of physics.

<b>Electives</b>	<b>24-42</b>	<b>30-39</b>
Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours		

<b>Total Credit Hours Required</b>	<b>Minimum 126</b>	<b>Minimum 126</b>
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**Minor in Mathematics**

The minor program in mathematics is available and serves to enhance the mathematical foundations of any major as well as forms the basis of a second teaching field in mathematics for secondary certification (Option II). The mathematics minor requires the completion of 21 hours of mathematics which include the following courses: MATH 1405, MATH 1406, MATH 2309, MATH 2407, MATH 3301 or MATH 3302, and MATH 3308.

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Natural Sciences

The course offerings in the Natural Sciences curriculum are designed to introduce students to a wide variety of science courses, including biology, chemistry, geology, and physics.

## Mission Statement

The mission of the Natural Sciences Department at Dallas Baptist University is to produce knowledgeable individuals who understand and appreciate the field of science as it manifests the power of God through His natural laws, and who are equipped to share that knowledge. The academic information is presented in a Christian context to enhance the ability of the students to serve as servant leaders in their field.

## Goals of the Natural Sciences Major

The students majoring in natural sciences should be able to:

- \* Process an understanding of the key science concepts in the four primary fields of science.
- \* Understand the interrelationships between the fields of science and the impact that these interrelationships have on society and the individual.
- \* Communicate their understanding both verbally and in written form in such a way that others gain an understanding as well.
- \* Appreciate the field of science as a manifestation of the power of God and His natural laws.

## Course Requirements for a Bachelor's Degree in Natural Sciences

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at the time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Total General Studies Requirements</b>	<b>48-66</b>	<b>39-49</b>
<b>CORE CLASSES</b>	<b>Semester hours</b>	
<i>The following courses constitute the core, or foundation classes, and are required by all Natural Sciences Program students.</i>		
<b>Biology</b> BIOL 1405, BIOL 1406	8	
<b>Chemistry</b> CHEM 1401, CHEM 1402	8	
<b>Geology</b> GEOL 1301, GEOL 1401	7	
<b>Physics</b> PHYS 1401 and PHYS 1402	8	
<b>Upper-Level Biology</b> BIOL 3101 and BIOL 3402 (S-L)	5	
<b>Core Total</b>	<b>36</b>	

**CONCENTRATIONS** **B.A.** **B.S.**

*Each student must choose one concentration area and complete the courses in that concentration.*

**Biology Concentration**

BIOL 3404 Genetics	4	
BIOL 3407 General Botany	4	
BIOL 3408 General Zoology	4	

**Chemistry Concentration**

CHEM 3401 Biochemistry	4	
CHEM 3402 Organic Chemistry	4	
CHEM 3403 Organic Chemistry	4	

**Physics Concentration**

PHYS 3301 Classical Mechanics	3	
PHYS 3303 Modern Physics	3	
PHYS 3304 Thermodynamics and Statistical Mechanics	3	
PHYS 3402 Electrodynamics	4	

<b>Total Concentration Hours</b>	<b>12-13</b>	<b>12-13</b>
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**Upper-Level Electives**

Sufficient to complete 42 upper-level credit hours.	<b>24-25</b>	<b>24-25</b>
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**Upper or Lower-Level Electives**

Sufficient to complete a minimum of 126 credit hours	<b>0-5</b>	<b>4-14</b>
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<b>TOTAL CREDIT HOURS REQUIRED</b>	<b>126-139</b>	<b>126</b>
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***No minor in Natural Sciences is permitted.***

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

## Physics

A minor program is available in physics. The minor program seeks to develop the student's knowledge concerning the fundamental laws of the universe: the structure of matter, the nature of energy, and the interaction of matter and energy.

**To minor in physics, a student must complete the following:**

PHYS 1401	General Physics I ( <i>Prerequisites: MATH 1303 and 1304</i> )
PHYS 1402	General Physics II ( <i>Prerequisites: PHYS 1401</i> )
PHYS 3301	Classical Mechanics ( <i>Prerequisites: PHYS 1402 and MATH 1406</i> )
PHYS 3303	Modern Physics ( <i>Prerequisites: PHYS 1402</i> )
PHYS 3304	Thermodynamics and Statistical Mechanics ( <i>Prerequisites: PHYS 1402 and MATH 1406</i> )
PHYS 3402	Electrodynamics ( <i>Prerequisites: PHYS 1402 and MATH 1406</i> )

Students should pay close attention to the mathematics prerequisites for the physics course(s). Students who plan to complete all 21 semester hours in physics must complete the following courses:

**Required Prerequisites:**

MATH 1405	Calculus and Analytic Geometry I
MATH 1406	Calculus and Analytic Geometry II

**Strongly Recommended:**

MATH 2407	Calculus and Analytic Geometry III
MATH 3305	Differential Equations

## Pre-Dental and Pre-Medical Programs

The pre-dental and pre-medical programs are designed to prepare students for entrance to medical and dental schools. Qualified Dallas Baptist University students have been very successful in gaining admission to these schools. Students planning a career in medicine or dentistry should earn the bachelor's degree before beginning professional study. The student may major in any discipline, taking as electives the courses needed to meet entrance requirements of schools of dentistry and medicine. A sound liberal arts education is a common prerequisite for admission to professional schools.

**The following courses meet the requirements for entrance to medical and dental schools in Texas:**

BIOL 1001/1002/2001/2002/3001/3002/4001/4002 Science Boot Camp: Development of Biology Scholars

BIOL 1405	Modern Concepts in Biology I
BIOL 1406	Modern Concepts in Biology II
BIOL 2405	Human Anatomy and Physiology I ( <b>S-L</b> )
BIOL 2406	Human Anatomy and Physiology II ( <b>S-L</b> )
CHEM 1401	General Chemistry
CHEM 1402	General Chemistry
CHEM 3402	Organic Chemistry
CHEM 3403	Organic Chemistry
MATH 1405	Calculus and Analytic Geometry I
PHYS 1401	General Physics I
PHYS 1402	General Physics II

**plus at least two courses selected from:**

BIOL 3403	Vertebrate Embryology
BIOL 3404	Genetics
BIOL 3406	Pathophysiology
BIOL 3409	Microbiology
BIOL 4401	Vertebrate Physiology
BIOL 4403	Histology

Students interested in entering the pre-dental or pre-medical program should confer with the pre-professional advisor as early as possible for assistance in planning schedules to meet the pre-professional requirements.

## Nursing Program

Dallas Baptist University is committed to producing servant leaders who have the ability to impact the world of health care for Christ. Building on the excellence of our biology and pre-medical programs, DBU has established a Transfer Student Articulation Agreement with Baylor University Louise Herrington School of Nursing in Dallas.

The program provides DBU pre-nursing students with a clear path to a Bachelor of Science in Nursing. These students have the opportunity to complete their education from two respected institutions who both educate within a Christian environment, while training for God's call on their lives.

Through this special program, qualified pre-nursing students attend DBU to earn the first 70 hours of coursework before transferring to Baylor's School of Nursing to complete their Bachelor of Science in Nursing. DBU students may remain in DBU housing, while completing their degree in nursing at Baylor.

#### **General Studies Curriculum leading to Baylor University's B.S. in Nursing**

BIOL 2405	Human Anatomy and Physiology I <b>(S-L)</b>
BIOL 2406	Human Anatomy and Physiology II <b>(S-L)</b>
BIOL 3409	Microbiology
BIOL 4305	Nutrition
CHEM 1401	General Chemistry
DCM 2301	Developing a Christian Mind
ENGL 1301	Composition and Rhetoric I
ENGL 1302	Composition and Rhetoric II
ENGL 23**	World Literature [2301 or 2302]
FOUN 1101	Foundations for Excellence
HIST ****	History 13** or 23**
MATH 1303	College Algebra or MATH 1405
MATH 2301	Elementary Probability and Statistics
POLS 2301	American National Government
POLS 2302	State and Local Government
PSYC 1301	General Psychology
PSYC 4312	Human Growth and Development
REL 1301	Old Testament Survey
RELI 1302	New Testament Survey
SOCI 1301	Introduction to Sociology
SPAN 1401	Introduction to Spanish I
SPAN 1402	Introduction to Spanish II

These courses can be completed in the freshman and sophomore years under three different degree plans.

**To learn more about the Nursing Program, contact Dr. Mark Bloom in the College of Natural Sciences and Mathematics: 214.333.5391 or markb@dbu.edu**

#### **Additional Pre-professional Programs for the Health Professions**

Additional pre-professional programs are available in pharmacy, physical therapy, occupational therapy, physician's assistant, optometry, and veterinary science.

Upon completion of the pre-professional course of study at Dallas Baptist University, the student is eligible to seek admission to a health professions school for completion of the professional degree. The student should consult the DBU pre-health sciences advisor for specific requirements for admission to these programs.

**To learn more about any of the Pre-Professional Program, contact the College of Natural Sciences and Mathematics: 214.333.5303 or 1.800.460.1328**

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.



# College of Professional Studies

**You're an adult.** Working full time. Perhaps with children. Balancing many commitments. Though your life may be challenging, you want to **get your bachelor's degree**. That's why DBU created the College of Professional Studies over 35 years ago to meet the special demands of adult learners like you.

DBU is a comprehensive liberal arts university. Our commitment to **Christ-centered scholarship** uniquely blends academic learning with Biblical faith to enrich your educational experience while enhancing your spiritual development.

We've helped thousands of adult learners obtain a bachelor's degree. Now it's *your* turn to take those first steps toward **realizing your career, life, and spiritual goals**. We're ready to help you do it!

## Academic Programs

DBU offers two ways for you to step back into the college flow and achieve your desired academic degree — the Portfolio Degree Program or the Inverted Degree Program.

### Portfolio Degree Program

Have you gained college-level learning from workplace and life experiences that could translate into academic credit? Are you at least 25 years old with four or more years of significant work experience? If so, the Portfolio Degree Program is for you.

The Portfolio Degree Program enables you to maximize prior learning, accelerate the process of earning your degree, and reduce the cost of obtaining your diploma. Typically, the hours awarded through the portfolio satisfy elective hour requirements; however, in some cases, the portfolio hours may be utilized within the major.

Academic credit through the portfolio is awarded only for college-level learning achieved through life and work experiences. Credit is not awarded on the basis of work experience, corporate training, continuing education courses, or certificates completed. The emphasis of the portfolio program is on learning achieved, not experience gained. Learning documented in the portfolio is assessed by academic evaluators to determine the amount of college-level credit to be awarded.

The hours awarded through the portfolio do not apply toward the 25% credit-hour residency requirement. You are not charged tuition fees for the hours earned through the portfolio. There is a one-time evaluation and transcription fee of \$375.

Portfolio students take the following Professional Studies courses:

- **PRST 3301: Lifelong Learning**  
This course lays the foundation for the adult degree program by enhancing academic study skills, examining the philosophy of Christian higher education, introducing critical thinking skills and the concept of servant leadership, and exploring nine major worldviews. PRST 3301 is taken by adult students during their first term of classes at DBU.
- **PRST 3303: Experiential Learning**  
This course will guide you in the development of a personal portfolio that can result in the awarding of up to 30 hours college credit for college-level learning achieved through work and life experiences. The completed portfolio includes a student profile section, individual course petitions (each of which represents a request for academic credit), and a documentation section. PRST 3303 should be taken after a student has accumulated 60 hours of college credit, completed ENGL 1301 and ENGL 1302, and fulfilled the computer science requirement for the degree. Because of the time needed for portfolio evaluation, students may not take this course in their final semester at the University.

### Inverted Degree Program

Have you completed at least 24 hours of technical or occupational studies in a specific concentration? Then the Inverted Degree Program may be for you.

If you previously specialized in a subject during your prior college years, you now must complete your remaining general studies and major core requirements.

As an Inverted Degree Program student, you will take *PRST 3301: Lifelong Learning*. **The minimum requirement of 42 hours of upper-level credit is waived.**

For further information on our two academic programs, just e-mail us: [professional@dbu.edu](mailto:professional@dbu.edu).

### Gaining Additional College Credit

You may earn college credit through two other methods:

**Credit by Examination.** College credit can be earned in specific subject areas through the satisfactory completion of College Level Examination Program exams and/or by satisfactory scores on tests administered by individual university departments. CLEP credits may be used to satisfy degree requirements but do not apply to the 25-percent-credit-hour residency requirement.

**Military or Corporate Training.** Military or corporate training that has been recognized by the American Council of Education (ACE) is another avenue for earning college credit toward completion of an Professional Studies degree. Typically, ACE credits satisfy elective requirements, but do not apply to the 25-percent-credit-hour residency requirement.

## Degrees and Majors

### Bachelor of Arts and Sciences

- Art
- Christian Ministries
- Communication
- Computer Information Science
- Criminal Justice
- Health Care Management
- Interdisciplinary Studies
- Psychology
- Sociology

### Bachelor of Business Studies

- Accounting
- Business Administration
- Finance
- Hotel and Hospitality Management
- Management
- Management Information Systems
- Marketing

### Bachelor of Arts

- Interdisciplinary Studies

### Bachelor of Science

- Interdisciplinary Studies

## The Online Connection

DBU offers individual classes and fully accredited degree programs via the Internet. Using the latest technologies, students and faculty converse through discussion threads, e-mails, and group chat rooms to make our online classes dynamic and interactive. Discover our extensive selection of individual online courses and review our "start to finish" online degree programs. If you have the organizational skills and the self-discipline, our online courses are for you!

## Weekend College

The Weekend College offers a viable opportunity for academic and professional development for those students who find it difficult to attend college in a traditional time frame. The Weekend College offers majors that can be completed entirely on the weekends (Friday nights and Saturdays). Specifically designed to fit the busy lifestyle of working adults, the Weekend College offers many outstanding features including:

- \* Some courses offered on an alternating weekend schedule.
- \* Some courses offered on four weekends during the semester.
- \* A full complement of student services.
- \* Undergraduate degrees with majors in Business Administration or Management.
- \* Master of Business Administration degree with a Management concentration.
- \* Undergraduate college credit for knowledge obtained through life and work experience.
- \* Professional education with a liberal arts foundation, building the knowledge, skills, and character needed for comprehensive success.
- \* The integration of Christian faith and quality education, preparing students to make a positive difference in today's global market.

### Bachelor's Degree Program

The Weekend College offers the opportunity to complete fully a Bachelor of Business Studies degree with a major in Business Administration or Management. This bachelor's degree requires 126 semester hours with a minimum of 30 of the last 36 hours and a minimum of 32 hours in residence. DBU accepts an unlimited number of transfer hours from four-year colleges and universities and up to 66 hours from two-year institutions. Transfer hours must have a grade of "2.0" or better and be a college-level course from a regionally accredited institution.

**Credit for Experiential Learning**

The Weekend College allows the busy professional to accelerate the completion of a bachelor's degree by using assessment opportunities to take advantage of prior learning. Through three widely recognized methods -- portfolio assessment, credit by examination, and military and corporate training -- college credit can be received for knowledge obtained through life and work experience.

**Portfolio Assessment**

Students with a minimum of four years of full-time work experience qualify to participate in DBU's innovative experiential learning program. Students may earn a maximum of 30 hours of college credit through the preparation of an academic portfolio. (For more detailed information, refer to the College of Professional Studies Academic Portfolio section of this catalog.) This process can eliminate up to one year of full-time classroom study. With an associate degree, as few as 32 residency hours may be needed to earn a bachelor's degree through the Weekend College.

**Credit by Examination**

College credit can be earned in specific subject areas by satisfactory completion of College Level Examination Program (CLEP) exams and/or by satisfactory scores on tests administered by individual university departments. Students may receive credit for a maximum of 15 hours through the CLEP. Graduating seniors are not allowed to take CLEP exams during their final (graduating) semester.

**Military/Corporate Training**

Military or corporate training that has been recognized by the American Council of Education (ACE) is another avenue for earning college credit toward completion of an Professional Studies degree.

# Getting Started

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## First Steps

1. Complete the admissions application form.
2. Submit a non-refundable \$25 admission application fee, made payable to DBU. The fee is waived if the online application for admission is submitted.
3. Write and submit a 250-word essay (typewritten) explaining why you want to attend DBU.
4. Submit an official transcript from all colleges/universities previously attended.
5. If you have completed less than 30 hours of college credit, you must submit your official high school transcript including the official seal of the school or your official GED scores. If you are less than 25 years of age on the first day of classes and are transferring in less than 30 hours of previous college credit, you are required to submit ACT or SAT scores.

**NOTE:** Applicants must have a minimum grade point average of 2.5 on all previous college work or a score of 21 or higher on the ACT or 1020 or higher on the SAT.

## Transferring Hours

At DBU, you can initially transfer an unlimited number of hours from regionally accredited four-year institutions, or up to 66 hours from regionally accredited two-year colleges. (No course with a grade of "D" or "F" will be accepted in transfer.) Please recognize that academic advising is unofficial until an official transcript evaluation form and official degree plan have been approved by the Registrar's Office. Additionally, other guidelines may apply.

## Gaining Additional College Credit

**Credit for Experiential Learning.** Gain up to 30 credit hours for college-level learning you've achieved through life and work experiences. If you have four years of significant work experience and are 25 or older, the Portfolio Degree Program can accelerate progress towards your academic degree.

**Credit by Examination.** College credit can be earned in specific subject areas through the satisfactory completion of College Level Examination Program (CLEP) exams and/or by satisfactory scores on tests administered by individual university departments.

**Military or Corporate Training.** Military or corporate training that has been recognized by the American Council of Education (ACE) is another avenue for earning college credit toward completion of an Professional Studies degree.

## Financial Aid

Many students take advantage of financial aid programs to make their educational goals a reality. Financial aid is available in two forms:

### Gift Aid (does not have to be repaid)

Church matching gift programs and corporate reimbursement programs

### Self Aid (must be repaid)

Credit financing, payment plans and student loans

The primary sources that provide loans to our students are the federal government, local lending institutions, and DBU through its payment plans. Financing your college education can be a challenge, but DBU is ready to help make it easier for you. Go to [dbu.edu/financialaid](http://dbu.edu/financialaid) to find out more about your options, or contact our financial aid specialists by e-mail at [finaid@dbu.edu](mailto:finaid@dbu.edu) or at (214) 333-5363.

## Graduation Requirements

- \* Complete a minimum of 126 credit hours
- \* Complete 32 hours in residence at DBU
- \* Complete 30 of your last 36 hours in residence at DBU
- \* Fulfill a minimum of 42 upper-level hours (waived for inverted degree students)
- \* Minimum of 2.0 in institutional cumulative GPA
- \* Complete a minimum of 12 residency hours in major (15 hours for Interdisciplinary Studies major)
- \* Minimum of 2.0 GPA in institutional major and institutional minor

## Frequently Asked Questions About Professional Studies

### What Professional Studies degrees are available?

The Professional Studies program at DBU leads to one of four baccalaureate degrees — Bachelor of Arts and Sciences (BAS), Bachelor of Business Studies (BBS), Bachelor of Arts (BA), or a Bachelor of Science (BS).

### How many transfer hours will DBU accept from other colleges?

DBU will initially accept an unlimited number of hours in transfer from regionally accredited four-year institutions and up to 66 hours from regionally accredited two-year colleges. All classes must carry a grade of a "C" or higher and be college level courses. Selected hours from non-accredited institutions or training programs may also be accepted as credit. Check with a College of Professional Studies academic counselor for more information.

### What is the Portfolio Degree Program?

At DBU, we give you the opportunity to gain up to 30 credit hours for college-level learning you've achieved through life and work experiences. If you have four years of significant work experience and are 25 or older, the Portfolio Degree Program can help you advance toward your academic degree. The formal portfolio class takes you through the process of developing a comprehensive written **academic portfolio** that describes in detail the college-level learning and competencies you achieved experientially. Your completed portfolio will include a full student profile section, individual course petitions (requests to the University to grant college credit for specific courses), and documentation demonstrating your competencies.

### Will I be charged tuition for the credits I receive through the Portfolio Degree Program?

You are not charged tuition for the hours that are earned through the portfolio process. You merely pay for the portfolio course and the one-time portfolio evaluation and transcription fee.

### What is the Inverted Degree Program?

Students who initially transfer at least 24 hours in a specific concentration in a technical, occupational, or academic field of study may qualify for the Inverted Program. The benefit of this program is the 42-hour upper level requirement is waived.

### How long will it take me to finish my degree at DBU?

At DBU, it's up to you! While you might typically take six or nine credit hours during a traditional semester (Fall, Spring, Summer), our condensed semester options enable you to schedule classes in a concurrent, overlapping, or linear fashion throughout the year. Talk with your academic counselor to determine the pace that's right for you.

### Since I live far from DBU and often travel for my company, what are the alternatives to taking classes at DBU's main campus?

DBU has numerous extension sites in the Dallas/Fort Worth area. In addition, DBU North in Plano, DBU Hurst-Colleyville, and DBU Mansfield offer a full complement of student services and a wide variety of courses leading to bachelor and master's degrees. DBU also offers online courses. You can complete a bachelor's degree in several majors entirely over the Internet. Other alternatives to classroom time are CLEP tests and departmental examinations.

### When and where can I go to get information?

DBU makes it easy for you to attend information sessions, schedule meetings with academic counselors, or complete registration at either the main campus, DBU North, DBU Hurst-Colleyville, and DBU Mansfield.

- \* **Full-Service Saturdays.** Open from 9:00 a.m. to 1:00 p.m. on the second Saturday of each month.
- \* **Online Transactions.** Conduct enrollment, payment, and textbook ordering business via the Internet.
- \* **Contact Us.** You can call or e-mail us: [professional@dbu.edu](mailto:professional@dbu.edu)

# Accounting

## Course Requirements for a Bachelor of Business Studies in Accounting

	Semester Hours
<b>Professional Studies</b> PRST 3301 Lifelong Learning (S-L)	<b>3</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	<b>6-12</b>
<b>Social Science</b> POLS 2301 American National Government ECON 2301 Principles of Macroeconomics	<b>6</b>
<b>Electives</b> Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	<b>44-54</b>
<b>Accounting Major</b>	<b>30</b>
ACCT 2301 Principles of Financial Accounting	
ACCT 2302 Principles of Managerial Accounting	
ACCT 3300 Survey of Accounting Systems	
ACCT 3301* Intermediate Financial Accounting I	
ACCT 3302 Intermediate Financial Accounting II	
ACCT 3304* Managerial Cost Accounting	
ACCT 3323* Income Taxation of Individuals	
ACCT 4304 Auditing (S-L)	
FINA 3301 Corporate Financial Management	
MANA 3301 Principles of Management (S-L)	
<i>*Prerequisite: Prior to taking ACCT 3301, 3304, or 3323, students must complete MATH 1307 or the mathematics requirement for their degree plan.</i>	

**Total Credit Hours Required** **Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Retention in and Graduation from the Accounting Program

Students must fulfill the following conditions to continue enrollment in the B.B.S. accounting major and graduate from the program:

- Students must maintain an overall institutional GPA of 3.0 and an institutional GPA of 3.0 in upper-level accounting work.

(S-L) = Course(s) with field-based service-learning component.

# Art

## Course Requirements for a Bachelor of Arts and Sciences in Art

	Semester Hours
<b>Professional Studies</b> PRST 3301 Lifelong Learning <b>(S-L)</b>	<b>3</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology.	<b>6</b>
<b>Electives</b> Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	<b>44-54</b>
<b>Art Major</b> ART 4380 The Arts in the Creative Process ART 4385 Senior Capstone in Art <b>(S-L)</b> The student will complete 24 additional hours in art electives, 9 of which must be upper level.	<b>30</b>
<b>Total Credit Hours Required</b>	<b>Minimum 126</b>
<b>Other Requirements</b>	
<ol style="list-style-type: none"> <li>1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)</li> <li>2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.</li> <li>3. Minimum of 32 credit hours in residence at DBU.</li> <li>4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.</li> <li>5. Minimum of 126 credit hours to graduate.</li> <li>6. Satisfactory completion of all requirements on official degree plan.</li> </ol>	

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Business Administration

## Course Requirements for a Bachelor of Business Studies in Business Administration

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning (S-L)	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>
One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b>	<b>6</b>
POLS 2301 American National Government ECON 2301 Principles of Macroeconomics	
<b>Electives</b>	<b>44-54</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	
<b>Business Administration Major</b>	<b>30</b>
ACCT 2301 Principles of Financial Accounting	
ACCT 2302 Principles of Managerial Accounting	
ECON 2302 Principles of Microeconomics	
FINA 3301 Corporate Financial Management	
MANA 3301 Principles of Management (S-L)	
MANA 3305 Managerial Statistics	
MANA 3308 Business and Public Law	
MANA 4320 Strategy and Problems in Management	
MISM 3301 Information Systems for Management	
MRKT 3301 Principles of Marketing	
<b>Total Credit Hours Required</b>	<b>Minimum 126</b>

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as MANA 4320, Strategies and Problems.** This will assist the students in taking the MFAT exam.



DBU also offers an Accelerated Bachelor's and Master's degree program (**BBS in Business Administration/MBA**) for qualifying undergraduate students. For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

**(S-L)** = Course(s) with field-based service-learning component.

# Christian Ministries

## Course Requirements for a Bachelor of Arts and Sciences in Christian Ministries

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning (S-L)	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>
One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b> (1000 or 2000 level courses only)	<b>6</b>
POLS 2301 American National Government An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	
<b>Electives</b>	<b>44-54</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	
<b>Christian Ministries Major</b>	<b>30</b>
<b>Core Requirements for all PRST Christian Ministries Majors: (18 hours)</b>	
CHST 3309 Spiritual Formation for Christian Ministry	
PHIL 2301 Introduction to Philosophy	
or	
RELI 3301 Christian Ethics	
RELI 2304 Christian Doctrine	
RELI 3305 Principles of Biblical Interpretation	
RELI 3383 History of Christianity	
RELI 4345 Christianity in a Pluralistic World	
<b>Major Elective Requirements (12 hours):</b> Choose from 3 concentrations or 12 general religion hours	
<ul style="list-style-type: none"> <li>Depending on the student's vocational interest, a variety of concentrations are available and may be added to the core requirements to complete a major. Examples are listed below and on the next page.</li> <li>If a student does not select one of the examples listed, they may use a minimum of 12 religion-related hours, not including RELI 1301 and RELI 1302, to complete their major elective requirements.</li> <li>Major elective hours may be satisfied by transfer, portfolio, courses taken in the classroom at DBU, or in a combination.</li> </ul>	

**Total Credit Hours Required**

**Minimum 126**

### Business/Management

ACCT 2301	Principles of Financial Accounting
MANA 3301	Principles of Management (S-L)
MRKT 3301	Principles of Marketing
3 Hours Business	TBD
(12 hours)	

### Christian Leadership

CHST 3372	Church Administration
MANA 3301	Principles of Management (S-L)
MANA 4322	Servant Leadership
3 Hours Leadership	TBD
(12 hours)	

**Educational Ministry**

CHST 3301	Survey of Christian Education
CHST 3372	Church Administration
CHST 4301	Teaching Ministry of the Church
<b>Choose from one of the following courses:</b>	
CHST 3304	Religion and Older Persons
CHST 4306	Children's Ministry in the Church
CHST 4307	Youth Ministry in the Church
(12 hours)	

**Other Requirements**

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

DBU also offers an Accelerated Bachelor's and Master's degree program (**BAS in Christian Ministries/M.A. in Children's Ministry**) for qualifying undergraduate students. For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

**(S-L)** = Course(s) with field-based service-learning component.

# Communication

## Course Requirements for a Bachelor of Arts and Sciences in Communication

	Semester Hours
<b>Professional Studies</b> PRST 3301 Lifelong Learning <b>(S-L)</b>	<b>3</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	<b>6</b>
<b>Electives</b> Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	<b>44-54</b>
<b>Communication Major</b> COMA 1302 Fundamentals of Speech Communication COMA 2318 Basic Digital Design <b>(S-L)</b> COMA 2305 Interpersonal Communication COMA 3301 Nonverbal Communication COMA 3303 Small Group Communication COMA 4319 Communication Styles: Key to Business Success COMA 4322 Leadership Communication <b>(S-L)</b> MANA 3306 Management Communication <b>or</b> ENGL 3305 Advanced Written Communication (S-L)	<b>30</b>
The remaining six (6) hours for the major will be selected from elective Communication courses in consultation with an advisor from the College of Professional Studies. (Three (3) of these hours must be upper-level.)	

### Total Credit Hours Required

**Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Computer Information Science

## Course Requirements for a Bachelor of Arts and Sciences in Computer Information Science

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning ( <b>S-L</b> )	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1303, 1307, or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite).	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>4</b>
PHSC 1402	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b> (1000 or 2000 level courses only)	<b>6</b>
POLS 2301 American National Government. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	
<b>Electives</b>	<b>28-38</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	
<b>Computer Information Science Major</b>	<b>34</b>
COSC 1405 Foundations of Computer Science I	
COSC 1408 Foundations of Computer Science II	
COSC 2403 Object-Oriented Analysis and Design	
COSC 2406 Data Structures	
COSC 3301 Database Management Systems	
COSC 3405 Organization and Architecture	
COSC 3406 Networks and Telecommunication	
COSC 4308 Senior Project in Computer Science ( <b>S-L</b> ) or Upper-level elective in Computer Science	
COSC 4402 Software Engineering ( <b>S-L</b> )	
<b>Concentration Requirement</b>	<b>12</b>
The student must also complete a concentration consisting of 12 upper-level hours in a discipline other than Computer Information Science or Management Information Systems. This requirement may be satisfied by transfer and/or portfolio credit hours. The concentration must be approved by the dean of the College of Natural Sciences and Mathematics or the dean of the College of Professional Studies.	
<b>Total Credit Hours Required</b>	<b>Minimum 126</b>
<b>Other Requirements</b>	
1. Minimum of 42 upper-level credit hours.	
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.	
3. Minimum of 32 credit hours in residence at DBU.	
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.	
5. Minimum of 126 credit hours to graduate.	
6. Satisfactory completion of all requirements on official degree plan.	

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Criminal Justice

## Course Requirements for a Bachelor of Arts and Sciences in Criminal Justice

	Semester Hours
<b>Professional Studies</b> PRST 3301 Lifelong Learning (S-L)	3
<b>Computer Science</b> COSC 1301	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	9
<b>Fine Arts</b> FINE 1306	3
<b>History</b> HIST 1301, 1302, 2301, or 2302	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite).	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6
<b>Electives</b> Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	44-54
<b>Criminal Justice Major</b> CRJS 3302 Juvenile Delinquency CRJS 3305 Constitutional Law CRJS 4301 Ethics in Law Enforcement CRJS 4303 Organization and Administration CRJS 4307 Criminology CRJS 4309 Economic Crimes CRJS 4312 Research Methods CRJS 4315 Homeland and Organizational Security MANA 3301 Principles of Management SOCI 4301 Multicultural Perspectives	30

**Total Credit Hours Required** **Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Finance

## Course Requirements for a Bachelor of Business Studies in Finance

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning <b>(S-L)</b>	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>
One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b>	<b>6</b>
POLS 2301 American National Government ECON 2301 Principles of Macroeconomics	
<b>Electives</b>	<b>44-54</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	
<b>Finance Major</b>	<b>30</b>
ACCT 2301 Principles of Financial Accounting	
ACCT 2302 Principles of Managerial Accounting	
FINA 3301 Corporate Financial Management	
FINA 3302 Securities Analysis	
MANA 3301 Principles of Management <b>(S-L)</b>	
MANA 3308 Business and Public Law	
MISM 3301 Information Systems for Management	
MRKT 3301 Principles of Marketing	
<i>Choose two from:</i>	
FINA 3304 Money and Financial Institutions	
FINA 3305 Introduction to Risk Management and Insurance	
FINA 3307 Personal Financial Planning <b>(S-L)</b>	
FINA 3308 Real Estate Finance and Investments	
FINA 4301 Portfolio Management	
FINA 4302 Advanced Topics in Corporate Financial Management	
FINA 4308 International Finance	

**Total Credit Hours Required**

**Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Health Care Management

## Course Requirements for a Bachelor of Arts and Sciences in Health Care Management

	Semester Hours
<b>Professional Studies</b> PRST 3301 Lifelong Learning <b>(S-L)</b>	3
<b>Computer Science</b> COSC 1301	3
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	9
<b>Fine Arts</b> FINE 1306	3
<b>History</b> HIST 1301, 1302, 2301, or 2302	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6
<b>Electives</b> Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	44-54
<b>Health Care Management Major</b>	<b>30</b>
HCMG 3301 Health Care Ethics	
HCMG 3310 Human Resource Management for Health Care Organizations	
HCMG 3320 Finance for Health Care Managers	
HCMG 3330 Legal Issues in Health Care Management	
HCMG 3340 Organizational Behavior in Health Care Management	
HCMG 4301 Advanced Management Seminar in Health Care <b>(S-L)</b>	
MANA 3301 Principles of Management <b>(S-L)</b>	
MANA 3306 Management Communication	
or PSYC/SOCI 4301 Multicultural Perspectives	
or upper-level business elective	
MISM 3301 Information Systems for Management	
MRKT 3301 Principles of Marketing	

**Total Credit Hours Required**

**Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

**(S-L)** = Course(s) with field-based service-learning component.



## **Minor in Health Care Management**

This minor is designed to give the adult and traditional student a foundational knowledge of the field of health care management. The minor in health care management is comprised of the following courses:

HCMG 3301	Health Care Ethics
HCMG 3310	Human Resource Management for Health Care Organizations
HCMG 3320	Finance for Health Care Management
HCMG 3330	Legal Issues in Health Care Management
HCMG 3340	Organizational Behavior in Health Care Management

### **Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

# Hotel and Hospitality Management

## Course Requirements for a Bachelor of Business Studies in Hotel and Hospitality Management

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning <b>(S-L)</b>	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>
One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b> (1000 or 2000 level courses only)	<b>6</b>
POLS 2301 American National Government ECON 2301 Principles of Macroeconomics	
<b>Electives</b>	<b>44-54</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	
<b>Hotel and Hospitality Management Major</b>	<b>30</b>
ACCT 2301 Principles of Financial Accounting	
ACCT 2302 Principles of Managerial Accounting	
FINA 3301 Corporate Financial Management	
MANA 3301 Principles of Management <b>(S-L)</b>	
MRKT 3301 Principles of Marketing	
HHMA 3301 Managing in the Service Environment <b>(S-L)</b>	
HHMA 3303 Front Office, Rooms, and Housekeeping Management <b>(S-L)</b>	
HHMA 4301 Hospitality Industry Financial Accounting	
HHMA 4320 Hospitality Industry Sales and Marketing	
HHMA 4340 Strategies in Hotel and Hospitality <b>(S-L)</b>	

**Total Credit Hours Required**

**Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Interdisciplinary Studies

## Course Requirements for a Bachelor of Arts and Sciences in Interdisciplinary Studies

	Semester Hours
<b>Professional Studies</b> PRST 3301 Lifelong Learning (S-L)	<b>3</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	<b>6</b>
<b>Electives</b> Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	<b>44-54</b>
<b>Interdisciplinary Studies Major</b>	<b>30</b>
Three options are available to students majoring in Interdisciplinary Studies:	
<b>Option One:</b> The student completes the portfolio emphasizing only one of two concentrations. The student then finishes the major by completing a minimum of 15 credit hours in the classroom at DBU in the second concentration. (Twelve (12) hours must be upper-level.)*	
<b>Option Two:</b> The student completes the portfolio with course petitions for both concentrations. The student then completes the concentrations with a minimum of 15 credit hours of course work at DBU. (Twelve (12) hours must be upper-level.)*	
<b>Option Three:</b> Inverted Degree Program students have the option of using the technical/occupational semester hours transferred in for one of their two concentrations. In that case, the 12 hour upper-level requirement is waived for the concentration for which the technical/occupational hours are used. The student then finishes the major by completing a minimum of 15 credit hours in the classroom at DBU in the second concentration. (Twelve (12) hours must be upper-level)*. If an Inverted student chooses not to utilize technical/occupational hours for one concentration, then each concentration must include a minimum of 12 upper-level hours.	
*All three options require a minimum of 15 credit hours in each concentration totaling 30 credit hours for both. DBU also requires a minimum of 12 upper-level hours for each concentration (except with Option Three).	

**Total Credit Hours Required**

**Minimum 126**

**Other Requirements**

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 15 credit hours in major in residence at Dallas Baptist University, 12 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

**Minimum GPA Required for Graduation from Dallas Baptist University**

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Interdisciplinary Studies

## Course Requirements for a Bachelor of Arts in Interdisciplinary Studies

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning (S-L)	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>12</b>
ENGL 1301, 1302, 2301, and 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>Foreign Language</b>	<b>6-14*</b>
*Six hours at the 2000 level or above if adequate prerequisites are met	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>
One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b> (1000 or 2000 level courses only)	<b>6</b>
POLS 2301 American National Government An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	
<b>Electives</b>	<b>27-45</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	

### Interdisciplinary Studies Major

**30**

Three options are available to students majoring in Interdisciplinary Studies:

#### Option One:

The student completes the portfolio emphasizing only one of two concentrations. The student then finishes the major by completing a minimum of 15 credit hours in the classroom at DBU in the second concentration. (Twelve (12) hours must be upper-level.)\*

#### Option Two:

The student completes the portfolio with course petitions for both concentrations. The student then completes the concentrations with a minimum of 15 credit hours of course work at DBU. (Twelve (12) hours must be upper-level.)\*

#### Option Three:

Inverted Degree Program students have the option of using the technical/occupational semester hours transferred in for one of their two concentrations. In that case, the 12 hour upper-level requirement is waived for the concentration for which the technical/occupational hours are used.\*

**\*All three options require a minimum of 15 credit hours in each concentration totaling 30 credit hours for both. DBU also requires a minimum of 12 upper-level hours for each concentration (except with Option Three).**

### Total Credit Hours Required

**Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 15 credit hours in major in residence at Dallas Baptist University, 12 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

**Minimum GPA Required for Graduation from Dallas Baptist University:** DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Interdisciplinary Studies

## Course Requirements for a Bachelor of Science in Interdisciplinary Studies

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning (S-L)	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>15</b>
Laboratory sciences selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b> (1000 or 2000 level courses only)	<b>6</b>
POLS 2301 American National Government An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	
<b>Electives</b>	<b>33-42</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	
<b>Interdisciplinary Studies Major</b>	<b>30</b>
Three options are available to students majoring in Interdisciplinary Studies:	
<b>Option One:</b>	
The student completes the portfolio emphasizing only one of two concentrations. The student then finishes the major by completing a minimum of 15 credit hours in the classroom at DBU in the second concentration. (Twelve (12) hours must be upper-level.)*	
<b>Option Two:</b>	
The student completes the portfolio with course petitions for both concentrations. The student then completes the concentrations with a minimum of 15 credit hours of course work at DBU. (Twelve (12) hours must be upper-level.)*	
<b>Option Three:</b>	
Inverted Degree Program students have the option of using the technical/occupational semester hours transferred in for one of their two concentrations. In that case, the 12 hour upper-level requirement is waived for the concentration for which the technical/occupational hours are used.*	
<i>*All three options require a minimum of 15 credit hours in each concentration totaling 30 credit hours for both. DBU also requires a minimum of 12 upper-level hours for each concentration (except with Option Three).</i>	
<b>Total Credit Hours Required</b>	<b>Minimum 126</b>
<b>Other Requirements</b>	
1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)	
2. Minimum of 15 credit hours in major in residence at Dallas Baptist University, 12 credit hours of which must be upper-level.	
3. Minimum of 32 credit hours in residence at DBU.	
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.	
5. Minimum of 126 credit hours to graduate.	
6. Satisfactory completion of all requirements on official degree plan.	

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Management

## Course Requirements for a Bachelor of Business Studies in Management

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning ( <b>S-L</b> )	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>
One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b> (1000 or 2000 level courses only)	<b>6</b>
POLS 2301 American National Government ECON 2301 Principles of Macroeconomics	
<b>Electives</b>	<b>44-54</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	
<b>Management Major</b>	<b>30</b>
ACCT 2301 Principles of Financial Accounting	
ACCT 2302 Principles of Managerial Accounting	
FINA 3301 Corporate Financial Management	
MANA 3301 Principles of Management ( <b>S-L</b> )	
MANA 3302 Principles of Human Resource Management	
or MANA 3303 Principles of Organizational Behavior	
MANA 3308 Business and Public Law	
MANA 4301 Operations and Quality Management	
or MANA 4342 Business Ethics	
MANA 4320 Strategy and Problems in Management	
MISM 3301 Information Systems for Management	
MRKT 3301 Principles of Marketing	
<b>Total Credit Hours Required</b>	<b>Minimum 126</b>

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as MANA 4320, Strategies and Problems.** This will assist the students in taking the MFAT exam.



DBU also offers an Accelerated Bachelor's and Master's degree program (**BBS in Management/MBA in Management**) for qualifying undergraduate students. For degree plan requirements, refer to the Accelerated Bachelor's and Master's Degree Programs section in this catalog.

**(S-L)** = Course(s) with field-based service-learning component.

# Management Information Systems

## Course Requirements for a Bachelor of Business Studies in Management Information Systems

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning <b>(S-L)</b>	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>
One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b>	<b>6</b>
POLS 2301 American National Government ECON 2301 Principles of Macroeconomics	
<b>Electives</b>	<b>44-54</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	
<b>Management Information Systems Major</b>	<b>30</b>
ACCT 2301 Principles of Financial Accounting	
ACCT 2302 Principles of Managerial Accounting	
MISM 1302 Ethical and Human Side of Information Technology	
MISM 2311 Introduction to Business Software Development	
MISM 3301 Information Systems for Management	
MISM 3306 Business Telecommunications and Networking	
MISM 3310 Information Systems Analysis and Design <b>(S-L)</b>	
MISM 3320 Web Page and Database Design	
MISM 4300 IT Security and Forensics	
MISM 4330 Strategic IT Planning and Project Management <b>(S-L)</b>	

**Total Credit Hours Required**

**Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

**(S-L)** = Course(s) with field-based service-learning component.

# Marketing

## Course Requirements for a Bachelor of Business Studies in Marketing

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning (S-L)	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>
One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b>	<b>6</b>
POLS 2301 American National Government ECON 2301 Principles of Macroeconomics	
<b>Electives</b>	<b>44-54</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	
<b>Marketing Major</b>	<b>30</b>
ACCT 2301 Principles of Financial Accounting	
MANA 3301 Principles of Management (S-L)	
MANA 3305 Managerial Statistics	
MANA 3308 Business and Public Law	
MISM 3301 Information Systems for Management	
MRKT 3301 Principles of Marketing	
MRKT 3302 Marketing Research and Analysis	
MRKT 3303 Promotional Strategy	
MRKT 4302 Professional Selling and Sales Management	
MRKT 4330 Strategies and Problems in Marketing	

**Total Credit Hours Required**

**Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Psychology

## Course Requirements for a Bachelor of Arts and Sciences in Psychology

	Semester Hours
<b>Professional Studies</b>	<b>3</b>
PRST 3301 Lifelong Learning (S-L)	
<b>Computer Science</b>	<b>3</b>
COSC 1301	
<b>English</b>	<b>9</b>
ENGL 1301, 1302, and 2301 or 2302	
<b>Fine Arts</b>	<b>3</b>
FINE 1306	
<b>History</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	
<b>Mathematics</b>	<b>3-4</b>
MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>
One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	
<b>Religion</b>	<b>6-12</b>
RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	
<b>Social Science</b> (1000 or 2000 level courses only)	<b>6</b>
POLS 2301 American National Government An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, Sociology, or met in the major.	
<b>Electives</b>	<b>44-54</b>
Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	
<b>Psychology Major</b>	<b>30</b>
PSYC 1301 General Psychology	
PSYC 2301 Statistics for the Social Sciences	
PSYC 2304 Marriage and Family	
PSCY 4311 Integration of Psychology and Christianity	
PSYC 4312 Human Growth and Development	
PSYC 4314 Counseling Theories and Techniques	
PSYC 4315 Psychology of Personality	
PSYC 4319 Research Methods	
The student will select an additional 6 hours of upper level electives in psychology. These hours can be satisfied by transfer and/or portfolio credit hours.	

**Total Credit Hours Required**

**Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Sociology

## Course Requirements for a Bachelor of Arts and Sciences in Sociology

	Semester Hours
<b>Professional Studies</b> PRST 3301 Lifelong Learning (S-L)	3
<b>Computer Science</b> COSC 1301	3
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	9
<b>Fine Arts</b> FINE 1306	3
<b>History</b> HIST 1301, 1302, 2301, or 2302	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or (eMAT Advising Tool is required prior to registering for any Math class or any class for which the eMAT is a prerequisite)	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, Sociology, or met in the major.	6
<b>Electives</b> Courses transferred, portfolio credit, ACE approved military and/or corporate training, etc.	44-54
<b>Sociology Major</b> SOCI 1301 Introduction to Sociology SOCI 1302 Social Problems SOCI 2303 Statistics for Social Sciences SOCI 2304 Marriage and Family SOCI 3305 Internship in Sociology (S-L) <b>or</b> SOCI 4302 Sociological Theory SOCI 3309 Social Work SOCI 4303 Social Psychology SOCI 4312 Research Methods	30
The student must also complete an additional six (6) upper-level hours of sociology courses. This requirement may be satisfied by transfer and/or portfolio credit hours.	

**Total Credit Hours Required**

**Minimum 126**

### Other Requirements

1. Minimum of 42 upper-level credit hours. (Exception: Inverted Degree Program)
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Minimum of 126 credit hours to graduate.
6. Satisfactory completion of all requirements on official degree plan.

### Minimum GPA Required for Graduation from Dallas Baptist University

DBU requires a minimum institutional cumulative, major, and minor GPA of 2.0.

(S-L) = Course(s) with field-based service-learning component.

# Accelerated Bachelor's and Master's Degree Programs

The accelerated Bachelor's and Master's degree programs at DBU provide a means for highly motivated individuals with clearly defined career goals to attain knowledge and skills from both undergraduate and master's degrees in a single accelerated process. Combining the degrees provides a faster track to graduation, proves to be more cost effective, and gives the student the opportunity to enter the workforce sooner with a competitive advantage.

## Permission to Pursue an Accelerated Bachelor's and Master's Degree Program

### **B.A.S., B.B.A., B.A., or B.S. Program:**

Students wishing to enter an accelerated program should file a Statement of Commitment with their academic advisor. Permission to pursue the program will be considered based on the following criteria:

- Completion of 75 semester hours (see individual degree requirements) with a minimum overall GPA of 3.0 at the time of filing a Statement of Commitment. The 3.0 GPA criteria must be maintained to continue in the program.
- The Statement of Commitment must be approved and signed by both the undergraduate advisor and the Master's program director. At that time, a new degree plan must be completed, approved, and signed by both the undergraduate advisor and the Master's program director.
- At the completion of 90 semester hours (to include 12 institutional hours with a 3.0 GPA) students must apply for admission to the Master's program. Students pursuing the B.B.A. Accounting/MBA Accounting must apply at the completion of 96 hours.
- Upon acceptance into the Master's program, students may take 5000 or 6000 level courses as prescribed by their degree plan.

### **B.B.S. in Management or B.B.S. in Business Administration Programs:**

Students wishing to enter an accelerated program should file a Statement of Commitment with their academic advisor. Permission to pursue the program will be considered based on the following criteria:

- A minimum overall Grade Point Average of 3.0, with a minimum Grade Point Average of 3.0 in the upper-level coursework comprising a major.
- Successful completion of PRST 3301.
- The Statement of Commitment must be approved and signed by both the student's undergraduate advisor and graduate program director. At that time, a new degree plan must be completed, approved, and signed by both the undergraduate advisor and the Master's program director.
- At the completion of 90 semester hours (including current enrollment and with at least 12 institutional hours with a 3.0 GPA), students must apply for admission to the Master's program.
- Upon acceptance into the Master's program, students may take 5000 or 6000 level courses as prescribed by their degree plan.

*Note: Permission to pursue an accelerated Bachelor's and Master's degree program does not guarantee admission to the Master's program. All requirements for admission to the Master's program must be met. Students may not enroll in 5000 or 6000 level courses prior to admission to the Master's program.*

## Retention in and Graduation from the Program

Students must fulfill the following conditions to continue enrollment and graduate from an accelerated Bachelor's and Master's degree program:

- Students must maintain an institutional GPA of 3.0 at both the undergraduate and graduate levels, and at the undergraduate level, an institutional GPA of 3.0 in coursework comprising the major or in all teacher certification coursework.
- A minimum 3.0 GPA is required to graduate with a master's degree.
- Students must be advised by both their undergraduate advisor and their graduate program director/advisor prior to enrollment each semester.
- Transfer students must meet the residency requirement for the bachelor's degree of a minimum of 32 hours. Shared courses at the graduate level are considered to be part of the undergraduate residency requirement. They also apply toward the undergraduate requirements of 42 upper-level credit hours and 30 of the last 36 credit hours in residence at Dallas Baptist University.
- If the student decides not to complete the Accelerated Bachelor's and Master's degree program, he/she must work with the undergraduate advisor in order to meet the degree requirements for the non-accelerated Bachelor's degree in order to graduate.

**Note: Please refer to each program for requirements specific to that program only.**

## Accelerated Bachelor's and Master's Degree Program: B.A. Early Childhood-Grade 6 Generalist Certification/MED in Reading and English as a Second Language

The Bachelor of Arts Early Childhood – Grade 6 Generalist Certification and the Master of Education in Reading and English as a Second Language degree program (BA EC-6/MEDRE) is a 168-hour program (176 hours if foreign language courses are needed). Graduates from the program will receive both a Bachelor of Arts and a Master of Education in Reading and English as Second Language. This non-thesis program is designed for those seeking initial teacher certification and enhanced expertise in the areas of teaching literacy and English as a second language. Once candidates have completed their initial teaching certification and required coursework in this degree, and if they have passed the appropriate state certification (TExES) tests, candidates will receive their EC-6 Generalist Certification and English as a Second Language Endorsement/Certification. After teachers graduating from this program have completed two years of teaching experience, and if they have passed the appropriate state certification (TExES) tests, they will also earn the Reading Specialist Certification and the Master Reading Teacher Certification.

### I. GENERAL STUDIES REQUIREMENTS

	<b>B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, 2301 and 2302	<b>12</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	<b>6-14*</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301 and 1302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1303 or equivalent [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3</b>
<b>Natural Science</b> BIOL 1401	<b>4</b>
<b>Religion</b> RELI 1301, 1302, and one additional religion course	<b>9</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 and 2302	<b>6</b>
<b>Speech</b> COMA 1302	<b>3</b>

**TOTAL GENERAL STUDIES REQUIREMENTS** **61**

### II. PROFESSIONAL RESPONSIBILITY

ECHE 4360	Foundations for Early Childhood Development	<b>3</b>
EDUC 2312	Teacher Education Seminar	<b>3</b>
EDUC 3302	Development of Infants, Children, and Adolescents	<b>3</b>
EDUC 3312	Educational Foundations	<b>3</b>
EDUC 4021	EC-12 Pedagogy and Professional Responsibilities Seminar	<b>0</b>
EDUC 4312	Teaching Special Populations ( <b>S-L</b> )	<b>3</b>
EDUC 4313	Discipline and Classroom Management ( <b>S-L</b> )	<b>3</b>
EDUC 4608	Student Teaching	<b>6</b>
TECH 4320	Instructional Technology	<b>3</b>

**TOTAL PROFESSIONAL RESPONSIBILITY COURSES** **27**

### III. INTERDISCIPLINARY ACADEMIC MAJOR (38 hours)

(At least 21 credit hours at the 3000-4000 level)

<b>A. PEDAGOGY</b>		
GSCI 4320	Pedagogy of Science	3
SOST 4340	Pedagogy of Social Studies	3
EDUC 4314	Best Practices in Teaching	3
EDUC 4318	Pedagogy of Math	3
READ 4335	Pedagogy of Reading I (Phonics)	3
READ 4336	Pedagogy of Reading II (Comprehension)	3
<b>TOTAL PEDAGOGY COURSES</b>		<b>18</b>
<b>B. CONTENT</b>		
EDUC 4010	Elementary EC-6 Generalist Seminar	0
GEOL 1401	Meteorology and Space Science	4
HIST 4309	Texas History	3
MATH 3303	Math Content I	3
MATH 3304	Math Content II	3
PHSC 1401	Physical Science I	4
READ 3330	Introduction to Reading	3
<b>TOTAL CONTENT COURSES</b>		<b>20</b>
<b>TOTAL INTERDISCIPLINARY ACADEMIC MAJOR REQUIREMENTS</b>		<b>38</b>
<b>IV. ELECTIVES</b>		
CHAP 1000	Chapel	0
Foreign Language (1000 level if needed)		(4)
Foreign Language (1000 level if needed)		(4)
<b>TOTAL ELECTIVES</b>		<b>(8)</b>
<b>V. MEDRE / BA SHARED COURSEWORK (9 credit hours)</b>		
READ 5332	Diagnosing and Correcting Reading Difficulties with Clinical Experience	3
READ 5337	Pedagogy of Reading III (Literature & Visual Representation)	3
READ 5338	Pedagogy of Language Arts	3
<b>TOTAL MEDRE / BA SHARED COURSEWORK</b>		<b>9</b>
<b>TOTAL B.A. REQUIREMENTS</b>		<b>135</b>
		<i>(143 if Foreign Language 1400 and 1401 are needed)</i>
<b>VI. MEDRE COURSEWORK</b>		
<b>A. READING CONCENTRATION (9 credit hours)</b>		
READ 6301	Specialized Reading Assessment and Instruction	3
READ 6330	Foundations of Reading	3
READ 6335	Curriculum and Instruction in Reading	3
<b>TOTAL READING CONCENTRATION</b>		<b>9</b>
<b>B. ENGLISH AS A SECOND LANGUAGE CONCENTRATION (12 credit hours)</b>		
ESLS 5301	Second Language Acquisition	3
ESLS 5304	Methods in Teaching ESL	3
ESLS 5306	Content Area Language Proficiency Skills	3
ESLS 5308	Multicultural and Multilingual Learning Environments	3
<b>TOTAL ENGLISH AS A SECOND LANGUAGE CONCENTRATION</b>		<b>12</b>
<b>C. REQUIRED AND CERTIFICATION COURSES (6 credit hours)</b>		
EDUC 6302	Research in Education (S-L)	3
ESLS 5312	Practicum for State Certification	3
READ 5011	Reading Specialist Seminar	0
EDUC 6012	Professional Portfolio	0
<b>TOTAL REQUIRED AND CERTIFICATION COURSES</b>		<b>6</b>
<b>TOTAL MEDRE COURSEWORK</b>		<b>27</b>
<b>TOTAL B.A. &amp; MEDRE CREDITS</b>		<b>162</b>
		<i>(170 if Foreign Language 1400 and 1401 are needed)</i>

Students will complete state requirements for initial teacher certification in the area of EC-6 Generalist. Students completing this program will learn and demonstrate how to serve as an effective literacy teacher and leader through synthesis and application of knowledge regarding the interrelated components of reading, writing, speaking, and listening across developmental stages of oral



and written language. Degree candidates will also learn and demonstrate sufficient theoretical and experiential knowledge for serving as an ethical and effective teacher, advocate, and leader for culturally and linguistically diverse students.

Students completing this Accelerated Bachelor's and Master's degree program will take the following courses at the graduate level as substitutes for their undergraduate cross-listed course requirements, thereby requiring 27 instead of the regular 36 graduate hours for the program beyond the regular undergraduate degree requirements.

READ 5332 - Reading: Diagnosing and Correcting Reading Difficulties with Clinical Experience

READ 5337 – Pedagogy of Reading III – Literature/Visual

READ 5338 – Pedagogy of Language Arts

**Retention in and Graduation From the Program:**

Students must fulfill the following conditions to enroll and continue enrollment in this Accelerated Bachelor's and Master's degree program:

- Students must be accepted to the Educator Preparation Program at the completion of 45 semester hours.
- Students must file a Statement of Commitment at the completion of 90 semester hours (including current enrollment).
- Students must have a minimum GPA of 3.0 in all teacher certification coursework.
- Students must apply to and be accepted in the MED Reading and ESL (MEDRE) program before the start of the junior spring semester (before 5000 level courses) in order to progress in graduate coursework and complete the MEDRE degree.
- Science and Math courses must be taken prior to Field Base semesters.

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A. Grades 4-8 English Language Arts and Reading Certification/MED in Reading and English as a Second Language

The Bachelor of Arts English Language Arts and Reading Grades 4-8 with Teacher Certification and the Master of Education in Reading and English as a Second Language program (BA4-8/MEDRE) is a 154-hour program (162 hours if foreign language courses are needed). Graduates from the program will receive both a Bachelor of Arts and a Master of Education in Reading and English as Second Language. This non-thesis program is designed for those seeking initial teacher certification and enhanced expertise in the area of teaching English language arts, reading, and English as a second language. Once candidates have completed their initial teaching certification and required coursework in this degree, and if they have passed the appropriate state certification (TExES) tests, candidates will receive their 4-8 Grades English Language Arts Certification and English as a Second Language Endorsement/Certification. After teachers graduating from this program have completed two years of teaching experience, and if they have passed the appropriate state certification (TExES) tests, they will also earn the Reading Specialist Certification and the Master Reading Teacher Certification.

