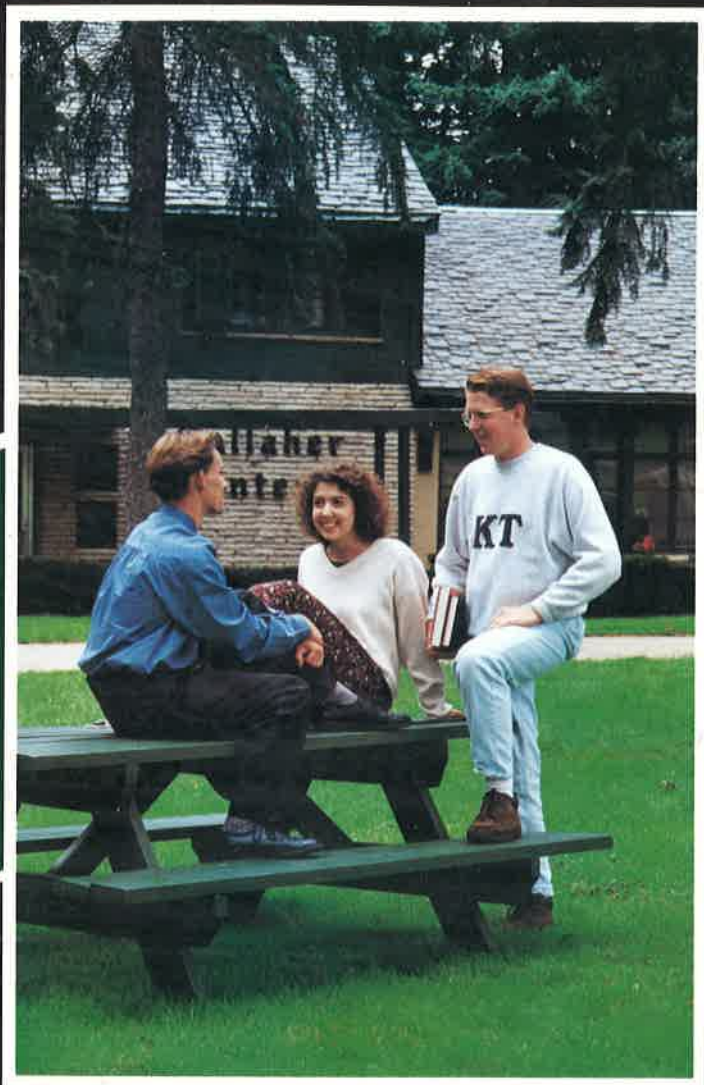


*touching lives . . . changing futures*



**Michigan Christian College**  
*1994-95 Catalog*

# **MICHIGAN CHRISTIAN COLLEGE**

**1994-95 CATALOG**

**A CO-EDUCATIONAL  
COLLEGE DEDICATED TO  
ACADEMIC ACHIEVEMENT  
AND CHRISTIAN IDEALS**

**ACCREDITED BY THE NORTH  
CENTRAL ASSOCIATION  
OF COLLEGES AND SCHOOLS**

**800 WEST AVON ROAD  
ROCHESTER HILLS, MICHIGAN 48307**

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**VOLUME 30**

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## *Introduction to the College*

### **COLLEGE HISTORY**

Fulfilling the dream of thousands, a Board of Trustees was formed in 1954 with the purpose of establishing a Christian educational institution in the North Central area. After several months of searching, planning, and praying, the Board finalized arrangements in September of 1957 to purchase the beautiful Lou Maxon estate for a college campus site.

The college opened in September of 1959 with fifty-four full-time students under the name of North Central Christian College. On May 27, 1961, the Board of Trustees officially changed the name of the institution.

After several facility additions on the original campus, the college purchased an adjoining farm in 1964, assuring space for future growth of the college. Numerous facility additions and institutional milestones occurred in the years that followed, including candidate status with the North Central Association in 1969.

In 1974, the North Central Association granted accreditation to the college. Since the 1980 authorization of NCA to offer the bachelor's degree, Michigan Christian College has continued to develop additional programs to meet the needs of students and a changing society.



## **COLLEGE MISSION**

The mission of Michigan Christian College is to help students develop academically, socially, and spiritually in order for them to achieve their potential, to possess a meaningful faith, and to serve God and others in their occupations, family, church, and community.

**Affirmations on which the mission is based.** Michigan Christian College affirms that God is; that Jesus is the Christ, the Son of God; that the Bible is God's holy, revealed word; that faculty and staff must encourage students to pursue truth; and that the pursuit of truth ultimately calls for a life of service.

**College mission and church relationship.** Michigan Christian College welcomes and serves qualified students of all religious faiths and backgrounds. While having neither legal nor formal ties with any particular church, Michigan Christian College is under the control of a self-perpetuating Board of Trustees who are themselves members of Churches of Christ. Michigan Christian College supports activities which aid these churches, such as special lectureships, workshops, seminars, and choral programs.

**Impact of the mission on students.** Michigan Christian College challenges students through a rigorous undergraduate curriculum taught by Christian faculty who are committed to the highest academic standards in a distinctively Christian environment. Graduates of Michigan Christian College should be able to reason critically and logically, and to effectively communicate their thoughts and ideas to others. Beyond this, Michigan Christian College students are expected to consider the moral and spiritual dimensions of the various subjects, and to realize that spiritual commitment demands scholarly excellence. Finally, Michigan Christian College students should recognize that the love of truth leads ultimately to a life of service as citizens, workers, and educated members of society.

Michigan Christian College challenges to excellence in Christian living. Students are expected to participate regularly in campus devotionals and daily chapel activities, and to enroll in a required course of Bible study each semester. Students enrolled at Michigan Christian College study under faculty members who are committed Christians and also have the appropriate scholarly training. They also have daily contact with a Christian staff, which provides students with additional opportunities for personal example and encouragement.

Michigan Christian College challenges by establishing a community in which each student has value and dignity. Students are expected to maintain the highest standards of personal conduct (integrity, purity of thought and actions, modest dress, abstinence from the use of drugs,

alcohol, and tobacco, and the exclusion of all forms of sexual immorality). All are encouraged to consider how individual actions affect the dignity and rights of others.

Michigan Christian College challenges by providing the opportunity for students to become involved in campus life, both in and out of the classroom. Students are able to explore a variety of social and service opportunities, and to establish life-long relationships with faculty, staff, and other students.

Michigan Christian College challenges students to become socially responsible citizens and to become builders of the home as individuals, mates, and parents.

And, beyond every other consideration, Michigan Christian College challenges students to understand that “the fear of the Lord is the beginning of all knowledge” (Proverbs 1:7).

**Impact of the mission on academic programs.** Michigan Christian College recognizes the diverse reasons for which students attend college. Consequently, Michigan Christian College offers a number of degree options for both traditional age and mature learners. Michigan Christian College offers a variety of bachelor's degree majors designed to train students for service in the fields of business, human services, and Christian services. The college plans to develop additional bachelor's degree programs to meet the needs of students desiring a strong integration of Christian principles with current theory and practice. The bachelor's degree programs also prepare students for studies at the graduate level in related fields.

The liberal arts curricula of the bachelor's degree programs are the basis of most majors and pre-professional programs which students may wish to pursue. Associate degree programs provide the foundation for most liberal arts degrees. Certain majors within the Associate of Science degree also offer specialized occupational training, which allows students to combine the benefits of Christian education with training in a specific occupation. Beyond specific degree objectives, Michigan Christian College seeks to prepare students for life-long learning, and to provide opportunities for mature learners to benefit from programs offered by the college.