### I. GENERAL STUDIES REQUIREMENTS

	<b>B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, 2301 and 2302	<b>12</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	<b>6-14*</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301 and 1302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1303 or equivalent [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3</b>
<b>Natural Science</b> BIOL 1401	<b>4</b>
<b>Religion</b> RELI 1301, 1302, and one additional religion course	<b>9</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 and 2302	<b>6</b>
<b>Speech</b> COMA 1302	<b>3</b>

**TOTAL GENERAL STUDIES REQUIREMENTS** **61**

### II. PROFESSIONAL RESPONSIBILITY

EDUC 2312	Teacher Education Seminar	<b>3</b>
EDUC 3302	Development of Infants, Children, and Adolescents	<b>3</b>
EDUC 3312	Educational Foundations	<b>3</b>
EDUC 4021	EC-12 Pedagogy and Professional Responsibilities Seminar	<b>0</b>
EDUC 4313	Discipline and Classroom Management <b>(S-L)</b>	<b>3</b>
EDUC 4608	Student Teaching	<b>6</b>
TECH 4320	Instructional Technology	<b>3</b>

**TOTAL PROFESSIONAL RESPONSIBILITY COURSES** **21**

### III. INTERDISCIPLINARY ACADEMIC MAJOR

*(At least 21 credit hours at the 3000-4000 level)*

<b>A. PEDAGOGY</b>		
EDUC 4312	Teaching Special Populations (S-L)	3
EDUC 4314	Best Practices in Teaching (S-L)	3
<b>TOTAL PEDAGOGY COURSES</b>		<b>6</b>
<b>B. CONTENT</b>		
ENGL 3301	American Literature I	3
<i>or</i>		
ENGL 3302	American Literature II	
ENGL 3313	British Literature I	3
<i>or</i>		
ENGL 3314	British Literature II	
ENGL 3305	Advanced Communication	3
ENGL 4301	Introduction to Linguistics	3
ENGL 4309	Studies in Fiction	3
ENGL 4311	Studies in Poetry	3
READ 3330	Introduction to Reading	3
READ 4010	English Language Arts and Reading 4-8 Seminar	0
READ 4331	Reading in the Content Area	3
READ 4336	Pedagogy of Reading II (Comprehension)	3
<i>Elective of upper level English or any other Pedagogy course</i>		
<b>TOTAL CONTENT COURSES</b>		<b>30</b>
<b>TOTAL INTERDISCIPLINARY ACADEMIC MAJOR REQUIREMENTS</b>		<b>36</b>
<b>IV. ELECTIVES</b>		
CHAP 1000	Chapel	
	Foreign Language (1000 level if needed)	(4)
	Foreign Language (1000 level if needed)	(4)
<b>TOTAL ELECTIVES</b>		<b>(8)</b>
<b>V. MEDRE / BA SHARED COURSEWORK (12 credit hours)</b>		
READ 5332	Diagnosing and Correcting Reading Difficulties with Clinical	3
READ 5337	Pedagogy of Reading III (Literature & Visual Representation)	3
READ 5338	Pedagogy of Language Arts	3
ESLS 5304	Methods in Teaching ESL	3
<b>TOTAL MEDRE / BA SHARED COURSEWORK</b>		<b>12</b>
<b>TOTAL B.A. REQUIREMENTS</b>		<b>130</b>
		<i>(138 if Foreign Language 1400 and 1401 are needed)</i>
<b>VI. MEDRE COURSEWORK</b>		
<b>A. READING CONCENTRATION (9 credit hours)</b>		
READ 6301	Specialized Reading Assessment and Instruction	3
READ 6330	Foundations of Reading	3
READ 6335	Curriculum and Instruction in Reading	3
<b>TOTAL READING CONCENTRATION</b>		<b>9</b>
<b>B. ENGLISH AS A SECOND LANGUAGE CONCENTRATION (12 credit hours)</b>		
ESLS 5301	Second Language Acquisition	3
ESLS 5306	Content Area Language Proficiency Skills	3
ESLS 5308	Multicultural and Multilingual Learning Environments	3
<b>TOTAL ENGLISH AS A SECOND LANGUAGE CONCENTRATION</b>		<b>9</b>
<b>C. REQUIRED AND CERTIFICATION COURSES (6 credit hours)</b>		
EDUC 6302	Research in Education (S-L)	3
ESLS 5312	Practicum for State Certification	3
READ 5011	Reading Specialist Seminar	0
EDUC 6012	Professional Portfolio	0

**TOTAL REQUIRED AND CERTIFICATION COURSES****TOTAL MEDRE CREDITS****TOTAL B.A. & MEDRE CREDITS****6****24****154***(162 if Foreign  
Language 1400  
and 1401 are  
needed)*

Students will complete state requirements for initial teacher certification in the areas 4-8 English Language Arts. Students completing this program will learn and demonstrate how to serve as an effective literacy teacher and leader through synthesis and application of knowledge regarding the interrelated components of reading, writing, speaking, and listening across developmental stages of oral and written language. Degree candidates will also learn and demonstrate sufficient theoretical and experiential knowledge for serving as an ethical and effective teacher, advocate, and leader for culturally and linguistically diverse students.

Students completing this Accelerated Bachelor's and Master's degree program will take the following courses at the graduate level as substitutes for their undergraduate cross-listed course requirements, thereby requiring 24 hours instead of the regular 36 graduate hours for the program beyond the regular undergraduate degree requirements.

READ 5332 - Diagnosing and Correcting Reading Difficulties with Clinical Experience

READ 5337 - Pedagogy of Reading III (Literature & Visual Representation)

READ 5338 - Pedagogy of Language Arts

ESLS 5304 - Methods of Teaching ESL

**Retention in and Graduation From the Program:**

Students must fulfill the following conditions to enroll and continue enrollment in this Accelerated Bachelor's and Master's degree program:

- Students must be accepted to the Educator Preparation Program at the completion of 45 semester hours.
- Students must file a Statement of Commitment at the completion of 90 semester hours (including current enrollment).
- Students must have a minimum GPA of 3.0 in all educator preparation coursework.
- Students must apply to and be accepted into the M. Ed. Reading and ESL program before the start of the Junior spring semester (before 5000 level courses) in order to progress in graduate coursework and complete the M. Ed. Reading and ESL degree.
- Science and Math courses must be taken prior to Field Based semesters.

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's & Master's Degree Program: B.A./B.S. Early Childhood-Grade 6 Generalist Certification/M.A. in Teaching

The Bachelor of Arts/Bachelor of Science Early Childhood Grade 6 Generalist Certification and the Master of Arts in Teaching Accelerated Bachelor and Masters Degree is a 165-hour program (B.A.) (173 if foreign language courses are needed), or 156-hour program (B.S.). Graduates from the program will receive both a Bachelor of Arts or Bachelor of Science with EC-6 Teacher certification and Master of Arts in Teaching. The non-thesis program is designed for those seeking initial teacher certification and enhanced expertise in content areas, effective teaching strategies, and enhanced delivery of instruction and powerful assessment. The program is designed for individuals who are interested in pursuing a master's degree and will equip educators to become servant leaders within the school setting.

### I. GENERAL STUDIES REQUIREMENTS

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> B.A. – ENGL 1301, 1302, 2301 and 2302 B.S. – ENGL 1301, 1302, 2301 or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> (B.A.) *Six hours at the 2000 level if adequate prerequisites are met	6	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	1	1
<b>History</b> HIST 1301 and 1302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> MATH 1303 or equivalent [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3	3
<b>Natural Science</b> (1000 or 2000 level courses only) B.A. – BIOL 1401 B.S. – BIOL 1401, PHSC 1401, GEOL 1401	4	12
<b>Religion</b> RELI 1301, 1302, and one additional RELI course	9	9
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 and 2302	6	6
<b>Speech</b> COMA 1302	3	3
<b>TOTAL GENERAL STUDIES REQUIREMENTS</b>	<b>61</b>	<b>60</b>
<b>II. PROFESSIONAL RESPONSIBILITY</b>		
ECHE 4360 Foundations of Early Childhood Development	3	3
EDUC 2312 Teacher Education Seminar	3	3
EDUC 3302 Development of Infants, Children, and Adolescents	3	3
EDUC 3312 Educational Foundations	3	3
EDUC 4313 Discipline and Classroom Management (S-L)	3	3
<b>TOTAL PROFESSIONAL RESPONSIBILITY REQUIREMENTS</b>	<b>24</b>	<b>24</b>

**III. INTERDISCIPLINARY ACADEMIC MAJOR***(At least 21 credit hours at the 3000-4000 level)*

	B.A.	B.S.
<b>A. PEDAGOGY</b>		
EDUC 4318 Pedagogy of Math	3	3
GSCI 4320 Pedagogy of Science	3	3
EDUC 4314 Best Practices in Teaching	3	3
SOST 4340 Pedagogy of Social Studies	3	3
<b>B. CONTENT</b>		
EDUC 4010 Elementary EC-6 Generalist Seminar	0	0
GEOL 1401 Meteorology and Space Science	4	*
HIST 4309 Texas History	3	3
MATH 3303 Math Content I	3	3
MATH 3304 Math Content II	3	3
PHSC 1401 Physical Science I	4	*
READ 3330 Introduction to Reading	3	3

\*GEOL 1401 and PHSC 1401 are part of the General Studies requirements for a B.S. degree.

**TOTAL INTERDISCIPLINARY ACADEMIC MAJOR REQUIREMENTS** 44 36

**IV. ELECTIVES**

CHAP 1000 Chapel	0	0
<b>B.A. only</b> Foreign Language (1000 level if needed)	(8)	*

\*Not required for a B.S. degree

**V. MAT/BA/BS SHARED COURSEWORK**

TECH 5320 Instructional Technology	3	3
READ 5332 Reading: Diagnosing and Correcting Reading Difficulties	3	3

**TOTAL B.A./B.S. REQUIREMENTS** (138) 129  
146

**VI. MAT COURSEWORK****A. PROFESSIONAL AREA**

EDUC 6302 Research in Education (S-L)	3	3
EDUC 6304 Improvement of Instruction	3	3
EDUC 6308 The School and the Multicultural American Society	3	3

**B. RESOURCE AREA**

EDUC 5310 Introduction to the Exceptional Learners	3	3
EDUC 5320 Teaching the Underachiever	3	3
ESLS 5304 Methods of Teaching ESL	3	3
ESLS 5306 Content Area Language Proficiency Skills	3	3
EDUC 6306 Curriculum Design and Evaluation	3	3
READ 6330 Foundations in Reading	3	3

**C. REQUIRED**

EDUC 6010 Professional Portfolio	0	0
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**TOTAL ACCELERATED DEGREE PLAN CREDITS** (165) 156  
173

- Students must be accepted to the Educator Preparation Program at the completion of 45 semester hours.
- Students must file a Statement of Commitment at the completion of 80 semester hours (including current enrollment).
- Students must have a minimum GPA of 3.0 in all teacher certification coursework.
- Science and Math courses must be taken prior to Field Based semesters.

(S-L) = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. Early Childhood-Grade 6 Generalist Certification/MED in Special Education

The Bachelor of Arts and Bachelor of Science Early Childhood Grade 6 Generalist Certification and the Master of Education in Special Education degree program (BA/BS EC-6/MEDSE) is a 168-hour program (B.A.) (176 hours if foreign language courses are needed) or 159-hour program (B.S.). Graduates from the program will receive both a Bachelor of Arts and a Master of Education in Special Education or Bachelor of Science and Master of Education in Special Education. This non-thesis program is designed for those seeking initial teacher certification and enhanced expertise in the area of special education.

The MED in Special Education prepares the knowledge, understanding, and abilities in the field of special education K-12, providing the framework for effective communication and partnership, personnel management, assessment instruction, and compliance with federal and state regulations. Once candidates have completed their initial teaching certification and required coursework in this degree, and if they have passed the appropriate state certification (TExES) tests, candidates are eligible to take the Special Education TExES for/Certification.

### I. GENERAL STUDIES REQUIREMENTS

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> (B.A.) ENGL 1301, 1302, 2301 and 2302 (B.S.) ENGL 1301, 1302, 2301 or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301 and 1302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> MATH 1303 or equivalent [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3	3
<b>Natural Science</b> (B.A.) BIOL 1401 (B.S.) BIOL 1401, PHSC 1401, GEOL 1401	4	12
<b>Religion</b> RELI 1301, 1302, and one additional religion course	9	9
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 and 2302	6	6
<b>Speech</b> COMA 1302	3	3
<b>TOTAL GENERAL STUDIES REQUIREMENTS</b>	<b>61</b>	<b>60</b>
<b>II. PROFESSIONAL RESPONSIBILITY</b>		
ECHE 4360 Foundations for Early Childhood Development	3	3
EDUC 2312 Teacher Education Seminar	3	3
EDUC 3302 Development of Infants, Children, and Adolescents	3	3
EDUC 3312 Educational Foundations	3	3
EDUC 4313 Discipline and Classroom Management (S-L)	3	3
TECH 4320 Instructional Technology	3	3
<b>TOTAL PROFESSIONAL RESPONSIBILITY COURSES</b>	<b>27</b>	<b>27</b>

<b>III. INTERDISCIPLINARY ACADEMIC MAJOR</b>		<b>B.A.</b>	<b>B.S.</b>
<i>(At least 21 credit hours at the 3000-4000 level)</i>			
<b>A. PEDAGOGY</b>			
GSCI 4320	Pedagogy of Science	3	3
SOST 4340	Pedagogy of Social Studies	3	3
EDUC 4314	Best Practices in Teaching	3	3
EDUC 4318	Pedagogy of Math	3	3
<b>TOTAL PEDAGOGY COURSES</b>		<b>18</b>	<b>18</b>
<b>B. CONTENT</b>			
EDUC 4010	Elementary EC-6 Generalist Seminar	0	0
GEOL 1401	Meteorology and Space Science	4	0
HIST 4309	Texas History	3	3
MATH 3303	Math Content I	3	3
MATH 3304	Math Content II	3	3
PHSC 1401	Physical Science I	4	0
READ 3330	Introduction to Reading	3	3
<b>TOTAL CONTENT COURSES</b>		<b>26</b>	<b>18</b>
<b>TOTAL INTERDISCIPLINARY ACADEMIC MAJOR REQUIREMENTS</b>		<b>44</b>	<b>36</b>
<b>IV. ELECTIVES</b>			
CHAP 1000	Chapel		
	Foreign Language (1000 level if needed)	(4)	0
	Foreign Language (1000 level if needed)	(4)	0
<b>TOTAL ELECTIVES</b>		<b>(8)</b>	<b>0</b>
<b>V. BA/BS/MEDSE SHARED COURSEWORK (6 credit hours)</b>			
SPED/READ 5332	Reading: Diagnosing and Correcting Reading Difficulties	3	3
SPED/READ 5333	Reading: Clinical Experiences in Correcting Reading Difficulties (S-L)	3	3
<b>TOTAL BA/BS/MEDSE SHARED COURSEWORK</b>		<b>6</b>	<b>6</b>
<b>TOTAL BA/BS REQUIREMENTS</b>		<b>138</b>	<b>129</b>
		<i>(146 if Foreign Language 1400 and 1401 are needed)</i>	
<b>VI. MEDSE COURSEWORK</b>			
<b>A. SPECIAL EDUCATION CONCENTRATION (12 credit hours)</b>			
SPED 5310	Introduction to Exceptional Learners	3	3
SPED 5320	Teaching the Underachiever	3	3
SPED 5330	Pedagogy of Special Education	3	3
SPED 5350	Classroom and Behavioral Management Strategies	3	3
<b>TOTAL SPECIAL EDUCATION CONCENTRATION</b>		<b>12</b>	<b>12</b>
<b>B. PROFESSIONAL AREA (9 credit hours)</b>			
EDUC 5344	Diagnosing Learning Different Children	3	3
EDUC 6302	Research in Education (S-L)	3	3
EDUC 6306	Curriculum Design and Evaluation	3	3
<b>TOTAL PROFESSIONAL AREA CONCENTRATION</b>		<b>9</b>	<b>9</b>
<b>C. RESOURCE AREA (9 credit hours)</b>			
EDAD 6312	School Law	3	3
EDUC 6308	The School and Multicultural Society	3	3
SPED 6360	Supervision of Special Education Instruction	3	3
<b>TOTAL RESOURCE AREA</b>		<b>9</b>	<b>9</b>



<b>D. REQUIRED AND CERTIFICATION COURSES</b>		<b>B.A.</b>	<b>B.S.</b>
SPED 4010	Special Education Seminar	0	0
EDUC/ SPED 6010	Professional Portfolio	0	0
<b>TOTAL REQUIRED AND CERTIFICATION COURSES</b>		<b>0</b>	<b>0</b>
<b>TOTAL MEDSE CREDITS</b>		<b>30</b>	<b>30</b>
<b>TOTAL BA/BS &amp; MEDSE CREDITS</b>		<b>168</b>	<b>159</b>
		<i>(176 if Foreign Language 1400 and 1401 are needed)</i>	

Pathways to Teaching students can obtain teacher certification in special education while pursuing the MED in Special Education.

**(S-L)**=Course(s) with field-based service-learning component.

Reminder: Degree plan subject to adjustment as state policy changes.

## Accelerated Bachelor's and Master's Degree Program: B.A. in Biblical Studies (Applied Ministry)/M.A. in Christian Ministry

The B.A. in Biblical Studies (Applied Ministry)/MA in Christian Ministry, is an accelerated bachelor's and master's degree program jointly sponsored by the Mary C. Crowley College of Christian Faith and the Graduate School of Ministry. The program is designed to prepare students to serve in a variety of church and church-related vocational contexts, church staff positions, para-church ministries, and denominational service. The accelerated degree will provide students a seamless interface between undergraduate and graduate degrees. Through Christ-centered, quality higher education, students will focus on the theological biblical, historical, and practical dimensions of Christian ministry for the 21<sup>st</sup> Century.

### Course Requirements

	<b>B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, 2301 and 2302	<b>12</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	<b>6-14*</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students PHIL 2301 Introduction to Philosophy	<b>6</b>
<b>Total General Studies Hours:</b>	<b>61</b>
<b>Applied Ministry Courses</b>	<b>24</b>
<b>Required Courses (12 hours):</b>	
PHIL 3303	Philosophy of Religion
RELI 2304	Christian Doctrine
RELI 3382	Practicum in Religion <b>(S-L)</b>
RELI 4345	Christianity in a Pluralistic World
<b>Shared Courses B.A./M.A. – 12 hours:</b>	
MAWL 6303	Spiritual Formation in Worship
THEO 5313	Applied Hermeneutics
THEO 6305	Christian History and Heritage
THEO 6306	Systematic Theology
<b>Electives</b>	<b>26-45</b>
Sufficient to complete 114-credit-hour minimum for bachelor's degree, including 30 upper-level semester hours.	

**Additional M.A. in Christian Ministry Requirements**

**Christian Ministry Core Curriculum Course Requirements: 12**

MACE 5302	Biblical Servant Leadership
MACM 5301	Foundations of Christian Ministry (to be taken in the first year in the program)
MACM 6309	Shepherding in the 21 <sup>st</sup> Century
MACM 6393	Christian Ministry Practicum <b>(S-L)</b> (to be taken in the last year in the program).

Students may choose two elective classes in consultation with the director from all classes offered through the M.A. in Christian Ministry. 6

**M.A. in Christian Ministry Concentration 12**

Students may choose any concentration in the M.A. in Christian Ministry degree, except the Chaplaincy Ministry Concentration. (See the M.A. in Christian Ministry degree for concentration information).

**TOTAL CREDIT HOURS REQUIRED 156**

**Note:** *Church Membership Requirement (for Admission into the Ph.D. in Leadership Studies' Ministry Concentration, Master's Ministry Degrees, and Advanced Ministry Certificate Programs): Within the last 12 months the applicant must have been an active member of a Christian church that holds Jesus Christ as Lord and Savior and who holds solely the Old Testament and the New Testament as sacred Scripture.*

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A. in Biblical Studies (Applied Ministry)/M.A. in Theological Studies

The B.A. in Biblical Studies (Applied Ministry)/MA in Theological Studies, is an accelerated bachelor's and master's degree program jointly sponsored by the Mary C. Crowley College of Christian Faith and the Graduate School of Ministry. The program is designed to prepare students to serve in a variety of church and church-related vocational contexts, including pastor, missionary, teacher, as well as church staff positions, and denominational service. The accelerated degree will provide students a seamless interface between undergraduate and graduate degrees. Through Christ-centered, quality higher education, students will focus on the theological biblical, historical, and practical dimensions of Christian ministry for the 21<sup>st</sup> Century.

### Course Requirements

	<b>B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>English</b> ENGL 1301, 1302, 2301 and 2302	<b>12</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	<b>6-14*</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students PHIL 2301 Introduction to Philosophy	<b>6</b>
<b>Total General Studies Hours:</b>	<b>61</b>
<b>Applied Ministry Courses</b>	<b>24</b>
<b>Shared Courses B.A./M.A. – 12 hours:</b>	
MAWL 6303	Spiritual Formation in Worship
THEO 5313	Applied Hermeneutics
THEO 6305	Christian History and Heritage
THEO 6306	Systematic Theology
<b>Required Courses (12 hours):</b>	
PHIL 3303	Philosophy of Religion
RELI 2304	Christian Doctrine
RELI 3382	Practicum in Religion ( <b>S-L</b> )
RELI 4345	Christianity in a Pluralistic World
<b>Electives</b>	<b>26-45</b>
Sufficient to complete 114-credit-hour minimum for bachelor's degree, including 30 upper-level semester hours.	

<b>Additional M.A. in Theological Studies Requirements</b>	<b>18 hrs.</b>
<b>Theological Studies Core Curriculum Course Requirements:</b>	<b>9</b>
MACE 5302    Biblical Servant Leadership	
THEO 6307    Old Testament Theology	
THEO 6308    New Testament Theology	
Students may choose two elective classes in consultation with their academic advisor from all classes offered through the M.A. in Theological Studies.	<b>6</b>
<b>Advanced Research/Practicum</b>	<b>3</b>

**M.A. in Theological Studies Concentrations:** **12**

**Christian Heritage:** Choose **four** of the following:

- MAGL 5335    Biographies of Outstanding Missionaries
- MAGL 5352    History of East Asian Philosophy and Religion
- THEO 5317    Baptist Heritage and Polity
- THEO 6311    Issues in Early Christianity
- THEO 6312    Issues in Medieval Christianity
- THEO 6313    Issues in Reformation Studies
- THEO 6314    Issues in American Christianity
- THEO 6315    Issues in Contemporary Christianity
- THEO 6318    Issues in Baptist Studies
- THEO 6332    First Century Christianity
- THEO 6350    Christian Ethics
- THEO 6355    Philosophy of Religion

**OR**

**Christian Ministry:** Choose **four** of the following:

- MACM 6309    Shepherding in the 21<sup>st</sup> Century
- MAWL 6316    Worship Theology for Contemporary Music
- THEO 6360    Proclamation

Choose **one** of the following courses:

- MACE 6301    Introduction to Christian Education
- MACE 6322    Introduction to Christian Counseling
- MAGL 5330    Introduction to Missiology
- THEO 5317    Baptist Heritage and Polity

**OR**

**Christian Scriptures:** Choose **four** of the following:

- THEO 6321    Biblical Backgrounds
- THEO 6322    Old Testament Readings: Pentateuch
- THEO 6323    Old Testament Readings: Prophets
- THEO 6324    Old Testament Readings: Psalms and Wisdom Literature
- THEO 6332    First Century Christianity
- THEO 6333    New Testament Readings: Synoptic Gospels
- THEO 6334    New Testament Readings: Johannine Literature
- THEO 6335    New Testament Readings: Pauline Literature
- THEO 6336    New Testament Readings: General Epistles

**TOTAL CREDIT HOURS REQUIRED**

**156**

**Note:** Church Membership Requirement (for Admission into the Ph.D. in Leadership Studies' Ministry Concentration, Master's Ministry Degrees, and Advanced Ministry Certificate Programs): Within the last 12 months the applicant must have been an active member of a Christian church that holds Jesus Christ as Lord and Savior and who holds solely the Old Testament and the New Testament as sacred Scripture.

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Christian Studies (Applied Ministry)/M.A. in Children's Ministry

The Accelerated B.A./B.S. in Christian Studies/M.A. in Children's Ministry degree plan is designed to equip childhood ministers to understand the needs of children, explore the principles of best strategies in teaching and reaching children, and implement ministry that impacts not only the child, but the family. The program provides foundations in theological, educational, and practical programming for effective childhood ministry. It combines academic training and practical ministry application that focuses intentionally on the world children live in and the faith they need to follow Christ for the rest of their lives.

### Course Requirements

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, and 2301 and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Applied Ministry Courses</b>	24	24
<b>Shared Courses B.A./M.A. – 12 hours:</b>		
MAWL 6303	Spiritual Formation in Worship	
THEO 5313	Applied Hermeneutics	
THEO 6305	Christian History and Heritage	
THEO 6306	Systematic Theology	
<b>Required Courses (9 hours):</b>		
CHST 3301	Survey of Christian Education	
RELI 2304	Christian Doctrine	
RELI 3386	Practicum in Personal Evangelism	
<b>The student will have the opportunity of choosing one course from the following courses (3 hours):</b>		
CHST 4301	Teaching Ministry of the Church	
MUSI 4306	Church Music/Worship Administration	
CHST 4330	Introduction to Missiology	

<b>Electives</b>	<b>26-45</b>	<b>32-42</b>
Sufficient to complete 114-credit-hour minimum for bachelor's degree, including 30 upper-level semester hours.		
<b>Additional M.A. in Children's Ministry Requirements</b>		
<b>Childhood Ministry Core Courses:</b>	<b>6</b>	<b>6</b>
MACE 6301 Introduction to Christian Education		
MACE 5302 Biblical Servant Leadership		
<b>Childhood Ministry Requirements:</b>	<b>18</b>	<b>18</b>
MACH 6311 Early Childhood Ministry		
MACH 6312 Ministry with Children		
MACH 6350 Ministry in Church Weekday Education		
MAFM 6353 Ministry to Families		
MACH 6351 Children and the Christian Faith*		
MACH 6352 Advanced Childhood Ministry (S-L)*		
<b>Childhood Ministry Service-Learning and Research</b>	<b>3</b>	<b>3</b>
<i>Choose one of the following (Courses must be taken during last semester with advisor approval)</i>		
MACE 6310 Ministry Practicum (S-L)		
MACH 6354 Research: Faith Formation in Childhood (S-L)**		
<b>Childhood Ministry Elective: (Choose one of the following)</b>	<b>3</b>	<b>3</b>
MACE 6322 Introduction to Christian Counseling		
MAPD 5350 World Views: Human Beliefs/Human Actions		
MACE 6309 Developing Lay Leaders in the Church		

**TOTAL CREDIT HOURS REQUIRED** **156**

\* Prerequisites MACH 6311 and MACH 6312

\*\* Prerequisites MACH 6311, MACH 6312, MACH 6351, MAFM 6353

**Note:** Church Membership Requirement (for Admission into the Ph.D. in Leadership Studies' Ministry Concentration, Master's Ministry Degrees, and Advanced Ministry Certificate Programs): Within the last 12 months the applicant must have been an active member of a Christian church that holds Jesus Christ as Lord and Savior and who holds solely the Old Testament and the New Testament as sacred Scripture.

(S-L) = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Christian Studies (Applied Ministry)/M.A. in Christian Education

The joint B.A./B.S. in Christian Studies/M.A. in Christian Education plan prepares students planning for careers in church-related vocations, providing a seamless interface between undergraduate and graduate degrees. Through Christ-centered higher education, students prepare to work as leaders in local church ministry—serving in roles such as ministers of education, ministers of adults, ministers of youth, ministers of business administration, ministers of missions, and more.

### Course Requirements

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, and 2301 and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Applied Ministry Courses</b>	24	24
<b>Shared Courses B.A./M.A. – 12 hours:</b>		
MAWL 6303 Spiritual Formation in Worship		
THEO 5313 Applied Hermeneutics		
THEO 6305 Christian History and Heritage		
THEO 6306 Systematic Theology		
<b>Required Courses (9 hours):</b>		
CHST 3301 Survey of Christian Education		
RELI 2304 Christian Doctrine		
RELI 3386 Practicum in Personal Evangelism		
<b>The student will have the opportunity of choosing one course from the following courses (3 hours):</b>		
CHST 4301 Teaching Ministry of the Church		
MUSI 4306 Church Music/Worship Administration		
CHST 4330 Introduction to Missiology		



**Electives****26-45 32-42**

Sufficient to complete 114-credit-hour minimum for bachelor's degree, including 30 upper-level semester hours.

**Additional M.A. in Christian Education Requirements****MACE Core Courses (18 hours):**

MACE 5302	Biblical Servant Leadership
MACE 6301	Introduction to Christian Education
MACE 6304	Philosophy and Principles of Christian Education
MACE 6307	Church and Business Administration
MACE 6308	Evangelism, Missions, and Growth Through Education Ministry
MACE 6310	Ministry Practicum <b>(S-L)</b>

**Concentrations: Students may choose from the MACE concentrations listed below to take 12 hours in a specialized field.**

General  
Adult Ministry  
Business Ministry  
Collegiate Ministry  
Communication Ministry  
Counseling Ministry  
Family Ministry  
Leading the Nonprofit Organization  
Missions Ministry  
Small Group Ministry  
Student Ministry  
Worship Ministry

**TOTAL CREDIT HOURS REQUIRED****156**

**Note:** *Church Membership Requirement (for Admission into the Ph.D. in Leadership Studies' Ministry Concentration, Master's Ministry Degrees, and Advanced Ministry Certificate Programs): Within the last 12 months the applicant must have been an active member of a Christian church that holds Jesus Christ as Lord and Savior and who holds solely the Old Testament and the New Testament as sacred Scripture.*

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Christian Studies (Applied Ministry)/M.A. in Student Ministry

The Accelerated B.A./B.S. in Christian Studies/M.A. in Student Ministry degree plan is designed to equip student ministers with the foundation and skills that will enable them to minister effectively to students and their families in contemporary cultural settings. The program will provide student ministers with theological and transformational study in the practice of effective student ministry.

### Course Requirements

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, and 2301 and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Applied Ministry Courses</b>	24	24
<b>Shared Courses B.A./M.A. – 12 hours:</b>		
MAWL 6303 Spiritual Formation in Worship		
THEO 5313 Applied Hermeneutics		
THEO 6305 Christian History and Heritage		
THEO 6306 Systematic Theology		
<b>Required Courses (9 hours):</b>		
CHST 3301 Survey of Christian Education		
RELI 2304 Christian Doctrine		
RELI 3386 Practicum in Personal Evangelism		
<b>The student will have the opportunity of choosing one course from the following courses (3 hours):</b>		
CHST 4301 Teaching Ministry of the Church		
MUSI 4306 Church Music/Worship Administration		
CHST 4330 Introduction to Missiology		

<b>Electives</b>		<b>26-45</b>	<b>32-42</b>
Sufficient to complete 114-credit-hour minimum for bachelor's degree, including 30 upper-level semester hours.			
<b>Additional M.A. in Christian Education: Student Ministry Requirements</b>			
<b>Student Ministry Core Courses:</b>		<b>6</b>	<b>6</b>
MACE 5302	Biblical Servant Leadership		
MACE 6301	Introduction to Christian Education		
<b>Student Ministry Requirements:</b>		<b>21</b>	<b>21</b>
MAST 5313	Ministry with Students		
<b>or</b>			
MAST 6320	The Collegiate Campus Minister		
MAST 6350	Family-Based Student Ministry		
MAST 6351	Student Cultural Issues		
MAST 6352	Student Ministry in a Global Context		
MAST 6353	Adolescent Development		
<b>or</b>			
MAFM 6316	Faith Formation in the Life Stages		
MAST 6354	Collegiate Ministry Strategies		
MAST 6356	Developing Student Ministry Lay Leaders		
<b>or</b>			
MACE 6310	Ministry Practicum <b>(S-L)</b>		
<b>Student Ministry Elective: (Choose one of the following)</b>		<b>3</b>	<b>3</b>
MACE 6322	Introduction to Christian Counseling		
MACE 6355	Recreation Ministry in the Church		

**TOTAL CREDIT HOURS REQUIRED**

**156**

**Note:** *Church Membership Requirement (for Admission into the Ph.D. in Leadership Studies' Ministry Concentration, Master's Ministry Degrees, and Advanced Ministry Certificate Programs): Within the last 12 months the applicant must have been an active member of a Christian church that holds Jesus Christ as Lord and Savior and who holds solely the Old Testament and the New Testament as sacred Scripture.*

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Christian Studies (Applied Ministry)/M.A. in Christian Ministry

The BA/BS Christian Studies (Applied Ministry)/MA in Christian Ministry, an accelerated bachelor's and master's degree program jointly sponsored by the Mary C. Crowley College of Christian Faith and the Graduate School of Ministry, is designed to prepare students to serve in a variety of church and church-related vocational contexts including church staff positions, para-church ministries, and denominational service. The accelerated degree will provide students a seamless interface between undergraduate and graduate degrees. Through Christ-centered, quality higher education, students will focus on the theological, biblical, historical, and practical dimensions of Christian ministry for the 21<sup>st</sup> Century.

### Course Requirements

	B.A.	B.S.
<b>Computer Science</b>	<b>3</b>	<b>3</b>
COSC 1301		
<b>Developing A Christian Mind</b>	<b>3</b>	<b>3</b>
DCM 2301		
<b>English</b>	<b>12</b>	<b>9</b>
ENGL 1301, 1302, and 2301 and/or 2302		
<b>Fine Arts</b>	<b>3</b>	<b>3</b>
FINE 1306		
<b>Foreign Language</b>	<b>6-14*</b>	<b>0</b>
*Six hours at the 2000 level if adequate prerequisites are met		
<b>Foundations for Excellence</b>	<b>0-1</b>	<b>0-1</b>
FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).		
<b>History</b>	<b>6</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302		
<b>Kinesiology</b>	<b>0-2</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived		
<b>Mathematics</b>	<b>3-4</b>	<b>3-4</b>
(B.A.) MATH 1301 or 1303 or 1307 or 1405		
(B.S.) MATH 1303 or 1307 or 1405		
[eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].		
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>3-4</b>	<b>15</b>
One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics		
<b>Religion</b>	<b>6-12</b>	<b>6-12</b>
RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment		
<b>Social Science</b> (1000 or 2000 level courses only)	<b>6</b>	<b>6</b>
POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology		
<b>Applied Ministry Courses</b>	<b>24</b>	<b>24</b>
<b>Shared Courses B.A./M.A. – 12 hours:</b>		
MAWL 6303	Spiritual Formation in Worship	
THEO 5313	Applied Hermeneutics	
THEO 6305	Christian History and Heritage	
THEO 6306	Systematic Theology	
<b>Required Courses (9 hours):</b>		
CHST 3301	Survey of Christian Education	
RELI 2304	Christian Doctrine	
RELI 3386	Practicum in Personal Evangelism	

**The student will have the opportunity of choosing one course from the following courses (3 hours):**

CHST 4301	Teaching Ministry of the Church
MUSI 4306	Church Music/Worship Administration
CHST 4330	Introduction to Missiology

**Electives**

**26-45 32-42**

Sufficient to complete 114-credit-hour minimum for bachelor's degree, including 30 upper-level semester hours.

**Additional M.A. in Christian Ministry Requirements**

**Christian Ministry Core Curriculum Course Requirements: 12 12**

MACE 5302	Biblical Servant Leadership
MACM 5301	Foundations of Christian Ministry (to be taken in the first year in the program)
MACM 6309	Shepherding in the 21 <sup>st</sup> Century
MACM 6393	Christian Ministry Practicum <b>(S-L)</b> (to be taken in the last year in the program).

**General Ministry Courses: (18 hours)**

**18 18**

**Christian Scriptures:** Choose one Old Testament **and** one New Testament course below:

THEO 6322	Old Testament Readings: Pentateuch
THEO 6323	Old Testament Readings: Prophets
THEO 6324	Old Testament Readings: Psalms & Wisdom Literature
THEO 6333	New Testament Readings: Synoptic Gospels
THEO 6334	New Testament Readings: Johannine Literature
THEO 6335	New Testament Readings: Pauline Epistles
THEO 6336	New Testament Readings: General Epistles

**Worship Ministry:** Choose **any one** course below:

MAWL 6308	Worship Through the Ages
MAWL 6311	Global Worship
MAWL 6313	21 <sup>st</sup> Century Transformational Worship
MAWL 6316	Worship Theology for Contemporary Ministry

**Heritage and Missions:** Choose **any one** course below:

THEO 5317	Baptist Heritage and Polity
THEO 6350	Christian Ethics
MAGL 5330	Introduction to Missiology (Recommended)
MAGL 5331	Cross-Cultural Living and Ministry
MAGL 5332	Strategies for Missionary Work
MAGL 5333	Local Church on Mission
MAGL 5335	Biographies of Outstanding Missionaries
MAGL 5343	Understanding Islam

**Christian Ministry and Education:** Choose **any one** course below:

MACE 6301	Introduction to Christian Education
MACE 6304	Philosophy and Principles of Christian Education
MACE 6307	Church and Business Administration
MACE 6308	Evangelism, Missions and Growth Through Education Ministry
MACE 6309	Developing Lay Leaders in the Church
MACE 6322	Introduction to Christian Counseling
THEO 6360	Proclamation

**Age-Level Ministry:** Choose **any one** course from the Childhood Ministry, Student Ministry, or MACE courses below:

MACH 6311	Early Childhood Ministry
MACH 6312	Ministry with Children
MAST 5313	Ministry with Students (Recommended)
<b>or</b>	
MAST 6320	The Collegiate Campus Minister
MAST 6350	Family-Based Student Ministry
MAST 6351	Student Cultural Issues
MACE 6314	Ministry with Adults
MACE 6315	Ministry with Senior Adults

**TOTAL CREDIT HOURS REQUIRED**

**156**

**Note:** *Church Membership Requirement (for Admission into the Ph.D. in Leadership Studies' Ministry Concentration, Master's Ministry Degrees, and Advanced Ministry Certificate Programs): Within the last 12 months the applicant must have been an active member of a Christian church that holds Jesus Christ as Lord and Savior and who holds solely the Old Testament and the New Testament as sacred Scripture.*

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Christian Studies (Applied Ministry)/M.A. in Global Leadership

The Accelerated B.A./B.S. in Christian Studies/M.A. in Global Leadership (MAGL) degree plan is designed to prepare students planning for careers in global service as Christians, providing a seamless interface between undergraduate and graduate degrees. Through Christ-centered higher education students prepare to work in intercultural settings exploring ways to be a leader in the rapidly changing world of ideas, cultures, religions, and business ventures. Designed for people who are looking for ways to achieve significance by connecting positively with people in other cultures and societies around the globe, students learn how to understand and relate in positive ways to other cultures, a crucial skill for leadership in today's multi-ethnic and multi-cultural environment.

### Course Requirements

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, and 2301 and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived.	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics.	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment.	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology.	6	6
<b>Applied Ministry Courses</b>	24	24
<b>Shared Courses B.A./M.A. – 12 hours:</b>		
MAWL 6303	Spiritual Formation in Worship	
THEO 5313	Applied Hermeneutics	
THEO 6305	Christian History and Heritage	
THEO 6306	Systematic Theology	
<b>Required Courses (9 hours):</b>		
CHST 3301	Survey of Christian Education	
RELI 2304	Christian Doctrine	
RELI 3386	Practicum in Personal Evangelism	
<b>The student will have the opportunity of choosing one course from the following courses (3 hours):</b>		
CHST 4301	Teaching Ministry of the Church	
MUSI 4306	Church Music/Worship Administration	
CHST 4330	Introduction to Missiology	

<b>Electives</b>	<b>26-45</b>	<b>32-42</b>
Sufficient to complete 114-credit-hour minimum for bachelor's degree, including 30 upper-level semester hours.		
<b>Additional M.A. in Global Leadership Requirements</b>		
<b>Global Leadership Core Courses:</b>	<b>12</b>	<b>12</b>
MACE 5302	Biblical Servant Leadership	
MAGL 5330	Introduction to Missiology	
MAGL 5315	Leadership Practicum <b>(S-L)</b>	
MAGL 5316	Global Leadership Practicum <b>(S-L)</b>	
<b>Controlled Electives (6 hours)</b>		
<i>Choose any one course from Worship/Missions and any one course from Christian Education/Missions</i>	<b>6</b>	<b>6</b>
<b>Worship/Missions</b>		
MAGL 5331	Cross-Cultural Living and Ministry	
MAGL 5332	Strategies for Missionary Work	
MAWL 5310	The Worship Toolbox: Philosophy and Practice	
MACM 6309	Shepherding in the 21 <sup>st</sup> Century	
MAWL 6311	Global Worship	
<b>Christian Education/Missions</b>		
MACE 6301	Introduction to Christian Education	
MACE 6304	Philosophy and Principles of Christian Education	
MACE 6308	Evangelism, Missions and Growth through Education Ministries	
MAGL 5333	Local Church on Mission	
MAGL 5334	Chronological Bible Storying	
MAGL 5335	Biographies of Outstanding Missionaries	
MAST 6352	Student Ministry in a Global Context	
<b>Concentrations (12 hours)</b>	<b>12</b>	<b>12</b>
Choose four courses (12 credit hours) from any of the following concentrations:		
<b>Church Planting</b>		
<b>East Asian Studies</b>		
<b>English as a Second/Foreign Language (ESL)</b>		
<b>General Studies</b>		
<b>Global Communication</b>		
<b>Global Studies</b>		
<b>Leading the Nonprofit Organization</b>		
<b>International Business</b>		
<b>Missions</b>		
<b>Small Group Ministry</b>		
<b>NOTE:</b> Consult the Master of Arts in Global Leadership degree plan in the Graduate Catalog for course listings.		

**TOTAL CREDIT HOURS REQUIRED** **156**

**Note:** *Church Membership Requirement (for Admission into the Ph.D. in Leadership Studies' Ministry Concentration, Master's Ministry Degrees, and Advanced Ministry Certificate Programs): Within the last 12 months the applicant must have been an active member of a Christian church that holds Jesus Christ as Lord and Savior and who holds solely the Old Testament and the New Testament as sacred Scripture.*

**(S-L)** = Course(s) with field-based service-learning component.



## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Christian Studies (Applied Ministry)/M.A. in Worship Leadership

The Accelerated B.A./B.S. in Christian Studies/M.A. in Worship Leadership (MAWL) degree plan is designed for students who are preparing for careers related to the field of worship and worship leadership, providing them a seamless interface between undergraduate and graduate degrees. Through Christ-centered, quality higher education, students will prepare to work in a variety of vocational worship ministry contexts with a particular preparatory focus on the theological, biblical, historical, transformational, and practical dimensions of worship and worship leadership for the 21<sup>st</sup> century.

### Course Requirements

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, and 2301 and/or 2302	12	9
<b>Fine Arts</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on credit hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	6	6
<b>Applied Ministry Courses</b>	24	24
<b>Shared Courses B.A./M.A. – 12 hours:</b>		
MAWL 6303	Spiritual Formation and Worship	
THEO 5313	Applied Hermeneutics	
THEO 6305	Christian History and Heritage	
THEO 6306	Systematic Theology	
<b>Required Courses (9 hours):</b>		
CHST 3301	Survey of Christian Education	
RELI 2304	Christian Doctrine	
RELI 3386	Practicum in Personal Evangelism	
<b>The student will have the opportunity of choosing one course from the following courses (3 hours):</b>		
CHST 4301	Teaching Ministry of the Church	
MUSI 4306	Church Music/Worship Administration	
CHST 4330	Introduction to Missiology	

<b>Electives</b>	<b>26-45</b>	<b>32-42</b>
Sufficient to complete 114-credit-hour minimum for bachelor's degree, including 30 upper-level semester hours.		

**Additional M.A. in Worship Leadership Requirements**

<b>Core Course Requirements (18 hours):</b>		<b>18</b>	<b>18</b>
MACE 5302	Biblical Servant Leadership <i>(to be taken during the first year of the program)</i>		
MAWL 5307	History of Worship Song		
MAWL 5310	Worship Philosophy and Practice <i>(to be taken during the first year of the program)</i>		
MAWL 6308	Worship Through the Ages		
MAWL 6316	Worship Theology for Contemporary Ministry		
MAWL 6380	Worship Practicum <b>(S-L)</b> (MAWL Capstone Course)		

**Concentration Requirements (12 hours)**

There are three concentration options for students from the MAWL program: **Communication Ministry, Worship Ministry, and Worship Music.** Each concentration consists of four courses (12 hours). Students may be able to transfer up to 12 hours from an accredited master's program upon approval.

All graduate worship leadership students are required to complete the prerequisite **MAWL Concentration Foundational Requirements** for the appropriate concentration of study through undergraduate courses. Students who have not completed appropriate undergraduate courses will be required to complete all foundational courses prior to full acceptance into the program. Students who have completed appropriate course work may have any (or all) of the prerequisite foundational courses waived, if the courses meet the waiver criteria.

Please see the MAWL degree plan found in the graduate catalog for a complete listing of these foundational requirement courses.

**Communication Ministry Concentration (12 hours)**

- MAWL 6314 Worship Technology
- MAWL 6360 Communication Strategies for Ministry
- And choose **two** of the following:
- COMA 6321 Strategic Communication for Organizations
- COMA 6322 Communication Campaigns
- MACE 6361 Writing and Editing for Christian Publishing
- MACE 6362 Christian Public Relations

**Concentration Prerequisites:**

RELI 1301, 1302, and one upper-level course in religion or theology.

**Worship Ministry Concentration (12 hours)**

- MACM 6309 Shepherding in the 21<sup>st</sup> Century
- MAWL 6313 21<sup>st</sup> Century Transformational Worship
- And any **two**
- MACE/MACH/MACM/MAGL/MAST/MATS/MAWL courses in the student's area of interest upon approval of the director.

**Concentration Prerequisites:**

RELI 1301, 1302, and one upper-level course in religion or theology

**Worship Music Concentration\* (12 hours)**

- MAWL 5312 Worship Songwriting and Arranging
- MAWL 5315 Vocal and Instrumental Techniques in Worship
- MAWL 6314 Worship Technology
- MAWL 6319 Rehearsal Techniques for Worship Ensembles

**Concentration Prerequisites:**

RELI 1301, 1302, and one upper-level course in religion or theology.

\*The Worship Music Concentration requires the completion of an undergraduate degree in Music, Music Business, or comparable experience in the music field. Students wishing to undertake this concentration without an undergraduate degree in the discipline of

music may complete the MAWL Worship Music Foundational Courses prior to entering this concentration upon approval of the program director.

**TOTAL CREDIT HOURS REQUIRED**

**156**

**Note:** *Church Membership Requirement (for Admission into the Ph.D. in Leadership Studies' Ministry Concentration, Master's Ministry Degrees, and Advanced Ministry Certificate Programs): Within the last 12 months the applicant must have been an active member of a Christian church that holds Jesus Christ as Lord and Savior and who holds solely the Old Testament and the New Testament as sacred Scripture.*

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: BAS in Christian Ministries/M.A. in Children's Ministry

The Accelerated BAS in Christian Ministries/M.A. in Children's Ministry degree plan is designed to equip and transform students to be servant leaders with the knowledge and skills for future employment and leadership opportunities within the local church. The accelerated program is for individuals who may be inspired to continue their educational journey to a master's degree while pursuing an undergraduate degree because it will prepare them more thoroughly for ministry opportunities and is more cost effective to do so.

### Course Requirements

	<b>B.A.S.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. Social Science elective.	<b>6</b>
<b>General Studies Requirements</b>	<b>39-47</b>
<b>Professional Studies Requirements</b>	
PRST 3301 Lifelong Learning (required for all Professional Studies students)	<b>3</b>
PRST 3303 Experiential Learning (Optional)	
<b>PRST Requirements</b>	<b>3</b>
<b>Christian Ministries Courses:</b>	
<b>Required Undergraduate Courses (21 hours)</b>	<b>21</b>
CHST 4301 Teaching Ministry of the Church	
PHIL 2301 Introduction to Philosophy or RELI 3301 Christian Ethics	
RELI 2304 Christian Doctrine	
RELI 3305 Principles of Biblical Interpretation	
CHST 3372 Church Administration	
RELI 3383 History of Christianity	
RELI 4345 Christianity in a Pluralistic World	
<b>Shared Hours with Graduate Core (12 hours)</b>	<b>12</b>
MAWL 6303 Spiritual Formation and Worship	
THEO 5313 Applied Hermeneutics	
THEO 6306 Systematic Theology	
Choose one from THEO 5317, 6311, 6312, 6313, 6314, 6315	
<b>Electives – Lower Level</b>	<b>22-30</b>
<b>Electives – Upper Level</b>	<b>18-21</b>

**Other Undergraduate Requirements:**

1. Minimum of 42 upper-level credit hours.
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 35 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Satisfactory completion of all requirements on official degree plan.

**Additional Graduate Core Requirements****6**

MACE 5302	Biblical Servant Leadership
MACE 6301	Introduction to Christian Education

**Graduate Children's Ministry Course Requirements (24 hours)****24**

MACH 6311	Early Childhood Ministry
MACH 6312	Ministry with Children
MACH 6350	Ministry in Church Weekday Educational Ministry
MACH 6351	Children and the Christian Faith
MACH 6352	Advanced Childhood Ministry <b>(S-L)</b>
MAFM 6353	Ministry to Families
MACE 6310	Ministry Practicum
<b>or</b>	
MACH 6354	Research: Faith Formation

**Children's Ministry Elective***Choose one of the following:*

MACE 6309	Developing Lay Leaders in the Church
MACE 6322	Introduction to Christian Counseling
MACH 6315	Ministry to Children with Special Needs
MACM 5301	Foundations of Christian Ministry
MAPD 5350	World Views/Human Beliefs/Human Actions <b>(S-L)</b>

**TOTAL CREDIT HOURS REQUIRED 156**

**Note:** *Church Membership Requirement (for Admission into the Ph.D. in Leadership Studies' Ministry Concentration, Master's Ministry Degrees, and Advanced Ministry Certificate Programs): Within the last 12 months the applicant must have been an active member of a Christian church that holds Jesus Christ as Lord and Savior and who holds solely the Old Testament and the New Testament as sacred Scripture.*

**Students must successfully complete PRST 3301 within the first term.**

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: BAS in Christian Ministries/M.A. in Christian Ministry

The BAS in Christian Ministries/M.A. in Christian Ministry, an accelerated bachelor's and master's degree program jointly sponsored by the College of Professional Studies and the Graduate School of Ministry, is designed to prepare students to serve in a variety of church and church-related vocational contexts including church staff positions, para-church ministries, and denominational service. The accelerated degree will provide students a seamless interface between undergraduate and graduate degrees. Through Christ-centered, quality higher education, students will focus on the theological, biblical, historical, and practical dimensions of Christian ministry for the 21<sup>st</sup> Century.

### Course Requirements

	<b>B.A.S.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122). For veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived.	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. Social Science elective.	<b>6</b>
<b>General Studies Requirements</b>	<b>39-47</b>
<b>Professional Studies Requirements</b> PRST 3301 Lifelong Learning (required for all Professional Studies students) PRST 3303 Experiential Learning (Optional)	<b>3</b>
<b>PRST Requirements</b>	<b>3</b>
<b>Christian Ministries Courses:</b> <b>Required Undergraduate Courses (18 hours)</b> CHST 3372 Church Administration CHST 4301 Teaching Ministry of the Church PHIL 2301 Introduction to Philosophy RELI 2304 Christian Doctrine RELI 3305 Principles of Biblical Interpretation RELI 4345 Christianity in a Pluralistic World	<b>18</b>
<b>Shared Hours with M.A. in Christian Ministry Graduate Core (12 hours)</b> MAWL 6303 Spiritual Formation and Worship THEO 5313 Applied Hermeneutics THEO 6305 Christian History and Heritage THEO 6306 Systematic Theology	<b>12</b>
<b>Electives – Lower Level</b>	<b>22-31</b>
<b>Electives – Upper Level</b>	<b>12-24</b>

**Other Undergraduate Requirements:**

6. Minimum of 42 upper-level credit hours.
7. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
8. Minimum of 32 credit hours in residence at DBU.
9. Completion of 30 of the last 35 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
10. Satisfactory completion of all requirements on official degree plan.

**Additional M.A. in Christian Ministry Core Requirements 12**

MACE 5302	Biblical Servant Leadership
MACM 5301	Foundations of Christian Ministry
MACM 6309	Shepherding in the 21 <sup>st</sup> Century
MACM 6393	Christian Ministry Practicum <b>(S-L)</b>

**M.A. in Christian Ministry Concentration Options (18 hours) 18**

*Choose one:*

- General Ministry Concentration
- Leading the Nonprofit Organization Concentration
- Ministry Leadership Concentration
- Professional Life Coaching Concentration
- Counseling Ministry Concentration
- Family Ministry Concentration

*(Refer to the M.A. in Christian Ministry degree plan concentrations in the Graduate Catalog for concentration option courses).*

**TOTAL CREDIT HOURS REQUIRED 156**

**Note:** *Church Membership Requirement (for Admission into the Ph.D. in Leadership Studies' Ministry Concentration, Master's Ministry Degrees, and Advanced Ministry Certificate Programs): Within the last 12 months, the applicant must have been an active member of a Christian church that holds Jesus Christ as Lord and Savior and who holds solely the Old Testament and the New Testament as sacred Scripture.*

**Students must successfully complete PRST 3301 within the first term.**

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Communication: Communication Theory/M.A. in Communication

The Accelerated B.A./B.S. in Communication: Communication Theory and M.A. in Communication degree plan provides a seamless interface between undergraduate and graduate degrees in communication for students preparing for a career in the communication field. Through Christ-centered higher education, graduates are prepared to contribute their knowledge and skills as communication specialists and servant leaders to educational, ministry, community, and professional organizations.

	B.A.	B.S.
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	12	9
<b>Fine Art</b> FINE 1306	3	3
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	3-4	15
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	6-12	6-12
<b>Social Science</b> <ul style="list-style-type: none"> <li>• POLS 2301 American National Government required for all students.</li> <li>• Any 3 lower level hours selected from ECON, PHIL, POLS, PSYC; or SOCI</li> </ul>	6	6
<b>Total General Studies Hours</b>	<b>51-70</b>	<b>54-64</b>
<b>Communication Theory Major:</b>	<b>36</b>	<b>36</b>
<b>Complete the following 10 courses for 30 semester hours:</b>		
COMA 1302	Fundamentals of Speech Communication	
COMA 2302	Voice and Articulation	
COMA 2305	Interpersonal Communication	
COMA 3301	Nonverbal Communication	
COMA 3302	Public Forum Debate	
COMA 3303	Small Group Communication	
COMA 3308	Persuasive Communication	
COMA 4319	Communication Styles: Key to Business Success	
COMA 4322	Leadership in Communication	
COMA 4323	Communication Theory	
<b>Specialization Electives:</b>		
Complete an additional 6 hours of courses in Communication, including at least 3 hours of upper-level courses with approval of advisor.		
COMA 2261	Opera Workshop	
COMA 2304	Introduction to Broadcast/Digital Media	
COMA 2314	Photography I	
COMA 2317	Advertising and Visual Communications I	
COMA 2318	Basic Digital Design (S-L)	



COMA 2371	Theater Practicum		
COMA 3304	Writing Across Media		
COMA 3314	Photography II		
COMA 3316	Media Graphics		
COMA 3318	Web Design		
COMA 3319	Visual Communications		
COMA 3321	Graphic Design I		
COMA 3322	Graphic Design II		
COMA 4301	Readers Theater		
COMA 4302	Introduction to Linguistics		
COMA 4305	Communication through Hymnology		
COMA 4310	Internship in Communication		
COMA 4315	Political Communication		
COMA 4318	History of Graphic Design		
COMA 4320	Technology in Communication		
COMA 4321	Advertising Design		
COMA 4330	Special Topics in Communication		
COMA 4380	The Arts and the Creative Process		
ENGL 3305	Advanced Written Communication <b>(S-L)</b>		
ENGL 3307	Creative Christian Writing		
MRKT 3303	Promotional Strategies		
<b>M.A. in Communication Coursework</b>		<b>36</b>	<b>36</b>
<b>Required Core Curriculum</b>		<b>18</b>	<b>18</b>
COMA 6300	Introduction to Graduate Communication Studies		
COMA 6301	Advanced Communication Theory		
COMA 6303	Digital Media Communication		
COMA 6305	Presentation Communication <b>(S-L)</b>		
COMA 6307	Communication Leadership for Groups		
COMA 6309	Social Media and Communication		
<b>Choose one of four concentrations:</b>			
<b>Communication Studies Concentration</b>		<b>18</b>	<b>18</b>
COMA 6310	Rhetoric, Argumentation, and Advocacy		
COMA 6311	Relational Communication		
COMA 6312	Advanced Persuasive Communication		
COMA 6313	Advanced Nonverbal Communication		
COMA 6314	Intercultural Communication		
COMA 6315	Communication Studies Graduate Internship		
or			
COMA 6316	Communication Studies Graduate Research Project		
<b>Communication for Ministry Concentration</b>		<b>18</b>	<b>18</b>
MACE 6360	Communication Strategies for Ministry		
MAWL 6314	Worship Technology		
COMA 6321	Strategic Communication for Organizations		
COMA 6322	Communication Campaigns		
Any additional graduate level COMA course selected in consultation with an advisor.			
Any additional graduate level program course selected in consultation with an advisor.			
<b>Organizational Communication Management Concentration</b>		<b>18</b>	<b>18</b>
COMA 6320	Organizational Communication		
COMA 6321	Strategic Communication for Organizations		
COMA 6322	Communication Campaigns		
COMA 6323	Communication Consulting		
COMA 6324	Communication for Global Organizations		
COMA 6325	Organizational Communication Management Internship		
or			
COMA 6326	Organizational Communication Management Graduate Research Project		
<b>Worship Leadership Concentration</b>		<b>18</b>	<b>18</b>
MACE 6360	Communication Strategies for Ministry		
MAWL 5310	Worship Philosophy and Practice		
MAWL 6313	21 <sup>st</sup> Century Transformational Worship		
MAWL 6314	Worship Technology		

Electives:

- Any MACOM course selected in consultation with advisor
- Any additional graduate level program course selected in consultation with advisor

Total Accelerated B.A./B.S. Communication: Communication Theory/M.A. in  
Communication Credit Hours

**153**

**153**

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Kinesiology/MED in Kinesiology

The Bachelor of Science or Bachelor of Arts in Kinesiology and the Master of Education in Kinesiology Accelerated Bachelor's and Master's Degree program is designed to allow students to receive both degrees in an expedited manner. This program is designed to prepare kinesiologists to go into the community as servant leaders through various career opportunities such as teachers, coaches, athletic business associates, athletic managers, athletic trainers, sport related personnel, biomechanists, exercise physiologists, and related professionals. Students will be trained to apply their studies to the design of wellness, fitness, and health promotion programs in various settings of professional interest: education, corporate, and commercial.