**Impact of the mission on campus planning.** Michigan Christian College plans for campus facilities and resources which support the current and projected needs of students. Both academic and spiritual needs of the community are considered relevant to campus planning. In particular, Michigan Christian College seeks to maintain the aesthetic beauty of the natural surroundings because these contribute to an awareness of God's role in creation.



### **COLLEGE STATUS**

Michigan Christian College holds the highest possible regional accreditation and licensing available to colleges in Michigan:

- ◆ Accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools.
- ◆ Licensed by the State of Michigan Board of Education and incorporated through the Michigan Corporation and Securities Commission.

Michigan Christian College holds additional approvals and memberships:

- ◆ Member of the Association of Independent Colleges and Universities of Michigan.
- ◆ Member of the Association of Collegiate Business Schools and Programs.
- ◆ Approved by the Immigration and Naturalization Service of the U.S. Department of Justice for the training of foreign students.
- ◆ Approved by the Michigan Department of Education for receipt of veterans benefits.
- ◆ Registered with the United States Internal Revenue Service as a non-profit educational corporation under Section 501(c)(3) of the Internal Revenue Code.

## COLLEGE LOCATION

Rochester Hills has established itself as the fastest growing community in southeast Michigan. The popular area's unique mixture of country charm and modern development has caused its population to pass 61,000. Its strategic location avoids big city problems, yet permits access to the entire Detroit metropolitan area within an hour.

Downtown Rochester and its nearby cider mills offer the atmosphere of a small town. In contrast, the surrounding city of Rochester Hills features three enclosed shopping malls and nine shopping centers; twenty-three theaters; over sixty restaurants; numerous office plazas; and hundreds of new homes, apartments, and condominiums. Cultural events abound in the Rochester community with the presence of the internationally acclaimed Meadow Brook Theatre and Music Festival and with such activities as the Art'n Apples Festival. Part-time job opportunities and internships are normally readily available.

Metropolitan Detroit, with the nation's seventh largest city as its center, offers such places as Greenfield Village, the Henry Ford Museum, the Institute of Arts, Fisher Theatre, and the Detroit Zoo. Sports enthusiasts can witness pro-baseball at Tiger Stadium, Pistons basketball at the Palace, Lions football at the Silverdome, or Red Wings hockey at Joe Louis Arena. Canada is accessible by bridge or tunnel from Detroit. Numerous classes and student groups visit regional sites on a regular basis.





## CAMPUS FACILITIES

Ten major buildings situated around two scenic lakes highlight the main portion of the eighty-three acre campus. Although every building except Gallaher Center and the Gatehouse was constructed since 1959, many facilities have been renovated since that time. Acres of wooded, landscaped areas around the lakes make the campus one of the most beautiful to be found anywhere. The Shinsky Athletic Field, cross country trails, tennis courts, and the President's home are located on the east side of campus. Many facilities and parking areas are handicap accessible.

**Gallaher Center.** Formerly the mansion of the Maxon estate, Gallaher Center now houses the President's Office, Business Office, Admissions Office, Financial Aid Office, Public Relations Office, Development Office, Counseling Center, and Alumni Music Center. A slate roof, rustic wooden interior, and unique design that blends with the contour of the lake and hills set this building apart as a focal point of the campus.

**Muirhead Library.** A collection of over 51,950 volumes, including microforms, is housed in the Muirhead Library. The microbook *Library of American Civilization* features 12,474 rare volumes. The library receives 210 periodical subscriptions. The building also contains the College Bookstore, which serves both student and church needs.





**Associates Campus Center.** Two floors of residence hall for male students make up the middle portion of the Associates Campus Center. The dorm rooms are carpeted and furnished. Community restrooms, showers, and laundry facilities are located on each floor. Below the residence hall and overlooking the lakes is the cafeteria. The adjoining Gold Conference Room provides a formal atmosphere for special meetings and banquets. An academic wing containing classrooms, the computer lab, Academic Services Office, and Student Services Office lies on the west end of the building. The computer lab features state-of-the-art IBM compatible 386-33 computers and laser printers.