### Course Requirements for an Accelerated Bachelor's Degree/Master's Degree in Kinesiology

<b>I. General Studies Requirements</b>	<b>B.A.</b>	<b>B.S.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>	<b>3</b>
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	<b>12</b>	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>	<b>3</b>
<b>Foreign Language</b> Eight hours at the 1000 level if needed. *Six hours at the 2000 level if adequate prerequisites are met	<b>6-14*</b>	<b>0</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>	<b>0-2</b>
<b>Mathematics</b> ( <b>B.A.</b> ) MATH 1301 or 1303 or 1307 or 1405 ( <b>B.S.</b> ) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science ( <b>B.A.</b> ) or 15 semester hours of laboratory science ( <b>B.S.</b> ) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>4</b>	<b>15</b>
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	<b>6</b>	<b>6</b>
<b>II. Kinesiology Major Core Courses</b>		
KNES 2301 Foundations and Trends in Kinesiology KNES 2309 Adapted Kinesiology ( <b>S-L</b> ) KNES 3303 Care and Prevention of Athletic Injuries KNES 3326 Psychology of Motor Learning and Skill Development		
<b>Plus</b> a 3-hour elective and 3 activity courses in addition to the general studies requirements.		
<b>Total Kinesiology Major Core Courses</b>	<b>18</b>	<b>18</b>

**III. Electives**

Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.

**IV. B.A./B.S. in Kinesiology/MEDKN Shared Coursework**

	<b>12</b>	<b>12</b>
KNES 5301 Exercise Physiology	<b>3</b>	<b>3</b>
KNES 5302 Organization and Administration of Kinesiology and Sport	<b>3</b>	<b>3</b>
KNES 5303 Mechanical Analysis of Motor Skills	<b>3</b>	<b>3</b>
KNES 5321 Internship	<b>3</b>	<b>3</b>

**V. MED in Kinesiology Coursework**

**24**      **24**

**A. Kinesiology Core Courses**

KNES 5304 Sport Nutrition	<b>3</b>	<b>3</b>
KNES 6310 Current Trends and Issues in Kinesiology & Sport <b>(S-L)</b>	<b>3</b>	<b>3</b>
KNES 6326 Psychology of Sport and Performance	<b>3</b>	<b>3</b>

**B. Professional Preparation Area**

KNES 6305 Measurement, Evaluation, and Research in Kinesiology	<b>3</b>	<b>3</b>
EDUC 6308 School and Multicultural American Society	<b>3</b>	<b>3</b>
KNES 6010 Professional Portfolio	<b>0</b>	<b>0</b>

**C. Electives**

**9**      **9**

- KNES Elective
- KNES Elective
- Any 3-hour graduate elective

**Total Accelerated B.A./B.S. Kinesiology/MED in Kinesiology Credit Hours**      **150**      **150**

**Note:** Degree plan subject to adjustment as state policy changes.

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Kinesiology (Exercise Science)/MED in Kinesiology

### Course Requirements for an Accelerated Bachelor's Degree/Master's Degree in Kinesiology

<b>I. General Studies Requirements</b>	<b>B.A.</b>	<b>B.S.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>	<b>3</b>
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	<b>12</b>	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>	<b>3</b>
<b>Foreign Language</b> Eight hours at the 1000 level if needed. *Six hours at the 2000 level if adequate prerequisites are met	<b>6-14*</b>	<b>0</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>	<b>0-2</b>
<b>Mathematics</b> <b>(B.A.)</b> MATH 1301 or 1303 or 1307 or 1405 <b>(B.S.)</b> MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science <b>(B.A.)</b> or 15 semester hours of laboratory science <b>(B.S.)</b> selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>4</b>	<b>15</b>
<b>Religion</b> RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology	<b>6</b>	<b>6</b>
<b>II. Kinesiology Exercise Science Concentration Courses</b>		
KNES 2301 Foundations and Trends in Kinesiology KNES 2309 Adapted Kinesiology <b>(S-L)</b> KNES 3303 Care and Prevention of Athletic Injuries KNES 3326 Psychology of Motor Learning and Skill Development KNES 4305 Nutrition KNES 4307 Exercise Testing and Prescription  <b>Plus three activity courses in addition to the General Studies Requirements</b>		
<b>Total Exercise Science Concentration Courses</b>	<b>21</b>	<b>21</b>
<b>III. Electives</b>		
Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.		

	B.A.	B.S.
<b>IV. B.A./B.S. in Kinesiology (Exercise Science) MEDKN Shared Coursework</b>	<b>12</b>	<b>12</b>
KNES 5301 Exercise Physiology	3	3
KNES 5302 Organization and Administration of Kinesiology & Sport (elective)	3	3
KNES 5303 Mechanical Analysis of Motor Skills	3	3
KNES 5321 Internship (elective)	3	3
<b>V. MED in Kinesiology Coursework</b>	<b>24</b>	<b>24</b>
<b>A. Kinesiology Core Courses</b>		
KNES 5304 Sport Nutrition	3	3
KNES 6310 Current Trends and Issues in Kinesiology & Sport <b>(S-L)</b>	3	3
KNES 6326 Psychology of Sport and Performance	3	3
<b>B. Professional Preparation Area</b>		
KNES 6305 Measurement, Evaluation, and Research in Kinesiology	3	3
EDUC 6308 School and Multicultural American Society	3	3
KNES 6010 Professional Portfolio	0	0
<b>C. Electives (choice of three 3-hour courses)</b>	<b>9</b>	<b>9</b>
KNES Elective		
KNES Elective		
Any 3-hour credit graduate elective		
<b>Total Accelerated B.A./B.S. Kinesiology/MED in Kinesiology Credit Hours</b>	<b>150</b>	<b>150</b>

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Kinesiology(EC-12 Physical Education Teacher Certification)/MED in Kinesiology

### Course Requirements for an Accelerated Bachelor's Degree/Master's Degree in Kinesiology

<b>I. General Studies Requirements</b>	<b>B.A.</b>	<b>B.S.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>	<b>3</b>
<b>English</b> ENGL 1301, 1302, 2301, and/or 2302	<b>12</b>	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>	<b>3</b>
<b>Foreign Language</b> Eight hours at 1000 level if needed *Six hours at the 2000 level if adequate prerequisites are met	<b>6-14*</b>	<b>0</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>	<b>0-1</b>
<b>History</b> HIST 1301 and 1302	<b>6</b>	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>	<b>0-2</b>
<b>Mathematics</b> MATH 1303 or equivalent [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) BIOL 1401, 2405 (S-L), 2406 (S-L)	<b>4</b>	<b>12</b>
<b>Religion</b> (B.A. and B.S.) RELI 1301, 1302, and three additional semester hours depending on semester hours transferred at time of initial enrollment	<b>6-9</b>	<b>6-9</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 and 2302	<b>6</b>	<b>6</b>
Speech COMA 1302	<b>3</b>	<b>3</b>
<b>TOTAL General Studies Requirements</b>	<b>55-70</b>	<b>54-61</b>
<b>II. Professional Responsibility</b>		
ECHE 4360 Foundations for Early Childhood Development	3	3
EDUC 3302 Development of Infants, Children and Adolescents	3	3
EDUC 3312 Educational Foundations	3	3
EDUC 4021 EC-12 Pedagogy and Professional Responsibilities Seminar	0	0
EDUC 4312 Teaching Special Populations (S-L)	3	3
EDUC 4313 Discipline and Classroom Management (S-L)	3	3
EDUC 4314 Best Practices in Teaching	3	3
EDUC 4608 Student Teaching	3	3
READ 4331 Reading in the Content Area	3	3
TECH 4320 Instructional Technology	3	3
<b>Total Professional Responsibility Requirements</b>	<b>30</b>	<b>30</b>
<b>III. Interdisciplinary Academic Major</b> <i>At least 21 credit hours at the 3000-4000 level</i>		
<b>A. Content</b>		
BIOL 2405 (S-L)	4	0
Choice of three one-hour courses (in addition to the General Study Requirement) from: KNES 1102-1122	3	3

	<b>B.A.</b>	<b>B.S.</b>
KNES 2301 Foundations and Trends in Kinesiology	3	3
KNES 2305 Coaching Today's Athlete	3	3
KNES 2309 Adapted Kinesiology <b>(S-L)</b>	3	3
KNES 3303 Care and Prevention of Athletic Injuries	3	3
KNES 3305 Measurement and Evaluation in Kinesiology	3	3
KNES 3326 Psychology of Motor Learning and Skill Development	3	3
KNES 3345 Pedagogy of Kinesiology and Health	3	3
KNES 4010 Kinesiology EC- 12 Seminar	0	0
<b>Total Interdisciplinary Academic Major Requirements</b>	<b>28</b>	<b>24</b>
<b>IV. BA/BS in Kinesiology(EC-12 Physical Education Teacher Certification)/MED Kinesiology Shared Coursework</b>	<b>9</b>	<b>9</b>
KNES 5301 Exercise Physiology	3	3
KNES 5302 Organization and Administration of Kinesiology and Sport	3	3
KNES 5303 Mechanical Analysis of Motor Skills	3	3
<b>V. Electives</b>		
Electives sufficient to complete 126-credit hour minimum for bachelor's degree, including 42 upper-level semester hours	<b>3</b>	<b>3</b>
<b>TOTAL B.A./B.S. Degree Plan Requirements</b>	<b>136</b>	<b>126</b>
<b>VI. MED in Kinesiology Coursework</b>	<b>27</b>	<b>27</b>
<b>A. Kinesiology Core Courses</b>		
KNES 5304 Sport Nutrition	3	3
KNES 6310 Current Trends and Issues in Kinesiology and Sport <b>(S-L)</b>	3	3
KNES 6326 Psychology of Sport and Performance	3	3
<b>B. Professional Preparation Area</b>		
KNES 6305 Measurement, Evaluation, and Research in Kinesiology	3	3
EDUC 6308 School and Multicultural American Society	3	3
KNES 6010 Professional Portfolio	0	0
<b>C. Internship</b>	<b>3</b>	<b>3</b>
KNES 5321 Internship		
<b>D. Electives</b>	<b>9</b>	<b>9</b>
KNES Elective		
KNES Elective		
Any 3-hour credit graduate elective		
<b>Total BA/BS and MED in Kinesiology Degree Requirements</b>	<b>163</b>	<b>153</b>

**Note:** Degree plan subject to adjustment as state policy changes.

**(S-L)** = Course(s) with field-based service-learning component.



## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Kinesiology/MED in Kinesiology (EC-12 Physical Education Teacher Certification)

### Course Requirements for an Accelerated Bachelor's Degree/Master's Degree in Kinesiology

	B.A.	B.S.
<b>I. General Studies Requirements</b>		
<b>Computer Science</b>	<b>3</b>	<b>3</b>
COSC 1301		
<b>Developing A Christian Mind</b>	<b>3</b>	<b>3</b>
DCM 2301		
<b>English</b>	<b>12</b>	<b>9</b>
ENGL 1301, 1302, 2301, and/or 2302		
<b>Fine Arts</b>	<b>3</b>	<b>3</b>
FINE 1306		
<b>Foreign Language</b>	<b>6-14*</b>	<b>0</b>
Eight hours at the 1000 level if needed *Six hours at the 2000 level if adequate prerequisites are met		
<b>Foundations for Excellence</b>	<b>0-1</b>	<b>0-1</b>
FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).		
<b>History</b>	<b>6</b>	<b>6</b>
HIST 1301, 1302, 2301, or 2302		
<b>Kinesiology</b>	<b>0-2</b>	<b>0-2</b>
KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived		
<b>Mathematics</b>	<b>3-4</b>	<b>3-4</b>
(B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].		
<b>Natural Science</b> (1000 or 2000 level courses only)	<b>4</b>	<b>15</b>
One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics		
<b>Religion</b>	<b>6-12</b>	<b>6-12</b>
RELI 1301, 1302, and six additional semester hours depending on semester hours transferred at time of initial enrollment		
<b>Social Science</b> (1000 or 2000 level courses only)	<b>6</b>	<b>6</b>
POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Economics, Philosophy, Political Science, Psychology, or Sociology		
<b>II. Kinesiology Major Core Courses</b>	<b>18</b>	<b>18</b>
KNES 2301 Foundations and Trends in Kinesiology KNES 2309 Adapted Kinesiology (S-L) KNES 3303 Care and Prevention of Athletic Injuries KNES 3326 Psychology of Motor Learning and Skill Development KNES 4303 Biomechanics Plus 3 activity courses in addition to the general studies requirements.		
<b>III. Electives</b>		
CHAP 1000 Chapel	<b>0</b>	<b>0</b>
<b>Kinesiology Major</b> Sufficient to complete 126-credit-hour minimum for bachelor's degree, including 42 upper-level semester hours.		
<b>IV. B.A./B.S. in Kinesiology/MEDKN (EC-12 Physical Education Teacher Certification) Shared Coursework</b>	<b>12</b>	<b>12</b>
KNES 5301 Exercise Physiology	<b>3</b>	<b>3</b>
KNES 5302 Organization/Administration of Kinesiology and Sport	<b>3</b>	<b>3</b>

EDUC 5321 Internship in Teaching I and EDUC 5322 Internship in Teaching II OR EDUC 5608 Clinical Teaching	6	6
<b>V. MED in Kinesiology with EC-12 Physical Education Teacher Certification Coursework</b>	<b>24</b>	<b>24</b>
<b>A. Kinesiology Core Courses</b>		
KNES 6305 Measurement, Evaluation & Research in Kinesiology	3	3
KNES 6310 Current Trends and Issues in Kinesiology & Sport <b>(S-L)</b>	3	3
KNES 6326 Psychology of Sport and Performance	3	3
KNES 6345 Applied Pedagogy in Kinesiology	3	3
<b>B. Specialized Professional Preparation Area</b>		
EDUC 5303 Developmental Stages of Early Childhood Through Adolescence	3	3
EDUC 6302 Research in Education <b>(S-L)</b>	3	3
EDUC 5316 Studies in Classroom Management, Instruction, and Assessment	3	3
READ 5331 Reading in Content Area	3	3
KNES 6010 Professional Portfolio	0	0
EDUC 5021 EC-12 Pedagogy and Professional Responsibility Seminar	0	0
KNES 5010 EC-12 Physical Education Seminar	0	0
<b>Total Accelerated B.A./B.S. Kinesiology/MED in Kinesiology Credit Hours</b>	<b>150</b>	<b>150</b>
<b>Note:</b> Degree plan subject to adjustment as state policy changes.		

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: B.A./B.S. in Music Business/MBA

The Bachelor of Arts or Bachelor of Science in Music Business and the Master of Business Administration Accelerated Bachelor's and Master's Degree is a 166 to 171 credit hour program. Graduates will receive both a Bachelor of Arts or Bachelor of Science with a major in Music Business and a Master of Business Administration chosen from available concentration options. The program is designed for those exceptional individuals who desire a more competitive edge in the constantly changing business of music. The accelerated degree is intended for either entrepreneurs who wish to launch their own ventures or those seeking employment with a dynamic organization.

	B.A.	B.S.
<b>General Studies Courses:</b>		
<b>Computer Science</b> COSC 1301	3	3
<b>Developing A Christian Mind</b> DCM 2301	3	3
<b>English</b> ENGL 1301, 1302, 2301, 2302	12	9
<b>Foreign Language</b> *Six hours at the 2000 level if adequate prerequisites are met.	6-14*	0
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	0-1	0-1
<b>History</b> HIST 1301, 1302, 2301, or 2302	6	6
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived.	0-2	0-2
<b>Mathematics</b> (B.A.) MATH 1301 or 1303 or 1307 or 1405 (B.S.) MATH 1303 or 1307 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	3-4	3-4
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science (B.A.) or 15 semester hours of laboratory science (B.S.) selected from two or more areas of: Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics.	3-4	15-16
<b>Religion</b> RELI 1301, RELI 1302, and RELI/MUSI 4342.	9	9
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students.	3	3
<b>Speech</b> COMA 1302	3	3
<b>TOTAL General Studies</b>	<b>51-64</b>	<b>54-59</b>

<b>Required Music Courses:</b>			
<b>Music Core</b>			
MUSI 1111	Aural Skills I	1	1
MUSI 1112	Aural Skills II	1	1
MUSI 1311	Music Theory I	3	3
MUSI 1312	Music Theory II	3	3
MUSI 2305	Introduction to Music Literature and Fine Arts	3	3
MUSI 3207	Basic Conducting	2	2
MUSB 3301	History of Commercial Music	(3)	(3)
<b>Ensembles</b>		<b>4*</b>	<b>4*</b>
*Note: Some career emphases require additional ensemble credits.			
<b>Seminar/Performance Lab</b>			
8 semesters (noncredit-hour requirement)			
<b>Applied Music</b>		<b>6</b>	<b>6</b>

<b>Applied Secondary</b>		<b>2</b>	<b>2</b>
	<b>TOTAL Music</b>	<b>25</b>	<b>25</b>
<b>Business Courses</b>		<b>B.A.</b>	<b>B.S.</b>
MRKT 3301 Principles of Marketing		3	3
	<b>TOTAL Business</b>	<b>3</b>	<b>3</b>
<b>Music Business Courses</b>			
MUSB 2301 Introduction to the Music Business		3	3
MUSB 3301 History of Commercial Music		3	3
MUSB 3310 Inside the Recording Industry		3	3
MUSB 3311 Introduction to the Recording Studio		3	3
MUSB 3380 Copyright and Intellectual Property Law		3	3
MUSB 4301 Music Publishing		3	3
MUSB 4310 The Musician as Entrepreneur		3	3
<b>or</b>			
MUSB 4320 Launching an Entrepreneurial Venture in the Music Business		3	3
	<b>TOTAL Music Business</b>	<b>21</b>	<b>21</b>
<b>Career Emphasis</b> ( <i>Select one area of emphasis</i> )			
<b>Live Performance</b>			
Ensembles (upper-level credit)		2 UL	2 UL
Music Electives		3	3
Music Business/Business Electives (upper-level credit)		6 UL	6 UL
<b>Note:</b> MUSI 2023A Level III Piano Proficiency required			
<b>Recording</b>			
MUSI 2311 Theory III		3	3
MUSB 3312 Advanced Recording Techniques		3	3
MUSB 3213 Critical Listening for Recording Engineers		2	2
MUSB 4375 Music Production Practicum		3	3
<b>Songwriting</b>			
MUSI 2311 Theory III		3	3
MUSB 3320 Introduction to Songwriting		3	3
MUSB 3321 Advanced Songwriting Techniques		3	3
MUSB 4275 Songwriting Practicum		2	2
<b>Worship Leadership</b>			
Ensembles (upper level credit)		2 UL	2 UL
MUSI 2307 Introduction to Church Music /Worship		3	3
MUSI 4305 Congregational Song		3	3
<b>or</b>			
MUSB 3320 Introduction to Songwriting			
MUSI 4306 Church Music/Worship Administration		3	3
<b>Note:</b> MUSI 2023A Level III Piano Proficiency required			
	<b>TOTAL Career Emphasis</b>	<b>11</b>	<b>11</b>
<b>MBA Foundational Courses:</b>			
ACCT 5311 Survey of Accounting (ACCT 2301 and 2302)		3	3
ECON 5311 Managerial Economics (ECON 2301 and 2302)		3	3
FINA 51.521 Foundations of Finance		1.5	1.5
MANA 51.521 Management Theory (MANA 3301)		1.5	1.5
MANA 6303 Research and Statistics		3	3
	<b>TOTAL MBA Foundation</b>	<b>12</b>	<b>12</b>
<b>MBA Core Curriculum</b>			
ACCT 6321 Managerial Accounting		3	3
FINA 6301 Corporate Finance		3	3
MANA 6302 Quantitative Analysis for Managers		3	3
MANA 6310 Leadership in Management		3	3
MANA 6320 Business Ethics		3	3
MANA 6341 Strategic Management Decisions		3	3

MISM 6314	Management Information Systems	3	3
MRKT 6301	Creative Problem Solving for Marketing Decisions	3	3
<b>Total MBA Core Curriculum</b>		<b>24</b>	<b>24</b>
<b>Marketing Concentration (Example)*</b>			
MRKT 6321	International Marketing	3	3
MRKT 6331	Marketing Analysis	3	3
MRKT 6341	Advanced Marketing Strategies	3	3
AND – Choose one of the following:			
MRKT 6302	Business Development Strategies	3	3
MRKT 6303	New Product Development		
MRKT 6312	Consumer and Buyer Behavior		
<i>*The student may select from available concentration options.</i>			
<b>Total Marketing Curriculum</b>		<b>12</b>	<b>12</b>
<b>TOTAL MBA</b>		<b>36</b>	<b>36</b>
<b>TOTAL BA/BS Music Business/MBA Accelerated Degree</b>		<b>171</b>	<b>166</b>

## Accelerated Bachelor's and Master's Degree Program: BBA in Accounting/MBA Accounting

DBU offers an accelerated BBA/MBA accounting degree for qualifying undergraduate students. Graduates of this program will demonstrate competence in the foundational areas of business, possess the technical skills and knowledge in accounting, and meet the education requirements of the Texas State Board of Accountancy necessary to register for the CPA examination.

Students enrolled in the Accelerated Bachelor's and Master's BBA/MBA accounting degree program are required to complete a minimum of 156 credit hours. The BBA/MBA accounting major prepares students for careers as professional accountants in public practice. In addition to ten common-core courses required of all BBA degree programs, which include 6 hours of principles level accounting courses, and seven common-core courses required of all MBA degree programs, accounting majors complete fourteen required upper-level accounting courses.

### **Retention in and Graduation from the Program**

Students must fulfill the following conditions to continue enrollment in the 5-year BBA/MBA accounting major and graduate from the program:

- \* Students must maintain an overall institutional GPA of 3.0 and an institutional GPA of 3.0 in upper-level accounting coursework.
- \* Students must be advised by a full-time accounting professor before enrollment each semester.

### **Degree Requirements for the Accelerated BBA in Accounting/MBA Accounting Degree**

	<b>B.B.A./MBA</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>Economics</b> ECON 2301 and 2302	<b>6</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>6</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Sciences</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	<b>6</b>
<b>Speech</b> COMA 1302	<b>3</b>
<b>Business Core</b> ACCT 2301, 2302; FINA 3301; MANA 3301 (S-L), 3305, 3306, 3308, 4301; MISM 3301; and MRKT 3301	<b>30</b>
<b>Accounting Major</b> ACCT 3300 Survey of Accounting Systems ACCT 3301* Intermediate Financial Accounting I ACCT 3302 Intermediate Financial Accounting II ACCT 3304* Managerial Cost Accounting ACCT 3323* Income Taxation of Individuals ACCT 4301 Advanced Financial Accounting	<b>42</b>

ACCT 4302 Income Taxation of Entities  
 ACCT 4304 Auditing **(S-L)**  
 ACCT 4332 Financial Accounting Theory  
 ACCT 6330 Taxation Planning and Research  
 ACCT 6335 Financial Statement Analysis  
 ACCT 6355 Case Studies in Advanced Accounting Topics

**Choose two (2) courses from the electives below:**

ACCT 6343 Accounting for Government and NFP Entities  
 ACCT 6345 Fraud and Forensic Accounting  
 ACCT 6346 Advanced Auditing

*\*Prerequisite: Prior to taking ACCT 3301, 3304, or 3323, students must complete MATH 1307 or the mathematics requirement for their degree plan.*

**MBA Business Core**

**21**

FINA 6301 Corporate Finance  
 MANA 6302 Quantitative Analysis for Managers  
 MANA 6310 Leadership in Management  
 MANA 6320 Business Ethics  
 MANA 6341 Strategic Management Decisions (Capstone) **(S-L)**  
 MISM 6314 Management Information Systems  
 MRKT 6301 Creative Problem Solving for Marketing Decisions **(S-L)**

**Total Credit Hours Required**

**Minimum 156**

**Permission to pursue the Accelerated Bachelor's and Master's Degree: BBA/MBA**

- \* Students wishing to pursue the BBA/MBA accounting program should file a Statement of Commitment during the spring semester of the junior year (after 75 semester hours) following completion of ACCT 3301.
- \* The Statement of Commitment must be signed by the undergraduate advisor, a full-time accounting professor, the MBA Program Director, and the Dean of the College of Business.
- \* The accelerated BBA Accounting/MBA Accounting degree plan must be completed and signed by the undergraduate advisor and a full-time accounting professor.
- \* Students must be advised by a full-time accounting professor prior to enrollment in each semester.
- \* Students must apply to and be accepted in the MBA program at the completion of 96 semester hours (including current enrollment)

Permission to pursue the Accelerated Bachelor's and Master's Degree: BBA/MBA accounting program does not guarantee admission to graduate courses. Once students have completed 96 semester hours, they may apply for admission into Graduate School. Students may not enroll in 6000 level courses prior to admission by the Graduate School.

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: BBA in Finance/MBA Finance

The Bachelor of Business Administration – Finance Major – and the Master of Business Administration – Finance Concentration Accelerated Bachelor's and Master's degree is a 150-hour program. Graduates will receive a Bachelor of Business Administration and a Master of Business Administration, both with an emphasis in Finance. The program is designed to equip and transform students to be servant leaders with the knowledge and skills to increase job security, to position themselves for advancement within their own organizations, and for future employment and leadership opportunities within both the profit and nonprofit sectors of business. The proposed accelerated program is for individuals who may be inspired to continue their educational journey to a master's degree while pursuing an undergraduate degree because it will give them a competitive advantage in the workplace, and is more cost effective to do so.

### Degree Requirements for a BBA in Finance/MBA Finance Degree

	<b>B.B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>Economics</b> ECON 2301 and 2302	<b>6</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>6</b>
<b>Natural Science</b> (1000 or 2000 level courses only)  One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Sciences</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	<b>6</b>
<b>Speech</b> COMA 1302	<b>3</b>
<b>Total General Studies</b>	<b>63*</b>
<i>*General Studies Requirements: Students may take any combination of lower level electives sufficient to complete 63 credit hour minimum for General Studies Requirements.</i>	
<b>Business Core</b> ACCT 2301, 2302; FINA 3301; MANA 3301 (S-L), 3305, 3306, 3308, 4301, 4320; MISM 3301; and MRKT 3301	<b>33</b>
<b>General Finance Concentration:</b> <b>Required Courses (18 hours):</b> ACCT 3301 Intermediate Financial Accounting FINA 3302 Securities Analysis FINA 3307 Personal Financial Planning (S-L) FINA 4302 Advanced Topics in Corporate Financial Management Two upper-level finance electives (6 credit hours) from FINA 3305, FINA 3308, and FINA 4301.	<b>54</b>



**Shared Courses BBA/MBA (12 hours):**

FINA 6302	Capital Markets and Institutions
FINA 6321	International Finance
FINA 6331	Investments
FINA 6332	Futures and Options

**MBA Core Courses (24 hours):**

ACCT 6321	Managerial Accounting
FINA 6301	Corporate Finance
MANA 6320	Business Ethics
MANA 6302	Quantitative Analysis for Managers
MANA 6310	Leadership in Management
MISM 6314	Management Information Systems
MRKT 6301	Creative Problem Solving for Marketing Decisions
MANA 6341	Strategic Management Decisions

**TOTAL CREDIT HOURS REQUIRED            150**

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as the MANA 4320, Strategies and Problems.** This will assist the students in taking MFAT exam.

***Permission to pursue the Accelerated Bachelor's and Master's Degree: BBA/MBA***

- Students wishing to pursue the BBA/MBA finance program should file a Statement of Commitment during the spring semester of the junior year (after 75 semester hours) following completion of FINA 3301.
- The Statement of Commitment must be signed by the undergraduate advisor, a full-time finance professor, the MBA Program Director, and the Dean of the College of Business.
- Students must apply to and be accepted in the MBA program at the completion of 90 semester hours (including current enrollment)

Permission to pursue the Accelerated Bachelor's and Master's Degree: BBA/MBA finance program does not guarantee admission to graduate courses. Once students have completed 90 semester hours, they may apply for admission into Graduate School. Students may not enroll in 6000 level courses prior to admission by the Graduate School.

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: BBA in Management/MBA Management

The Bachelor of Business Administration – Management Major – and the Master of Business Administration – Management Concentration Accelerated Bachelor's and Master's degree is a 150-hour program. Graduates will receive a Bachelor of Business Administration and a Master of Business Administration, both with an emphasis in Management. The program is designed to equip and transform students to be servant leaders with the knowledge and skills to increase job security, to position themselves for advancement within their own organizations, and for future employment and leadership opportunities within both the profit and nonprofit sectors of business. The proposed accelerated program is for individuals who may be inspired to continue their educational journey to a master's degree while pursuing an undergraduate degree because it will give them a competitive advantage in the workplace, and is more cost effective to do so.

### Degree Requirements for a BBA in Management/MBA Management Degree

	<b>B.B.A.</b>
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>Developing A Christian Mind</b> DCM 2301	<b>3</b>
<b>Economics</b> ECON 2301 and 2302	<b>6</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>Foundations for Excellence</b> FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	<b>0-1</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1307 and 1308 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>6</b>
<b>Natural Science</b> (1000 or 2000 level courses only)  One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301, 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment	<b>6-12</b>
<b>Social Sciences</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	<b>6</b>
<b>Speech</b> COMA 1302	<b>3</b>
<i>*General Studies Requirements: Students may take any combination of upper level/lower level electives sufficient to complete 63 credit hour minimum for General Studies Requirements.</i>	
<b>Total General Studies</b>	<b>63</b>
<b>Business Core</b> ACCT 2301, 2302; FINA 3301; MANA 3301 (S-L), 3305, 3306, 3308, 4301, 4320; MISM 3301; and MRKT 3301	<b>33</b>
<b>General Management Concentration:</b>	<b>54</b>
<b>Shared Courses BBA/MBA (12 hours):</b>	
MANA 6311 International Management	
MANA 6321 Organizational Behavior	
MANA 6323 Human Resource Management	
MANA 6320 Business Ethics	

**Required Courses (21 hours):**

MANA 4330	Entrepreneurship and Small Business Management
MANA 4341	Negotiations in Management
FINA 3307	Personal Financial Management <b>(S-L)</b>
MANA 6333	Operations in Quality Management

Three upper level business electives **(9 credit hours)** from ACCT, ECON, FINA, MANA, MISM or MRKT excluding MANA 3302, MANA 3303, MANA 4340, and MANA 4342

**MBA Core Courses (21 hours):**

ACCT 6321	Managerial Accounting
FINA 6301	Corporate Financial Management
MANA 6302	Quantitative Analysis
MANA 6310	Leadership in Management
MISM 6314	Information Systems for Management
MRKT 6301	Creative Problem Solving
MANA 6341	Strategic Management

**TOTAL CREDIT HOURS REQUIRED            150**

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as the MANA 4320, Strategies and Problems.** This will assist the students in taking MFAT exam.

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: BBA in Music Business/MBA

The Bachelor of Business Administration in Music Business and the Master of Business Administration Accelerated Bachelor's and Master's Degree is a 157-credit hour program. Graduates will receive both a Bachelor Business Administration with a major in Music Business and a Master of Business Administration chosen from available concentration options. The program is designed to equip and transform students to be servant leaders with the knowledge and skills to increase job security, to position themselves for advancement within their own organizations, and for future employment and leadership opportunities.

		B.B.A.
<b>General Studies Courses:</b>		
<b>Computer Science</b>		<b>3</b>
	COSC 1301	
<b>Developing A Christian Mind</b>		<b>3</b>
	DCM 2301	
<b>English</b>		<b>9</b>
	ENGL 1301, 1302, and 2301 or 2302	
<b>Foundations for Excellence</b>		<b>0-1</b>
	FOUN 1101 is required of all freshman and transfer students with fewer than 15 credit hours (AP, CLEP, IB, or dual/concurrent credit earned while in high school does not count toward these 15 credit hours).	
<b>History</b>		<b>6</b>
	HIST 1301, 1302, 2301, or 2302	
<b>Kinesiology</b>		<b>0-2</b>
	KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived.	
<b>Mathematics</b>		<b>6</b>
	MATH 1307 and 1308	
<b>Natural Science</b> (1000 or 2000 level courses only)		<b>3-4</b>
	Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics.	
<b>Religion</b>		<b>12</b>
	RELI 1301, RELI 1302, and six additional credit hours depending on semester hours transferred at time of initial enrollment.	
<b>Social Science</b> (1000 or 2000 level courses only)		<b>6</b>
	POLS 2301 American National Government required for all students. An additional 3 credit hours may be selected from Psychology or Sociology.	
<b>Speech</b>		<b>3</b>
	COMA 1302	
<b>TOTAL General Studies</b>		<b>51-64</b>
<b>Business Core</b>		
	ACCT 2301 Principles of Financial Accounting	<b>3</b>
	ACCT 2302 Principles of Managerial Accounting	<b>3</b>
	FINA 3301 Corporate Financial Management	<b>3</b>
	MANA 3301 Principles of Management <b>(S-L)</b>	<b>3</b>
	MANA 3305 Managerial Statistics	<b>3</b>
	MANA 3306 Management Communication	<b>3</b>
	MANA 4301 Operations and Quality Management	<b>3</b>
	MANA 4320 Strategy and Problems in Management	<b>3</b>
	MISM 3301 Information Systems for Management	<b>3</b>
	MRKT 3301 Principles of Marketing	<b>3</b>
<b>Total Business Core</b>		<b>30</b>
<b>Music</b>		
	MUSI 1300 Fundamentals of Music <b>OR</b> MUSI 1311 Music Theory I*	<b>3</b>
	MUSI 1311 Music Theory I <b>OR</b> MUSI 1312 Music Theory II*	<b>3</b>
	(*Specific course determined by Music Theory Placement Exam)	
	MUSI 2305 Introduction to Music Literature and Fine Arts	<b>3</b>
<b>Total Music</b>		<b>9</b>

<b>Music Business Core</b>		
MUSB 2301	Introduction to the Music Business	3
MUSB 3301	History of Commercial Music	3
MUSB 3310	Inside the Recording Industry	3
MUSB 3311	Introduction to the Recording Studio	3
MUSB 3380	Copyright and Intellectual Property Law	3
MUSB 4301	Music Publishing	3
MUSB 4310	The Musician as Entrepreneur	3
<b>OR</b>		
MUSB 4320	Launching an Entrepreneurial Venture in the Music Business	
MUSB 4380	Seminar in Music Business	3
<b>OR</b>		
MUSB 4385	Internship in the Music Industry I (S-L)	
<b>Total Music Business Core</b>		<b>24</b>
<b>Music/Music Business/Business Electives</b>		
To be the choice of the student with approval of advisor and sufficient to complete 42 upper-level semester hours.		
<b>Total BBA Music Business Credit Hours Required</b>		<b>118</b>
<b>MBA Prerequisites:</b>		
<b>MBA Foundation Courses:</b>		
ECON 5311	Managerial Economics (Macroeconomics and Microeconomics)	
<b>TOTAL MBA Prerequisite Hours</b>		<b>3</b>
<b>MBA Core</b>		
ACCT 6321	Managerial Accounting	3
FINA 6301	Corporate Finance	3
MANA 6302	Quantitative Analysis for Managers	3
MANA 6310	Leadership in Management	3
MANA 6320	Business Ethics	3
MANA 6341	Strategic Management Decisions (S-L)	3
MISM 6314	Management Information Systems	3
MRKT 6301	Creative Problem Solving for Marketing Decisions (S-L)	3
<b>MBA Concentration</b>		
(Choose 4 courses from available MBA concentrations)		12
<b>TOTAL MBA Required Coursework</b>		<b>36</b>
<b>Total BBA/MBA Credit Hours</b>		<b>157</b>

Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as the MANA 4320, Strategies and Problems. This will assist the students in taking MFAT exam.

## Accelerated Bachelor's and Master's Degree Program: BBS Business Administration/MBA

This program is designed to equip and transform students to be servant leaders with the knowledge and skills to increase job security, to position themselves for advancement within their own organizations, and for future employment and leadership opportunities within both the profit and nonprofit sectors of business. The accelerated program is for individuals who may be inspired to continue their educational journey to a master's degree while pursuing an undergraduate degree because it will give them a competitive advantage in the workplace, and is more cost effective to do so.

### Course Requirements for a Bachelor of Business Studies in Business Administration/MBA

General Studies Requirements	Semester Hours
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	<b>6-12</b>
<b>Social Science</b> POLS 2301 American National Government required for all students. ECON 2301 Principles of Macroeconomics	<b>6</b>
<b>General Studies Requirements</b>	<b>39</b>
<b>Professional Studies Requirements</b>	
PRST 3301 Lifelong Learning (required for all Professional Studies students)	<b>3</b>
PRST 3303 Experiential Learning (Optional)	
<b>PRST Requirements</b>	<b>3</b>
<b>Business Administration Courses:</b>	
<b>Required Undergraduate Courses (21 hours)</b>	<b>21</b>
ACCT 2301 Principles of Financial Accounting	
ACCT 2302 Principles of Managerial Accounting	
ECON 2302 Principles of Microeconomics	
MANA 3301 Principles of Management <b>(S-L)</b>	
MANA 3305 Managerial Statistics	
MANA 3308 Business and Public Law	
MANA 4320 Strategy and Problems in Management	
<b>Electives – Lower Level</b>	<b>22-24</b>
<b>Electives – Upper Level</b>	<b>18-27</b>

#### Other Undergraduate Requirements

1. Minimum of 42 upper-level credit hours.
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.
3. Minimum of 32 credit hours in residence at DBU.
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.
5. Satisfactory completion of all requirements on official degree plan.

<b>Graduate Prerequisite Courses (3 hours)</b>		<b>3</b>
FINA 51.521	Foundations of Finance	
MRKT 51.521	Marketing Concepts	
<b>Required Graduate Courses (24 hours):</b>		<b>24</b>
ACCT 6321	Managerial Accounting	
FINA 6301	Corporate Finance	
MANA 6302	Quantitative Analysis for Managers	
MANA 6310	Leadership in Management	
MANA 6320	Business Ethics	
MANA 6341	Strategic Management Decisions <b>(S-L)</b>	
MISM 6314	Management Information Systems	
MRKT 6301	Creative Problem Solving/Marketing Decisions	
<b>Concentration:</b> Students may choose from the MBA concentrations listed below to take 12 hours in a specialized field:		
Accounting		
Business Communication		
Conflict Resolution Management		
Entrepreneurship		
Finance		
Health Care Management		
International Business		
Leading the Nonprofit Organization		
Management		
Management Information Systems		
Marketing		
Project Management		
Technology and Engineering		
<b>TOTAL CREDIT HOURS REQUIRED</b>		<b>153</b>

**Students must successfully complete PRST 3301 within the first term.**

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as MANA 4320, Strategies and Problems.** This will assist the students in taking the MFAT exam.

**(S-L)** = Course(s) with field-based service-learning component.

## Accelerated Bachelor's and Master's Degree Program: BBS in Management/MBA Management

This program is designed to equip and transform students to be servant leaders with the knowledge and skills to increase job security, to position themselves for advancement within their own organizations, and for future employment and leadership opportunities within both the profit and nonprofit sectors of business. The accelerated program is for individuals who may be inspired to continue their educational journey to a master's degree while pursuing an undergraduate degree because it will give them a competitive advantage in the workplace, and is more cost effective to do so.

### Degree Requirements for a BBS in Management/MBA Management Degree

General Studies Requirements	Semester Hours
<b>Computer Science</b> COSC 1301	<b>3</b>
<b>English</b> ENGL 1301, 1302, and 2301 or 2302	<b>9</b>
<b>Fine Arts</b> FINE 1306	<b>3</b>
<b>History</b> HIST 1301, 1302, 2301, or 2302	<b>6</b>
<b>Kinesiology</b> KNES 1101 and one additional activity course (KNES 1102-1122); for veterans or those 25 years of age or older prior to enrollment at DBU, KNES courses are waived	<b>0-2</b>
<b>Mathematics</b> MATH 1301 or 1303 or 1304 or 1307 or 1308 or 1405 [eMAT Advising Tool required prior to registering for any Math class or any class for which the eMAT is a prerequisite].	<b>3-4</b>
<b>Natural Science</b> (1000 or 2000 level courses only) One laboratory science from Biology, Chemistry, Environmental Science, Geology, Physical Science, or Physics	<b>3-4</b>
<b>Religion</b> RELI 1301 and 1302. (If hours transferred at time of initial enrollment at DBU plus portfolio hours do not equal 60 or more hours, additional religion hours will be required.)	<b>6-12</b>
<b>Social Science</b> (1000 or 2000 level courses only) POLS 2301 American National Government required for all students. ECON 2301 Principles of Macroeconomics	<b>6</b>
<b>General Studies Requirements</b>	<b>39</b>
<b>Professional Studies Requirements</b>	
PRST 3301 Lifelong Learning (required for all Professional Studies students)	<b>3</b>
PRST 3303 Experiential Learning (optional elective)	
<b>PRST Requirements</b>	<b>3</b>
<b>Management Courses (21 hours)</b>	<b>21</b>
ACCT 2301 Principles of Financial Accounting	
ACCT 2302 Principles of Managerial Accounting	
ECON 2302 Principles of Microeconomics	
MANA 3301 Principles of Management <b>(S-L)</b>	
MANA 3305 Managerial Statistics	
MANA 3308 Business and Public Law	
MANA 4320 Strategy and Problems in Management	
<b>Electives – Lower Level</b>	<b>22-24</b>
<b>Electives – Upper Level</b>	<b>18-27</b>
<b>Other Undergraduate Requirements</b>	<b>3</b>
1. Minimum of 42 upper-level credit hours (except inverted).	
2. Minimum of 12 credit hours in major in residence at Dallas Baptist University, 9 credit hours of which must be upper-level.	
3. Minimum of 32 credit hours in residence at DBU.	
4. Completion of 30 of the last 36 credit hours in residence at Dallas Baptist University. Students must receive approval of the registrar prior to taking courses at any other college or university.	
5. Satisfactory completion of all requirements on official degree plan.	
<b>Graduate Prerequisite Courses (3 hours):</b>	<b>3</b>
FINA 51.521 Foundations of Finance	
MRKT 51.521 Marketing Concepts	



<b>Required Graduate Courses (24 hours):</b>	<b>24</b>
ACCT 6321	Managerial Accounting
FINA 6301	Corporate Finance
MANA 6302	Quantitative Analysis for Managers
MANA 6310	Leadership in Management
MANA 6320	Business Ethics
MANA 6341	Strategic Management Decisions
MISM 6314	Management Information Systems
MRKT 6301	Creative Problem Solving/Marketing Decisions <b>(S-L)</b>

<b>Graduate Management Concentration (12 hours)</b>	<b>12</b>
MANA 6311	International Management
MANA 6321	Organizational Behavior
MANA 6323	Human Resource Management
MANA 6333	Operations and Quality Management

**TOTAL CREDIT HOURS REQUIRED      153**

**Students are required to take the Major Field Assessment Prep course, MANA 4020, the same semester as MANA 4320, Strategies and Problems.** This will assist the students in taking the MFAT exam.

**Students must successfully complete PRST 3301 within the first term.**

**(S-L)** = Course(s) with field-based service-learning component.

# Course Descriptions

## **COURSE CODING AND NUMBERING SYSTEM**

A four-digit numbering system is used to identify courses. The first digit designates the level of the course.

- 1 = Freshman
- 2 = Sophomore
- 3 = Junior
- 4 = Senior

The second digit designates the number of credit hours the course offers. The third and fourth digits are specific course identification numbers used for each department's course listing.

To illustrate this system, consider a course numbered 3312; this means the course is of junior level, worth 3 credit hours, and is a course identified by the number "12".

The three figures in parentheses after the number of each course indicate the number of credit hours for the course, the number of lecture hours each week, and the number of laboratory or activity hours each week, respectively. Example: (3-2-2) means 3 credit hours, 2 lecture hours, and 2 lab hours.

Cross-listed courses in other departments are listed in parentheses following the course title. Semester and/or years that courses are offered follow the course descriptions and are subject to change. Check with the specific department for changes. Certain departments of the University offer learning opportunities on an individual-student basis. These courses require approval of the department and are restricted to juniors and seniors.

### **3194-3694 Selected Topics**

#### **4194-4694 Selected Topics**

Organized classes for specific program needs and student interest. Limited offering basis. May be repeated for credit when topic changes. *Prerequisite: Instructor approval.*

### **4190-4690 Research Problems**

The student will conduct an independent research project; selection of the project will be determined by student interest and instructor approval. *Prerequisites: Senior standing, a minimum G.P.A. of 2.5, and majoring in the field of study.*

Experimental courses may also be designed with a "9" as the third digit. These courses may be offered three times before they must be reviewed as a regular departmental offering.

*\*Dallas Baptist University is a participant in the Texas Common Course Numbering System that was designed to facilitate the transfer of lower-division academic courses between colleges and universities in Texas. Please refer to the listing at the end of this catalog of DBU courses that have been determined to be substantially equivalent to the common course shown beside it.*

**(S-L)** = Course(s) with field-based service-learning component.

## Accounting

### **ACCT 2301 (3-3-0) Principles of Financial Accounting**

A study of the fundamental concepts, standards, and generally accepted principles of financial accounting. The course focuses on the accounting cycle and procedures in financial data accumulation leading to financial statement preparation. Fall, Spring, Summer, Online. *Prerequisite: Passing eMAT Advising Tool (Arithmetic Skills) with an acceptable score. It is strongly recommended that the math requirement for the student's degree be completed prior to, or taken concurrently with, this course.*

### **ACCT 2302 (3-3-0) Principles of Managerial Accounting**

A study of the accounting concepts and methods used in managerial planning, control, and decision making. The course focuses on budgeting, costing techniques, analysis methods, relevant costs, and capital budgeting decisions. Fall, Spring, Summer, Online. *Prerequisite: ACCT 2301.*

### **ACCT 3300 Survey of Accounting Systems**

This course is an overview of the various types of accounting systems and computer software, from spreadsheets to enterprise systems, used in the practice of accounting. The course includes the development of student skills in the use of Microsoft Excel software. Spring. *Prerequisites: ACCT 2301 and COSC 1301.*

### **ACCT 3301 (3-3-0) Intermediate Financial Accounting I**

An in-depth study of the theory, concepts, and procedures of financial accounting. The course focuses on applications involved in accounting for assets and the valuation and measurement of related income items. Fall. *Prerequisite: ACCT 2302 and MATH 1307 or the mathematics requirement for the degree plan.*

### **ACCT 3302 (3-3-0) Intermediate Financial Accounting II**

A continuation of ACCT 3301, the course focuses on valuation issues related to liabilities and stockholders' equity. Special topics include price level and fair value issues, accounting changes, pensions, leases, income tax allocation, and financial statement interpretation. Spring. *Prerequisite: ACCT 3301.*

### **ACCT 3304 (3-3-0) Managerial Cost Accounting**

A detailed study of cost accounting and its relation to managerial control. The course focuses on various costing systems, standard costs and budgeting for planning and control, and the uses of cost information for decision making. Spring. *Prerequisite: ACCT 2302, ACCT 3300 and MATH 1307 or the mathematics requirement for the degree plan.*

### **ACCT 3323 (3-3-0) Income Taxation of Individuals**

An introduction to tax concepts and the federal tax system. The course focuses on the determination of taxable income of individuals and reporting, payment, administration, and enforcement aspects of federal taxation. Fall. *Prerequisite: ACCT 2302 and MATH 1307 or the mathematics requirement for the degree plan..*

### **ACCT 4301 (3-3-0) Advanced Financial Accounting**

A detailed study of financial accounting principles and techniques. The course focuses on advanced problems involving business combinations and consolidations, partnerships, segment reporting, and international accounting. Spring. *Prerequisite: ACCT 3302.*

### **ACCT 4302 (3-3-0) Income Taxation of Entities**

A continuation of ACCT 3323, the course focuses on federal tax laws affecting the taxable income of corporations, partnerships, estates, and trusts. Emphasis is on identification of tax issues, tax planning, and tax research. Spring. *Prerequisite: ACCT 3323 taken within the last 3 years.*

### **ACCT 4304 (3-3-0) Auditing (S-L)**

A study of auditing principles and standards. The course focuses on educational qualifications and ethical standards for public accounting, evaluation of internal control and preparation of the audit program, and examination of financial statements. Fall. *Prerequisite: ACCT 3302.*

### **ACCT 4332 (3-3-0) Financial Accounting Theory**

A study of the conceptual framework of accounting theory. The course focuses on analysis of recent pronouncements of the Financial Accounting Standards Board and investigation of potential theoretical problem areas in the application of accounting principles. Fall, Online. *Prerequisite: ACCT 3302.*

## AIM Program

### **AIM 10.501/10.502 Success in College**

This course is an overview of the procedures, processes, skills and resources necessary for success in college. Material covered will include practical strategies related to time management, test taking, note taking, communication and critical thinking. Enrollment will be limited to students in the AIM Program. Requirements will include an individual weekly meeting with an assigned mentor. This course will be repeated for credit every semester a student is on academic probation or until a cumulative grade point average of 2.0 is reached. One-half (.5) credit hours.

## Art

### **ART 1301 (3-2-1) Design I**

An introduction to the vocabulary and principles of two-dimensional design: line, value, color, shape, form, and spatial devices in unified and varied organizations. Individual media exploration and creativity is encouraged through readings and design problems in the above areas. Field Trip Required. Lab fee. Fall, Spring.

### **ART 1302 (3-2-1) Design II**

An introduction to the vocabulary and principles of three-dimensional design: mass, volume, plane, line, texture, and color in unified and varied organizations. Individual media exploration and creativity is encouraged through readings and design problems in the above areas. Lab fee. Field Trip required. Spring.

### **ART 1303 (3-2-1) Drawing I**

Drawing I is a studio course designed to improve the student's motor drawing ability and perceptual drawing skills, explore the potentials of drawing media, and to introduce the elements of art in the context of vocabulary and the drawing experience, with emphasis on black and white. Museum Field Trip required. Lab fee. Fall, Spring, Summer.

### **ART 2303 (3-2-1) Drawing II**

Drawing II is a studio course designed to improve on the student's perceptual drawing skills to further explore the potentials of drawing media with experimentation in color, to develop original conceptual skills and visual thinking in the context of drawing, and to enhance knowledge of vocabulary, critiques, and historical and contemporary trends in drawing. Museum field trip required. Lab fee. Spring, Summer.

*Prerequisite: ART 1303.*

### **ART 2310 (3-2-1) Painting I**

Painting I is a studio course exploring the potentials of painting media with emphasis on color, composition, self expression, and vocabulary. Museum field trip required. Lab fee. Fall, Spring, Summer.

### **ART 2311 (3-2-1) Sculpture I**

Introduction to sculpture. Introductory problems in sculpture, including analysis of form, theory, and technical processes, including exploration in different media. Museum field trip required. Lab Fee. Fall, Spring, Summer.

### **ART 2313 (3-2-1) Crafts I**

Design and creation of art forms in various selected crafts media and techniques: weaving, jewelry, glass, paper, clay, painting, sculpture, or textiles. Emphasis is on craftsmanship, creativity, experimentation, and technique. Lab fee. Fall, Spring.

### **ART 2314 (3-2-1) Photography I (COMA 2314)**

An introduction to the use of the camera and basic vocabulary. Fundamentals of exposure, development and printing. Photographic composition, creativity, readings, and critiques are included. Students are expected to provide their own digital camera. Field trip required. Lab fee. Fall, Spring, Summer.

### **ART 2317 (3-2-1) Advertising and Visual Communication (COMA 2317)**

An introduction to basic visual communication, vocabulary, and design including typography, layout, illustration, graphic reproduction processes, rough art, finished art, camera ready, and digital art applied to specific design projects. Fall, Spring, Summer, Online.

### **ART 2318 (3-2-1) Basic Digital Design (S-L) (COMA 2318 (S-L))**

Fundamentals of digital design are covered utilizing standard graphic software applications for PC and Macintosh platforms. Proven methods of effective communication through typography, layout, and design are discussed. Computer lab projects include creative design and cost-effective production of camera-ready art for posters, newsletters, reports, and display advertising. Lab fee. Fall, Spring, Summer, Online. *Prerequisite: COSC 1301 and concentration other than graphic design.*

### **ART 2319 (3-3-0) Art History Survey I**

Art History Survey I presents a chronological examination of Western painting, sculpture, architecture, and related visual arts from prehistoric times to the end of the Gothic Period. This course includes films, visuals, readings, study guides, and museum visits. Fall.

### **ART 2320 (3-3-0) Art History Survey II**

Art History Survey II presents a chronological examination of painting, sculpture, architecture, and related visual arts from the early Renaissance to the present. This course includes films, visuals, readings, study guides, and museum visits. Spring.

### **ART 3151 (1-1-0) Visual Art for Teaching**

A course that gives a more in-depth learning experience to prospective art teachers. This course emphasizes the Texas Essential Knowledge and Skills and National Visual Art Standards. Periodically.

**ART 3173 (1-1-0) Art Practicum**

A course in practical art experiences - either on campus or off campus, in the areas of travel study, publicity, graphic design, exhibit implementation, theatre arts, art galleries, museums, art tours, or specialized study. This can be taken for 1 hour (3173), 2 hours (3273), or 3 hours (3373). Fall, Spring.

**ART 3273 (2-2-0) Art Practicum**

A course in practical art experiences - either on campus or off campus, in the areas of travel study, publicity, graphic design, exhibit implementation, theatre arts, art galleries, museums, art tours, or specialized study. This can be taken for 1 hour (3173), 2 hours (3273), or 3 hours (3373). May be repeated if topics vary. Fall, Spring.

**ART 3303 (3-2-1) Drawing III**

Drawing III is a studio course in advanced drawing techniques to improve the student's drawing abilities, creativity, perceptual drawing skills, and individual expression. Lab fee. Fall, Spring, Summer. *Prerequisite: ART 2303 or instructor approval.*

**ART 3310 (3-2-1) Painting II**

A further investigation of painting with emphasis on individual expression. Museum field trip required. Lab fee. Fall, Spring, Summer. *Prerequisite: ART 2310.*

**ART 3311 (3-2-1) Sculpture II**

Intermediate problems in sculpture, including analysis of form, theory, and technical processes. Basic construction techniques in selected materials will be explored. Museum field trip required. Lab Fee. Fall, Spring, Summer.

**ART 3313 (3-2-1) Crafts II**

A continuation of Crafts I with more individual opportunity for selection of materials and techniques. Emphasis is on personal style, experimentation, craftsmanship, and creativity. Lab fee. Fall, Spring. *Prerequisite: ART 2313.*

**ART 3314 (3-2-1) Photography II  
(COMA 3314)**

Advanced photographic skills developed through photography projects enhanced by digital imaging software and techniques. Students will learn to apply a state of the art digital graphics program and selectively modify, enhance, and combine photographs to create images that communicate aesthetically and effectively. Students are expected to provide their own SLR camera. Students may use a digital camera, but it is not required, as negatives or photographs may be scanned. Lab fee. Fall, Spring, Summer. *Prerequisite: ART 2314.*

**ART 3316 (3-2-1) Media Graphics  
(COMA 3316)**

Development of skills and concepts necessary to produce art works for use in the various media. Study and application of the basic materials, techniques, and vocabulary of the graphic and digital art field. Lab fee. Fall, Spring.