**Utley Student Center.** The Warrior Cafe and a game room are located in the Utley Student Center. Both areas have decks overlooking the lakes.

**Westside Central Chapel.** Beautiful windows forming a large arrow that points upward highlight the view of the campus lakes from the chapel. A unique seating arrangement allows for division of the facility into three large lecture rooms after the closing of chapel programs.

**Alma Gatewood Residence Hall.** Female students are housed in the Gatewood Residence Hall. Rooms are arranged in suites, with two rooms adjoining a private bath. In addition to carpeting and furnishings, each room contains a sink and walk-in closet. Laundry facilities are located on the upper levels, and a recreation room and kitchen on the lower level.

**Barbier Residence Hall.** Housing male students, Barbier Residence Hall is arranged with community restrooms. Laundry facilities are located on the first level. Each room is carpeted and furnished.



**Palmer Residence Hall.** Both single and married students are housed in Palmer Residence Hall. In addition to carpeting and some furnishings, each room contains a private bath, walk-in closet, and outside private entrance. Some units also contain a kitchenette.

**Gymnasium.** Serving as the location for intercollegiate practice, physical education courses, and intramural sports, the Gymnasium contains a single regulation college court, locker rooms, and offices. Intercollegiate games are played in local gymnasiums.

**Science Center.** Lecture rooms and offices, as well as biology and chemistry lab facilities, are housed in the Science Center. The building is located in an excellent area for specimens because of the abundance of trees, plants, and lake-life nearby.

**Gatehouse.** Formerly the caretaker's home of the Maxon estate, the Gatehouse contains a classroom on each of two levels.

**Child Development Center.** Housed in the facility of the Rochester Church of Christ, the Child Development Center of Michigan Christian College offers a preschool program to the community and provides opportunities for class observation and internships in the Early Childhood program. The facility is located on property that borders the campus.

## *Student Life Information*

### **SOCIAL ACTIVITIES AND ORGANIZATIONS**

**Involvement.** An abundance of activity within a small student body at MCC provides you with unlimited opportunities for participation. In addition, groups often sponsor special outings to such places as Tiger Stadium and the Shakespearean Festival in Stratford, Ontario.

**Banquets.** Three banquets highlight the year, including the Winter, Sweetheart, and Spring Awards Banquets. Campus organizations also sponsor banquets for combinations of students, fathers, and mothers.

**Student Body Association.** Leaders are developed as a group of elected representatives plans various social activities and service projects for the student body. Executive officers receive S.B.A. Scholarships.

**Music Groups.** The A Cappella Chorus and Concert Chorale perform in several local programs and tour extensively throughout the year. Two smaller groups, Autumn and Spectrum, work with the Admissions Department in presenting exciting programs of contemporary music.

**Theatre.** Traveling drama troupes, as well as traditional on-campus productions, feature stagecraft and acting talent. The Pied Pipers present a program of improvisational children's theatre. Inside-Out features socially and spiritually-conscious skits.

**Celebration in Song.** The Music and Drama Departments combine efforts to present Celebration in Song. The program features presentations by hosts and/or hostesses, Celebration Singers, and the social clubs.

**Service Groups.** The men of 4-Him sponsor a number of service projects each year as they attempt to develop servant-leaders. Young ladies find similar projects readily available to them through participation in Symphony of Service (SOS).

**Social Clubs.** Six campus social clubs serve as the basis for special activities, intramural sports rivalry, and service projects. Men and women may each choose from among three clubs.

**Departmental Organizations.** Sponsored by Business Department, Students in Free Enterprise welcomes the participation of any student, regardless of major. By invitation, students may participate in Psi Beta, a national honor society for psychology students.

**Special Interest Clubs.** Occasionally, clubs like the Spirit Riders, an equestrian club, are formed based upon student interest.