**ART 3317 (3-2-1) Advertising and Visual Communication II  
(COMA 3317)**

Advanced study of basic visual communication design including typography, layout, illustration, graphic reproduction processes, rough art, finished art, camera ready art, and digital art applied to specific design projects. Lab fee. Periodically. *Prerequisite: ART 2317.*

**ART 3318 (3-2-1) Web Design  
(COMA 3318)**

Web publishing techniques are covered utilizing web-authoring software for PC and Macintosh platforms. Proven methods of effective communication through typography, layout, and design are discussed including creative uses of digital illustrations and photography. Computer lab projects include creative design and cost-effective production of various types of web pages. Lab fee. Spring. *Prerequisite: ART 2318 (S-L) or COMA 3321.*

**ART 3319 (3-3-0) Visual Communication  
(COMA 3319)**

Skills in interpreting the visual messages viewed in print and digital media are essential in our media saturated world today. This course focuses on the development of visual literacy by helping students develop skills to critically examine the visual messages used in a variety of channels that impact our communication. Students also learn the Adobe Creative Suite®, including Illustrator®, Photoshop®, and InDesign®, the industry standard in graphic software. Lab fee. Spring. *Prerequisite: Graphic Design, Broadcast/Digital Media, or Art major.*

**ART 3321 (3-3-0) Graphic Design I  
(COMA 3321)**

This studio course emphasizes the solving of graphic communications problems as it specifically relates to identity design in print form. Students gain a strong working knowledge of current computer art and layout applications, such as Adobe InDesign® and Illustrator®, and apply it to viable design assignments. Logo, letterhead and poster design are a few of the formats explored. Students are also challenged with basic typographic and layout principles in conjunction with these projects. Fall. *Prerequisite: ART/COMA 3319 Visual Communication.*

**ART 3322 (3-3-0) Graphic Design II  
(COMA 3322)**

In this studio course graphic design students continue their in-depth study of two-dimensional design principles as they apply it to formats such as package design and annual reports. An emphasis on preparing print documents for output or reproduction is emphasized. Students will also improve their skills with Adobe Photoshop® as they create artwork and page comps for Web sites and other digital media. Spring. *Prerequisite: ART/COMA 3321 Graphic Design I.*

**ART 3325 (3-3-0) Lettering and Typography**

Students will learn to consider three major things as they design with type: the form, direct and secondary meanings, and graphic impact of a particular typeface. The subtle relationship of type and visuals in a design solution, and how type can be used creatively and expressively by itself. In addition, technical typographic principles such as line, letter and word spacing, type alignment, classifications and styles will be explored through historical studies and class projects. Spring. *Prerequisite: ART/COMA 3321 Graphic Design I.*

**ART 3350 (3-3-0) Pedagogy of Art**

An introduction to the key aspects of art for grades K-8: art production, aesthetics, history, and criticism. Study of TEKS, vocabulary, elements, principles, philosophy of art, and creative growth of the child. Art activities for various levels and practical application in presenting a program of current art studies. Museum field trip required. Periodically.

**ART 3373 (3-3-0) Art Practicum**

A course in practical art experiences — either on campus or off campus, in the areas of travel study, publicity, graphic design, exhibit implementation, theatre arts, art galleries and museums, art tours, or specialized study. This can be taken for 1 hour (3173), 2 hours (3273), or 3 hours (3373). Fall, Spring.

**ART 4301 (3-3-0) Internship in Art (S-L)**

This course is designed to give the student actual field experiences in art. Through the professional cooperation of area art agencies, museums, galleries, and studios, the student will report to a place of employment for a minimum of 30 hours per credit hour selected agency over a 10-12-week period in order to receive "hands on" experience in a specific field of art. Fall, Spring. May be repeated if internship placement varies. *Prerequisites: Senior level in art and recommendation from the department chairperson.*

**ART 4303 (3-2-1) Drawing IV**

Drawing IV is to provide each student with specific drawing media experiences, original problem solving in terms of drawing media, and development of theme revolving around a specific idea or image. Composition will also be stressed. Critiques. Lab fee. Spring, Summer. *Prerequisite: ART 3303 or instructor approval.*

**ART 4304 (3-3-0) Aesthetics  
(PHIL 4304)**

An examination of the principles involved in the production, interpretation, and criticism of works of art, as well as basic principles of Christian aesthetic theory. Illustrative material from various artistic disciplines will be utilized. Spring, even-numbered years. *Prerequisite: PHIL 2301 or instructor approval.*

**ART 4306 (3-3-0) Visual Faith: The Arts in Worship**

Application and study of religious themes in art: symbols, design, and color. Use of religious arts for worship, promotion, advertising, teaching, and publicity. Study of Christian values as related to art in history and contemporary society. Field trips required. Spring.

**ART 4309 (3-2-1) Painting III**

Advanced creative painting. Emphasis is given to personal style and expression, content, and mastery of the media. Exploration of such issues as realism and abstraction, perception, the nature of art, and current trends in art making are encouraged. Critiques. Museum and/or gallery field trip required. Lab fee. Fall, Spring, Summer. *Prerequisite: ART 3310.*

**ART 4310 (3-2-1) Painting IV**

A continuation of Painting III (4309). Personal growth, painting style, and the development of an individual aesthetic is encouraged by experimentation and critiques. Museum and gallery field trip required. Lab fee. Fall, Spring, Summer. *Prerequisite: ART 4309.*

**ART 4311 (3-2-1) Sculpture III**

Advanced continuation of sculptural exploration in selected problems and materials. Analysis of form, theory, and technical processes. Museum field trip required. Lab Fee. Fall, Spring, Summer. *Prerequisite: ART 3311.*

**ART 4313 (3-2-1) Crafts III**

Advanced craftsmanship, skill, and development of individual style in selected media. Lab fee. Fall, Spring. *Prerequisite: ART 3313.*

**ART 4314 (3-2-1) Crafts IV**

A continuation of advanced craftsmanship, skills, and development of individual style in selected media. Lab fee. Fall, Spring. *Prerequisite: ART 4313.*

**ART 4315 (3-2-1) Sculpture IV**

Continued exploration and development of personal concepts of sculpture in selected materials at advanced level. Museum field trip required. Lab Fee. Fall, Spring, Summer. *Prerequisite: ART 4311.*

**ART 4317 (3-3-0) Advertising and Visual Communication Practicum**

Practical application and direct experiential involvement in the field of commercial art. Involves scheduled seminars, projects, and work for commercial art firm(s) or non-profit agencies. Periodically. *Prerequisite: ART 2318 (S-L) or 3318.*

**ART 4318 (3-3-0) History of Graphic Design (COMA 4318)**

History of Graphic Design presents a chronological examination of western graphic design and covers each era of visual communication including early cave painting through the illuminated manuscripts, a Graphic Renaissance, the Industrial Revolution, the Modernist Era, and the Age of Information. This course includes films, visuals, readings, study guides, and museum visits. \$35 fee. *Required for Graphic Design major, elective for other majors.* Fall.

**ART 4319 (3-3-0) Modern Art**

Study of selected movements within 19<sup>th</sup> and 20<sup>th</sup> century art and culture. Field trips required to museum. Fall.

**ART 4320 (3-3-0) Special Topics in Art**

This course will offer students an opportunity to explore a cross-section of subjects focused on art history, studio art, or design. May be repeated for credit when content changes. Fall, Spring, Summer.

**ART 4321 (3-3-0) Advertising Design (S-L) (COMA 4321)**

This course engages the service-learning aspect of the Graphic Design concentration as students utilize their skills to aid a ministry, new or existing, by creating an entire identity campaign for them over the course of a semester. The campaign will include creating such promotional pieces as logos, newsletters, magazine ads, Yellow Page ads and brochures, to name a few. Each student will communicate and work with ministry directors in order to meet specific needs. This course contains a field-based service-learning component. Fall. *Prerequisite: ART/COMA 3322 Graphic Design II.*

**ART 4327 (3-3-0) Color and Composition (COMA 4327)**

Color and Composition is a painting course that explores the potentials of painting in acrylics with emphasis on color, composition, expression, and technique as it relates to poster painting as it has been manifested over the past two centuries. The techniques of German "plakatstil" or hard-edged "poster style" causes each student to break down the compositional surface of a painting so that eye flow is deliberate. The rule of thirds, balance, and visual hierarchy are also addressed. \$35 lab fee. Summer.

**ART 4328 (3-3-0) Illustration I (COMA 4328)**

Students in this course are introduced to the methods of illustration, old and new, through a limited survey of the history of American Illustration. Each student is required to choose an abridged classic manuscript supplied by the instructor and a total of three major illustrations must be completed for that story. A research notebook compiling the students' favorite illustrators will also be completed. Spring even-numbered years. *Prerequisites: ART 1302 and ART 2303 or Graphic Design Major and ART 1303.*

**ART 4329 (3-3-0) Illustration II (COMA 4329)**

Students in this course will continue to develop the style and formulaic approach explored in Illustration I. Traditional and digital methods of illustration are all options for this course. Various forms of illustration, including black and white, editorial, and children's book will be explored. For digital illustration, Adobe Illustrator and/or Photoshop will be utilized. A research notebook compiling the student's favorite illustrators will also be completed. Spring, even-numbered years. *Prerequisite: ART/COMA 4328 Illustration I. Lab Fee.*

**ART 4338 (3-3-0) History of Graphic Design II (COMA 4338)**

History of Graphic Design II presents a chronological examination of western graphic design and covers the modern era of visual communication from c. 1880 until present day; including Pictorial Modernism, the Bauhaus, the New York School, Corporate Identity, Postmodern Design and the Digital Revolution. This course includes films, visuals, reading, study guides, and museum visits. Spring.

**ART 4353 (3-3-0) Fine Arts in East Asia (MUSI 4353)**

An overview of the visual and performing arts of East Asia. Field trips to art museums and cultural events will be required. Spring, Online.

**ART 4380 (3-3-0) The Arts and the Creative Process  
(COMA 4380; MUSI 4380)**

Analysis of the visual and performing arts including the study of art critical thinking and creativity. The study will include perception, criticism, and factors which integrate, influence, and create the arts. Field trips are required. Fall, Spring, Summer, Online.

**ART 4385 (3-1-0) Senior Seminar in Art (S-L)**

Senior capstone course. Each student initiates a comprehensive exhibit of selected work in a solo exhibition. Final portfolio, exhibit, and résumé are required. This course focuses on personal philosophy, current art trends, and professional problems of artists. The student should select a work to be retained by the Department of Art for its permanent collection. This course contains a field-based service-learning component. Fall, Spring. *Prerequisites: Senior level in art and final semester.*

## Biology

**BIOL 1001/1002/2001/2002/3001/3002/4001/4002 (0-1-0) Science Boot Camp: Development of Biology Scholars**

The objective of this non-credit course is to engage the freshman biology student in a faculty-facilitated program. This course is designed to enhance the learning experience of all biology majors through the tools of online activities, faculty lectures/seminars, group activities, and service-learning opportunities. Within the discipline of biology and the objective of developing scientific scholars, a progressive range of topics will be covered, including: introduction to the scholastic community of University life, introduction to service-learning concept, individual learning styles assessment, study skills I, and introduction to SURF Programs (Summer Undergraduate Research Fellowships). The course is required for all freshman and transfer students majoring in Biology and Natural Sciences and students in a pre-allied health track. Successful completion of the course upon successful completion of the assessment tools incorporated into the class and on faculty evaluation of students. Fall, Spring.

**BIOL 1401 (4-3-2) Principles of Biology**

Introductory course dealing with the basic principles applicable to all living organisms. Includes the study of ecological concepts and the structure and function of the various kingdoms within the ecosystem. Specific groups examined will include bacteria, fungi, algae, plants, and animals, with an overview of the human body systems. Cell structure and function, and genetics will also be examined. Fall, Spring, Summer, Online.

**BIOL 1405 (4-3-2) Modern Concepts in Biology I**

An introductory course on the unifying principles common to all levels of biological organization. Emphasis will be placed on cell biology and general physiology. This will include energy metabolism, photosynthesis, biochemistry, genetics, systematic and taxonomy of viruses, prokaryotes, and protista. Required of all biology majors, natural science majors, and pre-allied health majors. Lab. Fall.

**BIOL 1406 (4-3-2) Modern Concepts in Biology II**

A continuation of the study of biological concepts, with an emphasis on plant and animal anatomy and physiology. This includes systematic and taxonomy of phytoprotists, fungi and animals, anatomy and physiology of plants and animals, and ecology. Required of all biology majors, natural science majors, and pre-allied health majors. Lab. Spring.

**BIOL 2302 (3-2-2) Medical Terminology for Health Professions**

An introductory course in the language of medicine and health care. The course will be structured on the foundational use of suffixes, prefixes, and root words and explore terminology of micro and macro anatomy, basic disease processes, surgery, and pharmacology as utilized in health-related professions. This course will not satisfy the general studies natural sciences laboratory requirements. Spring, Periodically. *Prerequisite: BIOL 1406.*

**BIOL 2405 (4-3-3) Human Anatomy and Physiology I (S-L)**

Study of the structure and functions of the systems of the human body. The course will cover the anatomy and physiology of the cell, tissues, and organs, an introduction to the body, and the integumentary, skeletal, and muscular systems. This course contains a field-based service-learning component. Fall. *Prerequisite: BIOL 1406.*

**BIOL 2406 (4-3-3) Human Anatomy and Physiology II (S-L)**

Continuation of BIOL 2405 (S-L). Study of the structure and functions of the systems of the human body. The course will cover the nervous, circulatory, digestive, respiratory, endocrine, and reproductive systems, as well as the development of the human body. This course contains a field-based service-learning component. Spring. *Prerequisite: BIOL 2405 (S-L).*

**BIOL 3101 (1-1-0) Introduction to Scientific Literature**

Introduction to various sources and types of scientific articles. Both oral and written critiques of assigned articles will be required. Spring, Periodically. *Prerequisites: Science major and completion of 16 credit hours of biology courses.*

**BIOL 3301 (3-3-0) Immunology**

An introduction to the principles and concepts of immunology including the basic elements of innate and acquired immunity. Fall, Periodically. *Prerequisite: BIOL 1406.*



**BIOL 3401 (4-4-0) Biochemistry  
(CHEM 3401)**

This course pertains to the study of cellular chemistry: including presentation of solutions, thermodynamics, kinetics of enzymes, the structure and metabolic pathways of carbohydrates, nucleic acids, proteins, and lipids, cellular membrane composition and function, and the storage and utilization of genetic information. Fall. *Prerequisite: CHEM 3403.*

**BIOL 3402 (4-3-3) Ecology (S-L)**

A study of the interrelationships between plants and animals and their environment with emphasis on ecosystems, energy flow, populations, and community structure and function. This course contains a field-based service-learning component. Fall, Periodically (every 3<sup>rd</sup> semester). *Prerequisite: BIOL 1406.*

**BIOL 3403 (4-3-3) Vertebrate Embryology**

Study of the early developmental processes of representative vertebrates with major emphasis on human embryonic development. Periodically. *Prerequisites: BIOL 1406 and 2406 (S-L).*

**BIOL 3404 (4-3-3) Genetics**

Study of the principles of heredity including classical and molecular genetics. Fall, Spring, Periodically. *Prerequisite: BIOL 1406.*

**BIOL 3406 (4-4-0) Pathophysiology**

An introduction to pathophysiological changes that occur in all major body systems. Common disease processes will be included as examples. Fall, Periodically. *Prerequisite: BIOL 2406 (S-L).*

**BIOL 3407 (4-3-3) General Botany**

Study of the structure, function, reproduction, and economic importance of representatives of each of the major plant groups with emphasis on the vascular plants. Spring, Periodically (every 3<sup>rd</sup> semester). *Prerequisite: BIOL 1406.*

**BIOL 3408 (4-3-3) General Zoology**

A systematic study of the structure and functions of representative members of the major phyla in the animal kingdom with emphasis on invertebrate and vertebrate animals. Periodically (every 3<sup>rd</sup> semester). *Prerequisite: BIOL 1406.*

**BIOL 3409 (4-3-3) Microbiology**

Study of the morphology, metabolism, cultural characteristics, and taxonomy of microorganisms with major emphasis on disease-producing bacteria. Fall, Spring, Periodically. *Prerequisite: BIOL 1406.*

**BIOL 4011 (0-3-0) Life Science 8-12 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TEXES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TEXES post-test in order to be authorized by the College of Education to take the TEXES examination. Fall, Spring.

**BIOL 4301 (3-1-6) Senior Project**

An upper-level course designed to instruct the student about procedures and methodologies involved in biological research. The course will include learning how to review research literature, design and develop experimental research protocols, analyze data collected, and write and present the student research in a scientific format. Fall, Periodically. *Prerequisites: Science major, junior or senior status, and faculty approval.*

**BIOL 4303 (3-3-0) Cell Biology**

This course is designed to introduce science majors to the basic elements of Cell Biology. Major concepts to be discussed include the cellular processes of transcription, translation, protein interactions, and cell structure. Spring, Periodically. *Prerequisite: BIOL 1406 and CHEM 1402.*

**BIOL 4305 (3-3-0) Nutrition  
(KNES 4305)**

Study of the six classes of nutrients and their effects on health. Special emphasis on personal dietary practices and on current issues in nutrition including weight control, fad diets, dietary aspects of cardiovascular disease, and sports nutrition. Fall, Spring. *Prerequisites: BIOL 2406 (S-L) and CHEM 1401.*

**BIOL 4310 (3-1-6) Applied Bioinformatics**

Practical application of Bioinformatics tools, including molecular genetics techniques and online tools to solve various research projects. Research projects are either part of an internship or lab-based, to be determined in collaboration with the instructor. Lab fee.

**BIOL 4401 (4-3-3) Vertebrate Physiology**

Study of the basic functions of cells, tissues, and organ systems of vertebrates. Spring, Periodically. *Prerequisite: BIOL 2406 (S-L).*

**BIOL 4402 (4-3-3) Molecular Genetics**

A course on the unifying principles of genomics, proteomics, and bioinformatics. This will be a practical course to teach the techniques needed for research in modern molecular biology. Techniques will include cloning, transformation, Southern blot, PCR, DNA sequencing, protein isolation, Western blot, and 2-D gels. Required for Bioinformatics Concentration. Lab Fee. Fall. *Prerequisites* BIOL, 1405/14L5, COSC 1301, MATH 1303 or 1307 or 1405, and an additional 3-4 hour course in Biology for Biology majors, Computer Science for Computer Science majors, or Math for Math majors.

**BIOL 4403 (4-3-3) Histology**

Study of the microscopic anatomy of vertebrate tissues with emphasis on the human. Fall, Periodically. *Prerequisite:* BIOL 2406 (S-L).

## Camp/Sport Ministry

**CHST 3320 (3-3-0) Principles of Camp/Sport Ministry**

Students will explore various recreational elements including but not limited to camps and retreat centers, local and international sports ministries, camping, athletic team chaplaincy, adventure recreation, and physical fitness ministries. Special attention will be given to the philosophy of recreational ministry and the role of a recreational minister. In addition students will explore the benefits of using various forms of recreation to reach a variety of ages with the Gospel. Fall.

**CHST 4308 (3-3-0) Practicum in Camp/Sport Ministry (S-L)**

Internship training program for Camp/Sport Ministry majors supervised by a professor and staff person of an organization relating to Camp/Sport Ministry. This course contains a field-based service-learning component. Fall. *Prerequisite:* Camp/Sport Ministry major. Junior or senior status.

**CHST 4309 (3-3-0) Strategies and Practices of Camp/Sport Ministry**

A comprehensive study of Camp/Sport Ministry that assimilates the entire course work to challenge the students' knowledge and ability to manage a Camp/Sport Ministry. Students will create a business plan for a Camp/Sport Ministry including strategies in ministry, marketing, finance, employment, and development. In groups, students will present completed business plans at the end of the semester. Fall. *Prerequisites:* Graduating seniors. Instructor approval required.

**KNES 3320 (3-3-0) Teaching Leadership Education**

A course teaching students the fundamentals of instructing outdoor educational activities through a Biblical Christian worldview. Students will learn to instruct activities, including but not limited to, backpacking, camping, hiking, and orienteering. Students will learn to plan, implement, assess for risk management, and evaluate an outdoor educational experience. Fall. *Prerequisites:* KNES 1111 Outdoor Education or KNES 1112 Recreational Activities.

## Chapel

**CHAP 1000 (0-3-0) Chapel**

A distinctive quality of DBU is the emphasis placed on the spiritual life and growth of its students. The chapel program is considered an important element in the desire to encourage the spiritual development of community members. Chapel is held in the Patty and Bo Pilgrim Chapel at 10:00 a.m. on Mondays, Wednesdays, and Fridays. Fall, Spring.

## Chemistry

**CHEM 1301 (3-2-3) Chemistry and Society**

A survey of elementary chemical principles for the non-science major, with illustrations of the daily importance of chemistry from organic chemistry, polymers, farming, foods and food additives, household medicines and drugs, and similar topics. Lab fee. Fall, Spring, Summer.

**CHEM 1401 (4-3-3) General Chemistry**

Introduction to theories on the properties and structure of matter; atomic and molecular structure; properties of gases, liquids, and solids; properties of solutions; and chemical equations. Lab fee. Fall, Summer. *Prerequisite:* One year of high school algebra or MATH 1301.

**CHEM 1402 (4-3-3) General Chemistry**

Continuation of CHEM 1401, including chemical equilibrium and equilibrium constants, energy changes, electrochemistry, radioactivity, descriptive chemistry of chosen elements, and an introduction to organic chemistry. Lab fee. Spring, Summer. *Prerequisite:* CHEM 1401.

**CHEM 3401 (3-4-0) Biochemistry (BIOL 3401)**

This course pertains to the study of cellular chemistry: including presentation of solutions, thermodynamics, kinetics of enzymes, the structure and metabolic pathways of carbohydrates, nucleic acids, proteins, and lipids, cellular membrane composition and function, and the storage and utilization of genetic information. Fall. *Prerequisite:* CHEM 3403.

**CHEM 3402 (4-3-3) Organic Chemistry I**

Study of compounds of carbon, classes of compounds and their typical reactions, theories, reaction mechanisms, and synthesis. Lab fee. Fall. *Prerequisite: CHEM 1402.*

**CHEM 3403 (4-3-3) Organic Chemistry II**

Continuation of CHEM 3402. Lab fee. Spring. *Prerequisite: CHEM 3402.*

## Chinese

**CHIN 1401 (4-3-2) Elementary Chinese I**

A course for students who want to develop general speaking, listening, writing, and reading ability in Chinese. This course thoroughly covers basic structures for the entry level of Chinese and provides a solid foundation for further studies. Lab fee. Fall.

**CHIN 1402 (4-3-2) Elementary Chinese II**

A continuation of CHIN 1401. Lab fee. Spring. *Prerequisite: CHIN 1401 or equivalent.*

**CHIN 2301 (3-3-0) Intermediate Chinese I**

A course for students who want to continue to develop speaking, listening, writing, and reading ability in Chinese. This course will further cover the grammar, characters, and composition of Chinese and the continuation of spoken Chinese through video devices, reading, and discussions of Chinese literature and culture. Fall. *Prerequisite: CHIN 1402 or equivalent.*

**CHIN 2302 (3-3-0) Intermediate Chinese II**

A continuation of CHIN 2301. Spring. *Prerequisite: CHIN 2301 or equivalent.*

**CHIN 4358 (3-3-0) Essentials of East Asian Language  
(MAGL 5358, MALA 5309)**

For students involved in East Asian language immersion, this course provides introductory knowledge of essential survival phrases, vocabulary and grammar to communicate at a basic level for living necessities and simple conversations as cultural learners. Fall.

## Christian Leadership

**CLSC 1002 (0-1-1.5) Christian Leadership**

Mandatory for Christian Leadership Scholarship program recipients during their first year at DBU. Designed to increase the students' effectiveness as servant leaders, to help them understand more about their accountability before God, to increase their intimacy with God, and to help them develop healthy and Biblical self-images, learning to rely on God's strength in their lives and ministry. Fall, Spring.

## Christian Studies

**CHST 3301 (3-3-0) Survey of Christian Education** This course is an overview of Christian education including foundations, history, components, and leadership. Emphasis is placed upon the development of Christian education as a vocation. Fall, Online.

**CHST 3304 (3-3-0) Religion and Older Persons**

A study of the relationships between religion and the lives and needs of older persons. This study will include an examination of the attitudes toward and the treatment of older persons in the Judeo-Christian and other selected religious traditions. Periodically.

**CHST 3309 (3-3-0) Spiritual Formation for Christian Ministry**

The course is designed to overview the student's resources for spiritual growth and examine various methods of discipleship, including Bible study, prayer, and scripture memorization. The student will learn to nurture interdependent spirituality within the context of our contemporary culture. Fall, Online. *Prerequisite: RELI 1301, 1302, and instructor approval.*

**CHST 3320 (3-3-0) Principles of Camp/Sport Ministry**

Students will explore various recreational elements including but not limited to camps and retreat centers, local and international sports ministries, camping, athletic team chaplaincy, adventure recreation, and physical fitness ministries. Special attention will be given to the philosophy of recreational ministry and the role of a recreational minister. In addition, students will explore the benefits of using various forms of recreation to reach a variety of ages with the Gospel. Fall.

**CHST 3372 (3-3-0) Church Administration**

A study of the principles, structure, and function of church administration. Students will be exposed to methods for administering personnel, financial, and physical resources of the church, as well as various aspects of church governance and planning. Fall, Online.

**CHST 4301 (3-3-0) Teaching Ministry of the Church**

This course is a study of the biblical basis, curriculum development, educational principles, and instructional methods of the teaching ministry of the local church. Emphasis is on preschool, children, youth, and adult groups. Spring.

**CHST 4302 (3-1-2) Practicum in Christian Studies (S-L)  
(RELI 3382 (S-L))**

Internship training program to be supervised by a professor and an official in the local church or church-related institution. This course contains a field-based service-learning component. Fall, Spring, Online. *Prerequisite: Biblical Studies or Christian Studies major or minor, junior or senior status and faculty approval.*

**CHST 4306 (3-3-0) Children's Ministry in the Church**

A study of children, ages 6-12, from a biblical and present-day perspective and the church's opportunity to build foundations for faith through effective Bible teaching, ministry to needs, and outreach to the home. Considerations will be given to the church learning environment, effective methods of teaching children, leadership enlistment and development, and curriculum for children's organizations in church. Fall, Online.

**CHST 4307 (3-3-0) Youth Ministry in the Church**

A study of the social and spiritual development of youth. The course will seek to equip the youth minister with cognitive skills, resources, and techniques for ministry with young people through the church. Emphasis will be placed on the planning and administering of a youth ministry in the local church. Spring, Online.

**CHST 4308 (3-3-0) Practicum in Camp/Sport Ministry (S-L)**

Internship training program for Camp/Sport Ministry majors supervised by the professor and a staff person of an organization relating to Camp/Sport Ministry. This course contains a field-based service-learning component. Fall. *Prerequisite: Camp/Sport Ministry major. Junior or senior status.*

**CHST 4309 (3-3-0) Strategies and Practices of Camp/Sport Ministry**

A comprehensive study of Camp/Sport Ministry that assimilates the entire course work to challenge the students' knowledge and ability to manage a camp/sport ministry. Students will create a business plan for a camp/sport ministry including strategies in ministry, marketing, finance, employment, and development. In groups, students will present completed business plans at the end of the semester. Fall. *Prerequisites: Graduating seniors. Instructor approval required.*

**CHST 4312 (3-3-0) Biblical Servant Leadership  
(MACE 5302)**

This course will explore the practice of leadership from a Biblical servant leader point of view and the various styles of leadership. Students will be encouraged to develop a personal set of leadership principles reflecting those of a servant. Considerations will also be given to the developing people skills, team building skills, and conflict management skills. Fall, Online.

**CHST 4330 (3-3-0) Introduction to Missiology  
(MAGL 5330)**

This course is an inter-cultural exercise in learning how to personally engage a new population with the good news of the gospel, the course focuses on the role of the individual who serves others in a cross-cultural environment and analyzes issues of cultural adaptation, language acquisition, and contextualization of gospel witness. Helpful insights are given to improve inter-cultural skills because of the multicultural nature of modern society and most local church settings. Online.

**CHST 4331 (3-3-0) Cross-Cultural Living and Ministry  
(MAGL 5331)**

The course provides orientation to people who will work in international or ethnically diverse settings where personal adaptation to a different language and culture is required. The course focuses on acquiring insights and skills for cultural adaptation, language acquisition, and contextualization of lifestyle, communication practices and gospel witness. Students are involved in cross-cultural exercise to learn how to relate positively to those of other cultures and worldviews. Fall.

**CHST 4332 (3-3-0) Strategies for Missionary Work  
(MAGL 5332)**

As in depth study of strategies and tactics for modern missionary work will be the goal for the classroom. Interaction within the classroom will bring discussion of strategic approaches in missions, culminating with current strategies for reaching unreached people groups (UPGs). The class will include an overview of the development and nature of the UPG paradigm and how it challenges evangelical believers to seek models of ministry that will reach these people with the gospel of Christ. The students will use case studies, existing strategy approaches, and interaction with field-based mission teams and personnel to develop a thorough understanding of the mission endeavor and relevant approaches.

**CHST 4333 (3-3-0) Local Church on Mission  
(MAGL 5333)**

The class will provide practical steps in developing a missional church devoted to sharing the gospel in positive terms within its own community, in its region, nation and world. Leadership tools will be provided for church workers to lead their church to have a local and a global agenda. The course will examine best practices of churches who are engaging the unbelieving world. Fall.

**CHST 4334 (3-3-0) Chronological Bible Storying  
(MAGL 5334)**

The course helps students learn to communicate more effectively to non-literate oral learners by using stories and narratives to communicate an essential Christian message. Students will come to understand that most of the world's population does not learn by literate, but by oral methods, so that our communication style must reflect their preferred manner of learning. Worldview issues determine the precise choices of key Bible stories so that the Christian message can engage their cultural understanding at deep levels. Spring.

**CHST 4335 (3-3-0) Biographies of Outstanding Missionaries  
(MAGL 5335)**

The course consists of reading biographies of inspiring examples of Christian living and ministry from the history of missions. Biographies from the early church, medieval missions, the modern missionary movement, and recent missionary leaders are read. These personal models for kingdom work are instructive in learning personal habits that can achieve greatness in servant leadership and provide case studies by which missiological principles and strategies may be arrived at inductively. The class considers how examples of lives lived to honor God have made significant contributions in very different settings around the world. Spring.

**CHST 4340 (3-3-0) Integrating Faith and Cultures  
(MAGL 5340)**

The purpose of this course is to analyze how Christian faith intersects with cultures-whether one's own or other cultures. Biblical, missiological, and cross-cultural principles are applied to provide perspectives, guidelines, and methods for ministry in the global marketplace. The course seeks to combine global professional expertise with strategies for inter-cultural communication of the Christian message. Fall.

**CHST 4341 (3-3-0) Perspectives on the World Christian Movement  
(MAGL 5341)**

The course reviews recent and best thinking on the advance of world evangelization by reviewing the biblical basis for missions, the history of worldwide expansion of Christianity, cultural adaptation and competencies required for work among remote peoples, and missionary strategies. Students read from an anthology of top missiological thinking by evangelicals prepared by the US Center for World Mission. Students learn where missions has taken Christianity today and where global evangelization efforts should be going. Spring.

**CHST 4342 (3-3-0) Ethnography, Cultures, and Worldviews  
(MAGL 5342)**

The course introduces students to applied ethnography, where they will learn the essentials of how to conduct interviews with persons from a different cultural identity to ascertain customs, values, and worldview understandings. Students learn to "read" a culture and to understand its way of viewing reality. Principles from social sciences such as sociology, anthropology, and demographics enrich the methodology used to analyze how people from a different cultural background think, feel, act, and relate to one another. Online, Spring.

**CHST 4343 (3-3-0) Understanding Islam  
(MAGL 5343)**

This course is an introductory examination of Islamic faith and practice, designed for those with little previous understanding of Islamic culture and its doctrinal beliefs. Students will learn to describe the principle features of Islamic religious beliefs and to identify differences between sects and groups within Islam. They will analyze Islamic influence upon Middle Eastern culture and consider how this fast growing religion will influence the shape of global geo-politics in the future. Spring.

## Communication

**COMA 1261, 2261, 3261, 4261 (2-1-4) Opera Workshop  
(MUSI 1261, 2261)**

The study and performance of scenes from great operas throughout history. This is an elective class and requires an audition. Fall.

**COMA 1302 (3-3-0) Fundamentals of Speech Communication**

Introductory theories and applied experiences in speaking and listening will range from interpersonal relationships and audience awareness to preparation and delivery of platform speeches. Fall, Spring, Summer, Online.

**COMA 1302HR (3-3-0) Honors Fundamentals of Speech Communication**

Introductory theories and applied experiences in speaking and listening will range through interpersonal dyads, triads, and small groups to preparation and delivery of platform speeches. The Honors Program curriculum supplements and complements the traditional curriculum of this course. *Prerequisite: Admission to the Honors Program.*

**COMA 1371, 2371, 3371, 4371 (3-1-3) Theater Practicum  
(MUSI 1371, 2371, 3371, 4371)**

Practical, technical experiences in areas of stage craft, lighting, costuming, properties, house management, and makeup. Offered periodically.

**COMA 2050 (1-0-0) Sophomore Portfolio Review**

Graphic Design students are required to submit their portfolios for a sophomore review. Multiple evaluators, with field experience, will review each portfolio to discern whether or not the student is suited for a graphic design career. Students will receive a grade of pass, fail, or probation. *Prerequisite: Second semester sophomore graphic design concentration.*

**COMA 2301 (3-3-0) Introduction to Journalism**

Surveys the journalism profession--the expanding function of print and broadcast media in democracy. Also includes the study of newsgatherings and writing styles for newspapers, radio, and television journalism. Spring.

**COMA 2302 (3-3-0) Voice and Articulation**

Paralanguage code study of voice and articulation, the vocal mechanism, and phonetics. Exercises will add the nonverbal voice code to printed texts for oral performance experiences. Fall, Spring, Online.

*Prerequisite: COMA 1302 or instructor approval.*

**COMA 2304 (3-3-0) Introduction to Broadcast/ Digital Media**

Study and use of the fundamentals of video production techniques, tools, and equipment used throughout the video industry. Emphasis will be placed upon church implementation. Fall, Spring.

**COMA 2305 (3-3-0) Interpersonal Communication**

Focus on communication theory and principles for the field of interpersonal communication, with additional studies in group dynamics, value systems, and transactional analysis. Fall, Spring, Summer, Online.

**COMA 2314 (3-2-1) Photography I****(ART 2314)**

An introduction to the use of the camera and basic vocabulary. Fundamentals of exposure, development, and printing. Photographic composition, creativity, readings, and critiques are included. Students are expected to provide their own camera. Field Trip required. Lab fee. Fall, Spring, Summer.

**COMA 2317 (3-2-1) Advertising and Visual Communication I****(ART 2317)**

An introduction to basic visual communication, vocabulary, and design including lettering, layout, illustration, graphic reproduction processes, rough art, finished art, camera ready, and computer art applied to specific design projects. Fall, Spring, Summer, Online.

**COMA 2318 (3-2-1) Basic Digital Design (S-L)****(ART 2318) (S-L)**

Fundamentals of digital design are covered utilizing standard graphic software applications for PC and Macintosh platforms. Proven methods of effective communication through typography, layout, and design are discussed. Computer lab projects include creative design and cost-effective production of camera ready art for posters, newsletters, reports, and display advertising. Lab fee. This course contains a field-based service-learning component. Fall, Spring, Summer, Online.

*Prerequisites: COSC 1301 and concentration other than graphic design.*

**COMA 3301 (3-3-0) Nonverbal Communication**

Nine important code systems (excluding words) used daily will be studied in theory and in practice. Research project from print and societal observation is required. Fall, Spring, Summer, Online.

**COMA 3302 (3-3-0) Public Forum Debate**

Students study debate principles, conduct research, formulate and evaluate arguments, and participate in team debates using the Public Forum Debate format. Topics will come from current events and debate propositions for academic use. Fall, Spring.

*Prerequisite: COMA 1302.*

**COMA 3303 (3-3-0) Small Group Communication**

Students will learn how small groups serve at least three common functions in American culture: (1) by organizations to accomplish tasks, make decisions and solve problems; (2) by educators to facilitate learning; (3) by churches and other organizations to find community. Fall, Spring, Summer, Online.

**COMA 3304 (3-3-0) Writing Across Media**

Students in this course will develop writing skills used within a variety of media outlets. Students will become better writers/journalists by studying newsgathering and writing styles for newspapers, radio, television, magazines, the internet and beyond. An emphasis will be placed upon Internet integration. Project presentations are required. Spring. *Prerequisite: COMA 2304 or ART/COMA 3319.*

**COMA 3307 (3-3-0) Film and Electronic Cinematography**

A study of the history of filmmaking and new advances in electronic media related to this medium. This study emphasizes the techniques used by great cinematographers and directors of both the present and the past. Reviewing many classic films for analysis will provide insight and a basis for discussion. This class is all lecture and no lab. Spring.

**COMA 3308 (3-3-0) Persuasive Communication**

This course focuses on persuasion theory and its practical application. Basic components of the persuasive process and strategies used by persuaders are examined. Persuasion theory, analysis of persuasive messages in a variety of formats and contexts and the formation of effective, ethical persuasive messages will be emphasized. Fall, Spring, Online. *Prerequisites:* COMA 1302 and junior standing.

**COMA 3314 (3-2-1) Photography II  
(ART 3314)**

Advanced photographic skills developed through photography projects enhanced by digital imaging software and techniques. Students will learn to apply a state of the art digital graphics program and selectively modify, enhance, and combine photographs to create images that communicate aesthetically and effectively. Students are expected to provide their own camera, film, and paper. A digital SLR (Single Lens Reflex) camera is required. Fall, Spring, Summer, Online. *Prerequisite:* COMA 2314

**COMA 3316 (3-2-1) Media Graphics  
(ART 3316)**

Development of skills and concepts necessary to produce art works for use in the various media. Study and application of the basic materials, techniques, and vocabulary of the graphic and computer art field. Lab fee. Fall, Spring.

**COMA 3317 (3-2-1) Advertising and Visual Communication II  
(ART 3317)**

Advanced study of basic visual communication design including lettering, layout, illustration, graphic reproduction processes, rough art, finished art, camera ready art, and computer art applied to specific design projects. Lab fee. Periodically. *Prerequisite:* COMA 2317.

**COMA 3318 (3-2-1) Web Design  
(ART 3318)**

Web publishing techniques are covered utilizing web-authoring software for PC and Macintosh platforms. Proven methods of effective communication through typography, layout, and design are discussed including creative uses of digitized illustrations and photography. Computer lab projects include creative design and cost-effective production of various types of web pages. Lab fee. Spring. *Prerequisite:* COMA 2318 (S-L) or 3321 (S-L).

**COMA 3319 (3-3-0) Visual Communication  
(ART 3319)**

Skills in interpreting the visual messages viewed in print and digital media are essential in our media saturated world today. This course focuses on the development of visual literacy by helping students develop skills to critically examine the visual messages used in a variety of channels that impact our communication. Students also learn the Adobe Creative Suite®, including Illustrator®, Photoshop®, and InDesign®, the industry standard in graphic software. *Prerequisites:* COMA 1302 and 3301 or Communications major with concentration in Graphic Design.

**COMA 3321 (3-3-0) Graphic Design I  
(ART 3321)**

This studio course emphasizes the solving of graphic communications problems as it specifically relates to identity design in print form. Students gain a strong working knowledge of current computer art and layout applications, such as Adobe InDesign® and Illustrator®, and apply it to viable design assignments. Logo, letterhead and poster design are a few of the formats explored. Students are also challenged with basic Typographic and layout principles in conjunction with these projects. *Prerequisites:* ART 1301, ART 1303, COMA 3319.

**COMA 3322 (3-3-0) Graphic Design II  
(ART 3322)**

In this studio course graphic design students continue their in-depth study of two-dimensional design principles as they apply it to formats such as package design and annual reports. An emphasis on preparing print documents for output or reproduction is emphasized. Students will also improve their skills with Adobe Photoshop® as they create artwork and page comps for Web sites and other digital media. *Prerequisite:* COMA 3321.

**COMA 3325 (3-3-0) Lettering and Typography  
(ART 3325)**

Students will learn to consider three major things as they design with type: the form, direct and secondary meanings, and graphic impact of a particular typeface. The subtle relationship of type and visuals in a design solution, and how type can be used creatively and expressively by itself. In addition, technical typographic principles such as line, letter and word spacing, type alignment, classifications and styles will be explored through historical studies and class projects. Spring. *Prerequisite:* ART/COMA 3321 *Graphic Design I.*

**COMA 3340 (3-3-0) Video Production**

This course will study the fundamentals of video production techniques, tools and equipment used through the video industry. Emphasis will be placed upon secular and ministry application. Fall. *Prerequisites:* COMA 2302, COMA 2304, COMA 3304.

**COMA 4300 (3-3-0) Portfolio Research**

In this course students prepare a marketable graphic design portfolio, both physical and digital, of the work they have created throughout their college career. In addition to this, an effective resume is also developed in order to prepare for future job interviews. Students receive individualized attention as they prepare for their senior portfolio exhibit. Every student is required to present a portfolio exhibit in one of their last two semesters of their senior year. *Prerequisite: Credit for or concurrent enrollment in COMA 4321 and senior graphic design concentration.*

**COMA 4301 (3-3-0) Readers Theater (S-L)**

Groups will perform selections of prose, poetry or scripture. Literary analysis will precede the addition of voice and body cues to emphasize meanings. Major project is to adapt a selection for the group to perform. This course contains a field-based service-learning component. Fall, Spring.

**COMA 4302 (3-3-0) Introduction to Linguistics (ENGL 4301)**

An introduction to the core linguistic areas of morphology, phonology, pragmatics, semantics, syntax, and related topics – with an emphasis on syntax and its application in stylistic analysis. Fall, Spring. *Prerequisites: ENGL 1301, 1302, and 2301 or 2302, or equivalent. It is strongly recommended that ENGL 3305 (S-L) be completed prior to this course.*

**COMA 4303 (3-3-0) Video Editing (S-L)**

Basic camera techniques and composition will be reviewed. Individuals will study various editing technologies and styles. Digital videography, linear and non-linear editing will be taught and practiced. Additional technical fee required. This course contains a field-based service-learning component. Periodically.

**COMA 4308 (3-3-0) Audio Production**

This course will study the fundamentals of audio production techniques, tools and equipment used throughout the production industry. Emphasis will be placed upon production techniques using ProTools. Fall. *Prerequisites: COMA 2302, COMA 2304, COMA 3304.*

**COMA 4309 (3-3-0) Radio Formats**

A comprehensive, hands-on study of various radio programming formats. Students will use various production tools to effectively produce specific radio format genres. Lab Fee. Spring. *Prerequisites: COMA 2302, COMA 2304, COMA 3304, COMA 4308.*

**COMA 4310 (3-3-0) Internship in Communication**

A supervised field placement in some phase of the communication industry. The course provides the opportunity for the students to integrate theory and classroom learning with practical experience. Interns are required to work 50 hours for each credit hour earned. Fall, Spring, Summer, Online. *Evaluation by both the field supervisor and the program director.*

**COMA 4315 (3-3-0) Political Communication (POLS 4315)**

A study of new-style American political campaign tactics with an emphasis on how political consultants inform and persuade voters. Fall, even-numbered years. *Prerequisite: 6 hours in Political Science or Communications.*

**COMA 4318 (3-3-0) History of Graphic Design (ART 4318)**

History of Graphic Design presents a chronological examination of western graphic design and covers each era of visual communication including early cave painting through the illuminated manuscripts, a Graphic Renaissance, the Industrial Revolution, the Modernist Era, and the Age of Information. This course includes films, visuals, readings, study guides, and museum visits. \$35 fee. *Required for Graphic Design major, elective for other majors.* Fall.

**COMA 4319 (3-3-0) Communication Styles: A Key to Business Success (MANA 4319)**

An in-depth investigation of various communication, leadership, and personality styles and how they affect one's competency rating in the world of business. Students will be encouraged to discover how they interact with others as well as learn how their communication strengths and weaknesses affect interpersonal relationships in the workplace. Assessment will use varied personality inventories. Fall, Spring, Summer, Online.

**COMA 4320 (3-3-0) Technology in Communication**

This course is designed to expose students to the technology currently available. Students will get hands-on experience on all current technologies and participate in class discussions based on advantages and disadvantages of each. Trends and futuristic applications of technology also will be discussed. It is important to note that there are no computer prerequisites for this course. Fall, Spring, Online.



**COMA 4321 (3-3-0) Advertising Design (S-L)**  
**(ART 4321)**

This course engages the service-learning aspect of the Graphic Design concentration as students utilize their skills to aid a ministry, new or existing, by creating an entire identity campaign for them over the course of a semester. The campaign will include creating such promotional pieces as logos, newsletters, magazine ads, Yellow Page ads and brochures, to name a few. Each student will communicate and work with ministry directors in order to meet specific needs. *This course contains a field-based service-learning component.*

**COMA 4322 (3-3-0) Leadership Communication (S-L)**

This course focuses on the further development of public speaking, written communication, and group facilitation skills to prepare students for leadership roles for a variety of communication contexts and purposes. A service-learning project will be an integral part of the curriculum. Speaking and interacting from a servant leader perspective will be emphasized to prepare students for civic engagement in a democratic society. Fall, Spring, Online. *Prerequisites: COMA 1302 and junior standing. This course contains a field-based service-learning component.*

**COMA 4327 (3-3-0) Color and Composition**  
**(ART 4327)**

Color and Composition is a painting course that explores the potentials of painting in acrylics with emphasis on color, composition, expression, and technique as it relates to poster painting as it has been manifested over the past two centuries. The techniques of German "plakatstil" or hard-edged "poster style" causes each student to break down the compositional surface of a painting so that eye flow is deliberate. The rule of thirds, balance, and visual hierarchy are also addressed. \$35 lab fee. Summer.

**COMA 4328 (3-3-0) Illustration I**  
**(ART 4328)**

Students in this course are introduced to the methods of illustration, old and new, through a limited survey of the history of American Illustration. Each student is required to choose an abridged classic manuscript supplied by the instructor and a total of three major illustrations must be completed for that story. A research notebook compiling the students' favorite illustrators will also be completed. Spring even-numbered years. *Prerequisites: ART 1302 and ART 2303 or Graphic Design Major and ART 1303.*

**COMA 4329 (3-3-0) Illustration II**  
**(ART 4329)**

Students in this course will continue to develop the style and formulaic approach explored in Illustration I. Traditional and digital methods of illustration are all options for this course. Various forms of illustration, including black and white, editorial, and children's book will be explored. For digital illustration, Adobe Illustrator and/or Photoshop will be utilized. A research notebook compiling the student's favorite illustrators will also be completed. Spring, even-numbered years. *Prerequisite: ART/COMA 4328 Illustration I. Lab Fee.*

**COMA 4323 (3-3-0) Communication Theory**

The course introduces students to communication as a field of study. Major theories and models related to the study of communication are presented to provide a framework for communication coursework. Applications of the major communication theories will enable students to gain experience and proficiency in evaluating communication in a variety of contexts and situations. Spring. *Prerequisites: COMA 1302 and junior classification.*

**COMA 4330 (3-3-0) Special Topics in Communication**

This course will offer students an opportunity to explore a cross-section of subjects focused on enhancing oral, interpersonal, and nonverbal skills. The exploration of basic communication concepts and application will offer students a hands-on approach to learning. May be repeated for credit when content changes.

**COMA 4338 (3-3-0) History of Graphic Design II**  
**(ART 4338)**

History of Graphic Design II presents a chronological examination of western graphic design and covers the modern era of visual communication from c. 1880 until present day; including Pictorial Modernism, the Bauhaus, the New York School, Corporate Identity, Postmodern Design and the Digital Revolution. This course includes films, visuals, reading, study guides, and museum visits. Spring.

**COMA 4340 (3-3-0) Broadcast/Digital Media Practicum (S-L)**

The broadcast/digital media practicum provides students the opportunity to apply and integrate knowledge acquired through coursework. Specifically, this course will practically apply all broadcast/digital media information through the production of live events for the purpose of developing and refining necessary competencies and skills for the students proposed career objectives. (Course is repeatable). This course contains a field-based service-learning component. Fall, Spring. *Prerequisites: COMA 2302, COMA 2304, COMA 3304, COMA 3340, COMA 4308.*

**COMA 4380 (3-3-0) The Arts and the Creative Process  
(ART 4380; MUSI 4380)**

Analysis of the visual and performing arts including the study of the human process involved in the creation of the Arts. The study will include perception, criticism, and factors which integrate, influence, and create the arts. Field trips are required. Fall, Spring, Summer, Online.

## Computer Science

**COSC 1301 (3-3-0) Introduction to Computers**

An introduction to the science of computing, with emphasis on the history and terminology of computer construction, operation, and data processing. Ethical standards for computing are stressed. Homework assignments develop skills in computer operation, Word processing, Spreadsheets, Databases, and Presentation software, and can be completed on either the student's personal computer or an on-campus laboratory computer. Fall, Winter, Spring, Summer, Online.

**COSC 1405 (4-3-2) Foundations of Computer Science I**

Computer programming in a high-level, block structured language. Basic concepts: the role of algorithms in the problem-solving process; basic data types and variables; memory usage; control structure (sequential, selection, repetition; functions and parameter passing); recursion; console and file input/output. Lab fee. Fall. *Prerequisite: MATH 1303 or Math Advising Tool for entrance into MATH 1405.*

**COSC 1408 (4-3-2) Foundations of Computer Science II**

Introduction to object-oriented programming. Basic concepts: abstract data types; encapsulation; classes; inheritance; polymorphism; dynamic function binding; strings, stacks, queues, lists, and trees; event handling in modern languages; introduction to modern APIs. Lab fee. Spring. *Prerequisite: COSC 1405.*

**COSC 2403 (4-3-2) Object-Oriented Analysis and Design**

Provides practical skills in the latest object-oriented analysis and design methods using the Unified Modeling Language (UML) and Java programming language. Basic concepts: Use case diagrams; object models; packages and subsystems; classes, object behavior and attributes; encapsulation and interfaces; inheritance and composition; polymorphism and collections. Lab fee. Fall. *Prerequisite: COSC 1408.*

**COSC 2405 (4-3-2) Programming Languages**

An introduction to the syntax and semantics of programming languages. Basic concepts: evolution of procedural languages; object-oriented paradigm and languages; declarative (non-algorithmic) languages; scripting paradigm and languages. Actual programming languages are used to illustrate the concepts and virtual architectures of procedural, functional, and object-oriented languages. Lab fee. Periodically. *Prerequisite: COSC 1408.*

**COSC 2406 (4-3-2) Data Structures**

Design and analysis of algorithms with an emphasis on data structures. Basic concepts: identifying differences among best, average, and worst case behaviors; algorithmic strategies (brute-force, greedy, divide-and-conquer, backtracking); fundamental computing algorithms (searching, sorting, hash tables, binary search trees); basic computability (finite-state machines, context-free grammars, the halting problem). Lab fee. Spring. *Prerequisite: COSC 1408.*

**COSC 3301 (3-2-2) Database Management Systems**

Introduction to the design and implementation of database management systems, emphasizing the use of microcomputers. Basic concepts: Data modeling – Entity-Relationship, Object-Oriented model, Relational data; database query languages: SQL, QBE and 4th generation environments, Object Query Language, embedding non-procedural queries in a procedural language; physical database design (storage and file structure, indexed files, hashed files). Lab fee. Fall. *Prerequisite: COSC 1405 and MATH 1303 or 1307 or 1405.*

**COSC 3405 (4-3-2) Organization and Architecture**

Hardware and software structures found in modern digital computers. Basic concepts: simple digital logic building blocks - logic gates, flip-flops, counters, registers, logic expressions, simple adders; structure of a simple arithmetic-logic unit (ALU); storage systems and technology; memory hierarchy; main memory organization and operations; input/output control methods; interrupts; bus systems - control, Direct Memory Access (DMA); instruction pipelining. Lab fee. Fall. *Prerequisite: COSC 1408.*

**COSC 3406 (4-3-2) Networks and Telecommunication**

Design and analysis of computer networks. Basic concepts: background and architecture of the Internet; five-layer and seven-layer reference models; distributed computing; networked multimedia systems; public-key cryptography and digital certificates; flow control; local networks; transport protocols; congestion control; scheduling; multicast routing. Lab fee. Spring. *Prerequisite: COSC 3405.*

**COSC 3408 (4-3-2) Computer Security I**

This course provides an introduction to principles and practices of computer security, from the perspective of both system designers and system maintainers. Topics include network security, intrusion detection, attack types, system vulnerabilities and exploits, securing and hardening individual systems, and password security. Labs will include material such as network scanning, vulnerability exploitation, intrusion detection systems, and password attacks. Lab fee. Fall, Periodically.

*Prerequisites:* COSC 2406 or instructor approval. COSC 3406 or concurrent enrollment recommended.

**COSC 3410 (4-3-2) Web Site Development and Programming**

Hands-on experience in the design and development of professional Web content. Basic concepts: Web site design considerations (user profiles, user platforms, design concepts) HTML, DHTML and XML fundamentals; Cascading Style Sheets (CSS); JavaScript (programming model, animation and graphics, browser events, cookies, security, controlling Java). Lab fee. Periodically. *Prerequisite:* COSC 2403.

**COSC 4011 (0-3-0) Computer Science 8-12 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TEXES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication Proficiencies for Teachers in Learner-Centered Schools and other appropriate sources. Students must score a minimum of 85% on the TEXES post-test in order to be authorized by the College of Education to take the TEXES examination. Fall, Spring.

**COSC 4305 (3-3-2) Computers for the Teacher**

A study of computers and their role in education, including design of curriculum materials for courses in computer science and computer-related mathematics; paradigms for teaching essential elements; and evaluation and selection of hardware and software. Lab fee. Periodically. *Prerequisite:* COSC 2406.

**COSC 4308 (3-0-6) Senior Project in Computer Science (S-L)**

Detailed design, implementation, and testing of a system or component under the guidance of a faculty member. Specific technical requirements will be set up by the individual faculty member teaching/supervising the course. All students must submit a written report and make an oral presentation at the culmination of the project. This course contains a field-based service-learning component. Spring, Fall. *Prerequisites:* Completion of COSC core courses and senior standing.

**COSC 4311 (3-2-2) Database Management Design and Programming**

The course is a formal treatment of relational database design. A major group project involves the structured design and development of a database system application, including the use of SQL for distributed database access. Lab fee. Periodically. *Prerequisites:* COSC 3301 and 1405.

**COSC 4401 (4-3-2) Operating Systems**

An introduction to fundamental concepts in operating systems, their design, implementation, and usage. Basic concepts: process management - concurrency and scheduling; main memory management; virtual memory; input/output and device drivers; file systems; secondary storage management, security and protection; real-time systems. Lab fee. Spring, Periodically. *Prerequisite:* COSC 2403.

**COSC 4402 (4-3-2) Software Engineering (S-L)**

Introduction to software life cycle models, software requirements Engineering, formal specification and validation. Basic concepts: software metrics (product and process metrics); introduction to software standards and documentation; software quality assurance; configuration management and control Project planning and risk management; software estimation; software maintenance and re-engineering. This course contains a field-based service-learning component. Spring. *Prerequisite:* COSC 2403.

**COSC 4408 (4-3-2) Computer Security II**

This course provides detailed coverage and understanding of principles, technologies, and practices of computer security. In-depth coverage of topics such as network and wireless network security, system vulnerabilities and exploits, cryptography, and hardening computer systems. Introduction to recent topics such as mobile device security. Labs will include material such as network scanning, vulnerability exploitation, wireless security, forensic analysis, and intrusion detection systems. Lab Fee. Periodically. *Prerequisites:* COSC 3406 (Networking), COSC 3408 (Security I), and COSC 4401 (Operating Systems) or concurrent enrollment.

## Criminal Justice

**CRJS 1301 (3-3-0) Crime in America**

An introductory course that examines American crime problems in a historical perspective, social and policy factors, crime trends, and prevention and characteristics of crime. Fall.

**CRJS 1302 (3-3-0) Introduction to Criminal Justice**

An introduction to the nature and impact of crime, philosophy and history of criminal justice, and an overview of the criminal justice system. Spring, Fall, Summer, Online.

**CRJS 1310 (3-3-0) Police Systems and Practices**

An examination of the police profession: organization of law enforcement systems; the police role; police discretion; police community interaction; and current and future issues. Spring.

**CRJS 1311 (3-3-0) Legal Aspects of Law Enforcement**

A survey of police authority; responsibilities; constitutional constraints, laws of arrest, search, and seizure; and police liability. Spring.

**CRJS 2304 (3-3-0) Fundamentals of Criminal Law (POLS 2304)**

A study of the legal system of the United States as it applies to criminal procedure and due process of law; emphasis on Supreme Court interpretations of constitutional rights and protection of an individual accused of a crime. Spring. ***This course may not be used to satisfy any general studies requirements for Social Sciences.*** Prerequisite: CRJS 1310 or POLS 2301.

**CRJS 2305 (3-3-0) The Courts and Criminal Procedure**

A study of the court system, prosecution, procedures, rules of evidence, and sentencing. Spring. Prerequisite: CRJS 1301 or 1302.

**CRJS 2308 (3-3-0) Criminal Investigation**

A survey of investigation theory, collection and preservation of evidence, sources of information, forensics and trial preparation. Fall. Prerequisite: CRJS 1301 or 1302.

**CRJS 3302 (3-3-0) Juvenile Delinquency (PSYC 3302; SOCI 3302)**

A study of deviant behavior by the legal minors in contemporary society, factors and conditions contributing to delinquency, control and treatment of offenders, and programs for prevention. Fall, Spring, Summer, Online. Prerequisite: PSYC 1301 or SOCI 1301.

**CRJS 3305 (3-3-0) Constitutional Law (POLS 3305)**

A study of the United States Constitution and the U.S. Supreme Court with special attention given to judicial review, theories of constitutional interpretation, federalism, separation of powers, and civil rights and liberties. Fall, Spring, Online. Prerequisite: 3 hours in criminal justice or political science.

**CRJS 4301 (3-3-0) Ethics in Law Enforcement**

An in-depth study and philosophical analysis of ethical issues that confront criminal justice professionals whose practitioners are regularly confronted with ethically charged decisions. Online (Fall), Spring. Prerequisite: Junior standing.

**CRJS 4303 (3-3-0) Organization and Administration**

A study of the basic principles of organization, administration, and supervision, with specific reference to criminal justice personnel and organization. Online (Fall), Spring. Prerequisites: CRJS 1301 or 1302; and CRJS 1310.

**CRJS 4306 (3-3-0) Crime and Drug Control**

History and casual factors of drug and vice-type crimes, with emphasis on current education prevention programs, the effects of drug usage, along with the varied methods being utilized by governmental officials to control gambling, prostitution, pornography and other vice-type crimes. Explores the role of organized crimes in these types of offenses, along with the criminal laws necessary to effectively control the activities of organized crime groups. Spring. Prerequisite: 6 hours in criminal justice or sociology or psychology.

**CRJS 4307 (3-3-0) Criminology (SOCI 4307)**

The course considers the idea of crime and community from social, psychological, and sociological perspectives. The social patterns, characteristics, and causes of crime will be examined along with theories of control and treatment. Fall, Spring, Summer, Online. Prerequisite: CRJS 1301 or 1302 or SOCI 1301.

**CRJS 4308 (3-3-0) Corrections**

A study of the history, philosophy, and theory of corrections; application of theory to practice with emphasis on research and analysis. Fall. Prerequisite: 6 hours in criminal justice or sociology or political science.

**CRJS 4309 (3-3-0) Economic Crimes**

This course is designed to alert people from the public/private sector to the methods and techniques used by white-collar criminals in committing crimes for profit. Such crimes as fraud, embezzlement, kickback schemes, and internal thefts are emphasized in this course. Fall (Online). Prerequisite: 6 hours in criminal justice or sociology or finance and marketing.

**CRJS 4312 (3-3-0) Research Methods  
(SOCI 4312; PSYC 4319)**

This course is designed to introduce the student to the scientific method of research. Topics covered include the philosophy/logic of research, hypothesis testing, the construction of concepts, sampling, data gathering, and data analysis. Completion of the course will make students better "consumers" of behavioral research data, as well as prepare them for more advanced classes in statistics and research. Examples in the class will be drawn from diverse disciplines including criminal justice, sociology, psychology, business, and health care. Fall, Spring, Online. *Prerequisites: 18 hours in criminal justice and general studies math requirement, or PSYC 1301 and 2301, or SOCI 1301 and general studies math requirement.*

**CRJS 4315 (3-3-0) Homeland and Organizational Security**

This course will cover the creations and transformation of the Department of Homeland Security, Homeland Security Strategies and initiatives, and future issues related to Homeland Security. Students also will learn the structure and function of Private Security and how it closely works with law enforcement in order to ensure the security of our society and country. Fall, Spring (Online). *Prerequisites: 6 hours in Criminal Justice or Political Science or Sociology.*

**CRJS 4320 (3-0-0) Internship in Criminal Justice I (S-L)**

A supervised field placement with a government or law enforcement agency. This course provides the student with an opportunity of integrating theory and classroom learning with actual field experience. The placement may be in law enforcement, court, corrections, probation, parole, juvenile justice, or related settings. This course contains a field-based service-learning component. Fall, Winter, Spring, Summer. *Prerequisites: 18 hours of criminal justice course work, senior standing, agency approval, and consent of the Program Director.*

**CRJS 4330 (3-3-0) Victim and Victimization  
(SOCI 4330, CRJS 5330)**

This course is designed to address the sources of violence and its influences on people and society. Students can see the causes of victimization from different perspectives. It examines the social environmental factors that cause victimization, relationship between victim and offender, how to avoid being victimized, and how legislation protects or compensates victims. Fall. *Prerequisites: 6 hours in CRJS/PSYC/SOCI*

**CRJS 4620 (6-0-0) Internship in Criminal Justice II (S-L)**

A supervised field placement with government or law enforcement agency. This course provides the student with an opportunity of integrating theory and classroom learning with actual field experience. The placement may be in law enforcement, court, corrections, probation, parole, juvenile justice, or related settings. This course contains a field-based service-learning component. Fall, Spring, Summer. *Prerequisites: 30 hours of criminal justice course work with a total 100 academic credit hours, senior standing, agency approval, and consent of the Program Director.*

## Developing A Christian Mind

**DCM 2301 (3-3-0) Developing A Christian Mind**

This course, built on a biblical foundation, is designed to introduce students to the lifelong goal of developing a Christian mind, and in the process, to impart to them a solid understanding of the larger purposes of Christian higher education and the educational vision of Dallas Baptist University. Topics addressed include Christian mind and worldview development, the problem of dualism, Christian liberal arts education, integrating faith and learning, the life of the mind, calling, and the implications of Christian faith across the whole spectrum of life. *Traditional Students Only.* Fall, Spring, Summer, Online.

**DCM 2301HR (3-3-0) Honors Developing A Christian Mind**

This course, built on a biblical foundation, is designed to introduce students to the lifelong goal of developing a Christian mind, and in the process, to impart to them a solid understanding of the larger purposes of Christian higher education and the educational vision of Dallas Baptist University. Topics addressed include Christian mind and worldview development, the problem of dualism, Christian liberal arts education, integrating faith and learning, the life of the mind, calling, and the implications of Christian faith across the whole spectrum of life. *Traditional Students Only. The Honors Program curriculum supplements and complements the traditional curriculum of this course.* Spring only. *Prerequisite: Admission to the Honors Program.*

## Economics

**ECON 2301 (3-3-0) Principles of Macroeconomics**

Analysis of aggregate economic behavior pertaining to national income, employment, and the level of prices; money, banking, and monetary policy; government spending, taxation, and fiscal policy. Fall, Spring, Summer, Online.

**ECON 2302 (3-3-0) Principles of Microeconomics**

Study of the economic decisions of individuals about utility and prices, firms with regard to production and costs, and markets under varying degrees of competition. Fall, Spring, Summer, Online.

**ECON 3315 (3-3-0) Money and Financial Institutions  
(FINA 3304)**

A study of evolution, structure, and operations of U. S. money and financial system, and management of financial institutions. Determinants and structure of interest rates, various types of financial markets, management of commercial banks and other financial intermediaries, regulation and other contemporary issues about financial markets, monetary policy, and related topics. Spring. *Prerequisites: ECON 2301, 2302, and FINA 3301.*

## Education

### **Early Childhood Education**

**ECHE 4360 (3-3-0) Foundations for Early Childhood Education  
(ECHE 5360)**

This course surveys currently respected theories for educating the young child, along with their practical applications. Curriculum and materials will be examined and evaluated as related to state standards and a developmentally appropriate approach to the Texas Essential Knowledge and Skills (TEKS). *Observations in local schools are required.* Fall, Spring.

### **Educational Psychology**

**EDEP 3301 (3-3-0) Educational Psychology  
(PSYC 3301)**

A study of the salient points of the discipline known as educational psychology. The course focuses on the cognitive, moral, and social development of children, giving particular attention to children with learning differences and exceptionalities. Students will analyze the behavioral and cognitive views of learning and study theories pertinent to instructing, managing, and motivating children. Fall, Spring.

### **Education**

**EDUC 2312 (3-3-0) Teacher Education Seminar**

This course presents a unique, realistic, field-based introduction to education and career. Goals are to expose students to the realities, challenges, and rewards of this career choice. Components will include the examination of the intrapersonal and interpersonal skills students need to develop into successful teachers. Through interaction in the classroom and frequent exposure to educational settings, students gain knowledge of how to apply servant leadership in their careers as educators. Students will be introduced to community expectations of schools, effective instructional strategies, Bloom's Taxonomy, Texas teacher evaluation procedures, and College of Education lesson plan format and use. *Observations in local schools required.* Fall, Spring.

**EDUC 3302 (3-3-0) Development of Infants, Children, and Adolescents  
(PSYC 3332; SOCI 3303)**

An interdisciplinary course emphasizing the psychosocial development of the child from conception through adolescence. A study is made of the physical, intellectual, emotional, social, and moral development of the child. *Educator Preparation Program admission required if seeking educator certification.* Fall, Spring, Summer.

**EDUC 3312 (3-3-0) Educational Foundations**

A study of the history, philosophy, and sociology of American private and public education. This study emphasizes the philosophies of great educational leaders, education patterns, the Christian influence on education, and reviews various projections for the future of education. *Observations in local schools are required.* Fall, Spring, Online.

**EDUC 3312HR (3-3-0) Honors Educational Foundations**

A study of the history, philosophy, and sociology of American private and public education. This study emphasizes the philosophies of great educational leaders, education patterns, the Christian influence on education, and reviews various projections for the future of education. Observation in a local school is required for students seeking all-level or secondary certification. The Honors Program curriculum supplements and complements the traditional curriculum of this course. Fall, Spring, Summer, Online. *Prerequisite: Admission to the Honors Program.*

**EDUC 4010 (0-3-0) Elementary EC-6 Generalist Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TEXES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TEXES post-test in order to be authorized by the College of Education to take the TEXES examination. Fall, Spring, Summer. *Prerequisite: Educator Preparation Program admission.*

**EDUC 4021 (0-3-0) EC-12 Pedagogy and Professional Responsibilities Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TExES post-test in order to be authorized by the College of Education to take the TExES examination. Fall, Spring, Summer. *Prerequisite: EDUC 1301 and 3312. Educator Preparation Program admission.*

**EDUC 4301 (3-3-0) Internship in Teaching I (EDUC 5321)**

Designed to meet the state guidelines for educators who are working toward teacher certification, but are not enrolled in the traditional student teaching program. Interns are individuals who are currently employed as "teachers of record" by their respective school district/districts and assigned a regular classroom under the supervision of a mentor and a DBU supervising professor. Periodically. *Prerequisite: Approval of the Dean is required.*

**EDUC 4302 (3-3-0) Internship in Teaching II (EDUC 5322)**

A continuation of Internship in Teaching I. Periodically. *Prerequisite: Approval of the Dean is required.*

**EDUC 4303 (3-3-0) Developmental Stages of Early Childhood Through Adolescence (EDUC 5303)**

The course includes an examination of the psychosocial development of the child from conception through adolescence—noting physical, intellectual, emotional, social and moral factors. Respected age-appropriate theories of education and their practical application are studied. Curriculum and materials are examined and evaluated as related to state standards and a developmentally appropriate approach to the Texas Essential Knowledge and Skills (TEKS). Observations in local schools are required. Pathways to Teaching Students Only. Fall, Summer, Online.

**EDUC 4312 (3-3-0) Teaching Special Populations (S-L)**

This course will prepare the teacher candidate to work with special populations including, but not limited to, English Language Learners, Special Education students (including gifted and talented), 504 Student, diverse socio-economic groups, and diverse cultural groups in the regular classroom. The teacher candidate will develop lesson plans addressing the needs of these special populations using effective strategies developed through appropriate educational research. Fall and Spring. *Prerequisites: Students must have been accepted into the Educator Preparation Program and successfully completed Field Base 1 course work.*

**EDUC 4313 (3-3-0) Discipline and Classroom Management in Culturally Diverse Settings (S-L) (EDUC 5313)**

This course focuses on research-based strategies in elementary, middle school, and secondary classrooms designed to create positive learning environments in culturally diverse field-based settings. Emphasis is given to strategies that promote the organization and management of classrooms, the response to disruptive behaviors, and the improvement of instruction. *Observation in local schools is required.* This course contains a field-based service-learning component. Fall, Spring. *Prerequisite: Educator Preparation Program admission.*

**EDUC 4314 (3-3-0) Best Practices in Teaching**

The focus of this course is to investigate the principles of brain based learning and apply them to the classroom. Students will learn about the best practices for teaching students in order to promote effective learning. Fall, Spring. *Prerequisite: EDUC 2312 and 3312. Students must have been accepted into the Educator Preparation Program and successfully completed Field Base 1 course work.*

**EDUC 4316 (3-3-0) Studies in Classroom Management, Instruction and Assessment (EDUC 5316)**

The course focuses on research-based strategies in elementary and secondary classrooms designed to create positive learning environments, to organize and manage classrooms, to respond effectively to disruptive behaviors, to improve instruction and accomplish effective assessment. The Texas Essential Knowledge and Skills (TEKS) will be used to plan instruction. Observation in local schools is required. Each student will be required to compile a portfolio using the learning outcomes of the course. Pathways to Teaching Students only. Fall, Spring, Online.

**EDUC 4318 (3-3-0) Pedagogy of Math**

This course will provide the students with information about the best practices for teaching mathematics to students in grades EC-8. The students will investigate the research that confirms how students learn best and how to apply that information to the math classroom. In addition, the students will receive practical strategies, approaches, and techniques to use in a future classroom. Finally, the course will encourage students to create classrooms that maintain a positive and encouraging environment for the study of math. Fall, Spring.

**EDUC 4319 (3-3-0) Secondary Pedagogy**

The teacher candidate will explore teaching strategies that will engage secondary learners in content discovery. The teacher candidate will plan lessons in his/her content using various teaching strategies. Spring. *Prerequisites: EDUC 1301, 3312.*

### **EDUC 4608 (6-0-0) Student Teaching**

This course provides students seeking teaching certification the opportunity to observe, assist, and teach under the supervision of experienced teachers in locally accredited schools. Students will be required to (a) provide their own transportation to the schools, (b) participate in pre-service training during the Fall semester of the school year (including those students who will student teach during the Spring semester of the academic year), and (c) successfully complete student teaching for a minimum of twelve weeks. *This course must be taken as part of the student teaching semester.* Fall, Spring.

*Prerequisite: All courses on a student's degree plan are prerequisites for student teaching.*

## **English as a Second Language**

### **ESLS 4304 (3-3-0) Methods in Teaching ESL (ESLS 5304)**

Students will explore the primary approaches and methods for teaching ESL as well as social and cultural factors that influence ESL students' learning. Students will develop teaching strategies for promoting ESL students' reading, writing, listening, and speaking skills as well as facilitating comprehension and critical thinking in content areas. Emphasis will be placed especially on a communicative approach. Students will analyze, select, and modify materials to facilitate learning in ESL students with diverse characteristics and needs. Students will consider published materials and campus, Internet, and community resources that can enhance instruction. Online.

## **General Science**

### **GSCI 4010 (0-3-0) Science 4-8 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TExES post-test in order to be authorized by the College of Education to take the TExES examination. Fall, Spring. *Prerequisite: Educator Preparation Program admission.*

### **GSCI 4011 (0-3-0) Science 7-12 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TExES post-test in order to be authorized by the College of Education to take the TExES examination. Fall, Spring. *Prerequisite: Educator Preparation Program admission.*

### **GSCI 4320 (3-3-0) Pedagogy of Science**

This course will present basic concepts in the natural sciences which will provide a background for the student who plans to teach science in the elementary school. It will focus on the Texas Essential Knowledge and Skills of elementary school curricula. *Observation in a local school is required.* Fall, Spring.

## **Kinesiology**

### **KNES 4010 (0-3-0) Kinesiology All-level Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TExES post-test in order to be authorized by the College of Education to take the TExES examination. Fall, Spring. *Prerequisite: Educator Preparation Program admission.*

## **Math**

### **MATH 4010 (0-3-0) Math 4-8 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TExES post-test in order to be authorized by the College of Education to take the TExES examination. Fall, Spring. *Prerequisite: Educator Preparation Program admission.*

### **MATH 4011 (0-3-0) Math 7-12 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TExES post-test in order to be authorized by the College of Education to take the TExES examination. Fall, Spring. *Prerequisite: Educator Preparation Program admission.*



## **Reading**

### **READ 2100 (1-1-0) Advanced Reading Skills**

This course teaches students to increase their reading speed and comprehension by overcoming three bad reading habits: regression, sub-vocalization, and poor eye fixations. Most students at least double their reading speed. *Course may be taken only one time for credit.* Fall.

### **READ 3330 (3-3-0) Introduction to Reading**

A survey of the developmental and corrective instructional strategies utilized in reading programs, K-12. Foundations of emergent literacy, instructional frames for literacy instruction, and both teaching and learning strategies are introduced. Observation in a local school is required. Fall, Spring. *Prerequisite: Junior standing.*

### **READ 4010 (0-3-0) English Language Arts and Reading 4-8 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TExES post-test in order to be authorized by the College of Education to take the TExES examination. Fall, Spring. *Prerequisite: Educator Preparation Program admission.*

### **READ 4331 (3-3-0) Reading in the Content Area**

The major goal of the course is identifying and gaining an understanding about strategies and skills required to read successfully in various content areas. Fall, Spring. *Prerequisite: READ 3330 required for ELAR students only.*

### **READ 4332 (3-3-0) Reading Diagnosing and Correcting Reading Difficulties with Clinical Experience (S-L) (SPED 4332)**

An intensive study of specific techniques for diagnosing problem areas in reading and of remediation techniques for supplementing classroom activities. There are also directed experiences in diagnosing and correcting reading problems of the individual child through clinical experiences in local schools. This course contains a field-based service-learning component. Fall, Spring. *Prerequisite: READ 3330, 4335, 4336, and 4337.*

### **READ 4334 (3-3-0) Studies in the Diagnosis and Clinical Correction of Reading Issues**

An intensive study of the scientific-based diagnostic and prescriptive techniques, utilizing best practices to identify specific strategies for enhancing the acquisition of reading skills. Directed field experience in diagnosing and correcting targeted reading issues will be required. Online. *Prerequisites: READ 3330, Pathways to Teaching only.*

### **READ 4335 (3-3-0) Pedagogy of Reading I (Phonics)**

This course is designed to instruct teacher candidates in phonics, its essential tie to learning how to read, the elements of phonics, how to use phonics to teach reading, and its relationship to fluency, comprehension, and vocabulary. Fall and Spring. *Prerequisite: READ 3330.*

### **READ 4336 (3-3-0) Pedagogy of Reading II (Comprehension)**

This course is designed to instruct teacher candidates in the teaching of reading comprehension. Fall and Spring. *Prerequisites: READ 3330, 4335.*

### **READ 4337 (3-3-0) Pedagogy of Reading III (Literature and Visual Representation)**

This course will survey children's and young people's literature as well as visual representations of reading material in various media. The teacher candidate will be required to read and create a database of literature for his/her level of certification. Fall, Spring, and Summer. *Prerequisites: EDUC 2312, EDUC 3312, READ 3330.*

### **READ 4338 (3-3-0) Pedagogy of Language Arts**

This course explores the effective teaching of Language Arts using an integrated approach of speaking, writing, listening, and reading. The course emphasizes learning to evaluate student compositions using stated criteria and incorporating these assessments to design effective instruction that meets the diverse needs of the learners. Fall, Spring, and Summer. *Prerequisites: EDUC 2312, EDUC 3312, READ 3330.*

### **READ 5010 (0-3-0) Master Reading Teacher Seminar**

This required course is designed to help students prepare for the Texas Master Reading Teacher (MRT) examination. The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the Master Reading Teacher state publications and other appropriate sources. Students must score a minimum of 85% on the DBU MRT post-test in order to pass the course and be authorized by the College of Education to take the MRT examination. Fall, Spring, Summer

### **READ 5011 (0-3-0) Reading Specialists Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the Reading Specialists state publication appropriate sources. Students must score a minimum of 85% on the DBU TExES post-test in order to pass the course and be authorized by the College of Education to take the TExES examination. Fall, Spring, Summer .

## Social Studies

### SOST 4340 (3-3-0) Pedagogy of Social Studies

This course will present basic concepts in the social studies which will provide a background for the student who plans to teach social studies in the elementary school. It focuses on the Texas Essential Knowledge and Skills of elementary school social studies. Fall, Spring, Summer.

## Special Education

### SPED 4010 (3-3-0) Special Education Seminar

This required course is designed to help students prepare for the Texas Examinations of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TExES practice test in order to be recommended by the College of Education to take the TExES examination, which is required for state certification. Fall, Spring. *Prerequisite: Educator Preparation Program admission.*

### SPED 4310 (3-3-0) Introduction to the Exceptional Learner

Learning styles and effective teaching strategies for exceptional learners using the application of research on identification, assessment, teaching, and technology for the full range of exceptional learners from learning different to gifted-and-talented learners. Spring, Online.

### SPED 4320 (3-3-0) Teaching the Underachiever

This course addresses the most current research and activities that work effectively with the at-risk student, as well as provide participants with successful techniques to diagnose, prescribe, and communicate concerns and needs to parents. Spring, Online.

### SPED 4330 (3-3-0) Pedagogy of Special Education

The course examines the identification, assessment and instruction of students with special needs. Emphasis will be placed on the presentation of special education roles, placement alternatives, legal implications, current status and trends in special education. An analysis of the categories of exceptionality, characteristics, and terminology will also be presented. Fall, Spring, Online. *Prerequisite: SPED 4310.*

### SPED 4332 (3-3-0) Diagnosing & Correcting Reading Difficulties with Clinical Experience (READ 4332)

An intensive study of specific techniques for diagnosing problem areas in reading and remediation techniques for supplementing classroom activities. Fall, Spring. *Prerequisite: READ 3330, 4335, 4336, and 4337.*

## Technology

### TECH 4320 (3-3-0) Instructional Technology

This course is designed to expose educators to the technology currently available for the educational environment. Students will get hands-on experience on all current educational technologies and participate in class discussions based on advantages and disadvantages of each. Trends and futuristic applications of technology will also be discussed. It is important to note that there are no computer prerequisites for this course. Fall, Spring.

## English

### ENGL 1301 (3-3-0) Composition and Rhetoric I

A course for students to develop skills in writing and reading. Major emphasis is on the composition of multi-paragraph essays, using a variety of rhetorical devices. The selected readings are employed to illustrate effective writing and to develop critical reading skills. **Proctored midterm and final essay exams are required for this course in all its forms: traditional, hybrid, and online.** Fall, Spring, Summer, Online.

### ENGL 1302 (3-3-0) Composition and Rhetoric II

A continuation of English 1301/1401, emphasizing analytical reading, research, writing, revision, and critical thinking. Fall, Winter, Spring, Summer, Online. *Prerequisite: ENGL 1301 or 1401.*

### ENGL 1401 (4-4-0) Composition and Rhetoric I (Non-native English speakers)

A course for non-native English speaking students to develop skills in writing and reading. Major emphasis is on the composition of multi-paragraph essays, using a variety of rhetorical devices. Extra time is given to the development of English vocabulary and grammar skills appropriate for the non-native speaker. The selected readings are employed to illustrate effective writing and to develop critical reading skills. Although this course is restricted to non-native speakers of English, the requirements of the course are identical to those of English 1301 classes at DBU. **Proctored midterm and final essay exams are required for this course in any form.** Fall, Spring.

**ENGL 2301 (3-3-0) World Literature I**

An introduction to world masterpieces from the earliest periods through the Renaissance. Attention is given to the historical context of these works and their contributions to the development of civilization. Fall, Winter, Spring, Summer, Online. *Prerequisites: ENGL 1301/1401 and 1302.*

**ENGL 2302 (3-3-0) World Literature II**

An introduction to world masterpieces from the Enlightenment to the present. Attention is given to the historical context of these works and their contributions to the development of civilization. Fall, Winter, Spring, Summer, Online. *Prerequisites: ENGL 1301/1401 and 1302.*

**ENGL 3301 (3-3-0) American Literature I**

An advanced-level survey of American literature from the **Colonial Period through the Civil War**. Emphasis is on the literary significance of selected writers and the social context in which they wrote. Fall. *Prerequisites: 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 3302 (3-3-0) American Literature II**

An advanced-level survey of American literature from the **Reconstruction Era to the present**. Emphasis is on the literary significance of selected writers and the social context in which they wrote. Spring. *Prerequisites: 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 3305 (3-3-0) Advanced Written Communication (S-L)**

Study of rhetorical situation, audience analysis, and discourse analysis theories will provide a basis for ascertaining appropriate and ethical strategies for personal and professional discourse and for evaluating existing texts. This course contains a field-based service-learning component. Fall, Spring, Online (Spring only). *Prerequisites: 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 3307 (3-3-0) Creative Christian Writing**

Theory and practice of creative writing in a variety of genres including nonfiction, short fiction, and poetry. This course will provide a foundation for critiquing, polishing, and marketing creative writing that incorporates Christian faith and Biblical worldview. Periodically, Traditional and Online. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302.*

**ENGL 3313 (3-3-0) British Literature I**

This upper-level survey course acquaints students with selected masterpieces of British literature from its origins to the eighteenth century. The course requires reading of and research into the ideas and styles that dominated Old English, Middle English, Renaissance, and Eighteenth Century texts. Fall. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 3314 (3-3-0) British Literature II**

A continuation of English 3313 with emphasis on the major British writers from Blake to the present. The course requires reading of and research into the ideas and styles that dominated the Romantic Movement, the Victorian Period, Modern and Postmodern Periods. Spring. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 3320 (3-3-0) Internship in English (S-L)**

A supervised field placement that provides the student with the opportunity of integrating theory and classroom learning with actual field experience. This course contains a field-based service-learning component. Fall, Spring, Summer. *Prerequisites: Junior standing, English major, and approval of application by department coordinator. ENGL 1301/1401, 1302, and 2301 or 2302 or equivalent, and completion of ENGL 4301 or ENGL 3305 (S-L) with at least a B.*

**ENGL 4011 (0-3-0) English Language Arts and Reading 8-12 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TEXES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TEXES post-test in order to be authorized by the College of Education to take the TEXES examination. Fall, Spring. *Prerequisites: Teacher Certification Program admission, ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 4301 (3-3-0) Introduction to Linguistics (COMA 4302)**

An introduction to the core linguistic areas of morphology, phonology, pragmatics, semantics, syntax, and related topics – with an emphasis on syntax and its application in stylistic analysis. Fall, Spring. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent. It is strongly recommended that ENGL 3305 (S-L) be completed prior to this course.*

**ENGL 4303 (3-3-0) Studies in Drama**

May concentrate upon a specific era or specific genre of drama. May be repeated for credit when content changes. Fall, odd-numbered years. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 4309 (3-3-0) Studies in Fiction**

May concentrate upon a specific era or specific genre of novels or short stories. May be repeated for credit when content changes. Spring, even-numbered years. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 4311 (3-3-0) Studies in Poetry**

May concentrate upon a specific era or specific genre of poetry. May be repeated for credit when content changes. Spring, odd-numbered years. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 4312 (3-3-0) Shakespeare**

A study of representative histories, comedies, and tragedies by Shakespeare with attention to the sources and backgrounds of his plays and to the significance of his works. Spring. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 4314 (3-3-0) C. S. Lewis**

This course will acquaint students with a wide range of C. S. Lewis' works. The students will be called upon to respond, in oral and written formats, to Lewis' works. Students will also explore the idea of a shared literary fellowship as modeled by the Inklings. Spring. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 4314HR (3-3-0) Honors C.S. Lewis**

This course will acquaint students with a wide range of C. S. Lewis' works. The students will be called upon to respond, in oral and written formats, to Lewis' works. Students will also explore the idea of a shared literary fellowship as modeled by the Inklings. *Prerequisite: Admission to the Honors Program.*

**ENGL 4315 (3-3-0) Studies in Non-Fiction**

May concentrate upon a specific era or specific genre of nonfiction. May be repeated for credit when content changes. Periodically. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 4316 (3-3-0) Special Topics in English**

Concentrates on specialized areas of literature. May be repeated for credit when content changes. Periodically. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 4317 (3-3-0) Studies in Global Literature**

A study of selected texts from global literature with an emphasis upon texts from non-western regions. May be repeated for credit when content changes. Fall. *Prerequisites: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

**ENGL 4354 (3-3-0) Literature of East Asia**

This course will explore selected literary masterpieces of China, Japan, and Korea from the earliest periods until modern times. Fall, Online. *Prerequisite: ENGL 1301/1401, 1302, and 2301 or 2302, or equivalent.*

## Environmental Science

**ENSC 1401 (4-3-2) Introduction to Environmental Science**

The introductory course addresses issues in environmental systems, human impacts, biodiversity, conservation, health and toxicology, air, water, solid and hazardous waste and environmental policy. It is designed to enable students to make wise and ethical moral decisions in a Christian context concerning issues that affect humans and their environment. This is the initial course in the Environmental Science curriculum; however it is open to anyone with a desire for introductory knowledge in this field. Fall. Lab fee.

**ENSC 2305 (3-3-0) Environmental Science Problems I**

The first semester of a two-semester environmental science course, covering the topics that form a foundation for advanced courses. Environmental Science principles stressing mass balance concepts are introduced. An introduction to specific topics will include, but are not limited to, chemistry and biology from an environmental point of view, materials and energy balance, ecosystems, environmental risk perception, assessment and management, hydrology and sustainability. This course does not fulfill the requirements for general studies science courses. Fall. *Prerequisites: ENSC 1401, CHEM 1402, and MATH 1405. MATH 3308 recommended.*

**ENSC 2306 (3-3-0) Environmental Science Problems II**

The second semester of a two-semester introductory environmental science course covering the topics that form a foundation for advanced courses. An introduction to specific topics will include, but are not limited to, water and wastewater quality and treatment, air pollution, solid and hazardous waste management, noise pollution and ionizing radiation hazards. This course does not fulfill the requirements for general studies science courses. Spring. *Prerequisite: ENSC 2305.*

**ENSC 3301 (3-3-0) Water Quality (S-L)**

An advanced undergraduate course in water and waste water treatment. Disciplines having an application in water supply and waste water management are covered. The chemistry of water treatment is emphasized. Water distribution, processing and operation of these systems are covered. The interrelationships between water and waste water are stressed. This course contains a field-based service-learning component. Fall. *Prerequisite: ENSC 2306.*

**ENSC 3303 (3-3-0) Solid and Hazardous Waste**

An advanced undergraduate course in solid waste and hazardous management practices. Definitions, benefits and background information regarding solid waste analysis and minimization, assessment strategies and solid waste audits, modeling, predicting and evaluating for various industries will be covered. Technologies used in remediation for soils and solid waste will be addressed. The Resource Conservation and Recovery Act and RCRA principles that dictate management practices will be covered along with CERCLA. Case studies will be emphasized. Fall. *Prerequisite: ENSC 2306.*

**ENSC 3305 (3-3-0) Environmental Geology**

An advanced geology course including the following areas: Managing geological and hydrogeological resources such as fossil fuels, minerals, surface and ground water, and land use. Studying the earth's surface through the disciplines of geomorphology, and edaphology; defining and mitigating exposure of natural hazards on humans managing industrial and domestic waste disposal and minimizing or eliminating affects of pollution. Spring. *Prerequisite: ENSC 2306.*

**ENSC 3306 (3-3-0) Chemistry of Hazardous Materials**

An advanced undergraduate course applying principles from chemistry and physics to the proper handling, storage, and disposal of hazardous chemicals. Topics to be covered include corrosives, oxidizers, flammables, explosives, water reactive, pyrophoric, heavy metals, organic solvents, polymers, and chemicals that can be used by terrorists as weapons. DOT and OSHA regulations pertaining to hazardous chemicals will be discussed. An overview of toxicology and radioactivity is included. Spring. *Prerequisite: ENSC 2306.*

**ENSC 4401 (4-4-0) Environmental Health**

An advanced undergraduate course focusing on the toxic effects on human health from exposure to chemicals in the workplace, environment or from terrorist incidents. It covers concepts of measuring toxic effects, dose-response relationships, exposure routes, target organs, the molecular basis for the action of toxins, epidemiology, and risk assessment. Specific industrial agricultural, and household chemicals are examined. Appropriate safety and health measures to reduce exposure are emphasized. Spring. *ENSC 2306, BIOL 1406.*

**ENSC 4403 (4-1-6) Senior Project in Environmental Science (S-L)**

This capstone course includes an internship under the guidance of a faculty member and with a selected community partner. The student will undertake an environmental project in risk assessment, laboratory analysis, environmental assessment, or environmental reporting. All students will submit a written report and make an oral presentation at the end of the project. This course contains a field-based service-learning component. Periodically. *Prerequisite: Senior standing and approval of instructor.*

**ENSC 4405 (4-4-0) Air Pollution**

An advanced undergraduate course in air pollution and air pollution control. Air pollution effects, the structure of air pollution, law, atmospheric models, measurement techniques, pollution controls and devices are covered. Fall. *Prerequisites: ENSC 2306, PHYS 1402, MATH 3308.*

## Finance

**FINA 2301 (3-3-0) Consumer Finance**

This course is an introductory course in financial issues. Budgeting strategies and cash management are covered, as are forecasting methods to project future budgets. Employee benefits and related topics are addressed. Spring.

**FINA 3301 (3-3-0) Corporate Financial Management**

This course covers fundamental concepts in finance and decision-making techniques in corporate financial management. Overview of financial markets, financial statement analysis, financial planning, time value of money, risk-return relationship and CAPM, security valuation, capital budgeting techniques, cost of capital, debt policy, and related topics. Fall, Spring, Summer, Online. *Prerequisite: ACCT 2301.*

**FINA 3302 (3-3-0) Securities Analysis**

Valuation of different securities and a study of their markets. Market structure and recent trends, market indexes, modern portfolio theory and CAPM, market efficiency, fundamental and technical analysis, equity valuation, fixed-income securities valuation, introduction to options and futures, and related topics. Spring and Summer, even-numbered years, Online. *Prerequisite: FINA 3301.*

**FINA 3304 (3-3-0) Money and Financial Institutions (ECON 3315)**

A study of evolution, structure, and operations of U. S. money and financial system, and management of financial institutions. Determinants and structure of interest rates, various types of financial markets, management of commercial banks and other financial intermediaries, regulation and other contemporary issues about financial markets, monetary policy, and related topics. Spring. *Prerequisites: ECON 2301, 2302, and FINA 3301.*

**FINA 3305 (3-3-0) Introduction to Risk Management and Insurance**

An introduction to the concepts and principles underlying the insurance product, including risk spreading, premium determination, and asset and liability management. An analysis of the primary forms of insurance products is covered, including life, health, property, and disability insurance. Spring, Online. *Prerequisite: FINA 3301.*

**FINA 3307 (3-3-0) Personal Financial Planning (S-L)**

A broad overview of the financial planning process. Areas of emphasis include cash and debt management, life and health insurance, investments, college funding, retirement planning, and estate planning. Taxes and inflation on the financial planning process are also discussed. This course contains a field-based service-learning component. Fall and Summer, odd-numbered years, Online. *Prerequisite: FINA 3301.*

**FINA 3308 (3-3-0) Real Estate Finance and Investments**

A study of valuation of real estate properties and problems associated with real estate financing. Appraisal issues, highest and best use analysis, market analysis, site valuation, income tax laws for real estate, mortgage law, sources of real estate financing, and related topics. Fall. *Prerequisite: FINA 3301.*

**FINA 4301 (3-3-0) Portfolio Management**

A study of portfolio management process. Topics include active and passive portfolio management strategies, asset allocation and modern portfolio theory, fixed-income portfolio management, immunization strategy, equity portfolio management, performance evaluation, risk management using options and futures, and identification of investor objectives and constraints. Fall. *Prerequisite: FINA 3302.*

**FINA 4302 (3-3-0) Advanced Topics in Corporate Financial Management**

In-depth study of capital budgeting, cost of capital, dividend policy, and working capital management using both lectures and cases. Other advanced topics in corporate financial management discussed include lease financing, hybrid security financing, long-term financial planning, corporate risk management, and mergers and acquisitions. Spring and Summer, even-numbered years. *Prerequisite: FINA 3301.*

**FINA 4308 (3-3-0) International Finance**

A study of financial management of international corporations and international financial markets. International monetary system, foreign exchange rates, international financial markets such as foreign exchange markets, currency futures, options and swaps, Eurocurrency and Eurobond markets. International capital budgeting, international working capital management, international cost of capital, international capital structure foreign exchange risk management and related topics. Fall, Online. *Prerequisite: FINA 3301.*

**FINA 4311 (3-3-0) Internship in Finance**

Emphasis is placed on the analysis and evaluation of fixed income and equity securities. Additional topics include option pricing theory and the uses of options and futures contracts. Readings from the CFA Candidate Study Program are used extensively. Periodically.

**FINA 4356 (3-3-0) Business and Finance in East Asia**

This course examines the topic of successful business in East Asian countries. Students will study the historical and cultural backgrounds of each country and examine how these backgrounds impact current business practices. Emphasis is placed on analysis of financial issues in China, Japan, and South Korea. Students will survey the economic development of these countries focusing on the development of financial markets. The course also examines the current financial issues these countries are dealing with. Spring, Online.

## Fine Arts

**FINE 1306 (3-3-0) Introduction to Fine Arts**

The history, philosophy, elements, and techniques which create, influence, and integrate the visual and performing arts are presented. Critical thinking processes are emphasized. Field trips to local art museums, symphony, opera, and theatre productions will be required. Fall, Winter, Spring, Summer, Online.

## Foundations

**FOUN 1101 (1-1-0) Foundations for Excellence**

This course is designed for new college students with fewer than 15 credit hours (AP, CLEP, IB or dual/concurrent credit earned while in high school does not count towards minimum hour requirement). Topics include college transitions, planning, memory skills, reading, proper note taking, critical thinking, and test taking. The spiritual development of each student is woven throughout the course. The course is guided by a mentor to assist students through the semester.

## French

**FREN 1401 (4-3-2) Elementary French I**

The emphasis is upon spoken French by visual-audio-lingual methods, which include the essentials of grammar, vocabulary, composition, and culture through films, tapes, and text materials. Lab fee. Fall.

**FREN 1402 (4-3-2) Elementary French II**

A continuation of FREN 1401. Lab fee. Spring. *Prerequisite: FREN 1401 or equivalent.*

**FREN 2301 (3-3-0) Intermediate French I**

Review of grammar and continuation of spoken French through films, tapes, readings, and discussions of French literature and culture. Fall. *Prerequisite: FREN 1402 or equivalent.*

**FREN 2302 (3-3-0) Intermediate French II**

A continuation of FREN 2301. Spring. *Prerequisite: FREN 2301 or equivalent.*

## Geology

**GEOL 1301 (3-2-3) Physical Geology**

Introduction to natural earth materials and processes by which these materials are formed, altered and distributed. Weekly (3 hour) laboratory. Fall, Spring, Online.

**GEOL 1401 (4-3-2) Meteorology and Space Science**

This course is a study of the earth's atmosphere, solar and terrestrial radiation, temperature, moisture and atmospheric stability, condensation and precipitation, air pressure and winds, air masses, weather patterns, tornadoes, hurricanes, weather analysis and formation, air pollution, climates, optical phenomena of the atmosphere, laws of planetary motion, radiation and spectra, astronomical instruments, solar system, stars, galaxies, and quasars. Fall, Spring, Summer, Online.

## Greek

**GREK 1401 (4-3-2) Elementary Greek I**

Introduction to the basic principles of Greek grammar. Fall, Online.

**GREK 1402 (4-3-2) Elementary Greek II**

Completion of the basic principles of Greek grammar. Readings from I John. Spring, Online. *Prerequisite: GREK 1401.*

**GREK 2301 (3-3-0) Intermediate Greek I**

Translation of selected portions of the New Testament, emphasis on grammar and syntax. Fall, Online. *Prerequisite: GREK 1402.*

**GREK 2302 (3-3-0) Intermediate Greek II**

Further reading and grammatical study in the text of the New Testament. Spring. *Prerequisite: GREK 2301.*

## Health Care Management

**HCMG 3301 (3-3-0) Health Care Ethics**

The foundations and theories of ethics as related to the health care profession. The course is designed to take the student through the ethical principles encountered in today's environment in the health care field. Fall-Classroom, Spring-Online.

**HCMG 3310 (3-3-0) Human Resource Management for Health Care Organizations**

Philosophies and policies of the personnel management systems, planning and staffing, training and development, labor relations, understanding and managing people, financial compensation, and assessment as it relates to the health care field. Fall-Classroom, Spring-Online. *Prerequisite: MANA 3301 (S-L).*

**HCMG 3320 (3-3-0) Finance for Health Care Managers**

Since the health care field offers profit and nonprofit operations, this course is designed to address the special financial concepts, decision making, and budgeting needs of both options. Fall-Online, Spring-Classroom.

**HCMG 3330 (3-3-0) Legal Issues in Health Care Management**

Major doctrine of both private and public law applicable to hospital administration and medical care; law underlying the hospital-patient, the hospital-doctor, and the doctor-patient relationship; legal status of group medical plans and third party agencies for the financing of health care; constitutional and administrative law issues in connection with Medicare-Medicaid; and regional planning of health care facilities. Spring-Classroom, Summer-Online.

**HCMG 3340 (3-3-0) Organizational Behavior in Health Care Management**

This course provides the student with the insight on interpersonal relations and group dynamics and how they affect the areas of managerial decision making and organizational effectiveness in a health care setting. Summer-Classroom, Spring-Online. *Prerequisite: MANA 3301 (S-L).*

**HCMG 4301 (3-3-3) Advanced Management Seminar in Health Care (S-L)**

This course introduces the student to the basic characteristics of the U.S. health care system. An in-depth review of selected operational and functional aspects of health care administration focuses on contemporary issues in a fast-changing environment. Emphasis is given to the critical roles and functions of health care administrators at various levels and types of different health care delivery systems. A comparative review of international health care delivery systems examines differences and commonalities in the United States, Canada, and Western Europe. This course contains a field-based service-learning component. Fall-Classroom, Summer-Online. *Prerequisites: MANA 3301 (S-L), HCMG 3301, HCMG 3310, HCMG 3320, HCMG 3330, HCMG 3340.*

## History

**HIST 1301 (3-3-0) American History to 1865**

A survey of the discovery and settlement of the thirteen colonies, the American Revolution, the founding of the Republic and the evolution of representative government, the causes of secession, and the Civil War. Fall, Winter, Spring, Summer, Online.

**HIST 1302 (3-3-0) American History Since 1865**

A survey of U.S. History from the reconstruction after the Civil War, the settlement of the West, the industrial and progressive movements, through the emergence of the United States as a world power to the present. Fall, Winter, Spring, Summer, Online.

**HIST 2301 (3-3-0) World Civilization I**

A study of the development of world civilization from the origin of man and the earliest known cultures through the Renaissance and the age of exploration and discovery. Fall, Spring, Summer, Online.

**HIST 2302 (3-3-0) World Civilization II**

A study of the development of world civilization from the Protestant Reformation era, through the Age of Enlightenment up to twentieth century thought and the modern technological revolution. Fall, Spring, Summer, Online.

**HIST 3303 Internship in History (S-L)**

A supervised field placement with a historical institution. This course provides the student with an opportunity to gain practical experience in the field of history in addition to earning credit. Placement may be in an academic, institutional, or community environment (such as a museum, historical society, etc.), and is arranged in cooperation with the professor. This course contains a field-based service-learning component. Fall, Spring, Summer. *Prerequisite: 6 hrs. upper level HIST; instructor approval.*

**HIST 3308 (3-3-0) British History to 1603**

A study of Britain from the Roman conquest to 1603 and the end of the Tudor Period, with emphasis on the English Reformation and the origins of colonization in the Americas. Fall, even-numbered years. *Prerequisites: 6 hours in history.*

**HIST 3309 (3-3-0) British History Since 1603**

A study of the accession of the Stuarts to the present, with emphasis placed on constitutional, political, and religious developments. Special emphasis will be placed on the Puritan Revolution and the Glorious Revolution. Spring, odd-numbered years. *Prerequisite: 6 hours in history.*

**HIST 3312 (3-3-0) History Of Modern Europe to 1815**

A study of the evolution of Modern Europe with special emphasis given to the Renaissance and Reformation and the political and intellectual developments of the seventeenth and eighteenth centuries, including the French Revolution. Fall, odd-numbered years. *Prerequisite: 6 hours in history.*

**HIST 3313 (3-3-0) History Of Modern Europe Since 1815**

A study of the rise of liberalism and nationalism, as well as the rise of modern totalitarian dictatorships and the need for collective security. Spring, even-numbered years. *Prerequisite: 6 hours in history.*

**HIST 4011 (0-3-0) History 7-12 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TEXES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication Proficiencies for Teachers in Learner-Centered Schools and other appropriate sources. Students must score a minimum of 85% on the TEXES post-test in order to be authorized by the College of Education to take the TEXES examination. Fall, Spring. *Prerequisite: Educator Preparation Program admission.*

**HIST 4303 (3-3-0) European Church History (RELI 4370)**

A study of the history of the church from the New Testament era to the present. This study includes Christian thought, institutions, expansion, and the impact of Christianity on Western culture. Fall. *Prerequisite: 6 hours in history.*



**HIST 4304 (3-3-0) American Church History  
(RELI 4371)**

A study of American church history from its European background to the present. A general survey with particular attention to its indigenous characteristics: denominationalism, revivalism, sectarianism, social gospel, and American Christian thought. Spring, Online. *Prerequisite: 6 hours in history.*

**HIST 4305 (3-3-0) American Cultural and Intellectual History**

A study of the contribution of social and political thought, religion, science, scholarship, and education to the history of American civilization. Fall even-numbered years. *Prerequisites: HIST 1301 and 1302.*

**HIST 4307 (3-3-0) Twentieth Century America (S-L)**

A study involving the major domestic and international events of the twentieth century with major emphasis on the proper relationship between these events and the social, economic, and religious patterns of the times. Service-Learning component required. This course contains a field-based service-learning component. Spring, Online. *Prerequisites: HIST 1301 and 1302.*

**HIST 4308 (3-3-0) American Diplomatic History  
(POLS 4309)**

A study of the events and personalities that have contributed to the development of American foreign policy since 1898 and a study of the factors and agencies involved in the formulation of American foreign policy. Fall, Online. *Prerequisites: HIST 1301 and 1302 or 6 hours in political science.*

**HIST 4309 (3-3-0) Texas History**

A study of the social, economic, and political events in the history of Texas. Fall, Spring, Online. *Prerequisite: 6 hours in history.*

**HIST 4310 (3-3-0) Foundations of the American Republic**

This course explores the interaction of people, events and institutions in the development of our democratic republic. The course will focus on the period between 1763 and 1800. The student will follow America's alienation from Britain, separation and war for independence. Attention will be given to the problems of the early independence era and the unique systems of government established under the Constitution. *Prerequisites: 6 hrs. HIST. Fall.*

**HIST 4311 (3-3-0) Ancient History**

A survey of ancient history from the early Mesopotamian civilizations to the fall of Rome. Fall, even-numbered years. *Prerequisite: 6 hours in history.*

**HIST 4315 (3-3-0) Topics in Latin American History**

A survey of Latin American history, economic, and political institutions. Topical offerings will include: Colonial period, Modern period, etc. May be repeated for credit as topics change. Periodically. *Prerequisites: HIST 1301 and 1302.*

**HIST 4319 (3-3-0) The Renaissance and the Reformation Eras  
(RELI 4373)**

A study of social, political, economic, and religious developments from the Renaissance through the Counter Reformation. Emphasis will be on the leading reformers and their theological views. Both the continental and English Reformation will be examined. The ensuing Counter Reformation which was born in the Council of Trent will be studied with a view to its impact on political and cultural consequences. Spring, even-numbered years. *Prerequisite: 6 hours in history.*

**HIST 4320 (3-3-0) Medieval History**

A study of Western Civilization from the collapse of the Roman Empire to AD 1500 with emphasis upon social, cultural, political, and intellectual developments. Spring, odd-numbered years. *Prerequisite: 6 hours in history.*

**HIST 4322 (3-3-0) Baptist History  
(RELI 4372)**

A survey of Baptist history, including the origins of Baptists in England and America, key leaders, events, and movements in Baptist life in the seventeenth through twentieth centuries, and the work of Baptists in other parts of the world. The course will also place the history of Baptists within the larger context of American and world Christianity. Fall, odd-numbered years. *Prerequisites: 6 hours in history and/or religion.*

**HIST 4323 (3-3-0) The Civil War and Reconstruction**

A study of the background and causes of secession and war, the military, political, economic and diplomatic aspects of the war, reconstruction, and postwar adjustments. Spring, odd-numbered years. *Prerequisites: HIST 1301 and 1302.*

**HIST 4351 (3-3-0) History and Culture of East Asia**

This course will explore the historical background of China, Japan, and Korea, and analyze the East Asian culture and the current dynamics of social issues in these three countries. Fall, Online.

**HIST 4352 (3-3-0) History of East Asian Philosophy and Religion  
(PHIL 4352, RELI 4352)**

This course will explore the history of East Asian philosophy, religious beliefs, and practices from the area's prehistory to the present. Spring.

## Honors Program

**HNRS 1001 (0-0-0) Freshman Honors Enrichment**

This course promotes opportunities for University Honors Program students to develop attendance of and participation in academic lectures, workshops, and cultural events, as well as service-learning in order to promote the interdisciplinary learning, contextual insight, cultural appreciation, and critical thinking skills of outstanding future contributors to the church, society, and the world. The course is required the fall and spring semester of the freshman year, and credit is given based upon the student's regular attendance at the Friday Symposium lecture series. Students are also encouraged to attend and document a minimum of two events during each semester, which may be applied to the honors student's enrichment total. The honors student must receive credit for at least 28 enrichment experiences before graduation. At least 10 of these will be chosen by the student as a sample portfolio that must be presented before final approval of the senior thesis. Fall, Spring.

**HNRS 2001 (0-0-0) Honors Enrichment 1**

This course promotes opportunities for University Honors Program students to develop attendance of and participation in academic lectures, workshops, and cultural events, as well as service-learning in order to promote the interdisciplinary learning, contextual insight, cultural appreciation, and critical thinking skills of outstanding future contributors to the church, society, and the world. The course is required the fall of the sophomore year. Students taking this course are required to attend the annual Faculty-Student Fall Retreat, which counts as three enrichment credits when documented, and regular Friday Symposium attendance. Seven enrichment credits total must be earned this semester. The student must receive credit for at least 28 enrichment experiences before graduation. At least 10 of these will be chosen by the student as a sample portfolio that must be presented before final approval of the senior thesis. Fall.

**HNRS 2002 (0-0-0) Honors Enrichment 2**

This course promotes opportunities for University Honors Program students to develop attendance of and participation in academic lectures, workshops, and cultural events, as well as service-learning in order to promote the interdisciplinary learning, contextual insight, cultural appreciation, and critical thinking skills of outstanding future contributors to the church, society, and the world. The course is required the spring of the sophomore year. Students taking this course are required to attend the annual Spring Conference, which counts as three enrichment credits when documented. 7 enrichment credits total must be earned this semester, as well as regular Friday Symposium attendance. Students will be encouraged to attend other campus events, such as College of Business BLAST Luncheon, the Herb Robbins Seminar, and Music Department concerts, as part of their requirement. The student must receive credit for at least 28 enrichment experiences before graduation. At least 10 of these will be chosen by the student as a sample portfolio to be presented before final approval of the senior thesis. Spring.

**HNRS 3001 (0-0-0) Honors Enrichment 3**

This course promotes opportunities for University Honors Program students to develop attendance of and participation in academic lectures, workshops, and cultural events, as well as service-learning in order to promote the interdisciplinary learning, contextual insight, cultural appreciation, and critical thinking skills of outstanding future contributors to the church, society, and the world. The course is required the fall of the junior year. Students taking this course, along with regular Friday Symposium attendance, are required to document 7 enrichment credits total. Off-campus events and/or internships will be emphasized. Portfolio preparation will also be addressed this semester. The student must receive credit for at least 28 enrichment experiences before graduation. At least 10 of these will be chosen by the student as a sample portfolio that must be presented before final approval of the senior thesis. Fall.

**HNRS 3002 (0-0-0) Honors Enrichment 4 and Introduction to Research**

This course promotes opportunities for University Honors Program students to develop attendance of and participation in academic lectures, workshops, and cultural events, as well as service-learning in order to promote the interdisciplinary learning, contextual insight, cultural appreciation, and critical thinking skills of outstanding future contributors to the church, society, and the world. The course is required the fall of the junior year. Students taking this course, along with regular Friday Symposium attendance, are required to document 7 enrichment credits total, as well as present a paper at the Spring Student Conference. This semester will also emphasize senior thesis preparation and graduate school introduction. The student must receive credit for at least 28 enrichment experiences before graduation. At least 10 of these will be chosen by the student as a sample portfolio that must be presented before final approval of the senior thesis. This course also introduces the student to the thesis or project research process and requirement. Spring.

**HNRS 2301 (3-3-0) Perspectives in Greco-Roman Thought**

Ancient and Classical Greek thought, and Classical Roman thought up through 4<sup>th</sup> century A.D. *Prerequisites: ENGL 1301 and 1302.*

**HNRS 2302 (3-3-0) Perspectives in Early Christian Thought**

A study of post-New Testament writings, society, and culture through the 9<sup>th</sup> century A.D. *Prerequisites: ENGL 1301 and 1302.*

**HNRS 3301 (3-3-0) Perspectives in Medieval Thought**

A study of writings, society, and culture from the 10<sup>th</sup> through 14<sup>th</sup> centuries A.D. *Prerequisites: ENGL 1301 and 1302.*

**HNRS 3302 (3-3-0) Perspectives in Renaissance and Reformation Thought**

A study of writings, society, and culture from the 14<sup>th</sup> through the 16<sup>th</sup> centuries *Prerequisites: ENGL 1301 and 1302.*

**HNRS 3303 (3-3-0) Perspectives in Early Modern Thought**

A study of thought, society, and culture from the 17<sup>th</sup> through the 19<sup>th</sup> centuries. *Prerequisites: ENGL 1301 and 1302.*

**HNRS 3304 (3-3-0) Perspectives in Modern Thought**

A study of thought, society, and culture from the late 19<sup>th</sup> century through the present. *Prerequisites: ENGL 1301 and 1302.*

**HNRS 4001 (0-0-0) Honors Portfolio**

This course assists the student in completing the honors enrichment portfolio, which examines at least 10 enrichment experiences and which either demonstrates preparedness for the student's future vocation, employment, and graduate studies and/or demonstrate personal growth and maturity in the Christian liberal arts tradition. Fall, Spring, Summer.

## Hotel/Hospitality Management

**HHMA 3301 (3-3-0) Managing in the Service Environment**

This course focuses on managing resources in the service environment. Emphasis is on the effective management of clients/guests, employees, managers, vendors, and government entities. Analysis of common management themes will be expounded and viewed through the lens of the service sector. Students will learn the managerial challenges faced in this unique industry and how to apply their knowledge of management and leadership. Emphases will include: communication skills, problem analysis, and leadership skills. Students will be challenged to create a personal development plan for their career in this industry. *Prerequisite: MANA 3301 (S-L).* Fall, Spring.

**HHMA 3302 (3-0-0) Hospitality Internship**

This course allows the student an opportunity to learn through actual experience in the hospitality industry. Individual research and application varies in content and relates to an issue of professional interest and significance in the field of hospitality and hotel management. *Prerequisite: HHMA 3301 Managing in the Service Environment.* Periodically.

**HHMA 3303 (3-3-0) Front Office, Rooms, and Housekeeping Management**

This course focuses on front office, rooms, and housekeeping management in the hospitality and hotel industry. Students will develop an understanding of the effective and efficient operation of a rooms department of a typical full-service or selective-service lodging facility, including management responsibilities and operational techniques. Emphases will include maximization of room sales for financial bottom-line, room, and housekeeping upkeep and presentation, front office scheduling, and personnel training and development. *Prerequisite: MANA 3301 (S-L).* *Recommended take concurrently with HHMA 4320 Hospitality Industry Sales and Marketing.* Periodically.