## RELIGIOUS ACTIVITIES

**Chapel.** Worship is a vital part of campus life at Michigan Christian College. Attendance in chapel is required of all full-time students on each day that classes meet during the week. Programs often follow the devotional period.

**Bible Classes.** You are required to enroll in a Bible class each semester that you are a full-time student. Required classes come from the textual area of Bible offerings.

**Devotionals.** Thursday evening devotionals are a tradition at Michigan Christian College. Everyone is invited to these informal worship periods. Similar occasions in the individual residence halls provide opportunities for Christian fellowship and inspiration at the end of the day.

**Bible Lectureship.** Each October, guest speakers from throughout the country come to campus to present the Bible Lectureship. You are welcome to attend the various classes and lectures to learn from these Christian leaders.

**Mission Campaigns.** Training and experience in personal evangelism and Bible class teaching can be received through participation in campaign groups. Campaigns North provides you with opportunities to work with churches in the North Central region of the country. International Campaigns ministers to churches outside of the United States. Internship or workshop credit is offered for some of these activities.





## **ATHLETIC ACTIVITIES**

**Intercollegiate Sports.** As an independent college, MCC holds membership in the National Small College Athletic Association. Men participate in intercollegiate basketball, baseball, soccer, cross country, and track. Women compete in intercollegiate basketball, volleyball, softball, cross country, and track. The men's basketball team won the NSCAA championship in 1989, and the runners-up position in 1994. The men's cross country team earned national titles in 1989 and 1990.

**Intramural Sports.** Social clubs compete for an all-sports trophy in intramural softball, volleyball, basketball, flag football, pool, table tennis, and super star events. Both men's and women's teams compete.

**Yell Squad.** Co-educational yell squads lead enthusiastic fans at home intercollegiate sporting events.

## **RESIDENCE HALLS**

Housing is maintained primarily for full-time, single students. You are required to live in a residence hall unless you are married or living with relatives. Requests for permission to waive housing requirements should be addressed to the Dean of Student Services. A *Student Guide*, outlining all policies relating to residence hall living, is distributed at the opening of each academic year. All students living in the residence halls are required to obtain cafeteria meal services, and each student is held financially responsible for any damages to his or her room.

## **SOCIAL REGULATIONS**

As a student at Michigan Christian College, you are expected to accept a personal responsibility for your conduct both on campus and in the community. As an institution based upon Christian values, the college is committed to maintaining an atmosphere that harmonizes with the mission of the institution. A *Student Guide* details all regulations and policies relating to student life, and is distributed at orientation. You may request a copy from the Office of Admissions before orientation.

Students are expected to dress modestly at all times. Dishonesty, profanity, sexual immorality, gambling, property abuse, as well as the use or possession of alcoholic beverages, illegal drugs, or tobacco is not permitted. Dancing is not permitted at any college function or within any area of the campus. Curfew hours are maintained for resident students. Other policies and disciplinary procedures are described in the *Student Guide*. Serious violations of social regulations of the college or laws of the civil government may result in dismissal from the college.

By your enrollment, you agree to live within the framework of the college's standards of conduct. While your personal convictions may not be in accord with these standards, enrolling as a student obligates you to assume responsibility for honorable adherence to these standards while attending the college. The observance of the rules of common courtesy and cooperation makes conduct rules operate more smoothly.

## **HEALTH INSURANCE AND SERVICES**

You are required to submit a Student Health Record before enrolling as a student. This form is sent to you upon application for admission. Your doctor must include results from a physical examination as well as health and immunization history.

A college group accident and sickness insurance policy is available to all students of Michigan Christian College. You are required to subscribe to this policy or to provide proof of insurance if you are a full-time student. The insurance is optional for part-time students. The cost of the insurance is included in the fall invoicing. Payment provides twelve months secondary coverage. This plan assists with coverage of most emergencies due to accident, including hospital bills and doctor bills. You may obtain details of the current policy benefits from the Business Office.

The services of Henry Ford and MercyCare Medical Centers in Rochester Hills are available to the students of Michigan Christian College. Physicians at either center can provide care for minor ailments and prescribe necessary medication. You may choose, however, to secure the service of a local physician through that doctor's office. Crittenton Hospital is also located within two miles of the college and can handle emergency care. In any case, you are obligated to pay for all such services and medication.

## *Admissions Information*

### **ADMISSIONS PHILOSOPHY**

If you desire to apply for admission to Michigan Christian College, you should closely evaluate your personal, academic, and spiritual goals to ensure that your needs can be met in the type of environment offered by the college. You should remember that attending MCC is a privilege, not a right, and should further commit yourself to the ideals, policies, and regulations to which you will be held accountable should you enroll.

### **ADMISSIONS PROCEDURES**

Michigan Christian College welcomes you if your educational and spiritual pursuits are in harmony with the mission of the college. To apply for admission, you should complete the following steps:

1. Complete and submit an *Application for Admission*, along with a non-refundable *application fee* of \$25. Applications are available upon request from the Office of Admissions.
2. Contact your high school guidance counselor or college Registrar to request that your *high school and/or college transcripts* be sent to Michigan Christian College. Incomplete transcripts may be used for preliminary admissions decisions, but you must submit final transcripts before you will be allowed to register for classes.
3. Submit an official *ACT* (American College Test) or *SAT* (Scholastic Aptitude Test) *score report*. You may request this information directly by contacting ACT (MCC code 2072) or SAT (MCC code 1516), or you can obtain the appropriate request form from the Office of Admissions at Michigan Christian College. Test scores on transcripts can be used for making preliminary admissions decisions, but you must have an official score report in your admissions file before you will be allowed to register for classes. If you have not yet taken the ACT, you may take a residual exam on campus. Contact the MCC Office of Admissions to arrange a test date.
4. Complete and submit a *student health record*. The record must include immunization dates, and a visit to your family doctor will be necessary to complete tuberculosis and related tests. You will not be allowed to register for classes or move into the college residence halls without having fully completed this requirement.
5. Submit a *room reservation fee* of \$25. This fee is required for on-campus housing.
6. Have two *recommendation forms* sent to the college. This information is used for admission and institutional scholarship consideration, and should come from church leaders (minister, elder, etc.), teachers, school administrators, employers, or community leaders. Recommendations by relatives or close personal friends will not be considered.



## **ADMISSIONS STANDARDS**

Michigan Christian College is interested in students who desire to excel academically, grow spiritually, develop socially, and contribute to a positive campus atmosphere. Admission to Michigan Christian College is uniquely selective, and is determined by a number of factors, including high school or college grade point average; college entrance examination scores; moral character and integrity; exhibited involvement and leadership in school, church, and community activities; and recommendations by church leaders, teachers, employers, and significant others.

### **FIRST TIME IN COLLEGE**

High school graduates who have never attended college, or students who have acquired less than 14 semester hours of course work beyond high school are required to meet the following criteria for unconditional admission to Michigan Christian College: minimum high school grade point average of 2.25, and a minimum ACT composite score of 18 or a minimum SAT total of 800.

Students who did not graduate from high school may be unconditionally admitted based upon the following criteria: minimum passing GED (General Equivalency Diploma) score of 50, and a minimum ACT composite score of 18 or a minimum SAT total of 800.

If you do not qualify for unconditional admission to Michigan Christian College, but your academic record and personal initiative indicates potential for success in college, you may be admitted on academic alert to the Transitional Academic Preparation (TAP) Program. This program emphasizes basic English, reading, writing, and mathematical skill development, and provides students with individual guidance in developing good study habits. Spaces in the TAP Program are limited, and are granted by individual evaluation.