**HHMA 4301 (3-3-0) Hospitality Industry Financial Accounting**

This course focuses on financial accounting in the hospitality industry. Emphasis is on the effective management of finances, including: customer billing and collection methods, payroll, vendor payment, and maximization of budgeting and financial management through cost control methods. Students will learn how to read a hotel balance sheet and understand daily financial standing reports. Students will be challenged to create a complete hotel budget and an accompanying income plan. *Prerequisites: ACCT 2301, 2302, FINA 3301, HHMA 3301.* Periodically.

**HHMA 4320 (3-3-0) Hospitality Industry Sales and Marketing**

This course focuses on sales and marketing in the hospitality industry. Emphasis is on the unique aspects of effective marketing and sales within the hospitality industry. Specifically, the course will focus on the techniques and analysis of effectiveness of marketing within the industry. Students will learn decision-making processes for product/service development, advertising, pricing, and promotion. *Prerequisites: MRKT 3301, HHMA 3301 (Recommended to take concurrently with HHMA 4330 Convention and Meeting Management).* Periodically.

**HHMA 4330 (3-3-0) Convention and Meeting Management (S-L)**

This course focuses on managing conventions and meetings, including: convention and association management, program planning, budgeting, marketing, public relations and advertising, food and beverage planning, audio visual and transportation coordination, exhibit sales and management, contract and lease negotiations, and human resources management. This course contains a field-based service-learning component. *Prerequisites: MANA 3301 (S-L), HHMA 3301.* *Recommended to take concurrently with HHMA 4320 Hospitality Industry Sales and Marketing.* Periodically.

**HHMA 4340 (3-3-0) Strategies in Hotel and Hospitality (S-L)**

This course serves as the capstone course for the hospitality and hotel management program. This is a senior-level course focusing on evaluation of operating standards essential to the profitability of a lodging and accommodation organization. Application of theory to operational decisions will serve as the foundation of the capstone course. A case study approach is utilized to develop understanding of the practical challenges of creating organizational strategy. This course contains a field-based service-learning component. *Prerequisites: ACCT 2301, 2302; FINA 3301; MANA 3301 (S-L), 3306; MRKT 3301; HHMA 3301; HHMA 3302; HHMA 3303; HHMA 4301; HHMA 4320; HHMA 4330.* Periodically.

**HHMA 4341 (3-3-0) Event and Wedding Management**

This course focuses on event and wedding planning and management. Emphasis is on various facets of event and wedding planning, including: history and foundation of weddings, politics of weddings, Biblical background for wedding traditions, cultural impact of wedding planning and wedding and event customs. Along with this cultural and historical perspective, the practice of wedding and event planning will challenge students to learn wedding timelines, budgets, ceremonies, site layouts, and how to manage the various entities associated with weddings and events, including entertainers, speakers, and vendors. Students will be challenged to create a wedding or event plan, including timeline with action steps. Periodically.

**HHMA 4342 (3-3-0) Facilities: Safety, Sanitation, and Security in Hospitality**

This course focuses on safety, sanitation, and security in the hospitality industry. Emphasis is on the legal requirements of safety and sanitation training for industry employees and managers. Analysis of best practices in the safety and sanitation of hotel and hospitality industry will prepare students to effectively manage in these areas. Facilities, personnel, and guest security will also be studied. Periodically.

## Kinesiology

**KNES 1101 (1-1-0) Fitness for Living**

This course is designed to lay the foundation for an individualized lifetime wellness program. It involves a combination of cognitive and exercise components. Fall, Winter, Spring, Summer, Online (summer and fall intramester).

**KNES 1102 (1-1-0) Badminton**

A course in beginning level badminton skills and techniques, rules, scoring, singles and doubles, strategy, and etiquette. Spring.

**KNES 1103 (1-1-0) Basketball**

A course designed for the beginning basketball player. Fundamental skills, basic offensive and defensive strategies, and basic rules are taught. Fall and Spring.

**KNES 1104 (1-1-0) Soccer**

A course to familiarize students with the rules, fundamentals, strategies, and health benefits of soccer. Spring.

**KNES 1106 (1-1-0) Beginning Golf**

A course designed to teach the student golfer the basic fundamentals of the golf swing. Particular attention will be given to ball flight laws, principles of the golf swing and preferences, ball flight control, and the rules of golf and golf etiquette. Activity Fee. Fall, Spring, Summer.

**KNES 1107 (1-1-0) Racquetball**

A course to familiarize students with the rules, fundamentals, strategies, and health benefits of racquetball. Activity Fee. Periodically.

**KNES 1108 (1-1-0) Group Exercise**

A course in which the healthy student, through active participation, will develop knowledge and skill sufficiently adequate to provide enjoyment for these cardio-respiratory activities to become personal, lifetime, recreational fitness activities. Fall, Spring.

**KNES 1109 (1-1-0) Snow Skiing**

An activity course designed to teach fundamentals, techniques, equipment used, and clothing for alpine and cross-country skiing. The opportunity to register for this course will coincide with the DBU ski trip. Additional costs apply. Winter.

**KNES 1111 (1-1-0) Outdoor Education**

A course in outdoor educational activities including backpacking, camping, hiking, and orienteering. Activities may include an overnight backpacking/camping trip in a Texas state park. Activity Fee. Spring.

**KNES 1112 (1-1-0) Recreational Activities**

A course designed to experience a variety of recreational activities such as hiking, backpacking, ropes course, etc. The emphasis is on emotional relaxation through recreation. Activity Fee. Periodically.

**KNES 1115 (1-1-0) Beginning Tennis**

A course in beginning level tennis skills and techniques, rules, scoring, singles and doubles strategy, and etiquette. Fall, Spring, Summer.

**KNES 1116 (1-1-1) Intermediate Tennis**

A course to review and improve upon beginning tennis competencies and to introduce more advanced tennis strokes and game strategy. Spring.

**KNES 1117 (1-1-0) Weight Training**

A course designed to improve and/or maintain each student's level of physical fitness through weight training, calisthenics, and aerobic and anaerobic activities. Major emphasis will be placed on improving muscular strength and toning of muscle groups through use of weight training. Fall, Spring, Winter, Summer, Online. The Online class requires students to have membership and/or access to an approved weight training facility.

**KNES 1118 (1-1-0) Volleyball**

An activity course designed to provide the information and structure required to build quality volleyball team and individual skills. Sport history, rules, drill and practice routines, strategies and sports.

**KNES 1119 (1-1-0) Aerobic Walking**

This course is designed to familiarize students with the joy and health benefits of aerobic walking. Upon completion of this course, students will have a full understanding of walking as an aerobic exercise, how to measure heart rate for optimal performance, and skills for a healthy balanced lifestyle.

**KNES 1120 (1-1-0) Varsity Athletics**

A course in which the varsity athlete, through active participation, will develop fundamental sport skills, principals of strength training/conditioning, and an overall appreciation and awareness of physical and emotional benefits of exercise and sport participation. This course may be taken once within student's degree plan. Approval of Athletic Director and Head Coach is required. Fall, Spring.

**KNES 1121 (1-1-0) Water Aerobics**

A course to improve fitness through water aerobic and strengthening exercises and to understand the importance of fitness and nutrition in order to maintain a personal wellness lifestyle. Activity Fee. Summer.

**KNES 1122 (1-1-0) Rhythmic Activities**

A course involving the study of rhythmic activities from a cultural and recreational perspective. It involves performing a variety of rhythmic activities and it gives students the opportunity to develop socially as they participate in this lifetime activity. Activity Fee. Winter.

**KNES 2301 (3-2-0) Foundations and Trends in Kinesiology**

Study of the historical, philosophical, and sociological foundations of kinesiology and current trends in the field. Serves as an introductory course for kinesiology majors in covering professional opportunities and qualifications. Fall.

**KNES 2305 (3-3-0) Coaching Today's Athlete**

A comprehensive look at coaching interscholastic sports and the individual athlete. Emphasis will be placed on principles of organization, public relations, psychology of coaching, strategies and coaching methods. Spring.

**KNES 2309 (3-3-0) Adapted Kinesiology (S-L)**

An overview of various disabling conditions, laws that apply to persons with disabilities, and methods of adapting physical activities and sports so that all individuals, regardless of ability or disability, may enjoy and benefit from them. Moreover, through community service and socialization with persons with disabilities, students will gain experience and sensitivity that textbooks/classrooms cannot provide. This course contains a field-based service-learning component. Fall, Online.

**KNES 3301 (3-3-0) Sports Ethics**

A study of the moral/ethical issues involved in the area of sports. The course will concentrate on addressing the issues involved in sports in modern society from a biblical perspective at the youth, high school, and college levels. The moral/ethical issues involved with professional sports will be addressed as well. Fall and Spring.

**KNES 3303 (3-2-0) Care and Prevention of Athletic Injuries**

Organization and coordination of an athletic training program. Topics of discussion are physical conditioning techniques for athletes, injury prevention, first aid, and treatment and rehabilitation of injuries. Fall, Spring, Online. *Prerequisites: BIOL 1401, BIOL 2405 (S-L) or 2406 is recommended. Student must have current CPR certification by the end of this course.*

**KNES 3305 (3-3-0) Measurement and Evaluation in Kinesiology**

A course designed to familiarize prospective kinesiologists with skills and written tests, procedures for administering tests, and techniques for evaluating results. Fall.

**KNES 3306 (3-3-0) Coaching Interscholastic Sports**

A course organized to focus on basic and advanced strategies and coaching methods of team and/or individual sports. This course is primarily for those who want to coach at the secondary level. Fall.

**KNES 3310 (3-3-0) Recreation Leadership**

A study of recreation problems and the development of competence in leadership techniques in recreation programs. Spring, Online.

**KNES 3320 (3-3-0) Teaching Leadership Education**

A course teaching students the fundamentals of instructing outdoor educational activities through a Biblical Christian worldview. Students will learn to instruct activities, including but not limited to, backpacking, camping, hiking, and orienteering. Students will learn to plan, implement, assess for risk management, and evaluate an outdoor educational experience. Fall.

*Prerequisites: KNES 1111 Outdoor Education or KNES 1112 Recreational Activities.*

**KNES 3326 3-3-0 Psychology of Motor Learning and Skill Development**

A course designed to help prospective kinesiologists to become knowledgeable in theories of motor learning and to apply this knowledge in the development of their own teaching methods. This course will include types and theories of learning and factors affecting the development of motor skills. Fall, Spring.

**KNES 3345 (3-3-0) Pedagogy of Kinesiology and Health**

This course covers knowledge and skills in movement areas such as movement education, games, sports, stunts, tumbling and gymnastics, physical fitness, and rhythmic activities as well as physical health and safety and social development through movement. In addition, health information and behaviors will be covered such as nutrition, rest, communicable diseases, sexually transmitted diseases, drug abuse, smoking, home safety, and physical, emotional, and sexual abuse. Emphasis on identifying the TEKS (Texas Essential Knowledge and Skills) in videotapes and observations, on writing lesson plans and teaching lessons, and on preparing for the appropriate portion of the TExES examination. Elementary school physical education observations at a local school are required. Fall, Spring. *Prerequisite: Sophomore standing.*

**KNES 4010 (0-3-0) Kinesiology EC-12 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TExES post-test in order to be authorized by the College of Education to take the TExES examination. Fall, Spring. *Prerequisite: Educator Preparation Program admission.*

**KNES 4105 (1-1-0) Critical Issues in Kinesiology**

Critical analysis of program changes and innovations influenced by sociological, cultural, and economic trends; identification and analysis of basic issues affecting programs in athletics and kinesiology. CP course only. Fall, Spring.

**KNES 4301 (3-3-0) Exercise Physiology**

Study of the physiological effects of exercise on the human body; basic physiological concepts and their relationship to the kinesiology and athletic programs. Fall, Spring, Summer, Online. *BIOL 1401 and 2405 (S-L).*

**KNES 4302 (3-3-0) Organization and Administration of Kinesiology and Athletic Programs**

A study of the organization and administration of kinesiology, intramural, and interscholastic programs including administrative policies and procedures, staff, facilities and equipment, budget, office management, schedules, and public relations. Fall, Spring, Online.

**KNES 4303 (3-3-0) Biomechanics**

An analysis of movement based on a knowledge of anatomy and physiology. The relationship and application of principles of kinesiology, especially mechanical and muscular, to the teaching of selected biomechanical activities and skills will also be explored. Spring. *Prerequisites: BIOL 1401 and 2405 (S-L).*

**KNES 4304 (3-3-0) Performance Nutrition**

A course designed to study functionality of foods and nutrients and their effects on health-related fitness and performance. Special emphasis will be given to nutrient timing, training, and performance as well as nutrition assessment, supplementation, and Periodization planning. Current issues in sports nutrition will be included. Fall, Spring. *Prerequisite: KNES 4301*

**KNES 4305 (3-3-0) Nutrition  
(BIOL 4305)**

Study of the six classes of nutrients and their effects on health. Special emphasis on personal dietary practices and on current issues in nutrition including weight control, fad diets, dietary aspects of cardiovascular disease, and sports nutrition. Spring. *Prerequisites BIOL 2406 (S-L) and CHEM 1401.*

**KNES 4307 (3-3-0) Exercise Testing and Prescription**

A course designed to introduce students to physiological testing protocols, fitness evaluations, exercise designs and the underlying theoretical principles involved. It also involves the study of basic electrocardiography. Spring. *Prerequisites: BIOL 1401. BIOL 2405 (S-L) or 2406 (S-L) is recommended. Students must have current CPR certification by the end of this course.*

**KNES 4312 (3-3-0) Periodization Training**

A course designed to study training theory, training methods, and Periodization of training for maximizing athletic performance. Special emphasis will be given to annual training plans, training cycles, and peaking for competition. Current issues in training methods and theories will be included. Fall. *Prerequisite: KNES 4301.*

**KNES 4336 (3-3-0) Internship in Kinesiology I**

The internship program is designed to supplement classroom study with practical participation in the broad area of exercise science. Students will work with respected mentors in exercise science fields. For those majoring in kinesiology with an exercise science specialization. Fall, Spring, Summer, Online.

**KNES 4337 (3-3-0) Internship in Kinesiology II**

The internship program is designed to supplement classroom study with practical participation in the broad area of sports management. Students will work with respected mentors in sports management. For those majoring in kinesiology with a sports management specialization. Fall, Spring, Summer.

**KNES 4636 (6-6-0) Internship in Kinesiology I**

The internship program is designed to supplement classroom study with practical participation in the broad area of exercise science. Students will work with respected mentors in exercise science fields. For those majoring in kinesiology with an exercise science specialization. Fall, Spring, Summer.

**KNES 4637 (6-0-0) Internship in Kinesiology II**

The internship program is designed to supplement classroom study with practical participation in the broad area of sports management. Students will work with respected mentors in sports management. For those majoring in kinesiology with a sports management specialization. Fall, Spring, Summer.

## Library

**LIBR 1100 (1-0-0) Foundations of College Research**

This course is designed to equip students to critically evaluate and use information competently in their academic research as well as for life-long learning. Emphasis will be placed on instructing students to identify needed information for a specific purpose, to locate the best sources for needed information, and to evaluate this information. Additionally, students will be taught how to ethically and legally use the information. Fall, Spring, Summer.

## Linguistics

**LING 4302 (DBU) Principles of Articulatory and Acoustic Phonetics**

AL4302 (GIAL)

Using an augmented subset of the International Phonetic Alphabet (IPA), students will be able to identify, mimic and transcribe sounds and prosodies in normal human speech and describe the mechanism by which a speaker produces these sounds.

**LING 4303 (DBU) Principles of Phonological Analysis**

LD 4303 (GIAL)

By the end of this course, students will be able to recognize the difference between phonetic (*etic*) and phonological (*emic*) data and identify phonological hierarchy and intonation in data. They will be able to recognize and use the distinctive features, natural classes and phonetic plausibility; identify phones in complementary distribution, free variation and contrast in identical/analogous environment; recognize major phonological processes and common conditioning environments, including adjacent segments, syllables and larger prosodic units; and apply concepts of tone analysis, and morphophonemics to data.  
*Prerequisite: LING4302.*

**LING 4350 (DBU) Language and Society**

LD4350 (GIAL)

This course considers the relationship between language and society. After successfully completing the course, students will be able to articulate the multilingual nature of the world's societies, the function(s) of language(s) in nations, and how different languages are used alongside one another, including the idea of diglossia. They will also be able to identify the factors influencing the choice among language varieties for national and educational use. In addition, students will be able to explain how language attitudes and domains of language use influence the long-term maintenance and/or shift of language(s) in society. They will be able to discuss how all the aforementioned may possibly affect a language development program for a given linguistic community.

**LING 4370 (DBU) Cultural Anthropology for Linguistics**

AL4370

(GIAL)

After completing this course, students will be able to discuss the major areas within cultural anthropology, including social, political, economic, and religious organization. They will be able to apply ethnographic field methods for collecting cultural data. (Students will complete a practicum in which they apply those field methods.)

**LING 4410 (DBU) Principles of Grammatical Analysis**

AL4410 (GIAL)

The course is taught in successive units "a" and "b." By the end of Principles of Grammatical Analysis (a), the students should be able to write a brief description of a grammatical topic; identify constituent structure, syntactic categories and grammatical relations within a sentence; analyze data in terms of a set of phrase structure rules and a lexicon; distinguish between indicative, imperative and interrogative sentences; distinguish between types of objects and obliques; and analyze the structure of noun phrases and verb phrases. By the end of Principles of Grammatical Analysis (b) students should be able to write a brief description of a grammatical topic, divide words into constituent morphemes, distinguish between inflectional and derivational morphemes, analyze case and agreement systems and identify passive and recursive structures. *Prerequisite: LING4302.*

## Management

### **MANA 3100 (3-1-0) Time Management and Leadership Training**

Practical techniques in goal-setting, planning, delegating, managing stress, leading, overcoming over-commitment and crisis management. Fall, Spring.

### **MANA 3301 (3-3-0) Principles of Management (S-L)**

This course covers principles of planning, organizing, staffing, leadership and control, and the decision-making processes. Topics will also include the history of management, current issues relevant to managers, and future directions for organizations. This course contains a field-based service-learning component. Fall, Spring, Summer, Online.

### **MANA 3301HR (3-3-0) Honors Principles of Management (S-L)**

This course covers principles of planning, organizing, staffing, leadership and control, and the decision-making processes. Topics will also include the history of management, current issues relevant to managers, and future directions for organizations. The Honors Program curriculum supplements and complements the traditional curriculum of this course. *Prerequisite: Admission to the Honors Program.*

### **MANA 3302 (3-3-0) Principles of Human Resource Management**

Philosophies and policies of the personnel management system, planning and staffing, training and development, labor relations, understanding and managing people, financial compensation, and assessment. Fall, Spring, Summer, Online. *Prerequisite: MANA 3301 (S-L).*

### **MANA 3303 (3-3-0) Principles of Organizational Behavior**

A comparative study of traditional management and organizational behavior theories and philosophies. An interdisciplinary approach which will provide depth and breadth analysis of areas of activities in which management functions occur. Fall, Spring, Summer, Online. *Prerequisite: MANA 3301 (S-L).*

### **MANA 3305 (3-3-0) Managerial Statistics**

Measures of central tendency, time series, forecasting, correlation and regression analysis, and introduction to probability with business applications. Fall, Spring, Summer, Online. *Prerequisite: Must have completed general studies math requirement.*

### **MANA 3306 (3-3-0) Management Communication**

A survey of sending and receiving skills necessary for effective communication in the business environment. Topics covered include: writing effective letters, memos, and reports; group dynamics and effective meetings; nonverbal communication; listening; perception and semantics; and oral reporting. Fall, Spring, Summer, Online. *Prerequisites: ENGL 1301, 1302 or equivalent courses.*

### **MANA 3308 (3-3-0) Business and Public Law**

Introduces such fundamentals as legal rights and social forces in government, business, and society. Areas of study in this course include torts, contracts, employment law, product liability, and consumer protection. Fall, Spring, Summer, Online.

### **MANA 4301 (3-3-0) Operations and Quality Management**

This course is a study of the concepts and implementation of total quality and business process excellence tools including human resources, operations management and process improvement. Fall, Spring, Summer, Online. *Prerequisite: MANA 3301 (S-L).*

### **MANA 4302 (3-3-0) Internship in Management**

Internship in Management.

### **MANA 4307 (3-3-0) Cross Cultural Management**

This course examines cross cultural issues and problems facing local and international business operations. The role of the cultural integration function and its impacts on organizations in dealing with these problems is explored. Online, Periodically.

### **MANA 4311 (3-3-0) Professional Sports Management**

An exploration of the elements of managing sport at the professional level, including: careers, economics, sports law, communication, personnel issues, marketing, TV, and Christianity in sports. Periodically. *Prerequisite: MANA 3301 (S-L).*

### **MANA 4315 (3-3-0) International Travel in Management**

This course provides an overview of the cultural awareness and sensitivity needs of the decision-maker. Emphasis is given to introducing students to the skills needed in the development of business leaders. Specific attention is given to such areas as intercultural communication, cultural sensitivity, cosmopolitanism, acculturation, effective intercultural performance, cultural management influences, cultural synergy, and world culture. Periodically.



**MANA 4319 (3-3-0) Communication Styles: A Key to Business Success (COMA 4319)**

An in-depth investigation of various communication, leadership, and personality styles and how they affect one's competency rating in the world of business. Students will be encouraged to discover how they interact with others as well as learn how their communication strengths and weaknesses affect interpersonal relationships in the workplace. Assessment will use varied personality inventories. Periodically, Online.

**MANA 4320 (3-3-0) Strategy and Problems in Management**

A synthesis of the business disciplines in an applicational context. Basics of historic strategic planning models as well as emerging theories will be considered. A case study approach is utilized to develop understanding of the practical challenges of creating organizational strategies. Fall, Spring, Summer, Online.

*Prerequisites: ACCT 2301, 2302; FINA 3301; MANA 3301 (S-L), 3306 (for B.B.A. only); and MRKT 3301.*

**MANA 4321 (3-3-0) Christian Perspectives in Management**

Management principles taught from the standpoint of a Christian world view. The course is specifically designed to provide the student with an effective decision-making framework for the business world. Periodically.

**MANA 4322 (3-3-0) Servant Leadership**

This course examines the topic of servant leadership and how this leadership style relates to other secular philosophies of leadership. Students will study the qualities that have led others to become servant leaders and will examine how these qualities can be developed in their own lives. The work of Greenleaf and other current writers on this topic will be introduced. Periodically, Online.

**MANA 4330 (3-3-0) Entrepreneurship and Small Business Management**

This course examines the successes and problems of entrepreneurship and its role in our society; analyzes the feasibility of organizing and financing a new enterprise; and gains insights into the planning, legal and marketing problems, operation, management, and control of a small business firm. Student project will involve a small business firm. Spring, Online.

*Prerequisite: MANA 3301 (S-L)*

**MANA 4331 (3-3-0) Independent Readings in Management**

This course provides students with a critical capacity for reading and comprehending current literature in the field of management. It also provides a foundation for managers to consider viewpoints contained in bookstand publications as compared to textbooks. Periodically. *Prerequisite: MANA 3301 (S-L).*

**MANA 4340 (3-3-0) International Management**

Introduction to basic concepts and practices in international business, with the main emphasis in operational and management problems of multinational corporations. Topics to be covered include the nature and characteristics of international business, strategy and structure of multinational corporations, effects of multinational corporations on the U.S. economy, and career issues in international business. Fall, Online. *Prerequisite: MANA 3301 (S-L).*

**MANA 4341 (3-3-0) Negotiations in Management**

A study of negotiation as it relates to management theory and practice. Examines the negotiation process, participants, and potential outcomes. Focus is on the relationship of these factors to effective management/labor working relationships. Students will gain firsthand insights through classroom negotiation. Fall. *Prerequisite: MANA 3301 (S-L)*

**MANA 4342 (3-3-0) Business Ethics**

The foundations and theories of ethics as related to the marketplace and the modern corporation. Various theories of ethical decision making are studied for the purpose of understanding keys to effective ethical systems. Case studies are utilized for the purpose of giving the business manager practical skills for ethical decision-making. Fall, Spring, Summer, Online.

*Prerequisite: Junior standing or permission of the instructor.*

**MANA 4355 (3-3-0) Leadership in East Asia**

A comprehensive introduction to and survey of the principles of leadership in East Asian culture will be covered. This course examines the topic of leadership issues in East Asia and how the leadership style has been developed in the East Asian societies. Students will study the historical and cultural backgrounds of leadership in China, Japan, and Korea, and examine how the cultural values influence the methods of leadership. Emphasis is placed on the comparative study of leadership philosophies and practices between East Asian culture and American culture. Students will become familiar with past and current leaders in East Asia, and study development of leadership skills in a cross-cultural environment to enable them to become effective business and organizational leaders in East Asian culture. Spring.

# Management Information Systems

## **MISM 1302 (3-3-0) Ethical and Human Side of Information Technology**

This course is designed to examine and analyze the tremendous impact of technology on individuals, organizations and global societies, including the ethical issues in the use of information technology in the modern business world, as well as legal and social issues. Ethics for IT professionals and IT users will be considered relating to such issues as computer and Internet crime, privacy, intellectual property, software development, employer/employee issues, and freedom of expression. Additionally, the class will examine the human dimensions of technology and the impact that technology and globalization is having on individuals and the workplace and the implications this has for managing, and leading organizations. Fall, Spring, Summer, Online. *Prerequisites: COSC 1301 and one of the following: MATH 1301, 1303, or 1307.*

## **MISM 2311 (3-3-0) Introduction to Business Software Development**

This course provides an introduction to software engineering, programming, algorithms, and problem-solving techniques for use in business applications using a high-level OOP language. Emphasis will be on logical design, algorithm development and "best practices" for software engineering. Topics will include essential language syntax, basic structures and effective user interface design. Fall, Spring, Summer, Online. *Prerequisite: MISM 1302.*

## **MISM 3301 (3-3-0) Information Systems for Management**

This case-oriented course provides an overview of information technology and information systems topics from an organizational and managerial perspective. Topics include current information technology types and trends, such as the Internet and its organizational impact; the relationship of technology to organizational strategy, structure, controls, resources, and security; and the ethical and social impacts of information systems, such as privacy, intellectual property rights, accountability and quality of life. Emphasis will be placed on the user's role in developing information systems, ethical and management challenges and the uses of IT to create competitive advantages for an organization and for decision-making. Fall, Spring, Summer, Online. *Prerequisite: COSC 1301. FINA 3301 is strongly recommended.*

## **MISM 3306 (3-3-0) Business Telecommunications and Networking**

This course examines the issues involved in the use, construction, and management of local and global data communication networks in a business environment. Topics include basic terminology, networking fundamentals, ethics, team collaboration, organizational communication, the basics of local area networks and wide area networks including networking, components of voice systems, using the Internet and Intranet clients, servers, and languages to support electronic commerce. An overview of telecommunications legal issues, security and network management issues will be emphasized. Fall, Spring, Summer, Online. *Prerequisites: MISM 1302 and MISM 3301. PHSC 1402 is strongly recommended as a prior natural science general studies requirement.*

## **MISM 3310 (3-3-0) Information Systems Analysis and Design (S-L)**

This course examines the analysis of an existing information system and the modification of that system or the design of a new system. The various tools, techniques, and models used by systems analysts are explored. Emphasis is on successful IS development and the role of the IS professional to effectively interact and communicate with global management, the IS department, clients, users and peers both verbally and in writing. Fall, Spring, Online. *Prerequisites: MISM 2311 and MISM 3301.*

## **MISM 3320 (3-3-0) Web Page and Database Design**

This course focuses on effective web page planning, basic design, organization, layout and construction, and setup and maintenance of a Web site. The course places a heavy emphasis on Web site usability issues and security. Students will explore the languages and tools used in the ever changing world of Internet and World Wide Web Programming. This course examines the architecture of Web systems, the attributes of a good Web site, and tools for Web site enhancement. Additionally, this course provides students with the theory and techniques used to design a database and a Web page interface for that database. Elements of database design, concepts of data normalization, interface design, and security will be discussed. The concepts will be reinforced through the design of a database and a Web page interface for that database, as commonly used in a global business context. Online. *Prerequisites: MISM 1302, 2311, and 3310 (S-L).*

## **MISM 4300 (3-3-0) IT Security and Forensics**

The first part of this course will emphasize the IT professional's need to understand, apply, and manage information assurance and security "best practices" in computing, communication, and organizational systems. The importance for the IT professional to educate users to be sufficiently security aware is stressed in the course. The second part will concentrate on the theory of IT investigative forensics. The course will cover such topics as how to identify, develop, and implement security policies and procedures for an information system and its physical environment (i.e. network interface), IT security management, risk assessment, legal issues, crime investigation, and financial considerations. This course covers proactive practices including Business Continuity Planning (BCP) and disaster recovery planning in order to maintain information integrity. Online. *Prerequisites: MISM 1302, 3301, 3306, 3310 (S-L) and Senior status.*

**MISM 4330 (3-3-0) Strategic IT Planning and Project Management (S-L)**

This course focuses on the use of Information Systems (IS) and Information Technology (IT) in the strategic management process in business organizations. Emphasis is on the strategic view of IS and IT and their impact on an organizational strategy that utilizes computers as a competitive tool. Students will examine the managerial, operational, and strategic implications of information and communication technology in the global context. There will be emphasis upon communication skills, creative thinking, a demonstration of the understanding of best practices and standards and their application, and problem-solving and professional responsibilities from a leadership perspective. Course curriculum includes the discussion of information systems project assessment in organizations. This course contains a field-based service-learning component. Fall, Spring, Online. *Prerequisites: MISM 1302, 3301, 3306, 3310 (S-L) and Senior status.*

**MISM 4332 (3-3-0) Internship in Management Information Systems**

Internship in Management Information Systems.

**MISM 4340 (3-3-0) Current IT Trends and Emerging Technologies**

This course is designed to identify and evaluate significant current trends, research, emerging technologies and events in the global environment of information technology and information systems. The course will address the constantly changing nature of information technology and its implementation in business and industry and emphasize the need for continued lifelong learning. Ethics, strategic use of technologies, and case studies of successful implementation of new technologies will be discussed. Online. *Prerequisites: MISM 1302, 3301, 3306, 3310 (S-L) and Senior status.*

## Marketing

**MRKT 3301 (3-3-0) Principles of Marketing**

Study of the marketing function of the firm and the impact of consumer behavior. Examines the variables of the marketing mix, product planning, pricing, distribution, and promotion. Investigation of the economic, political, cultural, competitive, and technological forces which influence the marketing environment. Fall, Spring, Summer, Online.

**MRKT 3302 (3-3-0) Marketing Research and Analysis**

A study of marketing research theory and techniques. Orientation to research design, primary data generation, sampling of human populations, data analysis and report writing. Designed to promote an understanding of the interrelationship between marketing research and marketing management. Spring, Online. *Prerequisites: MRKT 3301 and MANA 3305.*

**MRKT 3303 (3-3-0) Promotional Strategy**

An active examination of the role of promotion in the marketing mix. Includes analysis of media resources and strategies for integrating advertising, promotions, personal selling, direct marketing, publicity, and public relations. Examines the nature of the communication process and its relationship to promotions. Fall, Online. *Prerequisite: MRKT 3301.*

**MRKT 4301 (3-3-0) Retail Management and Merchandising**

Concepts and principles of the retail operation, organizational structure, merchandising, store location, store policy, personnel, buying, selling, inventory control, budgeting, and the impact of the Internet on retailing. Fall, Online. *Prerequisite: MRKT 3301.*

**MRKT 4302 (3-3-0) Professional Selling and Sales Management**

Concepts and principles utilized in performing the role of the sales professional. Topics include consultative and relationship selling. Examines the development of effective communication skills. Spring, Online. *Prerequisite: MRKT 3301.*

**MRKT 4305 (3-3-0) Internship in Marketing**

Internship in Marketing. Fall, Spring, Summer.

**MRKT 4312 (3-3-0) eCommerce Development in a Global Market**

This course examines the use of Information Systems in the field of Electronic Business as it is used on the Internet, World Wide Web and associated technologies for the use of marketing, selling, and distributing goods and services throughout the world. The area is changing and expanding rapidly and this course will use student projects, readings, guest speakers and lectures to provide an overview of eCommerce to explore the international issues related to eCommerce, and to develop skills with a variety of web development tools and techniques. Periodically. *Prerequisites: MISM 3301 and MRKT 3301.*

**MRKT 4315 (3-3-0) International Travel in Marketing**

This course provides an overview of the cultural awareness and sensitivity needs of the marketing decision-maker. Emphasis is given to introducing students to the skills needed in the development of business leaders. Specific attention is given to such areas as intercultural communication, cultural sensitivity, cosmopolitanism, acculturation, effective intercultural performance, cultural management influences, cultural synergy, and world culture. Periodically.

**MRKT 4330 (3-3-0) Strategies and Problems in Marketing**

This course examines contemporary marketing strategies and problems faced by a variety of companies in different industries. The course uses the case approach to cover such areas as product development, packaging, pricing, distribution, merchandising, and promotion. Fall, Spring, Online. *Prerequisites: MRKT 3301 and three of the following: MRKT 3302, 3303, 4301, 4302.*

**MRKT 4331 (3-3-0) New Product Marketing**

This is a course in entrepreneurial marketing management as applied to the decision process of new and developmental products and services using the case method. The student learns to apply marketing concepts and refine problem-solving skills in developing a "new product strategy." The course will also cover the process of securing patents, trademarks, and copyrights. Periodically. *Prerequisite: MRKT 3301.*

**MRKT 4341 (3-3-0) Independent Readings in Marketing**

This course will provide the student an understanding of some of the contemporary issues and problems encountered in marketing and to focus on building customer relationships as well as identifying and satisfying customer needs. Also, the student will gain a critical capacity for reading and comprehending current literature in the field of marketing. Periodically. *Prerequisite: MRKT 3301.*

**MRKT 4342 (3-3-0) Services Marketing**

The primary objective of this course is to prepare students to be successful marketers in an increasingly service-oriented economy. The course is designed to help students understand the unique characteristics of services, the marketing challenges created by these characteristics, and effective ways to address these challenges within a service-quality framework. Periodically. *Prerequisite: MRKT 3301.*

**MRKT 4343 (3-3-0) Global Marketing**

This course has the overall purpose of familiarizing the student with the multiple environments of international business as it relates to marketing. Specifically, the course investigates how marketing strategy is affected by political, legal, economic, cultural, social, competitive and technological conditions in various national markets. Online, Periodically. *Prerequisite: MRKT 3301.*

**MRKT 4344 (3-3-0) Marketing the Individual**

This course is designed for students to gain a better understanding of their own interests, abilities, skills, and values as they relate to their marketability in today's work force and society. It prepares those entering a career, changing careers, as well as those moving up the organizational ladder. Included is the development of career planning and management through resume and interview preparation; an industry and comprehensive job search plan; video resume and video interview; computer-generated employment opportunities through the Internet; and aptitude, personality, and motivational testing. Periodically. *Prerequisite: MRKT 3301.*

**MRKT 4345 (3-3-0) Consumer Behavior**

This course will endeavor to apply concepts, principles, and theories from various social sciences to the study of factors that influence the acquisition, consumption, and disposition of products, services, and ideas. The principles from a number of disciplines are used to describe and explain consumer behavior including economics, psychology, social psychology, sociology, and anthropology. Spring, Online. *Prerequisite: MRKT 3301.*

**MRKT 4346 (3-3-0) Customer Satisfaction**

Providing excellent, efficient, and timely customer service is necessary in today's business world to remain competitive. This course will include methods for managing a company's customer base and for keeping customers in order to increase profits for the company. Students will be given both the customer's and the provider's perspective of this important aspect of conducting business in the global marketplace. Special emphasis will be placed on the company's role in creating the best environment for customer/provider interaction. Periodically. *Prerequisite: MRKT 3301.*

**MRKT 4347 (3-3-0) Special Topics in Marketing**

A study of a selected topics, strategies, or problems facing the marketing decision-maker today. Examples are business development strategies, marketing for nonprofit organizations, creativity in marketing, fashion merchandising, physical distribution, advanced marketing research, new product management, services marketing, and power retailing strategies. Periodically. *Prerequisites: MRKT 3301 and permission of the instructor.*

## Math

**MATH 1101 (1-2-0) Pre-College Mathematics**

A careful review of elementary mathematics from the arithmetic of integers through basic mathematics, designed for students who are not adequately prepared for college mathematics. Required of all students who have not passed the arithmetic skills segment of the Math Advising Tool. The course is offered on a Credit/No Credit basis. No grade points will be awarded for its completion, and it may not be used to satisfy any mathematics requirement for graduation. Fall, Spring.

**MATH 1300 (3-3-0) Intermediate Algebra**

An introductory course in algebra which includes the study of fundamental algebraic operations, factoring, algebraic fractions, equations and inequalities, and exponents and radicals. Required of all students who have not passed the basic algebra section of the Math Advising Tool. TI-83/84 Plus graphing calculator required. (This course may not be used to satisfy any mathematics requirement for graduation.) Fall, Spring.

**MATH 1301 (3-3-0) Math for Liberal Arts**

Designed to meet the general studies requirements for the B.A. and B.A.S. degrees. Sets, logic, number bases, elementary algebra, geometry, statistics and graphs, consumer math, and use of a scientific calculator. Fall, Winter, Spring, Summer, Online. *Prerequisite: eMAT Advising Tool (Arithmetic Skills).*

**MATH 1303 (3-3-0) College Algebra**

Linear and quadratic equations and inequalities, roots of polynomials, functions and graphs, exponential and logarithmic functions, systems of equations, sequences, series, and the binomial theorem. TI-83/84 Plus graphing calculator required. Fall, Spring, Summer, Online. *Prerequisite: eMAT Advising Tool (Basic Algebra).*

**MATH 1304 (3-3-0) Trigonometry**

Trigonometric functions, logarithms, solutions of triangles, trigonometric identities and equations, inverse trigonometric functions, and an introduction to complex numbers. TI-83/84 Plus graphing calculator required. Spring. *Prerequisite: MATH 1303 or equivalent.*

**MATH 1307 (3-3-0) Finite Math for Business Analysis**

Brief review of algebra, exponents and logarithms, mathematical models for finance, systems of linear equations and inequalities, linear programming, matrices, simplex method, and probability. TI-83/84 Plus graphing calculator required. Fall, Spring, Summer, Online (in Summer). *Prerequisite: eMAT Advising Tool (Basic Algebra).*

**MATH 1308 (3-3-0) Calculus for Business Analysis**

Limits, differentiation, graphing, and integration with applications to business problems. TI-83/84 Plus graphing calculator required. Fall, Spring, Summer, Online. *Prerequisite: MATH 1303 or 1307.*

**MATH 1405 (4-4-0) Calculus and Analytic Geometry I**

Introduction to analytic geometry, functions, limits, and continuity; the derivative and applications; the antiderivative; definite integral, and applications. TI-83/84 Plus graphing calculator required. Fall. *Prerequisite: eMAT Advising Tool (Advanced Algebra) or MATH 1303, and knowledge of trigonometry.*

**MATH 1406 (4-4-0) Calculus and Analytic Geometry II**

Techniques of integration; applications of the definite integral; parametric equations and polar coordinates; infinite sequences and series. TI-83/84 Plus graphing calculator required. Spring. *Prerequisite: MATH 1405.*

**MATH 2301 (3-3-0) Elementary Probability and Statistics  
(POLS 2303; PSYC 2301; SOCI 2303)**

Introductory course including elements of probability to support statistical theory. Topics include theoretical distributions, discrete and continuous variables, and tests of hypotheses. Suggested for majors in the social and behavioral sciences. TI-83/84 Plus graphing calculator required. Fall, Spring, Summer, Online. *Prerequisite: MATH 1301 or 1303 or 1307 or 1405.*

**MATH 2309 (3-3-0) Introduction to Linear Algebra**

An introduction to the fundamentals of linear algebra, including Gaussian elimination, solution of systems of linear equations, finite dimensional vector spaces, matrices, and determinants. The main emphasis of the course is on applications and computational methods, with a view to facilitate the use of linear algebra in computer science and the natural and social sciences. Fall, Spring. *Prerequisite: MATH 1303 or 1307 or Math Advising Tool.*

**MATH 2407 (4-4-0) Calculus and Analytic Geometry III**

Solid analytic geometry, differential calculus of vector-valued functions, calculus of functions of several variables, including partial derivatives, double integrals, and line integrals. TI-83/84 Plus graphing calculator required. Fall. *Prerequisite: MATH 1406.*

**MATH 3101 (1-2-0) Mathematics Seminar**

A seminar designed to expose the mathematics student to the broad range of applications of mathematical concepts and methods from a current or historical perspective. Periodically. *Prerequisite: Permission of instructor.*

**MATH 3301 (3-3-0) Elementary Foundations of Mathematics**

Topics include: standard methods of proof, set theory, symbolic logic, relations, functions, and cardinality. Fall. *Prerequisite: MATH 1406 or permission of instructor.*

**MATH 3302 (3-3-0) Discrete Mathematics**

A study of the basic techniques and modes of reasoning of combinatorial problem solving. Sets, functions, and algorithms; counting methods and recurrence relations; graph theory; trees; network models; Boolean algebra and combinatorial circuits. Fall. *Prerequisites: MATH 1303, 2309, and COSC 1405, or permission of instructor.*

**MATH 3303 (3-3-0) Math Content I**

A study of systems of numeration and properties of number systems from whole numbers through real numbers. Special attention is given to mathematical reasoning and problem solving. Fall, Summer. *Prerequisite: MATH 1303 or permission of instructor.*

**MATH 3304 (3-3-0) Math Content II**

A continuation of MATH 3303. Additional topics include properties of real number systems, metric, non-metric, and coordinate geometry, probability, and statistics with a continued emphasis on problem solving. Spring, Summer. *Prerequisite: MATH 3303 or permission of instructor.*

**MATH 3305 (3-3-0) Differential Equations**

Differential equations of the first order with geometric and physical applications; analysis of differential equations of second and higher orders and their solutions. Spring. *Prerequisite: MATH 2407.*

**MATH 3307 (3-3-0) Introduction to Numerical Methods**

An introduction to numerical methods, both the mathematical methods for solving equations numerically and the programming of these methods on computers. Topics include interval-halving, Newton's and Bairstow's methods for a single equation; Gaussian elimination and Gram-Schmidt orthogonalization for solving systems of linear equations; interpolating polynomials; and methods of numerical differentiation and integration. TI-83/84 Plus graphing calculator required. Spring, odd-numbered years. *Prerequisites: COSC 1405 and MATH 1405.*

**MATH 3308 (3-3-0) Introduction to Probability and Statistics**

A representative introduction to both the data-oriented nature of statistics and the mathematical concepts underlying statistics. Topics include data gathering and experimental design, organizing and describing data, classical probability theory, and statistical inference, probabilistic modeling methods applied to the analysis of biological sequences such as DNA and proteins, and DNA sequence structure, and homology modeling. TI-83/84 Plus graphing calculator required. Spring. *Prerequisite: MATH 1405.*

**MATH 3309 (3-3-0) Essential Knowledge of Geometry**

A thorough treatment of the principles of Euclidean geometry, and a study of non-Euclidean geometries. Fall. *Prerequisite: MATH 1406 or MATH 3304 or permission of instructor.*

**MATH 3310 (3-3-0) Problem Solving in Mathematics**

Problem solving techniques applied to various topics in mathematics. Problems will be investigated in the areas of relations, functions, algebra, geometry, probability, and logic using various problem-solving techniques. Spring. *Prerequisite: MATH 1406 or MATH 3304 or permission of instructor.*

**MATH 4010 (0-3-0) Math 4-8 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TEXES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TEXES post-test in order to be authorized by the College of Education to take the TEXES examination. Fall, Spring.

**MATH 4011 (0-3-0) Math 7-12 Seminar**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TEXES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the TEXES post-test in order to be authorized by the College of Education to take the TEXES examination. Fall, Spring.

**MATH 4301 (3-3-0) Linear Algebra**

A study of vector spaces, linear transformations, invariance, and the theory of matrices. Spring. *Prerequisites: MATH 2309 and 3301.*

**MATH 4302 (3-3-0) Abstract Algebra I (S-L)**

This course covers functions, operations, equivalence relations, divisibility, groups, homomorphisms, quotient groups. This course contains a field-based service-learning component. Fall. *Prerequisites: MATH 3301.*

**MATH 4303 (3-3-0) Analysis I (S-L)**

Selected topics from number systems, set theory, limits and continuity, theory of calculus, sequences and series, and vector analysis. This course contains a field-based service-learning component. Spring. *Prerequisite: MATH 3301.*

**MATH 4306 (3-3-0) Abstract Algebra II**

Fundamentals of ring and field theory. Topics include polynomial rings and field extensions. Periodically in the Spring. *Prerequisite: MATH 4302.*

**MATH 4307 (3-3-0) Analysis II**

Selected topics from differential and integral calculus, infinite series, sequences and series of functions, and metric spaces. Periodically in the Fall. *Prerequisite: MATH 4303.*

## Music Business

### **MUSB 2301 (3-3-0) Introduction to the Music Business**

A survey of the history, structure, business practices, procedures, economics, technologies and career opportunities within the commercial Music Industry. Fall, Spring, Summer.

### **MUSB 3213 (2-2-2) Critical Listening for Recording Engineers**

Advanced ear training skills for audio professionals. Using state-of-the-art analysis tools, students learn the skill of critical listening beginning with the guided analysis of major commercial audio recordings in which elements contributing to the success of each recording are identified. The process continues with exploration into more advanced aspects of music creation and production such as frequency and pitch recognition, panning, equalization, compression, distortion and phase coherence. B.A. or B.S. Music Business majors only. Spring, Fall.

### **MUSB 3301 (3-3-0) History of Commercial Music**

An examination of popular music in America from 1840 to today, including the socio-musical influence of the commercial song. Beginning with the birth of American popular music in the songs of Stephen Foster and minstrels, the course explores the development of ragtime, blues, jazz, the crooners, American musical theater, country, Latin, rock & roll, rock, and contemporary Christian music. Spring. *Prerequisite: MUSI 2305 Introduction to Music Literature and Fine Arts.*

### **MUSB 3310 (3-3-0) Inside the Recording Industry**

The development of the Recording Industry in America, including the history of recording, establishment of the major labels and the inner workings of the industry that drives the Music Business. Fall, Spring. *Prerequisite: MUSB 2301 Introduction to the Music Business.*

### **MUSB 3311 (3-2-1) Introduction to the Recording Studio**

An overview of the technology and techniques involved in modern multi-track recording and mixing through hands-on studio instruction. Lab fee. Fall, Spring. Music Business majors only or permission of instructor. *Prerequisites: MUSB 3310 Inside the Recording Industry and the successful completion of two semesters of required Music Theory and Aural Skills.*

### **MUSB 3312 (3-3-6) Advanced Recording Techniques**

The course provides in-depth, hands-on instruction in a working recording studio environment, introducing the study of microphones, analog and digital processing equipment, and advanced production and mixing techniques. Includes the second level of Digidesign certified Pro Tools instruction. Weekly lab requirement. Lab fee. B.A. or B.S. Music Business majors only. *Prerequisites: MUSB 3311, MUSI 1112 and MUSI 2311 (Note: MUSI 2311 must be taken concurrently).* Fall, Spring.

### **MUSB 3320 (3-3-0) Introduction to Songwriting**

A study in the craft of songwriting, including the history of songwriting, songwriting as a career, the discipline of creating art, finding ideas for songs, releasing writing blocks, accessing inspiration, and working with a collaborator. Also included is a review of basic poetic rhyme schemes as applied to the creation of song lyrics, basic melodic design, the concept of the "hook" and an examination of the basic song forms. The class features a workshop format in which students are expected to actively participate both as solo writers and co-writers. Open to all students. Spring.

### **MUSB 3321 (3-3-0) Advanced Songwriting Techniques**

Applied study of the musical tools used by the professional songwriter. The course features advanced study in melodic construction, harmonic progression, unusual song forms, and enhancement of the song through the addition of solo orchestral instruments. The course features both group and individual instruction. B.A. or B.S. Music Business majors only. *Prerequisites: MUSB 3320 and MUSI 2311 (Note: MUSI 2311 may be taken concurrently).* Fall.

### **MUSB 3380 (3-3-0) Copyright and Intellectual Property Law**

An introduction to the fundamentals of copyright law, its application to the protection of sound recordings, musical compositions, motion pictures and other creative works, and its impact on the distribution of intellectual property, including record piracy and the delivery of music via the Internet. Included also is a review and application of the principals of trademark, trade secret and patent law to the business of music and entertainment. Fall, Spring, Summer, Online. Music Business majors only or permission of instructor. *Prerequisite: MANA 3308 Business and Public Law.*

### **MUSB 4171 (1-3-0), 4271 (2-3-0), 4371 (3-3-0) Special Topics in Music Business**

Examination and critical evaluation of current issues related to the Music Business. Subject matter varies; therefore, credit hours (from 1 to 3 hours) to be determined with each offering. Course may be repeated for credit as topic changes. Periodically.

### **MUSB 4275 (2-2-0) Songwriting Practicum**

Experiencing first-hand the career of the professional songwriter by learning to create common commercial projects such as radio jingles and TV spots "on demand," then by working in the recording studio producing demos and finished recordings of commercial projects and original songs. B.A. or B.S. Music Business majors only. Periodically. *Prerequisite: MUSB 3321.*

**MUSB 4301 (3-3-0) Music Publishing**

The history, functions and operations of music publishing, including copyright acquisition, songwriter contracts, performance licensing, mechanical licensing, print publishing and synchronization rights. Fall, Spring, Summer, Online. Music Business majors only or permission of instructor. *Prerequisites: MUSB 3380 Copyright and Intellectual Property Law.*

**MUSB 4310 (3-3-0) The Musician as Entrepreneur**

The development and management of a successful freelance career in the Music Business, including the basics of running a one-person business, lifestyle considerations, personal and professional financial management, and the exploitation of potential income streams. Spring. *Prerequisites: Must be a senior with a minimum of 90 credit hours completed. Course to be taken during the final year of study.*

**MUSB 4320 (3-3-0) Launching an Entrepreneurial Venture in the Music Business**

The development of a successful entrepreneurial enterprise in the Music Business through examining the nature and history of entrepreneurship in the Music Business, recognizing and creating opportunity, establishing a business model, understanding the product or service risks and benefits, determining start-up resources, establishing a founding team, crafting a business plan, analyzing legal risks and benefits, considering ethics and social responsibility and designing an entrepreneurial marketing plan. Music Business majors only or permission of instructor. Fall. *Prerequisites: Must be a senior with a minimum of 90 credit hours completed. Course to be taken during the final year of study.*

**MUSB 4375 (3-3-9) Music Production Practicum**

Taught entirely in the recording studio, the course offers in-depth experience in the Music Production process, with emphasis on pre-production, programming, loop-based production techniques, advanced Pro Tools techniques, instrumental and vocal tracking, editing, pitch correction, mixing and mastering. Includes the third level of Digidesign certified Pro Tools instruction. Weekly lab requirement. Lab fee. B.A. or B.S. Music Business majors only. *Prerequisite: MUSB 3213.* Spring.

**MUSB 4380 (3-3-0) Seminar in Music Business**

A study of selected fields in the Music Business based on the individual interest of the student. The content of each field of study is to be developed through primary research, consisting of visits to the various businesses of interest (such as recording companies, talent agencies, production houses, etc.) and personal interviews with the appropriate personnel in each organization. This course is designed as an alternative to MUSB 4385 Internship in the Music Industry I (**S-L**) for those students who either do not qualify for an internship or do not wish to participate in an internship project. Periodically. Music Business majors only or permission of instructor. *Prerequisites: Admission to candidacy, Senior level status (90 hours), completion of required Music courses, required Music Business courses, required Business courses (last semester courses may be taken concurrently), and approval of intern coordinator. A letter grade of "C" or better is required in all prerequisites. Minimum 2.0 cumulative G.P.A. required.*

**MUSB 4385 (3-3-0) Internship in the Music Industry I (S-L)**

A formal intern educational project in which the qualifying student participates in a business organization as an intern for a selected period(s) of time. This course contains a field-based service-learning component. Fall, Spring, Summer. *Prerequisites: Admission to candidacy, Senior level status (90 hours), completion of required Music courses, required Music Business courses, required Business courses (last semester courses may be taken concurrently) and approval of intern coordinator. A letter grade of "C" or better is required in all prerequisites. Minimum 2.0 cumulative G.P.A. required.*

**MUSB 4386 (3-3-0) Internship in Music Industry II**

A continuation of MUSB 4385 (**S-L**), which may be applied as a 3-hour Music Business elective. Periodically. *Prerequisite: MUSB 4385, Internship in the Music Industry I (S-L).*

## Music

**MUSI 1000/1001 (0-0-1) Seminar/Performance Lab (S-L)**

This course is a scheduled opportunity for all music majors to develop attendance of lectures, recitals, and concerts in order to promote the performance and critical listening skills of future professional musicians. The course is required each semester and credit is given based upon the student attending a minimum number of daytime and evening events during a semester. Music majors are required to have eight (8) semesters of Seminar/Performance Lab credits to graduate (seven for music education students due to student teaching). This course contains a field-based service-learning component. Fall, Spring.

**MUSI 1100 (1-2-0) Introduction to Aural Skills**

An introduction to sight-singing and ear-training. A prerequisite course for MUSI 1111. Does not count as credit toward a degree with a major in Music or Music Business. Fall, Spring, Summer.

**MUSI 1101 (1-2-0) Class Voice**

Designed to develop the basic vocal skills needed in order to begin private voice study. Students will cover posture, breathing, support, tone resonance, pronunciation in English and possibly Italian, and basic interpretive skills used in the performance of solo vocal literature. Students will also learn and perform standard vocal repertoire from classical to musical theater. The course is open to both music majors and non-music majors. Fall. *Prerequisite: Approval of Program Director of Vocal Division.*



**MUSI 1111 (1-2-0) Aural Skills I**

A skill-building course in sightsinging and ear-training, to include solfège singing of major and minor melodies in both simple and compound meters, aural and rhythmic reading exercises, and melodic and harmonic dictation. Fall, Spring, Summer.  
*Prerequisites: MUSI 1300 or a passing score on the Music Theory Placement Exam; and MUSI 1311, or concurrent enrollment in MUSI 1311.*

**MUSI 1112 (1-2-0) Aural Skills II**

A continuation of MUSI 1111. Fall, Spring, Summer. *Prerequisites: MUSI 1111, 1311, 1312, or concurrent enrollment in MUSI 1312.*

**MUSI 1201 (2-2-0) Foundations and Principles of Music Education**

A course designed to introduce the undergraduate student to the foundations and principles of music education in schools and how these include aural skills, notational literacy, vocal and instrumental performance practice, creative expressive skills, and knowledge of music's varied historical and cultural expression. Fall.

**MUSI 1206 (2-2-0) Diction I**

A course in the fundamentals of Italian and English diction for vocal music students or non-music majors utilizing the International Phonetic Alphabet. The course will also include basic principles of Latin diction which are essential to the choral conductor. Fall.

**MUSI 1207 (2-2-0) Diction II**

A course in the fundamentals of German and French diction for vocal performance majors utilizing the International Phonetic Alphabet. Spring.

**MUSI 1300 (3-3-0) Fundamentals of Music**

A course especially designed for students who have a limited background in music or who are placed in the course by the results of the Music Theory Placement Exam. It includes a study of scales, rhythm, meter, key signatures, musical terminology, intervals, chord construction, and an introduction to solfege sightsinging. No credit for music majors. Fall, Spring, Summer.

**MUSI 1311 (3-3-0) Music Theory I**

A step-by-step study of the basic organization of music, from scale and chord structure to traditional four-part harmony. Students develop skills in analyzing music, writing elementary tonal music and improvising written harmonizations to melodic lines. Fall, Spring, Summer. *Prerequisite: MUSI 1300 or a passing score on the Music Theory Placement Exam.*

**MUSI 1312 (3-3-0) Music Theory II**

A continuation of MUSI 1311. Fall, Spring, Summer. *Prerequisite: MUSI 1311.*

**MUSI 1371, 2371, 3371, 4371 (3-1-3) Theater Practicum  
(COMA 1371, 2371, 3371, 4371)**

Practical, technical experiences in areas of stage craft, lighting, costuming, properties, house management, and makeup; organizational and operation. Periodically.

**MUSI 2111 (1-2-0) Aural Skills III**

A continuation of MUSI 1112. A skill-building course in solfege sightsinging and ear-training. Emphasis will be placed on sightsinging and aural exercises that involve chromaticism, altered chords, and modulations. Fall, Spring, Summer.  
*Prerequisites: MUSI 1112, 1312, 2311, or concurrent enrollment in MUSI 2311.*

**MUSI 2112 (1-2-0) Aural Skills IV**

A continuation of MUSI 2111. Fall, Spring, Summer. *Prerequisites: MUSI 2111, 2311, 2312, or concurrent enrollment in MUSI 2312.*

**MUSI 2305 (3-3-0) Introduction to Music Literature and Fine Arts**

A course designed to guide students in the development of the "art of listening." Basic concepts of music design and style are studied through the music of selected composers from each of the historical periods. An overview of all of the fine arts will be covered in this course. Designed for, but not limited to, music majors. Fall, Spring. *Prerequisites: MUSI 1111 and 1311.*

**MUSI 2307 (3-3-0) Introduction to Church Music/Worship**

This course will provide an introductory survey of the philosophy and study of church music and worship. Students will examine the development and functional use of music in worship in the Old Testament, New Testament, and throughout Christian history, including modern usage and its various applications in the local church. Fall. *Prerequisites: FINE 1306 or MUSI 2305, or by permission.*

**MUSI 2311 (3-3-0) Music Theory III**

The study of advanced harmony (including larger Baroque and Classical forms, modulations, altered chords, and the harmonic vocabulary of the late eighteenth and nineteenth centuries) with emphasis on analysis, part-writing, and improvisational composition projects in various styles. Fall, Spring. *Prerequisite: MUSI 1312.*

**MUSI 2312 (3-3-0) Music Theory IV**

Continuation of MUSI 2311. The study of late nineteenth-century and twentieth-century compositional techniques with emphasis on analysis, and improvisational composition projects in various styles. Spring. *Prerequisite: MUSI 2311.*

**MUSI 3100, 3103, 4100, 4103 (1-1-2) Accompanying Practicum**

Designed to provide piano majors/concentrations with practical experience in accompanying soloists, students are required to accompany 3-5 vocal students in lessons and performances according to the supervising professor's evaluation of repertoire involved. Format includes observation of lessons by the supervising professor, submission of song analysis forms, performances in MUSI 1000: Seminar/Performance Lab (**S-L**) and periodic appointments with the supervising professor to discuss progress and challenges encountered. One semester required for Piano Performance Majors as an ensemble credit. (Fall 3100/4100, Spring 3103/4103). *Prerequisite: Completion of MUSI 3215.*

**MUSI 3189 (1-1-0) Junior Recital**

Student will enroll using this course number in the semester he/she desires to present the recital. Student must also enroll in at least one credit hour of his/her applied instrument. Fall, Spring, Summer.

**MUSI 3201 (2-2-0) Analysis of Musical Structure**

An in-depth study of the analysis of musical forms, including sonata form, rondo, sonata-rondo, classical concerto, Baroque variation forms, and fugue. Fall. *Prerequisite: MUSI 2312.*

**MUSI 3202 (2-2-0) Advanced Analysis**

A continuation of MUSI 3201. A study of the harmonic and structural analysis of larger and more complex musical forms, including Romantic symphonic music and twentieth-century music. Spring, even-numbered years. *Prerequisite: MUSI 3201.*

**MUSI 3203 (2-2-0) Keyboard Skills**

A practical course for the development of keyboard skills including melody harmonization, modulation, transposition, sight reading, and improvisation from lead sheet symbols and from Roman numerals. Spring, odd-numbered years. *Prerequisites: Theory III, Piano Level 4, and permission of instructor.*

**MUSI 3204 (2-2-0) Music History and Literature I**

A study of the development of music from its beginnings through the Renaissance period, with emphasis on recognizing style characteristics by examining scores and listening to music. Spring. *Prerequisite: MUSI 2305.*

**MUSI 3205 (2-2-0) Music History and Literature II**

A study of the development of music in the Baroque and Classical periods, with emphasis on recognizing style characteristics by examining scores and listening to music. Fall. *Prerequisite: MUSI 2305.*

**MUSI 3206 (2-2-0) Music History and Literature III**

A study of the development of music from the Romantic period through the present day, with emphasis on recognizing style characteristics by examining scores and listening to music. Spring. *Prerequisite: MUSI 2305.*

**MUSI 3207 (2-2-0) Basic Conducting**

Study toward mastery of basic skills in choral and instrumental conducting, and study of rehearsal and performance techniques. Fall. *Prerequisite: MUSI 2312 or permission of instructor.*

**MUSI 3208 (2-2-0) Advanced Choral Conducting**

Study toward mastery of advanced skills in choral conducting and study of rehearsal and performance techniques. Spring. *Prerequisites: MUSI 3207 and junior standing.*

**MUSI 3215 (2-2-0) Accompanying Skills**

A course involving the study of basic pianistic skills required to function as an accompanist for solo and ensemble situations. Special units will be devoted to vocal coaching, improvisational skills, and worship accompaniment. Required for piano performance majors. Offered Fall, even-numbered years. *Prerequisite: Completion of Level VI Piano Requirements.*

**MUSI 3216 (2-2-0) Jazz Theory**

Basic musical concepts related to the jazz idiom, such as scales, harmony, rhythm, melody and styles. Fall, odd-numbered years. *Prerequisites: MUSI 1112, 1312, and Class Piano II.*

**MUSI 3217 (2-2-0) Jazz Improvisation**

An introduction to jazz improvisation with an emphasis on performance and piano voicings. Spring, even-numbered years. *Prerequisites: MUSI 1112, 1312, Class Piano II, and Jazz Theory.*

**MUSI 3311 (3-3-0) Elementary Music Methods**

Emphasis is on the teaching of musical concepts (rhythm, melody, texture, timbre, dynamics, form) through musical activities (singing, playing instruments, moving). Course includes teaching general music from kindergarten through 5<sup>th</sup> grade, utilizing various pedagogical approaches. Prerequisites: MUSI 1311 and 1111 (Theory I and Aural Skills I) or by special examination in music theory.

**MUSI 3312 (3-3-0) Secondary Music Methods**

A study of teaching music at the middle and high school levels. Emphasis on choral, instrumental (band and orchestra), music theory, music literature, and general music education in secondary schools. Spring. *Prerequisite: MUSI 3311 or consent of the professor.*

**MUSI 4010 (0-3-0) Music All-level Seminar (S-L)**

This required course is designed to help students prepare for the Texas Examination of Educator Standards (TExES). The course will focus on content and sample questions from state authorized preparation manuals distributed by the National Evaluation Systems, Inc. Information will also be gleaned from the state publication *Proficiencies for Teachers in Learner-Centered Schools* and other appropriate sources. Students must score a minimum of 85% on the DBU TExES post-test in order to pass the course and be authorized by the College of Education to take the TExES examination. This course contains a field-based service-learning component. Fall, Spring .

**MUSI 4089 (0-0-0) Senior Recital for Music Education**

Student will enroll in this course number in the semester he/she desires to present the recital. Student must also enroll in at least one credit hour of his/her applied instrument. Fall, Spring .

**MUSI 4109 (1-1-0) Senior Capstone Paper**

This course is designed to be a culmination of the student's undergraduate work in the field of music theory, and also as preparation for graduate school in music theory. It will focus on bibliographic and research skills, choosing a topic for their senior paper, and the completion of that paper. Students will present and discuss their work with the faculty. Fall, Spring.

**MUSI 4189 (1-1-0) Senior Recital**

Student will enroll in this course number in the semester he/she desires to present the recital. Student must also enroll in at least one credit hour of his/her applied instrument. Fall, Spring, Summer.

**MUSI 4201 (2-2-0) Orchestration**

Study of the capabilities and limitations of orchestral and band instruments, analysis of scores, and scoring projects for small and large instrumental ensembles. Fall. *Prerequisite: MUSI 2312.*

**MUSI 4202 (2-2-0) Sixteenth-Century Counterpoint**

A practical study, through analysis and composition, of 16<sup>th</sup>-century polyphonic technique in the vocal style of Palestrina and other Renaissance composers. To include two-, three-, and four-voice music. Spring, odd-numbered years. *Prerequisites: MUSI 2112 and MUSI 2312.*

**MUSI 4203 (2-2-0) Eighteenth-Century Counterpoint**

A study of two-, three-, and four-part counterpoint of the Baroque period. Emphasis is placed on analysis of inventions and fugues and imitative choral music. Students are also required to demonstrate proficiency in composition in the style of Baroque counterpoint. Spring, even-numbered years. *Prerequisite: MUSI 2312 or permission of instructor.*

**MUSI 4204 (2-2-0) Choral Arranging**

A practical course of creative work in arranging music for different combinations of voices with various styles of accompaniment. Fall, even-numbered years. *Prerequisite: MUSI 2312 or permission of instructor.*

**MUSI 4205 (2-2-0) Twentieth-Century Analytical Techniques**

Structural and stylistic analysis of twentieth century music, including early twentieth century styles, pre-serial atonality, the 12-tone technique, microtonality, and electronic music. Fall, odd-numbered years. *Prerequisites: MUSI 2305 and 2312.*

**MUSI 4208 (2-2-0) Pedagogy of Music Theory**

A study of the materials and pedagogical approaches of teaching music theory and aural skills at the college and high school level, to include curriculum study and design, classroom observation, and student teaching experience. Fall, odd-numbered years. *Prerequisites: MUSI 2112, 2312, and Piano Level 5.*

**MUSI 4211 (2-2-0) Vocal Pedagogy**

Study of the various scientific and empirical methods of vocal pedagogy, including the physiology of the vocal mechanism. The student will apply class findings through studio observation and student teaching experience. Spring.

**MUSI 4212 (2-2-0) Vocal Literature and Performance Practice**

A study of song literature from the Renaissance, the Baroque/Classical Romantic German Lieder and French Melodie traditions to the present. Emphasis will be placed on the historical and interpretive aspects of the literature. Required for vocal performance majors. Fall odd-numbered years.

**MUSI 4214 (2-2-0) Choral Literature and Advanced Choral Techniques**

A historical survey of choral literature from the Renaissance to the present. The literature is presented in such a way that students learn and practice choral conducting techniques applicable to the literature. Fall. *Prerequisite: MUSI 2312.*

**MUSI 4215 (2-2-0) Organ Pedagogy**

A study of standard teaching materials for beginners and adults, including a survey of the representative keyboard literature beginning with the Baroque. Scores, anthologies, recordings and live performances will be utilized. Spring.

**MUSI 4217 (3-3-0) Piano Pedagogy**

A study of standard teaching materials for beginners and adults, including a survey of the representative keyboard literature beginning with the late Baroque. Scores, anthologies, recordings and live performances will be utilized. Spring, odd-numbered years.

**MUSI 4218 (2-2-0) Piano Literature I: Renaissance Through The Classical Period**

A study of piano repertoire from the Renaissance to the Classical Period including historical and interpretive aspects of the literature. Required for piano performance majors. Fall, odd-numbered years.

**MUSI 4228 (2-2-0) Piano Literature II: Romantic Through The Present**

A study of piano repertoire from the Romantic to the present including historical and interpretive aspects of the literature. Required of piano performance majors. Spring, even-numbered years.

**MUSI 4301 (3-3-0) Instrumental Methods**

A comprehensive study of instrumental music in the school. Emphasis will be on the band and orchestra instruments, teaching pedagogy for woodwinds, brass, string and percussion as well as ensemble development including literature, organization and other matters concerning the instrumental program. Spring, odd-numbered years. *Prerequisite: MUSI 2312.*

**MUSI 4305 (3-3-0) Congregational Song  
(COMA 4305)**

A study of the Psalms, hymns, and spiritual songs, emphasizing periods of historical development and their practical use in the church worship service, with emphasis given to the role of congregational song in traditional and contemporary worship. Spring, junior year. *Prerequisites: MUSI 2305 or MUSI 2307, or permission by the professor.*

**MUSI 4306 (3-3-0) Church Music/Worship Administration**

A study of the practical and operational issues related to church music and worship ministry, providing instruction in all facets of a local church music and worship ministry with lectures and demonstrations by outstanding guest musicians and experts in the field. Course content will include current trends in worship technology. Spring. *Prerequisites: FINE 1306, MUSI 2305 or permission by the professor.* This course contains a field-based service-learning component.

**MUSI 4308 (3-3-0) Internship in Church Music (S-L)**

An intern educational project in church music and worship in which the qualifying student participates in a supervised local church music ministry as an intern for one complete semester. The intern will function under the supervision of a local minister of music/worship and the director of church music studies. Fall, Spring, Summer. *Prerequisite: Senior level (90 credit-hours) status, completion of required Church Music courses, and approval of internship coordinator.* This course contains a field-based service-learning component.

**MUSI 4342 (3-3-0) Ethnomusicology in Christian Missions  
(RELI 4342)**

This course will study the "worlds of music" through the eyes of Ethnomusicology and relate ethnic music to Christian mission work. Through this course the student will become knowledgeable concerning the work of the ethnomusicologist and the music missionary while developing procedures for adapting indigenous music to the Christian worship experience. Fall, Spring, Summer.

**MUSI 4353 (3-3-0) Fine Arts in East Asia  
(ART 4353)**

An overview of the visual and performing arts of East Asia. Field trips to art museums and cultural events will be required. Spring, Online.

**MUSI 4380 (3-3-0) The Arts and the Creative Process  
(ART 4380; COMA 4380)**

Analysis of the visual and performing arts including the study of the human process involved in the creation of the Arts. The study will include perception, criticism, and factors which integrate, influence, and create the arts. Field trips are required. Fall, Spring, Summer, Online.

## **Applied Music**

**Applied music major course numbers.** (*Applied music as an elective has different numbers than for music major credits. These are listed in the current semester class schedule.*)

### **Composition:**

#### **MUSI 1140, 2140, 3140, 4140 (1-5-0) Applied Composition**

Private instruction in composition for one-half hour per week. Fall, Spring, Summer. *Permission of instructor is required for all other applied composition courses.*

#### **MUSI 1240, 2240, 3240, 4240 (2-1-0) Applied Composition**

Private instruction in composition for one hour per week. Fall, Spring, Summer. *Permission of instructor is required for all other applied composition courses.*

#### **MUSI 3340, 4340 (3-3-3) Advanced Applied Composition**

Private study in composition for one and one-half hours per week. Fall, Spring, Summer.

#### **MUSI 11C1 (1-5-0) Applied Composition Elective (for non-music majors)**

Private instruction in composition for **25 minutes** per week. This number designates the **first or second semester** of composition study. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Approval of the Program Director of the Music Theory Division.*

#### **MUSI 21C1 (1-5-0) Applied Composition Elective (for non-music majors)**

Private instruction in composition for 25 minutes per week. This number designates the **third or fourth semester** of composition study. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Composition. Approval of the Program Director of the Music Theory Division.*

#### **MUSI 31C1 (1-5-0) Applied Composition Elective (for non-music majors)**

Private instruction in composition for 25 minutes per week. This number designates the **fifth or sixth semester** of composition study. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Composition. Approval of the Program Director of the Music Theory Division.*

#### **MUSI 41C1 (1-5-0) Applied Composition Elective (for non-music majors)**

Private instruction in composition for 25 minutes per week. This number designates the **seventh or eighth semester** of composition study. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Composition. Approval of the Program Director of the Music Theory Division.*

#### **MUSI 12C1 (2-1-0) Applied Composition Elective (for non-music majors)**

Private instruction in composition for **50 minutes** per week. This number designates the **first or second semester** of composition study. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Approval of the Program Director of Music Theory Division.*

#### **MUSI 22C1 (2-1-0) Applied Composition Elective (for non-music majors)**

Private instruction in composition for **50 minutes** per week. This number designates the **third or fourth semester** of composition study. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Composition. Approval of the Program Director of Music Theory Division.*

#### **MUSI 32C1 (2-1-0) Applied Composition Elective (for non-music majors)**

Private instruction in composition for **50 minutes** per week. This number designates the **fifth or sixth semester** of composition study. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Composition. Approval of the Program Director of Music Theory Division.*

#### **MUSI 42C1 (2-1-0) Applied Composition Elective (for non-music majors)**

Private instruction in composition for **50 minutes** per week. This number designates the **seventh or eighth semester** of composition study. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Composition. Approval of the Program Director of Music Theory Division.*

### **Guitar:**

#### **MUSI 1160 (1-5-0) Applied Guitar**

Private instruction in guitar for **25 minutes** per week. This number designates the **first or second semester** of guitar study. The semester culminates in a jury evaluation by the guitar faculty. (Applied Music fee required.) Fall, Spring. *Prerequisite: Approval of Music Department Chair.*

**MUSI 2160 (1-.5-0) Applied Guitar**

Private instruction in guitar for **25 minutes** per week. This number designates the **third or fourth semester** of guitar study. The semester culminates in a jury evaluation by the guitar faculty. (Applied Music fee required.) Fall, Spring. *Prerequisite: Completion of two semesters of Applied Guitar. Approval of Music Department Chair.*

**MUSI 3160 (1-.5-0) Applied Guitar**

Private instruction in guitar for **25 minutes** per week. This number designates the **fifth or sixth semester** of guitar study. The semester culminates in a jury evaluation by the guitar faculty. (Applied Music fee required.) Fall, Spring. *Prerequisite: Completion of four semesters of Applied Guitar. Approval of Music Department Chair.*

**MUSI 4160 (1-.5-0) Applied Guitar**

Private instruction in guitar for **25 minutes** per week. This number designates the **seventh or eighth semester** of guitar study. The semester culminates in a jury evaluation by the guitar faculty. (Applied Music fee required.) Fall, Spring. *Prerequisites: Completion of six semesters of Applied Guitar. Approval of Music Department Chair.*

**MUSI 1260 (2-1-0) Applied Guitar**

Private instruction in guitar for **50 minutes** per week. This number designates the **first or second semester** of guitar study. The semester culminates in a jury evaluation by the guitar faculty. (Applied Music fee required.) Fall, Spring. *Prerequisite: Approval of Music Department Chair.*

**MUSI 2260 (2-1-0) Applied Guitar**

Private instruction in guitar for **50 minutes** per week. This number designates the **third or fourth semester** of guitar study. The semester culminates in a jury evaluation by the guitar faculty. (Applied Music fee required.) Fall, Spring. *Prerequisite: Completion of two semesters of Applied Guitar. Approval of Music Department Chair.*

**MUSI 3260 (2-1-0) Applied Guitar**

Private instruction in guitar for **50 minutes** per week. This number designates the **fifth or sixth semester** of guitar study. The semester culminates in a jury evaluation by the guitar faculty. (Applied Music fee required.) Fall, Spring. *Prerequisite: Completion of four semesters of Applied Guitar. Approval of Music Department Chair.*

**MUSI 4260 (2-1-0) Applied Guitar**

Private instruction in guitar for **50 minutes** per week. This number designates the **seventh or eighth semester** of guitar study. The semester culminates in a jury evaluation by the guitar faculty. (Applied Music fee required.) Fall, Spring. *Prerequisite: Completion of six semesters of Applied Guitar. Approval of Music Department Chair.*

**MUSI 11G1 (1-.5-0) Applied Guitar Elective (for non-music majors)**

Private instruction in guitar for **25 minutes** per week. This number designates the **first or second semester** of guitar study. This applied guitar course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Approval of the Music Department Chair.*

**MUSI 21G1 (1-.5-0) Applied Guitar Elective (for non-music majors)**

Private instruction in guitar for **25 minutes** per week. This number designates the **third or fourth semester** of guitar study. This applied guitar course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Guitar. Approval of the Music Department Chair.*

**MUSI 31G1 (1-.5-0) Applied Guitar Elective (for non-music majors)**

Private instruction in guitar for **25 minutes** per week. This number designates the **fifth or sixth semester** of guitar study. This applied guitar course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Guitar. Approval of the Music Department Chair.*

**MUSI 41G1 (1-.5-0) Applied Guitar Elective (for non-music majors)**

Private instruction in guitar for **25 minutes** per week. This number designates the **seventh or eighth semester** of guitar study. This applied guitar course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Guitar. Approval of the Music Department Chair.*

**MUSI 12G1 (2-1-0) Applied Guitar Elective (for non-music majors)**

Private instruction in guitar for **50 minutes** per week. This number designates the **first or second semester** of guitar study. This applied guitar course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Approval of the Music Department Chair.*

**MUSI 22G1 (2-1-0) Applied Guitar Elective (for non-music majors)**

Private instruction in guitar for **50 minutes** per week. This number designates the **third or fourth semester** of guitar study. This applied guitar course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Guitar. Approval of the Music Department Chair.*

**MUSI 32G1 (2-1-0) Applied Guitar Elective (for non-music majors)**

Private instruction in guitar for **50 minutes** per week. This number designates the **fifth or sixth semester** of guitar study. This applied guitar course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Guitar. Approval of the Music Department Chair.*

**MUSI 42G1 (2-1-0) Applied Guitar Elective (for non-music majors)**

Private instruction in guitar for **50 minutes** per week. This number designates the **seventh or eighth semester** of guitar study. This applied guitar course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Guitar. Approval of the Music Department Chair.*

**Instrument:****MUSI 1150, 1250, 2250, 3250, 4250 (2-2-2-) Applied Instrument**

Private instruction in brass or woodwinds for one hour per week. *Prerequisite: Permission of instructor.*

**Organ:****MUSI 1130 (1-5-0) Applied Organ**

Private instruction in organ for **25 minutes** per week. This number designates the **first or second semester** of organ study. The semester culminates in a jury evaluation by a panel of organ faculty members. (Applied Music fee). Fall, Spring, Long Summer. *Prerequisite: Approval of Program Director of the Keyboard Division.*

**MUSI 2130 (1-5-0) Applied Organ**

Private instruction in organ for 25 minutes per week. This number designates the third or fourth semester of organ study. The semester culminates in a jury evaluation by a panel of organ faculty members. (Applied Music fee.) Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Organ. Approval of Program Director of the Keyboard Division.*

**MUSI 3130 (1-5-0) Applied Organ**

Private instruction in organ for 25 minutes per week. This number designates the fifth or sixth semester of organ study. The semester culminates in a jury evaluation by a panel of organ faculty members. (Applied Music fee). Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Organ. Approval of Program Director of the Keyboard Division.*

**MUSI 4130 (1-5-0) Applied Organ**

Private instruction in organ for 25 minutes per week. This number designates the seventh or eighth semester of organ study. The semester culminates in a jury evaluation by a panel of organ faculty members. (Applied Music fee). Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Organ. Approval of Program Director of the Keyboard Division.*

**MUSI 1230 (2-1-0) Applied Organ**

Private instruction in organ for 50 minutes per week. This number designates the first or second semester of organ study. The semester culminates in a jury evaluation by a panel of organ faculty members. (Applied Music fee). Fall, Spring, Long Summer. *Prerequisite: Approval of Program Director of the Keyboard Division.*

**MUSI 2230 (2-1-0) Applied Organ**

Private instruction in organ for 50 minutes per week. This number designates the third or fourth semester of organ study. The semester culminates in a jury evaluation by a panel of organ faculty members. (Applied Music fee). Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Organ. Approval of Program Director of the Keyboard Division.*

**MUSI 3230 (2-1-0) Applied Organ**

Private instruction in organ for 50 minutes per week. This number designates the fifth or sixth semester of organ study. The semester culminates in a jury evaluation by a panel of organ faculty members. (Applied Music fee). Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Organ. Approval of Program Director of the Keyboard Division.*

**MUSI 4230 (2-1-0) Applied Organ**

Private instruction in organ for 50 minutes per week. This number designates the seventh or eighth semester of organ study. The semester culminates in a jury evaluation by a panel of organ faculty members. (Applied Music fee). Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Organ. Approval of Program Director of the Keyboard Division.*

**MUSI 3330, 4330 (3-3-3) Advanced Applied Organ**

Private instruction in organ on the advanced level for one and one-half hour per week. *Prerequisite: Approval of Program Director of the Keyboard Division.*

**MUSI 11R1 (1-5-0) Applied Organ Elective (for non-music majors)**

Private instruction in organ for **25 minutes** per week. This number designates the **first or second semester** of organ study. This applied organ course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Approval of the Program Director of the Keyboard Division.*

**MUSI 21R1 (1-.5-0) Applied Organ Elective (for non-music majors)**

Private instruction in organ for **25 minutes** per week. This number designates the **third or fourth semester** of organ study. This applied organ course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer.  
*Prerequisite: Completion of two semesters of Applied Organ. Approval of the Program Director of the Keyboard Division.*

**MUSI 31R1 (1-.5-0) Applied Organ Elective (for non-music majors)**

Private instruction in organ for **25 minutes** per week. This number designates the **fifth or sixth semester** of organ study. This applied organ course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Organ. Approval of the Program Director of the Keyboard Division.*

**MUSI 41R1 (1-.5-0) Applied Organ Elective (for non-music majors)**

Private instruction in organ for **25 minutes** per week. This number designates the seventh or eighth semester of organ study. This applied organ course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer.  
*Prerequisite: Completion of six semesters of Applied Organ. Approval of the Program Director of the Keyboard Division.*

**MUSI 12R1 (2-1-0) Applied Organ Elective (for non-music majors)**

Private instruction in organ for **50 minutes** per week. This number designates the **first or second semester** of organ study. This applied organ course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer.  
*Prerequisite: Approval of the Program Director of the Keyboard Division.*

**MUSI 22R1 (2-1-0) Applied Organ Elective (for non-music majors)**

Private instruction in organ for **50 minutes** per week. This number designates the **third or fourth semester** of organ study. This applied organ course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer.  
*Prerequisite: Completion of two semesters of Applied Organ. Approval of the Program Director of the Keyboard Division.*

**MUSI 32R1 (2-1-0) Applied Organ Elective (for non-music majors)**

Private instruction in organ for **50 minutes** per week. This number designates the **fifth or sixth semester** of organ study. This applied organ course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer.  
*Prerequisite: Completion of four semesters of Applied Organ. Approval of the Program Director of the Keyboard Division.*

**MUSI 42R1 (2-1-0) Applied Organ Elective (for non-music majors)**

Private instruction in organ for **50 minutes** per week. This number designates the **seventh or eighth semester** of organ study. This applied organ course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer.  
*Prerequisite: Completion of six semesters of Applied Organ. Approval of the Program Director of the Keyboard Division.*

**Piano:****MUSI 1117 (1-2-0) Class Piano I**

Designed to develop the basic keyboard skills needed to fulfill the requirements of Level I of the Piano Proficiency requirements. Students will cover pentascales and basic chord progressions with inversions in all major and minor scales for two octaves each hand alone. Simple sight-reading, harmonization, transposition and improvisation will also be included. Fall, Spring. *Prerequisite: Completion of the Music Theory Placement Exam. Approval of Program Director of Keyboard Division*

**MUSI 1118 (1-2-0) Class Piano II**

Designed to develop the basic keyboard skills needed to fulfill the requirements for Level II of the Piano Proficiency requirements. Students will cover pentascales, broken chords, scales, and basic chord progressions with inversions in all major and minor keys. Two repertoire pieces will be memorized. Simple sight-reading, harmonization, transposition and improvisation will also be included. Fall, Spring. *Prerequisite: Completion of the Music Theory Placement Exam. MUSI 1117 or approval of Program Director of Keyboard Division.*

**MUSI 1120 (1-.5-0) Applied Piano**

Private instruction in piano for **25 minutes** per week. This number designates the **first or second semester** of piano study. The semester culminates in a jury evaluation by a panel of piano faculty members. The student will pursue the completion of specific lower level piano proficiency requirements as described in the student's specific music degree plan. Students who have completed all proficiency requirements will study and perform repertoire as determined by the instructor. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisites: Completion of MUSI 1117 or approval of Program Head of Keyboard Division is required for music majors with piano as a secondary instrument.*

**MUSI 2120 (1-.5-0) Applied Piano**

Private instruction in piano for **25 minutes** per week. This number designates the **third or fourth semester** of piano study. The semester culminates in a jury evaluation by a panel of piano faculty members. The student will pursue the completion of specific lower level piano proficiency requirements as described in the student's specific music degree plan. Students who have completed all proficiency requirements will study and perform repertoire as determined by the instructor. (Applied music fee required.) Fall, Spring, Long Summer. This number must be repeated if the student does not complete piano proficiency requirements. *Prerequisites: Completion of two semesters of applied piano (including MUSI 1117: Class Piano I or MUSI 1118: Class Piano II) or approval of Program Head of Keyboard Division is required for music majors with piano as a secondary instrument.*



**MUSI 3120 (1-5-0) Applied Piano**

Private instruction in piano for **25 minutes** per week. This number designates the **fifth or sixth semester** of piano study. The semester culminates in a jury evaluation by a panel of piano faculty members. The student will pursue the completion of specific upper level piano proficiency requirements as described in the student's specific music degree plan. Students who have completed all proficiency requirements will study and perform repertoire as determined by the instructor. (Applied music fee required) Fall, Spring, Long Summer. *Prerequisites: Completion of four semesters of applied piano (including MUSI 1117: Class Piano I or MUSI 1118: Class Piano II) and the completion of all degree-specific proficiency requirements MUSI 2023A: Piano Proficiency Level III and/or MUSI 2023B: Piano Proficiency Level IV, MUSI 2023C: Sophomore Barrier for Piano Majors/Concentrations, or MUSI 3023 Piano Proficiency Level V.*

**MUSI 4120 (1-5-0) Applied Piano**

Private instruction in piano for **25 minutes** per week. This number designates the **seventh or eighth semester** of piano study. The semester culminates in a jury evaluation by a panel of piano faculty members. The student will pursue the completion of specific upper level piano proficiency requirements as described in the student's specific music degree plan. Students who have completed all proficiency requirements will study and perform repertoire as determined by the instructor. (Applied music fee required) Fall, Spring, Long Summer. *Prerequisites: Completion of six semesters of applied piano (including MUSI 1117: Class Piano I or MUSI 1118: Class Piano II) and the completion of all degree-specific proficiency requirements MUSI 2023A: Piano Proficiency Level III and/or MUSI 2023B: Piano Proficiency Level IV, MUSI 2023C: Sophomore Barrier for Piano Majors/Concentrations, or MUSI 3023 Piano Proficiency Level V.*

**MUSI 1220 (2-1-0) Applied Piano**

Private instruction in piano for **50 minutes** per week. This number designates the **first or second semester** of piano study. The semester culminates in a jury evaluation by a panel of piano faculty members. The student will pursue the completion of specific lower level piano proficiency requirements as described in the student's specific lower level piano proficiency requirements as described in the student's specific music degree plan. Students who have completed all proficiency requirements will study and perform repertoire as determined by the instructor. (Applied Music fee required.) Fall, Spring, Long Summer. This number may be repeated for credit to accumulate lower level applied piano credits for music majors as defined by the specific music major degree plan. *Prerequisite: Completion of MUSI 1117 or approval of Program Head of Keyboard Division is required for music majors with piano as a secondary instrument.*

**MUSI 2220 (2-1-0) Applied Piano**

Private instruction in piano for **50 minutes** per week. This number designates the **third or fourth semester** of piano study. The semester culminates in a jury evaluation by a panel of piano faculty members. The student will pursue the completion of specific lower level piano proficiency requirements as described in the student's specific lower level piano proficiency requirements as described in the student's specific music degree plan. Students who have completed all proficiency requirements will study and perform repertoire as determined by the instructor. (Applied Music fee required.) Fall, Spring, Long Summer. This number must be repeated if the student does not complete piano proficiency requirements. *Prerequisite: Completion of two semesters of applied piano (including MUSI 1117: Class Piano I or MUSI 1118: Class Piano II) or approval of Program Head of Keyboard Division is required for music majors with piano as a secondary instrument.*

**MUSI 3220 (2-1-0) Applied Piano**

Private instruction in piano for **50 minutes** per week. This number designates the **fifth or sixth semester** of piano study. The semester culminates in a jury evaluation by a panel of piano faculty members. The student will pursue the completion of specific upper level piano proficiency requirements as described in the student's specific music degree plan. Students who have completed all proficiency requirements will study and perform repertoire as determined by the instructor. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of applied piano (including MUSI 1117: Class Piano I or MUSI 1118: Class Piano II) and the completion of all degree-specific proficiency requirements MUSI 2023A: Piano Proficiency Level III and/or MUSI 2023B: Piano Proficiency Level IV, MUSI 2023C: Sophomore Barrier for Piano Majors/Concentrations, or MUSI 3023 Piano Proficiency Level V.*

**MUSI 4220 (2-1-0) Applied Piano**

Private instruction in piano for **50 minutes** per week. This number designates the **seventh or eighth semester** of piano study. The semester culminates in a jury evaluation by a panel of piano faculty members. The student will pursue the completion of specific upper level piano proficiency requirements as described in the student's specific music degree plan. Students who have completed all proficiency requirements will study and perform repertoire as determined by the instructor. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of applied piano (including MUSI 1117: Class Piano I or MUSI 1118: Class Piano II) and the completion of all degree-specific proficiency requirements MUSI 2023A: Piano Proficiency Level III and/or MUSI 2023B: Piano Proficiency Level IV, MUSI 2023C: Sophomore Barrier for Piano Majors/Concentrations, or MUSI 3023 Piano Proficiency Level V.*

### **MUSI 2023A (0-0-0) Piano Proficiency Level III**

The student will enroll in this course number concurrently with Applied Piano (MUSI 1120, 1220, 2120, or 2220) while attempting to pass Piano Proficiency Level III. MUSI 2023A serves as transcript verification for mastery of the following keyboard skills: major and minor pentascales, specific major and minor chord progressions, major scales, harmonic minor scales, transposition and harmonization of a simple melody, improvisation of accompaniment for a simple melody, and sight reading from a prescribed Level III Hymn List. The student must also perform two memorized repertoire pieces in contrasting styles. One piece must be a movement from a sonatina. The student will perform for a faculty jury. The average of the jury grades must be 70% or higher to constitute completion of the level. A deficiency in any skill area may result in an average below 70%. A jury average below 70% does not constitute completion of the level; therefore the student will receive a grade of NC (No Credit). A jury average of 70% or higher constitutes successful completion of the level and the student will receive a semester grade of CR (Credit). The student must enroll in MUSI 2023A until the level is completed successfully. Fall, Spring, Long Summer. *Prerequisite: Approval of Program Director of Keyboard Division.*

### **MUSI 2023B (0-0-0) Piano Proficiency Level IV**

The student will enroll in this course number concurrently with Applied Piano (MUSI 1120, 1220, 2120, or 2220) while attempting to pass Piano Proficiency Level IV. MUSI 2023B serves as transcript verification for mastery of the keyboard skills listed under MUSI 2023A: Piano Proficiency Level III as well as the following: specific black-key major scales played hands together, an original improvisatory arrangement of "Happy Birthday" with accompaniment for practical use, a memorized performance of "Star-Spangled Banner," sight reading from a prescribed Level IV hymn list as well as two memorized repertoire pieces of contrasting style. The student will perform these skills for a faculty jury. The average of the jury grades must be 70% or higher to constitute completion of the level. A deficiency in any skill area may result in an average below 70%. A jury average below 70% does not constitute completion of the level; therefore the student will receive a grade of NC (No Credit). A jury average of 70% or higher constitutes successful completion of the level and the student will receive a semester grade of CR (Credit). The student must enroll in MUSI 2023B until the level is completed successfully. Fall, Spring, Long Summer. *Prerequisite: Completion of MUSI 2023A: Piano Proficiency Level III.*

### **MUSI 2023C (0-0-0) Sophomore Barrier for Piano Majors/Concentration**

The student pursuing a piano concentration or piano performance major will enroll in this course number while in the fourth semester of Applied Piano (MUSI 2120 or 2220). Ideally, the piano performance major or concentration is in the second semester of level VII at the time of this exam. Each student will be evaluated regarding his/her progress in the program. This constitutes a Sophomore Barrier Jury Exam that evaluates the student's current level while also evaluating the student's progress and potential for successful completion of their stated degree program. Transfer students who have already completed four semesters of study will be evaluated in the same manner after one or two semesters of study at DBU at the discretion of his or her current applied professor. At the conclusion of the exam, the piano faculty will make a recommendation regarding the student's continued pursuit of his or her current degree program through the average of the grades for the Sophomore Barrier Exam. The jury average communicates the following: Bachelor of Music in Piano Performance is recommended for an average of 92-99; Bachelor of Music with piano concentration is recommended for an average of 80-91; repetition of the exam is recommended for an average of 70-79. An average below 70 will result in a recommendation to explore other degree options. Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Piano.*

### **MUSI 3023 (0-0-0) Piano Proficiency Level V**

The student will enroll in MUSI 3023 concurrently with Applied Piano while attempting to pass Piano Proficiency Level V either after completing MUSI 2023A and MUSI 2023B or as a freshman piano concentration or piano performance major. MUSI 3023 serves as transcript verification for mastery of the keyboard skills listed under MUSI 2023A: Piano Proficiency Levels III and IV as well as the following that is specific to Piano Proficiency Level V: all major and harmonic minor scales played hands together for four octaves in sixteenth notes, all major and minor arpeggios played hands together for four octaves in sixteenth notes, and memorized performance of three repertoire pieces. For the student who attempts MUSI 3023 in the first semester of the freshman year, the student completes the material above that is specific to Level V with modifications in order to incorporate the functional piano skills that are required in Levels III and IV. In order to accommodate the additional preparation required for mastering those skills, the repertoire requirements is reduced from three pieces to two pieces. The skills incorporated from Levels III and IV include transposition and harmonization of a simple melody, improvisation of accompaniment for a simple melody, sight reading from the Level IV Hymn List, and an original improvisatory arrangement of "Happy Birthday" with accompaniment for practical use. The student will perform the repertoire pieces and skills for a faculty jury. The average of the jury grades must be 80% or higher to constitute completion of the level; therefore the student will receive a grade of NC (No Credit). A jury average of 80% or higher constitutes successful completion of the level and the student will receive a semester grade of CR (Credit). The student must enroll for this course number until the level is completed successfully. Fall, Spring, Summer. *Prerequisite: Approval of Program Director of Keyboard Division.*

### **MUSI 3320 (3-1.5-0) Advanced Applied Piano**

Private instruction in piano for **one hour and 20 minutes** per week or one **50 minute lesson and all studio classes as scheduled TBA**. This number designates the **fifth or sixth** semester of piano study for piano performance majors. The student will pursue the completion of specific upper level piano requirements as described in the student's specific music degree plan. The semester culminates in a jury evaluation by a panel of piano faculty members or the student's junior recital. Students who have completed Piano Level VIIIA as defined in the Department of Music Student Handbook may perform recital repertoire for a jury if the student is delaying the junior recital to a later semester. (Applied Music fee required.) Fall, Spring. *Prerequisite: Completion of four semesters of Applied Piano and the completion of MUSI 2023C: Sophomore Barrier for Piano Majors/Concentrations.*

**MUSI 4320 (3-1.5-0) Advanced Applied Piano**

Private instruction in piano for **one hour and 20 minutes** per week or one **50 minute lesson and all studio classes as scheduled TBA**. This number designates the **seventh or eighth** semester of piano study for piano performance majors. The student will pursue the completion of specific upper level piano requirements as described in the student's specific music degree plan. The semester culminates in a jury evaluation by a panel of piano faculty members or the student's senior recital. Students who have completed Piano Level IXA as defined in the Department of Music Student Handbook may perform recital repertoire for a jury if the student is delaying the senior recital to a later semester. (Applied Music fee required.) Fall, Spring. *Prerequisite: Completion of six semesters of Applied Piano and the completion of MUSI 2023C: Sophomore Barrier for Piano Majors/Concentrations.*

**MUSI 11P1 (1-.5-0) Applied Piano Elective (for non-music majors)**

Private instruction in piano for **25 minutes** per week. This number designates the **first or second semester** of piano study. Due to the varying levels of ability with elective students, the outcomes of the semester are mutually determined by the student and professor. The professor will determine the final exam based upon the student's improvement and learner-centered outcomes. This applied piano course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Approval of Program Director for Keyboard Division.*

**MUSI 21P1 (1-.5-0) Applied Piano Elective (for non-music majors)**

Private instruction in piano for **25 minutes** per week. This number designates the **third or fourth semester** of piano study. Due to the varying levels of ability with elective students, the outcomes of the semester are mutually determined by the student and professor. The professor will determine the final exam based upon the student's improvement and learner-centered outcomes. This applied piano course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Piano. Approval of Program Director for Keyboard Division.*

**MUSI 31P1 (1-.5-0) Applied Piano Elective (for non-music majors)**

Private instruction in piano for **25 minutes** per week. This number designates the **fifth or sixth semester** of piano study. Due to the varying levels of ability with elective students, the outcomes of the semester are mutually determined by the student and professor. The professor will determine the final exam based upon the student's improvement and learner-centered outcomes. This applied piano course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Piano. Approval of Program Director for Keyboard Division.*

**MUSI 41P1 (1-.5-0) Applied Piano Elective (for non-music majors)**

Private instruction in piano for **25 minutes** per week. This number designates the **seventh or eighth semester** of piano study. Due to the varying levels of ability with elective students, the outcomes of the semester are mutually determined by the student and professor. The professor will determine the final exam based upon the student's improvement and learner-centered outcomes. This applied piano course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Piano. Approval of Program Director for Keyboard Division.*

**MUSI 12P1 (2-1-0) Applied Piano Elective (for non-music majors)**

Private instruction in piano for **50 minutes** per week. This number designates the **first or second semester** of piano study. Due to the varying levels of ability with elective students, the outcomes of the semester are mutually determined by the student and professor. The professor will determine the final exam based upon the student's improvement and learner-centered outcomes. This applied piano course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Approval of Program Director for Keyboard Division.*

**MUSI 22P1 (2-1-0) Applied Piano Elective (for non-music majors)**

Private instruction in piano for **50 minutes** per week. This number designates the **third or fourth semester** of piano study. Due to the varying levels of ability with elective students, the outcomes of the semester are mutually determined by the student and professor. The professor will determine the final exam based upon the student's improvement and learner-centered outcomes. This applied piano course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Piano. Approval of Program Director for Keyboard Division.*

**MUSI 32P1 (2-1-0) Applied Piano Elective (for non-music majors)**

Private instruction in piano for **50 minutes** per week. This number designates the **fifth or sixth semester** of piano study. Due to the varying levels of ability with elective students, the outcomes of the semester are mutually determined by the student and professor. The professor will determine the final exam based upon the student's improvement and learner-centered outcomes. This applied piano course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Piano. Approval of Program Director for Keyboard Division.*

**MUSI 42P1 (2-1-0) Applied Piano Elective (for non-music majors)**

Private instruction in piano for **50 minutes** per week. This number designates the **seventh or eighth semester** of piano study. Due to the varying levels of ability with elective students, the outcomes of the semester are mutually determined by the student and professor. The professor will determine the final exam based upon the student's improvement and learner-centered outcomes. This applied piano course does not require a final jury exam. (Applied Music fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Piano. Approval of Program Director for Keyboard Division.*

## Voice

### **MUSI 1110 (1-5-0) Applied Voice**

Private instruction in voice for **25 minutes** per week. This number designates the **first or second semester** of voice study. The semester culminates in a jury evaluation by a panel of voice faculty members. (Applied music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Approval from the Program Director for the Vocal Division.*

### **MUSI 2110 (1-5-0) Applied Voice**

Private instruction in voice for **25 minutes** per week. This number designates the **third or fourth semester** of voice study. The semester culminates in a jury evaluation by a panel of voice faculty members. (Applied music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Voice. Approval from the Program Director for the Vocal Division.*

### **MUSI 3110 (1-5-0) Applied Voice**

Private instruction in voice for **25 minutes** per week. This number designates the **fifth or sixth semester** of voice study. The semester culminates in a jury evaluation by a panel of voice faculty members. (Applied music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Voice. Approval from the Program Director for the Vocal Division.*

### **MUSI 4110 (1-5-0) Applied Voice**

Private instruction in voice for **25 minutes** per week. This number designates the **seventh or eighth semester** of voice study. The semester culminates in a jury evaluation by a panel of voice faculty members. (Applied music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Voice. Approval from the Program Director for the Vocal Division.*

### **MUSI 1210 (2-1-0) Applied Voice**

Private instruction in voice for **50 minutes** per week. This number designates the **first or second semester** of voice study. The semester culminates in a jury evaluation by a panel of voice faculty members (Applied music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisites: Approval of the Program Director of the Vocal Division.*

### **MUSI 2210 (2-1-0) Applied Voice**

Private instruction in voice for **50 minutes** per week. This number designates the **third or fourth semester** of voice study. The semester culminates in a jury evaluation by a panel of voice faculty members (Applied music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisites: Completion of two semesters of Applied Voice. Approval of the Program Director of the Vocal Division.*

### **MUSI 3210 (2-1-0) Applied Voice**

Private instruction in voice for **50 minutes** per week. This number designates the **fifth or sixth semester** of voice study. The semester culminates in a jury evaluation by a panel of voice faculty members (Applied music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisites: Completion of four semesters of Applied Voice. Approval of the Program Director of the Vocal Division.*

### **MUSI 4210 (2-1-0) Applied Voice**

Private instruction in voice for **50 minutes** per week. This number designates the **seventh or eighth semester** of voice study. The semester culminates in a jury evaluation by a panel of voice faculty members (Applied music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisites: Completion of six semesters of Applied Voice. Approval of the Program Director of the Vocal Division.*

### **MUSI 3310 (3-1.5-0) Advanced Applied Voice**

Private instruction in voice for **one hour and 20 minutes** per week or one **50-minute lesson and all studio classes as scheduled TBA**. This number designates the fifth or sixth semester of vocal study. The semester culminates in a jury evaluation by a panel of voice faculty members or the student's junior recital. (Applied music fee required; accompanist fee required.) Fall, Spring *Prerequisites: Completion of four semesters of Applied Voice. Approval of Program Director of Vocal Division.*

### **MUSI 4310 (3-1.5-0) Advanced Applied Voice**

Private instruction in voice for **one hour and 20 minutes** per week or one **50-minute lesson and all studio classes as scheduled TBA**. This number designates the seventh or eighth semester of vocal study. The semester culminates in a jury evaluation by a panel of voice faculty members or the student's senior recital. (Applied music fee required; accompanist fee required.) Fall, Spring *Prerequisites: Completion of six semesters of Applied Voice. Approval of Program Director of Vocal Division.*

### **MUSI 11V1 (1-5-0) Applied Voice Elective (for non-music majors)**

Private instruction in voice for **25 minutes** per week. This number designates the **first or second semester** of vocal study. This applied voice course does not require a final jury exam. (Applied Music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Approval of the Program Director of the Vocal Division.*

**MUSI 21V1 (1-.5-0) Applied Voice Elective (for non-music majors)**

Private instruction in voice for **25 minutes** per week. This number designates the **third or fourth semester** of vocal study. This applied voice course does not require a final jury exam. (Applied Music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Voice. Approval of the Program Director of the Vocal Division.*

**MUSI 31V1 (1-.5-0) Applied Voice Elective (for non-music majors)**

Private instruction in voice for **25 minutes** per week. This number designates the **fifth or sixth semester** of vocal study. This applied voice course does not require a final jury exam. (Applied Music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Voice. Approval of the Program Director of the Vocal Division.*

**MUSI 41V1 (1-.5-0) Applied Voice Elective (for non-music majors)**

Private instruction in voice for **25 minutes** per week. This number designates the **seventh or eighth semester** of vocal study. This applied voice course does not require a final jury exam. (Applied Music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Voice. Approval of the Program Director of the Vocal Division.*

**MUSI 12V1 (2-1-0) Applied Voice Elective (for non-music majors)**

Private instruction in voice for **50 minutes** per week. This number designates the **first or second semester** of vocal study. This applied voice course does not require a final jury exam. (Applied Music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Approval of the Program Director of the Vocal Division.*

**MUSI 22V1 (2-1-0) Applied Voice Elective (for non-music majors)**

Private instruction in voice for **50 minutes** per week. This number designates the **third or fourth semester** of vocal study. This applied voice course does not require a final jury exam. (Applied Music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of two semesters of Applied Voice. Approval of the Program Director of the Vocal Division.*

**MUSI 32V1 (2-1-0) Applied Voice Elective (for non-music majors)**

Private instruction in voice for **50 minutes** per week. This number designates the **fifth or sixth semester** of vocal study. This applied voice course does not require a final jury exam. (Applied Music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of four semesters of Applied Voice. Approval of the Program Director of the Vocal Division.*

**MUSI 42V1 (2-1-0) Applied Voice Elective (for non-music majors)**

Private instruction in voice for **50 minutes** per week. This number designates the **seventh or eighth semester** of vocal study. This applied voice course does not require a final jury exam. (Applied Music fee required; accompanist fee required.) Fall, Spring, Long Summer. *Prerequisite: Completion of six semesters of Applied Voice. Approval of the Program Director of the Vocal Division.*

**Ensembles:****MUSI 1115, 1116, 2115, 2116, 3115, 3116, 4115, 4116 (1-4-0) University Concert Chorale**

A selective choral organization of mixed voices performing a variety of choral literature, including the standard and large-scale choral repertoire. Concerts on and off campus. Open to all students by audition.

**MUSI 1135, 1136, 2135, 2136, 3135, 3136, 4135, 4136 (1-4-0) Grand Chorus**

The DBU Grand Chorus is the required choral ensemble for all students majoring in music or music business. This ensemble will perform for major University events including, but not limited to, the Russell Perry Dinner, Tom Landry Dinner, The DBU Christmas Festival, and perform a major work in the spring semester.

**MUSI 1145 & 1146; 2145 & 2146; 3145 & 3146; 4145 & 4146 (1-4-0) Legacy Ensemble**

A select musical ensemble performing primarily Christian contemporary literature appropriate for worship. This audition-only ensemble represents Dallas Baptist University in performance venues on and off campus.

**MUSI 1175, 1176, 2175, 2176, 3175, 3176, 4175, 4176 (1-0-3) English Handbell Choir - University Ringers**

A select handbell organization of students performing a variety of handbell literature. The group will concentrate on ringing techniques and training for handbell leadership in the church and school. Concerts on and off campus. Open to all students by audition.

**MUSI 1261, 2261, 3261, 4261 (2-1-4) Opera Workshop**

The study and performance of scenes from great operas throughout history. This is an elective class and requires an audition. Fall.

**MUSI 1371, 2371, 3371, 4371 (3-1-3) Theater Practicum****(COMA 1371, 2371, 3371, 4371)**

Practical, technical experiences in areas of stage craft, lighting, costuming, properties, house management, and makeup. Offered periodically.

**MUSI 3167 (1-1-1) Piano Ensemble**

This course will explore piano repertoire written for more than one pianist. Students will rehearse and perform collaborative piano works by composers from standard and contemporary classical literature. One semester required for Piano Performance Majors as an ensemble credit. *Prerequisites: Completion of Piano Level VIIB or approval of Program Director of Keyboard Division.* Fall.

## Philosophy

**PHIL 2301 (3-3-0) Introduction to Philosophy**

An introduction to basic philosophic concerns such as metaphysics, logic, epistemology, ethics, and aesthetics, including a survey of major philosophic problems and the answers proposed by various major philosophers. A biblical and theological framework for thinking Christianly about philosophy will be presented. Fall, Spring, Online.

**PHIL 2302 (3-3-0) Introduction to Logic**

A study of the principles of correct thinking. This course examines the laws of logic, inductive and deductive reasoning, and shows the relevance of sound argumentation to philosophic, scientific, academic, and personal enterprises. The nature of formal and informal logical fallacies is considered. The course is designed to help students obtain proficiency in critical thinking. Spring, odd-numbered years.

**PHIL 2303 (3-3-0) Introduction to Worldviews**

An introduction to the nature, definition, and importance of worldviews in general and to basic worldview systems in particular (e.g., theism, deism, naturalism, pantheism). This course will highlight the importance of thinking "worldviewishly" by giving special attention to the role of assumptions and presuppositions in the academic disciplines, in the diversity of cultures, and in personal life. Fall.

**PHIL 3301 (3-3-0) History of Philosophy I: Classical and Medieval**

A survey and critique of the major Western philosophers and their ideas in the Ancient, Christian, and Medieval Periods (i.e., from the pre-Socratic philosophers to Thomas Aquinas). Fall. *Prerequisite: PHIL 2301 or instructor approval.*

**PHIL 3302 (3-3-0) History of Philosophy II: Modern and Postmodern**

A continuation of PHIL 3301 consisting of a survey and critique of the major Western philosophers and their ideas in the Modern and Contemporary or Postmodern Periods (from the Renaissance to the present). Spring. *Prerequisite: PHIL 2301 or instructor approval.*

**PHIL 3303 (3-3-0) Philosophy of Religion**

A critical examination of the nature and validity of religious experience and the place of religion in human life. Spring, Online. *Prerequisite: PHIL 2301.*

**PHIL 3304 (3-3-0) The Christian Worldview  
(RELI 3374)**

A description of the concept of worldview in general and the content of the Christian world view in particular, focusing on the Biblical themes of creation, fall, redemption, and their implications in the totality of life including spiritual experience, education, the arts, vocation, the family, etc. Periodically.

**PHIL 3370 (3-3-0) The Philosophy of Science and Technology**

An investigation of the characteristic issues which arise when serious attempts are made to integrate twentieth century science and the Christian worldview in a constructive manner. The study will focus on how theological/scientific concerns have interfaced historically with the central philosophical categories of ontology, epistemology, ethics, and aesthetics as well as emphasize what these concerns contribute to contemporary technologies. Spring, odd-numbered years.

**PHIL 4301 (3-3-0) Metaphysics**

A study of issues which arise from an attempt to understand reality and its manifestations, both infinite and finite. Topics include God and Trinitarianism, substance and accidents, space and time, possibility and necessity, causality, mind and body, and universals. Fall, odd-numbered years. *Prerequisite: PHIL 2301 or instructor approval.*

**PHIL 4302 (3-3-0) Epistemology**

A study of the nature, source, types, justification, and limits of human knowledge with a focus on the Contemporary Period. The role and importance of the concept of biblical revelation will be included. Spring, even-numbered years. *Prerequisite: PHIL 2301 or instructor approval.*

**PHIL 4303 (3-3-0) Ethics**

A survey of the development of ethical thought, both ancient and modern. Various ethical systems and their proponents, including alternative Christian perspectives, will be covered along with a discussion of contemporary ethical problems such as abortion, homosexuality, war, ecology, business ethics, social justice, etc. Fall, even-numbered years. *Prerequisite: PHIL 2301 or instructor approval.*

**PHIL 4304 (3-3-0) Aesthetics (ART 4304)**

An examination of the principles involved in the production, interpretation, and criticism of works of art, as well as basic principles of Christian aesthetic theory. Illustrative material from various artistic disciplines will be utilized. Spring, even-numbered years. *Prerequisite: PHIL 2301 or instructor approval.*

**PHIL 4305 (3-3-0) Senior Project (S-L)**

A sustained, scholarly treatment of a topic of philosophical interest to the student, guided by the student's advising professor in tutorial fashion, required as a capstone to the major. The thesis should be at least 30 pages in length and must be defended orally before a review committee. As needed. This course contains a field-based service-learning component. *Prerequisites: PHIL 2301, 2302, 2303, 3301, 3302, and at least two of the following: PHIL 4301, 4302, 4303, or 4304.*

**PHIL 4352 (3-3-0) History of East Asian Philosophy and Religion (HIST 4352, RELI 4352)**

This course will explore the history of East Asian philosophy, religious beliefs, and practices from the area's prehistory to the present. Periodically.

**PHIL 4374 (3-3-0) Christian Apologetics (RELI 4374)**

A survey of representative approaches to Christian Apologetics from the Greek fathers to the present. These will be analyzed in the light of biblical revelation, and a comprehensive Christian apologetic will be attempted. Periodically. *Prerequisite: PHIL 2301 or instructor approval.*

## Physical Science/Physics

### *Physical Science*

**PHSC 1401 (4-3-2) Physical Science I**

A lab-oriented investigation into the nature of solid matter and the physical universe, emphasizing the necessity to ask questions and the importance of scientific hypothesizing. The course includes the study of laws regarding mechanics, matter, heat, energy, and wave motion. The study of matter in the astronomical realm also may be included. The course is designed for the non-science major. Lab fee. Fall, Spring, Summer, Online.

**PHSC 1402 (4-3-2) Physical Science II**

A lab-oriented investigation into the nature of solid matter and the physical universe, emphasizing the necessity to ask questions and the importance of scientific hypothesizing. The course includes the study of electricity and magnetism, light, energy, atomic and nuclear physics, and relativity. Matter in the geological realm may also be studied. The course is designed for the non-science major. Lab fee. Note: PHSC 1401 is not a prerequisite for PHSC 1402. Fall, Spring, Summer.

### *Physics*

**PHYS 1401 (4-3-3) General Physics I**

Introductory study of the principles and application of mechanics, wave motion, and sound, with emphasis on fundamental concepts and problem solving. Lab fee. Fall. *Prerequisite: MATH 1303 and 1304.*

**PHYS 1402 (4-3-3) General Physics II**

Continuation of PHYS 1401, completing the survey of physics. Emphasis includes electricity, magnetism, optics, atomic structure, and nuclear physics. Lab fee. Spring. *Prerequisite: PHYS 1401.*

**PHYS 3301 (3-3-0) Classical Mechanics**

Kinematics and dynamics of classical systems. Topics will be chosen from among kinematics, dynamics, oscillations, gravitation, Lagrangian and Hamiltonian dynamics, non-inertial reference frames, rigid bodies, coupled oscillations, and special relativity. Periodically. *Prerequisites: PHYS 1401 and MATH 1406.*

**PHYS 3303 (3-3-0) Modern Physics**

Introduction to the study of atomic and nuclear structure of matter, electronic structure of the atom, and nuclear structure and wave nature of matter. Periodically. *Prerequisite: PHYS 1402.*

**PHYS 3304 (3-3-0) Thermodynamics and Statistical Mechanics**

Introduction to classical thermodynamics and statistical mechanics. Topics will be chosen from among the laws of thermodynamics and their applications and implications, the kinetic theory of gases, the ideal gas law, statistical mechanics, and information theory. Periodically. *Prerequisites: PHYS 1402 and MATH 1406.*

**PHYS 3402 (4-4-0) Electrodynamics**

Electricity and magnetism. This course uses the formalism of vector analysis to develop theory and solve problems from among electrostatics, magnetostatics, electrodynamics, radiation, and special relativity. Periodically. *Prerequisites PHYS 1402 and MATH 1406.*

## Political Science

**POLS 2301 (3-3-0) American National Government**

A study of the organizations and functions of the American national government with a particular emphasis on the responsibilities and duties Christians hold in the public arena. The course places emphasis on what it means to be politically active and civic minded. Finally, the course encourages students to analyze public service and the public sector from a Christian worldview. Fall, Spring, Summer, Online.

**POLS 2302 (3-3-0) State and Local Governments**

A study of the structure, functions, and processes of state, county, and municipal governments. The Texas Constitution is reviewed in detail. Fall, Spring, Summer.

**POLS 2303 (3-3-0) Statistics for the Social Sciences**

**(MATH 2301; PYSC 2301; SOCI 2303)**

Introductory course including elements of probability to support statistical theory. Topics include theoretical distributions, discrete and continuous variables, and tests of hypotheses. Suggested for majors in the social and behavioral sciences. TI-83 Plus graphing calculator required. Fall, Spring, Summer, Online. *Prerequisite: MATH 1301, 1303, 1307, or 1405. This course may not be used to satisfy any general studies requirements for Social Sciences.*

**POLS 2304 (3-3-0) Fundamentals of Criminal Law**

**(CRJS 2304)**

A study of the legal system of the United States as it applies to criminal procedure and due process of law; emphasis on Supreme Court interpretations of constitutional rights and protection of an individual accused of a crime. Spring. *This course may not be used to satisfy any general studies requirements for Social Sciences. Prerequisite: POLS 2301 or CRJS 1310.*

**POLS 3305 (3-3-0) Constitutional Law**

**(CRJS 3305)**

A study of the United States Constitution and the U.S. Supreme Court with special attention given to judicial review, theories of constitutional interpretation, federalism, separation of powers, and civil rights and liberties. Fall, Spring. *Prerequisite: 3 hours in political science or criminal justice.*

**POLS 3308 (3-3-0) Government and Business**

A study of government regulation of the economic sectors and the administrative process of regulatory agencies. Periodically. *Prerequisite: 3 hours in political science.*

**POLS 3313 (3-3-0) Internship in Political Science (S-L)**

A supervised field placement with a government agency or private political office. This course provides the student with an opportunity of integrating theory and classroom learning with actual field experience. This course contains a field-based service-learning component. Fall, Spring. *Prerequisite: 3 hours in political science.*

**POLS 4302 (3-3-0) Comparative Governments**

A study and application of theories and concepts related to the scope of comparative politics and methods of comparing various aspects of political systems. The principles, structure, and operation of three selected contemporary governmental systems will be compared to each other and to the government of the United States. Spring, odd-numbered years. *Prerequisite: 6 hours in political science or instructor approval.*

**POLS 4305 (3-3-0) American Political Tradition**

A study of American political ideas from colonial times to the present with special emphasis placed on the political thought of the nation's founders, the political party system, and contemporary ideological debates. Spring, even-numbered years. *Prerequisite: 6 hours in political science or instructor approval.*

**POLS 4306 (3-3-0) Religion and Politics in the United States**

A study of the interaction of religion and politics in the United States. Historical developments and contemporary issues, including major U.S. Supreme Court decisions, will be examined. Fall, even-numbered years. *Prerequisite: 6 hours in political science or instructor approval.*



**POLS 4309 (3-3-0) American Foreign Policy  
(HIST 4308)**

A study of the events and personalities that have contributed to the development of American foreign policy since 1898 and a study of the factors and agencies involved in the formulation of American foreign policy. Fall, Online. *Prerequisites: HIST 1301 and 1302, or 6 hours in political science.*

**POLS 4310 (3-3-0) Fundamentals of International Relations**

A study of the conduct of relations between nations, factors influencing national power, objectives and techniques of international politics, and concepts of international organization. Periodically in the Spring. *Prerequisite: 6 hours in political science or instructor approval.*

**POLS 4311 (3-3-0) Municipal Government  
(SOCI 4311)**

A study of the development of cities, their organization, functions, problems, and nature of municipal politics. May be taken for criminal justice credit with permission. Fall, odd-numbered years. *Prerequisite: 6 hours in political science or history.*

**POLS 4312 (3-3-0) Introduction to Public Administration**

A study of the theory and basic principles of administrative organization, communication, personnel management, the budgetary process, and the politics of administration. Periodically. *Prerequisite: 6 hours in political science or instructor approval.*

**POLS 4315 (3-3-0) Political Communication  
(COMA 4315)**

A study of new-style American political campaign tactics with an emphasis on how political consultants inform and persuade voters. Fall, even-numbered years. *Prerequisite: 6 hours in Political Science or Communications.*

## Professional Studies

**PRST 3301 (3-3-0) Lifelong Learning (S-L)**

This course is required of all students pursuing completion of a bachelor's degree in the Professional Studies program. The course lays the foundation for the Professional Studies program and will explore major value systems or world views; study current issues in the philosophy of Christian higher education; introduce servant leadership; and seek to develop various academic skills. It is expected that all adult students will take this class in their first term of enrollment at DBU. This course contains a field-based service-learning component. Fall, Winter, Spring, Summer, Online. *PRST 3301 Guidebook fee required.*

**PRST 3303 (3-3-0) Experiential Learning**

This course guides the preparation of an academic portfolio. Adult students are guided in the opportunity to translate knowledge and skills obtained through life and work experience into academic credit. Students should consult their academic advisor before enrolling in this course. Because of the time needed for portfolio evaluation, students may not take this course in their final semester at the University. Fall, Spring, Summer, Online. *PRST Portfolio Fee: \$375. PRST 3303 Guidebook fee required. Prerequisites: ENGL 1301, ENGL 1302, COSC 1301 and PRST 3301 (or concurrent enrollment).*

## Psychology

**PSYC 1301 (3-3-0) General Psychology**

This introductory course provides the foundation for all other courses in psychology. The historical, theoretical, and research foundations for psychology are examined. A survey is made of human development, learning, perception, motivation, personality, neurological development, and emotions. The focus of the course is on the development of a Christian perspective on psychology. Fall, Spring, Online.

**PSYC 1301HR (3-3-0) Honors General Psychology**

This introductory course provides the foundation for all other courses in psychology. The historical, theoretical, and research foundations for psychology are examined. A survey is made of human development, learning, perception, motivation, personality, neurological development, and emotions. The focus of the course is on the development of a Christian perspective on psychology. The Honors Program curriculum supplements and complements the traditional curriculum of this course. *Prerequisite: Admission to Honors Program.*

**PSYC 2301 (3-3-0) Statistics for the Social Sciences  
(MATH 2301; POLS 2303; SOCI 2303)**

Introductory course including elements of probability to support statistical theory. Topics include theoretical distributions, discrete and continuous variables, and tests of hypotheses. Suggested for majors in the social and behavioral sciences. TI-83 Plus graphing calculator required. Fall, Spring, Summer, Online. *Prerequisite: MATH 1301, 1303, 1307, or 1405. This course may not be used to satisfy any general studies requirements for Social Sciences.*

**PSYC 2304 (3-3-0) Marriage and Family  
(SOCI 2304)**

A study of the institution of the family, including courtship and marriage. An analysis of marriage and family life trends with a special emphasis on a Christian framework. Fall, Spring, Online.

**PSYC 3301 (3-3-0) Educational Psychology  
(EDEP 3301)**

A study of the salient points of the discipline known as educational psychology. The course focuses on the cognitive, moral, and social development of children, giving particular attention to children with learning differences and exceptionalities. Students will analyze the behavioral and cognitive views of learning and study theories pertinent to instructing, managing, and motivating children. Fall, Spring.

**PSYC 3302 (3-3-0) Juvenile Delinquency  
(CRJS 3302; SOCI 3302)**

A study of deviant behavior by the legal minors in contemporary society, factors and conditions contributing to delinquency, control and treatment of offenders, and programs for prevention. Fall, Summer, Online. *Prerequisite: PSYC 1301 or SOCI 1301.*

**PSYC 3303 (3-3-0) Psychology Internship I (S-L)**

This course connects student public service with academic study by providing a professionally supervised activity in a setting that offers some type of human service. The student will be required to work 20 hours for each credit hour earned. The student's work will be evaluated by both the site supervisor and the course instructor. This course contains a field-based service-learning component. Fall, Spring, Summer, Online. *Prerequisites: Twelve hours of psychology and junior standing.*

**PSYC 3304 (3-3-0) Psychology Internship II (S-L)**

A continuation of PSYC 3303 Psychology Internship I (S-L). This course contains a field-based service-learning component. *Prerequisites: Twelve hours of psychology and junior standing.*

**PSYC 3306 (3-3-0) Study of Aging  
(SOCI 3306)**

An examination of aging in relation to sociology, psychology, biology, law, political science, literature, religion, recreation, and health. Special emphasis is placed on an understanding of gerontology from a Christian Perspective. Offered periodically.

**PSYC 3312 (3-3-0) Drug and Alcohol Problems  
(SOCI 3312)**

The philosophical, economic, political, social, and psychological dimensions of drug and alcohol problems will be examined. Periodically. *Prerequisite: PSYC 1301 or SOCI 1301.*

**PSYC 3332 (3-3-0) Development of Infants, Children, and Adolescents  
(SOCI 3303; EDUC 3302)**

An interdisciplinary course emphasizing the psychosocial development of the child from conception through adolescence. A study is made of the physical, intellectual, emotional, social, and moral development of the child. Fall, Spring, Summer. *Prerequisite: PSYC 1301 or SOCI 1301.*

**PSYC 4301 (3-3-0) Multicultural Perspectives  
(SOCI 4301)**

A social, historic and demographic analysis of ethnic groups. The study is designed to examine the complex patterns of each group as they respond to contemporary issues and to the dilemmas which are common to man. Conservative and liberal views are contrasted within a biblical framework. Fall, Spring, Online. *Prerequisite: PSYC 1301 or SOCI 1301.*

**PSYC 4305 (3-3-0) Psychology of Abnormal Behavior**

A study of the nature and causes of mental disorders as reflected in the major theories and current research regarding abnormal behavior. Fall, Spring, Online. *Prerequisite: 12 hours in psychology.*

**PSYC 4311 (3-3-0) Integration of Psychology and Christianity**

This course includes a survey of the major approaches to and issues in relating psychology to Christianity. Psychology and Christianity will be compared in relation to their views of the nature of the human being, the sources of truth, sin and psychopathology, change and sanctification, and other factors. Fall, Online. *Prerequisites: 18 hours of psychology and 6 hours of religion or instructor approval.*

**PSYC 4312 (3-3-0) Human Growth and Development  
(SOCI 4313)**

A course in developmental psychology that focuses on physical, cognitive, social, emotional, and personality development from conception to death within a context of basic theories of development. Fall, Spring, Online. *Prerequisite: PSYC or SOCI 1301.*

**PSYC 4313 (3-3-0) Group Psychotherapy**

This course has as its goal the development of a basic understanding of group processes as they relate to group therapy. Central to this study is an emphasis on group dynamics. Practical experience in group dynamics is included. Fall.  
*Prerequisites: PSYC 1301, 4312, and 4314.*

**PSYC 4314 (3-3-0) Counseling Theories and Techniques**

A course dealing with the fundamentals of counseling as they relate to human behavior. A survey of the major theories of counseling and psychotherapy is included. Fall, Online. *Prerequisite: PSYC 1301.*

**PSYC 4315 (3-3-0) Psychology of Personality**

An investigation of the interacting biological, psychological, and sociological factors which contribute to formation of behavior in personality structure. A survey of the major theories of personality is included. Spring, Online. *Prerequisite: PSYC 1301.*

**PSYC 4319 (3-3-0) Research Methods  
(SOCI 4312; CRJS 4312)**

This course is designed to introduce the student to the scientific method of research. Topics covered include the philosophy/logic of research, hypothesis testing, the construction of concepts, sampling, data gathering, and data analysis. Completion of the course will make students better "consumers" of behavioral research data, as well as prepare them for more advanced classes in statistics and research. Examples in the class will be drawn from diverse disciplines including criminal justice, sociology, psychology, business, and health care. Fall, Spring, Online. *Prerequisites: PSYC 1301 and 2301, or SOCI 1301 and general studies math requirement, or 18 hours in criminal justice and general studies math requirement.*

**PSYC 4324 (3-3-0) Psychology of Learning**

A study of the principles and applications of how knowledge or skill is acquired. Learning as it relates to cognition, emotion, physiology, decision making, behavior, and experience will be analyzed. The major learning theories and their respective underlying presuppositions will be contrasted from a biblical perspective. Fall of odd-numbered years. *Prerequisite: 9 hours in psychology, including PSYC 1301.*

**PSYC 4325 (3-3-0) History of Psychology**

An investigation of the history of psychological thought. The course concentrates on the evolution of contemporary theoretical concepts from their historical origins in philosophy and natural sciences. Fall of even-numbered years. *Prerequisite: 12 hours in psychology.*

**PSYC 4330 (3-3-0) Social Psychology  
(SOCI 4303)**

An analysis of the behavior of individuals in group processes with special attention to the sociocultural context of behavior. Spring, Online. *Prerequisite: PSYC 1301 or SOCI 1301.*

**PSYC 4333 (3-3-0) Psychology of Adolescence**

An interdisciplinary course emphasizing psychosocial development from adolescence through young adulthood. This study would include developmental and psychological issues that evolve in the teenage years. Spring. *Prerequisite: PSYC 1301 or instructor approval.*

**PSYC 4340 (3-3-0) Special Topics in Psychology**

This course concentrates on specialized areas of psychology. May be repeated for credit when content changes. Periodically. *Prerequisite: 9 hours of psychology or instructor approval.*

## Religion

**RELI 1301 (3-3-0) Old Testament Survey**

A survey of the literature, events, and message of the Old Testament, including the organization, historical context, and basic geography of the Old Testament. The student will also be exposed to the foundation that the Old Testament lays for the New Testament and how the promise of the Old Testament Messianic hope sets the stage for the New Testament. Fall, Winter, Spring, Summer, Online.

**RELI 1301HR (3-3-0) Honors Old Testament Survey**

A survey of the literature, events, and message of the Old Testament, including the organization, historical context, and basic geography of the Old Testament. The student will also be exposed to the foundation that the Old Testament lays for the New Testament and how the promise of the Old Testament Messianic hope sets the stage for the New Testament. The Honors Program curriculum supplements and complements the traditional curriculum of this course. *Prerequisite: Admission to the Honors Program.*

**RELI 1302 (3-3-0) New Testament Survey**

A survey of the literature, events, and message of the New Testament, including the organization and basic geography of the New Testament. Students will also be exposed to the key events in the life of Christ, historical context of the intertestamental period, how the promise of the Old Testament Messianic hope is fulfilled in the New Testament, and the progression of the Gospel through the life and ministry of Paul. Fall, Winter, Spring, Summer, Online.

**RELI 1305 (3-3-0) Introduction to Biblical Foundations**

This course gives an overall view of the Bible and the most basic principles of Christianity in order to lay a foundation for future study. The course is intended for international students who may still be developing English fluency and who may be from diverse cultural, religious, and philosophical backgrounds. Fall, Spring. *Prerequisite: Instructor approval.*

**RELI 1310 (3-3-0) Introduction to Christian Ministry**

Mandatory for Ministerial Financial Assistance students. This course introduces the student to ministry preparation through a study of the following topics: Clarifying one's call to ministry, understanding Baptist distinctives, introduction to spiritual formations, and supervised field experience. This course may only satisfy elective requirements and may not be used to satisfy any general studies, major elective, or major concentration requirements. Fall, Spring, Online.

**RELI 2304 (3-3-0) Christian Doctrine**

An introductory study of Christian doctrines, with emphasis on God's revelation, the nature and work of God, the person and work of Jesus Christ, the Holy Spirit, humanity and sin, salvation, the church, and the last things. Fall, Online. *Prerequisites: RELI 1301 and RELI 1302.*

**RELI 3301 (3-3-0) Christian Ethics**

An introduction to Christian decision making which focuses on different approaches within Christian ethics and basic ethical issues such as human sexuality, political institutions, race relations, economic life, medical technology, and man in his environment. Periodically.

**RELI 3305 (3-3-0) Principles of Biblical Interpretation**

A study of the principles and methods of biblical interpretation that examine grammatical, historical, literary, theological, and contextual features of selected portions of scripture. Fall, Online.

**RELI 3311 (3-3-0) The Pentateuch**

An intensive study of the books of the Pentateuch (Genesis-Deuteronomy). Students will be exposed to the purpose and content of the Pentateuch, critical issues of the Pentateuch, and textual issues of the Pentateuch. Fall, Online. *Prerequisite: RELI 1301 and 1302.*

**RELI 3329 (3-3-0) The Historical Books**

An intensive study of the Historical Books of the Old Testament (Joshua-Esther). Students will be exposed to the purpose and content of the Historical Books, critical issues of The Historical Books, and textual issues of the Historical Books. Spring. *Prerequisite: RELI 1301 and 1302.*

**RELI 3336 (3-3-0) The Wisdom Literature**

An intensive study of Wisdom Literature of the Old Testament (Job-Song of Songs). Students will be exposed to the purpose and content of the Wisdom Literature, critical issues of the Wisdom Literature, and textual issues of the Wisdom Literature. Spring, Online. *Prerequisite: RELI 1301 and 1302.*

**RELI 3347 (3-3-0) The Major Prophets**

An intensive study of the Major Prophets of the Old Testament (Isaiah-Daniel). Students will be exposed to the purpose and content of the Major Prophets, critical issues of the Major Prophets, and textual issues of The Major Prophets. Periodically. *Prerequisite: RELI 1301 and 1302.*

**RELI 3362 (3-3-0) The Minor Prophets**

An intensive study of the Minor Prophets of the Old Testament (Hosea-Malachi). Students will be exposed to the purpose and content of the Minor Prophets, critical issues of The Minor Prophets, and textual issues of The Minor Prophets. Spring, Online. *Prerequisite: RELI 1301 and 1302.*

**RELI 3371 (3-3-0) Pastoral Ministries**

A study of the nature, duties, and problems of the Christian ministry, including evangelism and homiletics, along with the relationship of a local church to other Baptist and denominational bodies in the performance of its worldwide mission. Fall, even-numbered years.

**RELI 3374 (3-3-0) The Christian Worldview  
(PHIL 3304)**

A description of the concept of worldview in general and the content of the Christian worldview in particular, focusing on the Biblical themes of creation, fall, and redemption; and their implications in the totality of life including spiritual experience, education, the arts, vocation, the family, etc. Periodically.

**RELI 3382 (3-1-2) Practicum in Religion (S-L)  
CHST 4302 (S-L)**

Internship training program to be supervised by a professor and an official in the local church or church-related institution. This course contains a field-based service-learning component. Fall, Spring, Online. *Prerequisite: Biblical Studies or Christian Studies major or minor, junior or senior status, and faculty approval.*

**RELI 3383 (3-3-0) History of Christianity**

A general survey of the historical development of Christianity from the New Testament era to the present. Periodically, Online.

**RELI 3386 (3-3-0) Practicum in Personal Evangelism**

A course designed to equip the student with the skill of sharing the gospel of Jesus Christ. The student will have many opportunities to watch a skilled witness share the gospel and then to share the gospel under the training of that skilled witness. Training will be supervised by the professor, and the professor will give instruction. Fall.

**RELI 3387 (3-3-0) Practicum in Discipleship**

A course designed to equip the student with the skills necessary to grow as a disciple and to disciple other Christians. Periodically.

**RELI 4307 (3-3-0) The Gospels**

An intensive study of the Gospels of the New Testament (Matthew-John). Students will be exposed to the purpose and content of The Gospels, critical issues of The Gospels, and textual issues of The Gospels. Spring, Online. *Prerequisite: RELI 1301 and 1302.*

**RELI 4321 (3-3-0) The Early Life and Letters of Paul**

An intensive study of the early life and letters of Paul (Galatians, 1 & 2 Thessalonians, and 1 & 2 Corinthians). Students will be exposed to the purpose and content of the early life and letters of Paul, critical issues of the early life and letters of Paul, and textual issues of the early life and letters of Paul. Fall, Online. *Prerequisites: RELI 1301 and RELI 1302.*

**RELI 4322 (3-3-0) The Later Life and Letters of Paul**

An intensive study of the later life and letters of Paul (Romans, Prison Epistles, and Pastoral Epistles). Students will be exposed to the purpose and content of the later life and letters of Paul, critical issues of the later life and letters of Paul, and textual issues of the later life and letters of Paul. Spring, Online. *Prerequisites: RELI 1301 and RELI 1302.*

**RELI 4336 (3-3-0) The General Epistles**

An intensive study of the General Epistles (Hebrews-Jude). Students will be exposed to the purpose and content of the General Epistles, critical issues of the General Epistles, and textual issues of the General Epistles. Fall, Online. *Prerequisite: RELI 1301 and 1302.*

**RELI 4341 (3-3-0) Biblical Eschatology**

A comprehensive study of end-time events as drawn from both Old and New Testament passages. Periodically.

**RELI 4342 (3-3-0) Ethnomusicology in Christian Missions  
(MUSI 4342)**

This course will study the "worlds of music" through the eyes of Ethnomusicology and relate ethnic music to Christian mission work. Through this course the student will become knowledgeable concerning the work of the ethnomusicologist and the music missionary while developing procedures for adapting indigenous music to the Christian worship experience. Fall, even-numbered years.

**RELI 4345 (3-3-0) Christianity in a Pluralistic World**

This course introduces a Christian understanding of, and a response to, a pluralistic world utilizing biblical truths. Online. *Prerequisite: RELI 2304.* Fall.

**RELI 4350 (3-3-0) Systematic Theology**

A study of how the biblical doctrines of Revelation, God, Man, Christ, the Holy Spirit, the Church, and Eschatology have progressed and changed throughout history in respect to specific theologians. Fall, Online. *Prerequisite: RELI 2304 Christian Doctrine.*

**RELI 4352 (3-3-0) History of East Asian Philosophy and Religion  
(HIST 4352, PHIL 4352)**

This course will explore the history of East Asian philosophy, religious beliefs, and practices from the area's prehistory to the present. Periodically.

**RELI 4370 (3-3-0) European Church History  
(HIST 4303)**

A study of the history of the church from the New Testament era to the present. This study includes Christian thought, institutions, expansion, and the impact of Christianity on Western culture. Fall, even-numbered years. *Prerequisite: 6 hours in history.*

**RELI 4371 (3-3-0) American Church History  
(HIST 4304)**

A study of American church history from its European background to the present. A general survey with particular attention to its indigenous characteristics: denominationalism, revivalism, sectarianism, social gospel, and American Christian thought. Spring, odd-numbered years, Online. *Prerequisite: 6 hours in history.*

**RELI 4372 (3-3-0) Baptist History  
(HIST 4319)**

A survey of Baptist history, including the origins of Baptists in England and America, key leaders, events, and movements in Baptist life in the seventeenth through twentieth centuries, and the work of Baptists in other parts of the world. The course will also place the history of the Baptists within the larger context of American and world Christianity. Fall, odd-numbered years.  
*Prerequisite: 6 hours in history and/or religion.*

**RELI 4373 (3-3-0) The Renaissance and the Reformation Eras  
(HIST 4319)**

A study of social, political, economic, and religious developments from the Renaissance through the Counter Reformation. Emphasis will be on the leading reformers and their theological views. Both the continental and English Reformation will be examined. The ensuing Counter Reformation which was born in the Council of Trent will be studied with a view to its impact on political and cultural consequences. Spring, even-numbered years. *Prerequisite: 6 hours in history.*

**RELI 4374 (3-3-0) Christian Apologetics  
(PHIL 4374)**

A survey of representative approaches to Christian Apologetics from the Greek fathers to the present. These will be analyzed in the light of biblical revelation, and a comprehensive Christian apologetic will be attempted. Periodically. *Prerequisite: PHIL 2301 or instructor approval.*

**RELI 4377 (3-3-0) Discover Biblical Lands**

A study tour of some of the Biblical lands led by a professor. Periodically.

**RELI 4378 (3-3-0) Research and Writing for Biblical Studies**

This course is designed to help students develop their research and writing skills primarily in Biblical studies. Periodically.

## Sociology

**SOCI 1301 (3-3-0) Introduction to Sociology**

A study of the basic concepts, principles, and processes used to analyze the structure and functions of society. Fall, Spring, Online.

**SOCI 1302 (3-3-0) Social Problems**

A study of the major social problems in contemporary American society and an analysis of proposed approaches that attempt to address them. Spring, Online.

**SOCI 2303 (3-3-0) Statistics for the Social Sciences  
(MATH 2301; POLS 2303; PSYC 2301)**

Introductory course including elements of probability to support statistical theory. Topics include theoretical distributions, discrete and continuous variables, and tests of hypotheses. Suggested for majors in the social and behavioral sciences. TI-83 Plus graphing calculator required. Fall, Spring, Summer, Online. *Prerequisite: MATH 1301, 1303, 1307, or 1405. This course may not be used to satisfy any general studies requirements for Social Sciences.*

**SOCI 2304 (3-3-0) Marriage and Family  
(PSYC 2304)**

A study of the institution of the family, including courtship and marriage. An analysis of marriage and family life trends with a special emphasis on a Christian framework. Fall, Spring.

**SOCI 3302 (3-3-0) Juvenile Delinquency  
(CRJS 3302; PSYC 3302)**

A study of deviant behavior by the legal minors in contemporary society, factors and conditions contributing to delinquency, control and treatment of offenders, and programs for prevention. Fall, Spring, Summer, Online. *Prerequisite: SOCI 1301 or PSYC 1301.*

**SOCI 3303 (3-3-0) Development of Infants, Children, and Adolescents  
(EDUC 3302; PSYC 3332)**

An interdisciplinary course emphasizing the psychosocial development of the child from conception through adolescence. A study is made of the physical, intellectual, emotional, social, and moral development of the child. Fall, Spring, Summer.  
*Prerequisite: SOCI 1301 or PSYC 1301.*

**SOCI 3305 (3-3-0) Internship in Sociology I (S-L)**

A supervised field placement with a Christian or secular social agency. This course provides the student with an opportunity of integrating theory and classroom learning with actual field experience. The placement may be at the individual, family group, or community levels in diverse setting. This course contains a field-based service-learning component. Fall, Summer, Online.  
*Prerequisite: SOCI 1301 or 1302, or concurrent enrollment in SOCI 1302.*

**SOCI 3306 (3-3-0) Study of Aging  
(PSYC 3306)**

An examination of aging in relation to sociology, psychology, biology, law, political science, literature, religion, recreation, and health. Special emphasis is placed on an understanding of gerontology from a Christian Perspective. Offered periodically.

**SOCI 3308 (3-3-0) Internship in Sociology II (S-L)**

A continuation of SOCI 3305 (S-L). This course contains a field-based service-learning component. Spring, Summer.  
*Prerequisite: SOCI 3305 (S-L).*

**SOCI 3309 (3-3-0) Social Work**

A survey of the field of social work. Students will become acquainted with the principles of the helping processes within the broad field of social services. Fall, Online. *Prerequisite: SOCI 1301*

**SOCI 3312 (3-3-0) Drug and Alcohol Problems  
(PSYC 3312)**

The philosophical, economic, political, social, and psychological dimensions of drug and alcohol problems will be examined. Periodically. *Prerequisite: SOCI 1301 or PSYC 1301.*

**SOCI 3330 (3-3-0) Death & Dying**

An examination of issues in the field of death awareness approached from a biblical perspective and based on biblical truth. Interactions between the dying individual and family, friends, and professionals are analyzed. Emphasis is placed on the social aspects of dying and the different settings in which deaths occur in relationship to Christian ministry. Spring. *Prerequisite: SOCI 1301 or PSYC 1301.*

**SOCI 4301 (3-3-0) Multicultural Perspectives  
(PSYC 4301)**

A social, historic, and demographic analysis of ethnic groups. The study is designed to examine the complex patterns of each group as they respond to contemporary issues and to the dilemmas which are common to man. Conservative and liberal views are contrasted within a biblical framework. Fall, Spring. *Prerequisite: SOCI 1301 or PSYC 1301.*

**SOCI 4302 (3-3-0) Sociological Theory**

A critical survey of the foremost paradigms in contemporary sociological theory. The course emphasizes the historical intellectual location of major theoretical traditions, especially the works of Durkheim, Marx, and Weber. Contemporary schools of thought include functionalism, conflict, and rational choice theories, symbolic interactionism and dramaturgical analysis, phenomenology and ethnomethodology, structuralism, feminist theories, and postmodernism. For each, special attention is given to how to evaluate theories and how theoretical paradigms are linked to empirical research within the frame of a Christian worldview. Spring, Online. *Prerequisites: Six hours sociology, including SOCI 1301.*

**SOCI 4303 (3-3-0) Social Psychology  
(PSYC 4330)**

An analysis of behavior of individuals in group processes with special attention to the sociocultural context of behavior. Spring, Online. *Prerequisite: SOCI 1301 or PSYC 1301.*

**SOCI 4304 (3-3-0) Social Change**

An analysis of viewpoints concerning social change, including the study of collective behavior and social movements as they reflect the changing structure and function of society. Periodically. *Prerequisite: SOCI 1301.*

**SOCI 4305 (3-3-0) Sociology of Religion**

Religions exist within societies and among social groups. This course will study the social aspects of religion and the way religion influences and is influenced by society and culture. Periodically. *Prerequisite: SOCI 1301.*

**SOCI 4307 (3-3-0) Criminology  
(CRJS 4307)**

The course considers the idea of crime and community from social, psychological, and sociological perspectives. The social patterns, characteristics, and causes of crime will be examined along with theories of control and treatment. Fall, Spring, Summer, Online. *Prerequisite: SOCI 1301 or CRJS 1302.*

**SOCI 4311 (3-3-0) Urban Sociology  
(POLS 4311)**

A study of the nature, structure, and functions of urban society. Emphasis is placed on the development of cities and problems of modern cities. Fall, odd-numbered years. *Prerequisite: Six hours of sociology including SOCI 1301.*

**SOCI 4312 (3-3-0) Research Methods  
(PSYC 4319; CRJS 4312)**

The course is designed to introduce the student to the scientific method of research. Topics covered include the philosophy/logic of research, hypothesis testing, the construction of concepts, sampling, data gathering, and data analysis. Completion of the course will make students better "consumers" of behavioral research data, as well as prepare them for more advanced classes in statistics and research. Examples in the class will be drawn from diverse disciplines including criminal justice, sociology, psychology, business, and health care. Fall, Spring, Online. *Prerequisites: SOCI 1301, SOCI 2303, or PSYC 1301 and 2301, or 18 hours in criminal justice and general studies math requirement.*

**SOCI 4313 (3-3-0) Human Growth and Development  
(PSYC 4312)**

A course in developmental psychology that focuses on physical, cognitive, social, emotional, and personality development from conception to death within a context of basic theories of development. Fall, Spring. *Prerequisite: SOCI or PSYC 1301.*

**SOCI 4320 Special Topics in Sociology**

Concentrates on specialized areas of sociology. May be repeated for credit when content changes. Periodically.

**SOCI 4330 (3-3-0) Victim/Victimization  
(CRJS 4330, CRJS 5330)**

This course is designed to address the sources of violence and its influences on people and society. Students can see the causes of victimization from different perspectives. It examines the social environmental factors that cause victimization, relationship between victim and offender, how to avoid being victimized, and how legislation protects or compensates victims. Fall. *Prerequisites: 6 hours in CRJS/PSYC/SOCI*

## Spanish

**SPAN 1401 (4-3-2) Elementary Spanish I**

The emphasis is upon spoken Spanish by the visual-audio-lingual method, which includes the essentials of grammar, vocabulary, composition, and culture through films, tapes, and text materials. Lab fee. Fall, Spring, Summer, and Periodically Online.

**SPAN 1402 (4-3-2) Elementary Spanish II**

A continuation of SPAN 1401. Lab fee. Fall, Spring, Summer, and Periodically Online. *Prerequisite: SPAN 1401 or equivalent.*

**SPAN 2301 (3-3-0) Intermediate Spanish I**

Review of grammar and continuation of spoken Spanish through films, tapes, readings, and discussions of Spanish literature and culture. Online. *Prerequisite: SPAN 1402 or equivalent.*

**SPAN 2302 (3-3-0) Intermediate Spanish II**

A continuation of SPAN 2301. *Prerequisite: SPAN 2301 or equivalent.*

**SPAN 3301 (3-3-0) Survey of Spanish Literature I**

Lectures and selected readings of outstanding literary works from medieval period through the Golden Age (1750). Periodically. *Prerequisite: SPAN 2302 or equivalent.*

**SPAN 3303 (3-3-0) Survey of Spanish-American Literature I**

Lectures and selected readings in the essay, novel, and drama from the early chronicles to the contemporary period. Periodically. *Prerequisite: SPAN 2302 or equivalent.*

**SPAN 3305 (3-3-0) Advanced Spanish Conversation and Composition**

Emphasis is on developing speaking and writing skills. Periodically. *Prerequisite: SPAN 2302 or equivalent.*

**SPAN 3310 (3-3-0) Studies in Hispanic Life and Culture I**

This course examines aspects of the Hispanic culture through the study of history, customs and beliefs, literature and art, while at the same time improving language skills. *Prerequisite: SPAN 2302 or equivalent.*

**SPAN 3311 (3-3-0) Studies in Hispanic Life and Culture II**

This course examines aspects of the Hispanic culture through the study of history, customs and beliefs, literature and art, while at the same time improving language skills. *Prerequisite: SPAN 2302 or equivalent.*

**SPAN 3312 (3-3-0) Spanish and Latin American Short Stories**

This course consists of readings of short stories written by varied authors of the Hispanic world. *Prerequisite: SPAN 2302 or equivalent.*

**SPAN 4302 (3-3-0) The Spanish Drama**

A study of selected masterpieces in the drama from the Golden Age through the nineteenth century. Periodically. *Prerequisite: SPAN 2302 or equivalent.*



# COMMON COURSE NUMBER INDEX

Dallas Baptist University is a participant in the Texas Common Course Numbering System that was designed to facilitate the transfer of lower-division academic courses between colleges and universities in Texas. Each Dallas Baptist University course listed below has been determined to be substantially equivalent to the common course shown beside it.

<b>DBU Course Number</b>	<b>Common Course Number</b>	<b>DBU Course Number</b>	<b>Common Course Number</b>
ACCT 2301	ACCT 2301	FREN 1401	FREN 1411
ACCT 2302	ACCT 2302	FREN 1402	FREN 1412
ART 1301	ARTS 1311	FREN 2301	FREN 2311
ART 1302	ARTS 1312	FREN 2302	FREN 2312
ART 1303	ARTS 1316	GEOL 1301	GEOL 1403
ART 2303	ARTS 1317	HIST 1301	HIST 1301
ART 2310	ARTS 2316	HIST 1302	HIST 1302
ART 2311	ARTS 2326	HIST 2301	HIST 2321
ART 2314	ARTS 2356	HIST 2302	HIST 2322
ART 2319	ARTS 1303	KNES 1101	PHED 1164
ART 2320	ARTS 1304	KNES 2301	PHED 1301
BIOL 1405	BIOL 1406	MATH 1303	MATH 1314
BIOL 1406	BIOL 1407	MATH 1304	MATH 1316
BIOL 2405	BIOL 2401	MATH 1307	MATH 1324
BIOL 2406	BIOL 2402	MATH 1308	MATH 1325
CHEM 1401	CHEM 1411	MATH 1405	MATH 2413
CHEM 1402	CHEM 1412	MATH 1406	MATH 2414
CHIN 1401	CHIN 1411	MATH 2301	MATH 1342
CHIN 1402	CHIN 1412	MATH 2309	MATH 2318
CHIN 2301	CHIN 2311		MATH 2321
CHIN 2302	CHIN 2312	MATH 2407	MATH 2415
COMA 1302	SPCH 1311	MUSI 1111	MUSI 1116
COMA 2301	COMM 1307	MUSI 1112	MUSI 1117
COMA 2302	SPCH 1342	MUSI 1117	MUSI 1181
COMA 2305	SPCH 1318	MUSI 1118	MUSI 1182
COMA 2314	COMM 1318	MUSI 1300	MUSI 1300
COSC 1301	BCIS 1301 or 1401	MUSI 1311	MUSI 1311
	BCIS 1305 or 1405	MUSI 1312	MUSI 1312
	COSC 1300 or COSC 1400	MUSI 2111	MUSI 2116
	COSC 1301 or COSC 1401	MUSI 2112	MUSI 2117
COSC 1405	COSC 1436	MUSI 2311	MUSI 2311
COSC 1408	COSC 1437	MUSI 2312	MUSI 2312
CRJS 1301	CRIJ 1307	PHIL 2301	PHIL 1301
CRJS 1302	CRIJ 1301	PHIL 2302	PHIL 2303
CRJS 1310	CRIJ 2328	PHYS 1401	PHYS 1401
CRJS 1311	CRIJ 2323	PHYS 1402	PHYS 1402
CRJS 2304	CRIJ 1310	POLS 2301	GOVT 2305
CRJS 2305	CRIJ 1306	POLS 2302	GOVT 2306
CRJS 2308	CRIJ 2314	PSYC 1301	PSYC 2301
ECON 2301	ECON 2301	PSYC 2301	PSYC 2317
ECON 2302	ECON 2302	SOCI 1301	SOCI 1301
ENGL 1301	ENGL 1301	SOCI 1302	SOCI 1306
ENGL 1302	ENGL 1302	SOCI 2304	SOCI 2301
ENGL 2301	ENGL 2332	SPAN 1401	SPAN 1411
ENGL 2302	ENGL 2333	SPAN 1402	SPAN 1412
FINA 2301	BUSI 1307	SPAN 2301	SPAN 2311
FINE 1306	HUMA 1315	SPAN 2302	SPAN 2312

# Administration

## UNIVERSITY ADMINISTRATION

Dr. Gary Cook, President  
Dr. J. Blair Blackburn, Executive Vice President  
Eric Bruntmyer, Vice President for Financial Affairs  
Dr. Dennis Dowd, Provost  
Dr. Cory Hines, Vice President for Advancement and Graduate Affairs  
Dr. Blake Killingsworth, Vice President for Communications  
Dan Malone, General Counsel  
Matt Murrah, Vice President for Technology  
Dr. Adam Wright, Vice President

## ACADEMIC DEANS

Ronald Bowles, College of Fine Arts  
Dr. Bob Brooks, Graduate School of Ministry  
Dr. Neil Dugger, College of Education  
Dr. Dion Fleitas, College of Natural Sciences and Mathematics  
Dr. Donovan Fredricksen, College of Professional Studies  
Dr. Jack Goodyear, College of Humanities and Social Sciences  
Mark Hale, Assistant Provost  
Dr. Gail Linam, Academic Dean  
Dr. Steve Mullen, College of Christian Faith  
Deemie Naugle, Associate Provost  
Dr. Dale Sims, Acting Dean, College of Business  
Dr. Adam Wright, Cook School of Leadership

## GRADUATE PROGRAM DIRECTORS AND ADMINISTRATORS

Dr. Mark Alexander, Master of Arts in Global Leadership Program Administrator  
Dr. Mary L. Becerril, Master of Arts in Counseling, Main Campus  
Dr. Bonnie B. Bond, Master of Education in School Counseling  
Dr. Bob Brooks, Master of Arts in Worship Leadership  
Jason Caillier, Master of Arts in Family Ministry, Acting Director of Master of Arts in Children's Ministry  
Dr. Joe C. Cook, Master of Arts in Counseling, DBU North  
Dr. Neil Dugger, Ed.D. in Educational Leadership (K-12)  
Dr. Jeremy Dutschke, Ph.D. in Leadership Studies  
Angela Fogle, Master of Liberal Arts  
Dr. Ray Galloway, Master of Education in Kinesiology  
Dr. Bob Garrett, Master of Arts in Global Leadership  
Dr. Joanne Hix, Master of Arts in Management  
Mamo Ishida, Master of Education in Higher Education  
Dr. Tam Jones, Master of Education in Educational Leadership  
Dr. Jim Lemons, Acting Director, Master of Arts in Theological Studies  
Dr. Dan MacMillan, Ed.D. in Educational Leadership  
Kit Montgomery, Director of Graduate Programs  
Dr. Joanne Morgan, Master of Arts in Communication  
Dr. Judy Morris, Master of Arts in Christian Education  
Dr. Sandra Reid, Master of Business Administration  
Dr. Mary Beth Sanders, Master of Education in Special Education  
Dr. Amie Sarker, M.Ed. in Reading and English as a Second Language Program Administrator, M.Ed. in Bilingual Education Program Administrator  
Dr. David Smith, Master of Arts in Christian Ministry; Dr. Tom Vann, Master of Arts in Christian Ministry (Chaplaincy Ministry)  
Dr. Carolyn Spain, Master of Arts in Teaching, Master of Education in Reading and English as a Second Language, Master of Education in Bilingual Education Program Director  
Jim Tennison, Master of Arts in Sport Management  
Dr. Deborah Tribble, Master of Education in Curriculum and Instruction  
Dr. Dwayne Ulmer, Master of Arts in Student Ministry  
Eric Wyatt, Master of Arts in Professional Development

## FULL-TIME (Date of faculty appointment shown in parentheses.)

- Abercrombie, Judy E.** – *Assistant Professor of Education.*  
B.A., Hardin-Simmons University; MED, Dallas Baptist University. (2005)
- Alexander, Karen D.** – *Assistant Professor of English and Spanish.*  
B.A., M.A., Ph.D., Baylor University. (2013)
- Alexander, Mark S.** – *Assistant Professor of Missions.*  
B.A., Baylor University; M.Div., Ph.D., Southwestern Baptist Theological Seminary. (2012)
- Arnott, David H.** – *Professor of Management.*  
B.A., Greenville College; MBA, Texas A&M University at Commerce; Ph.D., University of Texas at Arlington. (1994)
- Baca, I. Richard** – *Professor of Music.*  
B.M., M.S., Juilliard School; D.M.A., Peabody Institute (Johns Hopkins University). (1983)
- Baldor, Juan A.** – *Professor of Spanish.*  
B.A., University of North Texas; M.A., University of Texas at Dallas. (2006)
- Balyeat, Deborah.** – *Assistant Professor of Spanish.*  
B.A., M.A., University of Texas at Arlington. (2006)
- Becerril, Mary L.** – *Professor of Counseling.*  
B.S.N., Ph.D., Ph.D., Texas Woman's University; M.S.N., Boston University. (1979)
- Blackaby, Norman C.** – *Associate Professor of Biblical Studies.*  
B.S., Hardin-Simmons University, M.Div./Ph.D., Southwestern Baptist Theological Seminary. (2007)
- Bloom, Mark A.** – *Assistant Professor of Biology.*  
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- Bond, Bonnie B.** – *Professor of Education.*  
B.S., Texas State University; MED, University of North Texas; Ed.D., Texas Woman's University. (1998)
- Bowles, Ronald E.** – *Dean, College of Fine Arts; Assistant Professor of Communication and Music.*  
B.M.E., M.A., Baylor University; M.C.M., Southwestern Baptist Theological Seminary. (2006)
- Brooks, Robert R.** – *Dean, Graduate School of Ministry; Associate Professor of Worship Leadership.*  
B.M., B.M.E., Baylor University; M.M., D.M.A., Southwestern Baptist Theological Seminary. (2013).
- Buchanan, Toby G.** – *Associate Professor of Sociology and Professional Studies.*  
B.A., Wayland Baptist University; M.A., Southwestern Baptist Theological Seminary; M.S.S.W., Ph.D., University of Texas at Arlington. (2001)
- Burgin, Robert D.** – *Associate Dean, Dorothy M. Bush College of Education; Assistant Professor of Education.* B.B.A., MED, University of North Texas. (1999)
- Bush, Thomas O.** – *Professor of Physics and Environmental Science.*  
B.S., University of Oklahoma; Ph.D., Naval Postgraduate School. (2001)
- Caillier, Jason W.** – *Assistant Professor of Christian Education.*  
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- Calhoun, Jennifer B.** – *Assistant Professor of Management.*  
B.B.A., Texas A&M University; MBA, University of St. Thomas; J.D., South Texas College of Law. (1998)
- Chen, Christina** – *Associate Professor of Statistics and Chinese*  
B.A., Guangxi Teachers College; MED, Dallas Baptist University; Ph.D., University of North Texas. (2008)
- Collins, Debra Y.** – *Director of Library Services, Assistant Professor of Library Science.*  
B.S., Appalachian State University; M.L.S., University of North Carolina; M.Div., Southeastern Baptist Theological Seminary. (2006)
- Colton, Robert E.** – *Professor of Psychology and Counseling.*  
B.A., Baylor University; M.Div., MAMF.C., Ph.D., Southwestern Baptist Theological Seminary. (1990)
- Conroy, Richard J.** – *Assistant Professor of Criminal Justice.*  
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B.A. Howard Payne University; MAC, Dallas Baptist University; M.Div., Southwestern Baptist Theological Seminary; D.Min., New Orleans Baptist Theological Seminary; Ph.D., Regent University. (2006)
- Crisp, Earl W.** – *Assistant Professor of Business.*  
B.M., B.M.E., Texas Christian University; M.S., Troy State University; D.P.A., University of La Verne. (2013)
- Daehnert, W. Jan** – *Assistant Professor of Biblical Studies and Ministry.*  
B.A., Howard Payne University; M.Div., Southwestern Theological Seminary; D.Min., Fuller Theological Seminary. (2013)
- Daniel, Donna D.** – *Assistant Professor of Library Science*  
B.S., M.L.S., University of North Texas. (2008)
- Daniels, Evelyn G.** – *Assistant Professor of Management.*  
B.A.B.A., MBA, Dallas Baptist University; Ed.D. Nova Southeastern University. (2006)

- Dark, Rebecca N.** – *Associate Professor of English.*  
B.A., M.A., Ph.D., University of Texas at Arlington. (2007)
- Davis, Joan S.** – *Assistant Professor of Counseling and Psychology.*  
B.A., Howard Payne University; MAT, MAC, Dallas Baptist University; Ph.D., Texas A&M University at Commerce. (2011)
- Davis, M. Wayne** – *Associate Dean, College of Professional Studies, Professor of Professional Studies.*  
B.A., Hardin-Simmons University; M.R.E., Ph.D., Southwestern Baptist Theological Seminary. (2004)
- Dehnel, Sharon S.** – *Assistant Professor of Library Science.*  
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B.A., Angelo State University; MED, Ed.D., University of North Texas. (2011)
- Dutschke, Jeremy B.** – *Professor of Higher Education.*  
B.S., MED, Dallas Baptist University; Ph.D., Regent University. (2003)
- Edwards, Marilyn A.** – *Associate Professor of Psychology.*  
B.A.S., M.A., Dallas Baptist University; Ph.D., Texas Woman's University. (2000)
- Elms, S. June** – *Assistant Professor of Kinesiology.*  
B.S., Howard Payne University; M.S., Ed.D., Texas A&M University at Commerce. (2006)
- Fansler, Terry L.** – *Associate Professor of Music.*  
B.M., Oklahoma Baptist University; M.M., Ph.D., University of North Texas. (2002)
- Fleitas, Dionisio L.** – *Dean, College of Natural Sciences and Mathematics, Associate Professor of Mathematics.*  
B.S., Universidade Federal Do Rio de Janeiro; Ph.D., University of Texas at Arlington. (2006)
- Fletcher, Aaron G.L.** – *Associate Professor of Biology.*  
B.S., York College; Ph.D. Colorado State University. (2008).
- Fogle, Angela C.** – *Assistant Professor of Marketing.*  
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- Fredricksen, Donovan E.** – *Dean, College of Professional Studies, Professor of Professional Studies.*  
B.B.A., Texas Wesleyan University; M.A.R.E., Ph.D., Southwestern Baptist Theological Seminary. (2003)
- Galloway, W. Ray** – *Associate Professor of Kinesiology.*  
B.S. MED, East Texas State University; Ed.D., Texas A & M University at Commerce. (2007)
- Gandy, Justin D.** – *Assistant Professor of Management.*  
B.B.A., MBA, Texas Tech University; M.Div., Hardin-Simmons University; Ph.D., Dallas Baptist University. (2012)
- Garrett, Robert I.** – *Professor of Missions.*  
B.A., Baylor University; M.Div., Ph.D., Southern Baptist Theological Seminary. (2004)
- Garrett, Rodney U.** – *Associate Professor of Higher Education.*  
B.A., Dallas Baptist University; M.Ed., Dallas Baptist University; Ph.D., University of North Texas. (2008)
- Goodyear, Jack I.** – *Dean, College of Humanities and Social Sciences; Associate Professor of Political Science.*  
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- Hale, Mark D.** – *Assistant Professor of Higher Education.*  
B.A.S., University of North Texas; MED, Dallas Baptist University. (2010)
- Haller, Marilyn L.** – *Professor of Education.*  
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- Hatcher, M. Elaine** – *Assistant Professor of English.*  
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- Hemminger, E. Wade** – *Professor of Counseling.*  
B.S., University of Tennessee; M.A., University of Northern Colorado; Ed.S., St. Mary's University; Ed.D., Auburn University. (1997)
- Henry, Michelle L.** – *Associate Professor of English.*  
B.A., M.A., Texas A&M University; Ph.D., University of Texas at Dallas. (2005)
- Hinson, Debra D.** – *Professor of Biology.*  
B.S., M.S., Ph.D., Baylor University. (2000)
- Hix, Joanne W.** – *Assistant Professor of Management.*  
B.A., Dallas Baptist University; MBA, Dallas Baptist University; Ph.D., University of North Texas. (2008)
- Holcomb, Stephen N.** – *Professor of Music.*  
B.M.E., M.M., Baylor University; D.M.A., Southwestern Baptist Theological Seminary. (1989)
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B.S., Dallas Baptist University; M.Div., Southwestern Baptist Theological Seminary. (2008)
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- Humphreys, Jean S.** – *Professor of Sociology.*  
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- Hutchinson, James W.** – *Associate Professor of Communication and Art.*  
B.A., Pensacola Christian College; M.F.A., Marywood University. (2008)
- Ishida, Mamo** – *Assistant Professor of East Asian Studies.*  
B.S., Dallas Baptist University; MED, Dallas Baptist University. (2008)
- Ivey, J. Drew** – *Assistant Professor of Biology.*  
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- Jaeger, John D.** – *Associate Professor of Library Science and Doctoral Research.*  
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- Jones, Tam L.** – *Assistant Professor of Education.*  
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B.S., University of North Dakota; M.S., M.S., North Dakota State University; Ph.D., Capella University. (2005)
- Kelm, Greg A.** – *Assistant Professor of History.*  
B.A.A.S., Dallas Baptist University; M.H., University of Dallas. (2002)
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- LaFavers, Andrew J.** – *Assistant Professor of Geosciences and Environmental Science.*  
B.S., M.S., Texas A & M University at Commerce; M.S., Mississippi State University. (2007)
- Lash, James B.** – *Professor of Business.*  
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- Mitchell, Philip I.** – *Associate Professor of English.*  
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- Mitz, Sue C.** – *Professor of Music.*  
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- Morgan, Joanne P.** – *Assistant Professor of Communication.*  
B.S., Midwestern State University; M.A., University of Oklahoma; Ed.D., Dallas Baptist University. (2007)
- Morris, Judy B.** – *Associate Dean, Graduate School of Ministry, Professor of Christian Education.*  
B.B.A., Stephen F. Austin State University; M.A.R.E., D.Ed.Min., Southwestern Baptist Theological Seminary. (2004)
- Mullen, Steven K.** – *Dean, Mary C. Crowley College of Christian Faith; Professor of Christian Education.*  
B.A., Ouachita Baptist University; M.A.R.E., Ph.D., Southwestern Baptist Theological Seminary. (1997)
- Naugle, David K.** – *Distinguished University Professor.*  
B.A., University of Texas at Arlington; Th.M., Th.D., Dallas Theological Seminary; Ph.D., University of Texas at Arlington. (1990)
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- Nelson, Mary Jane** – *Professor of Business.*  
B.S.Ed., MED, University of Central Oklahoma; M.B.Ed., Ph.D., University of Oklahoma. (1992)
- Nelson, Mary K.** – *Professor of English.*  
B.A., Baylor University; M.A., Southern Methodist University; M.A., Ph.D., Rice University. (2004)
- Noyes, Deanna K.** – *Professor of Natural Sciences.*  
B.S., Belhaven College; Ph.D., University of Southern Mississippi. (1999)
- O'Brien, W. Ross** – *Associate Professor of Management.*  
B.A., Baylor University; MBA, Dallas Baptist University; Ph.D., University of Texas at Arlington. (2003)
- Oldenburg, Martha W.** – *Assistant Professor of Education.*  
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- Parker, T. Paul** – *Assistant Professor of Computer Science*.  
B.S., Baylor University; M.S., Rice University; Ph.D., University of Texas at San Antonio. (2011)
- Pollard, John D.** – *Assistant Professor of Biblical Studies*.  
B.A., M.A., Baylor University; M.Div., Southwestern Baptist Theological Seminary. (2010)
- Pool, Marsha K.** – *Professor of Mathematics and Master Teacher*.  
B.A., MED, University of North Texas. (1966)
- Powell, Beverly G.** – *Assistant Professor of English*.  
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B.M., Baylor University; M.M., University of Houston; D.M.A., Southwestern Baptist Theological Seminary. (1998)
- Reid, Sandra S.** – *Professor of Business*.  
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- Richard, Debra L.** – *Director of Distance Learning Library Services; Professor of Library Science*.  
B.M.E., University of North Texas; M.L.S., Texas Woman's University. (2000)
- Ricketts, Philip M.** – *Professor of Marketing*.  
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- Rose, Daniel M.** – *Assistant Professor of Communication*.  
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- Sanders, Mary Beth** – *Assistant Professor of Education*.  
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- Saydometov, Sergiy** – *Associate Dean, College of Business, Assistant Professor of Finance*.  
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- Schaffer, Andrew C.** – *Professor of Finance and Business Law*.  
B.B.A., Baylor University; MBA, Texas Tech University; J.D., Texas Tech University School of Law. (1995)
- Sims, Dale B.** – *Acting Dean, College of Business, Professor of Management Information Systems*.  
B.A., Southwestern College; M.S., Houston Baptist University; Ph.D., University of North Texas. (1990)
- Smith, David R.** – *Professor of Christian Ministry and Leadership*.  
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- Sullivan, Robert J.** – *Associate Dean, College of Humanities and Social Sciences; Professor of Political Science*.  
B.S., Howard Payne University; J.D., University of Texas at Austin. (2001)
- Tennison, James A.** – *Assistant Professor of Sport Management*.  
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- Tribble, Deborah H.** – *Assistant Professor of Education*.  
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- Tung, Stewart M.** – *Professor of Mathematics*.  
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- Underwood, Jim D.** – *Professor of Management*.  
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- Vann, R. Thomas** – *Professor of Christian Ministry*.  
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- Wallace, Barbara K.** – *Professor of Music*.  
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- Wallace, Gail L.** – *Professor of Sociology*.  
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- Walsh, Dawna Hamm** – *Professor of Art*.  
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- Weaver, Jennifer L.** – *Assistant Professor of Music*.  
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- Wei, Han-Chieh** – *Associate Dean, College of Natural Sciences and Mathematics, Assistant Professor of Computer Science*.  
B.S., National Chao Tung University; M.S., Ph.D., University of Texas at Arlington. (2008)
- Wicker, Dana A.** – *Associate Professor of Psychology and Counseling*.  
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- Williams, Michael E., Sr.** – *Professor of History*.  
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- Williams, Phil S.** – *Assistant Professor of Kinesiology.*  
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- Willis, Donald E.** – *Assistant Professor of Business.*  
B.B.A., B.S., Texas A&M University; M.D.S., Georgia State University. (1978)
- Wilson, Greg A.** – *Professor of Chemistry.*  
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- Wolf, Shannon M.** – *Associate Professor of Counseling.*  
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- Wright, Adam C.** – *Dean, Gary Cook School of Leadership, Assistant Professor of Leadership.*  
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