### **TRANSFER TO MCC**

If you wish to transfer to Michigan Christian College from another college or university, you must provide an official transcript from each institution attended in addition to completing the steps listed on page 15. You are not required to complete the ACT if you are transferring 14 or more semester hours of college work. If your college grade point average is below 2.00, you may be admitted on academic alert.

If you have a cumulative grade point average of 2.00 or higher, MCC accepts a maximum of 3 semester hours of D credit when transferring 25 to 49 hours, and a maximum of 6 hours of D credit when transferring 50 to 96 hours. If you have more hours of D credit than can be transferred, the Registrar determines which hours are accepted. If your cumulative average is less than 2.00, no hours of D credit may be transferred.

**Transfer from accredited college or university.** You may transfer academic credits from a regionally accredited college or university toward an MCC degree with the following maximums: 32 semester hours toward an associate degree, and 96 semester hours toward a bachelor's degree.

If you have completed an *associate degree* at another accredited college, the following curriculum meets the general education core of every bachelor's degree at MCC: 3 hours of oral communication, 6 hours of English composition, 3 hours each in literature and fine arts appreciation, 2 hours of physical education, 7 hours of science with a laboratory course, 3 hours of intermediate algebra or higher mathematics, and 9 hours of social science.

If you are a graduate of a Michigan college or university which has signed the MACRAO Articulation Agreement and have met the requirements of that agreement, you have met all general education requirements for a bachelor's degree from Michigan Christian College.

If you are age 30 or older and entering a bachelor's degree program at MCC, you may have part of your general education requirements waived if you transfer 64 semester hours. If you have worked ten or more years in the field of your academic major and transfer 45 semester hours of credit, you also may have part of your general education requirements waived. If you are eligible to receive a waiver on part of your general education requirements, you still must demonstrate English proficiency, oral communication skills, and math competency at levels required of other MCC graduates. In addition, you must complete specific prerequisites for upper-division courses.

If you hold a *bachelor's degree* from another accredited college, you are exempt from all general education requirements at Michigan Christian College.

**Transfer from nonaccredited college or school.** Academic work from unaccredited institutions of higher education normally is accepted with the same maximums listed at the top of this page when three major colleges or universities within the state where the institution is located accept those credits.

Up to 60 hours of academic work may be accepted toward the Bachelor of Religious Education degree when it is confirmed by a score of 70% or above on the Michigan Christian College Verification of Credit Examination (VOC Examination), provided the transferring institution is state approved as an institution offering work above the secondary level. Applications and statements of policy regarding the VOC Examinations are available from the Academic Services Office. Students with academic credits from Schools of Preaching are encouraged to inquire.

**EARLY ADMISSION**

You may begin your full-time college program after completing your junior year of high school by gaining admission to MCC as an early admission student. You may receive your high school diploma after your first year at MCC either through arrangements with your high school or through satisfactory completion of the General Equivalency Diploma (GED). You are responsible to make such arrangements. You must have at least a 3.00 (B) grade point average in high school and a 21 or above on the ACT to be admitted under this program. Students so admitted may participate in all college activities the same as any high school graduate.

**RE-ENROLLMENT**

If you cease attending MCC for one semester or more and wish to return, you should notify the Academic Services Office. If you were suspended or dismissed for academic reasons, you must meet with the Academic Life Committee to be considered for re-admission. If you were suspended or dismissed for social reasons, re-admission first must be requested through the Student Services Office.

**SPECIAL STUDENT**

If you are interested in taking six hours or less per semester and do not plan to pursue a degree, you may register for classes without applying for admission. As a special student, you may take classes for credit or for continuing education units. You must apply for admission at a later date if you decide to take over six hours per semester or pursue a degree.

**GUEST STUDENT**

Students enrolled in other colleges occasionally wish to attend MCC in order to receive credit in some specific course or area. To do so, you should submit a Michigan Uniform Undergraduate Guest Application to the Registrar. All other admissions requirements are waived. As a guest student, you are charged normal tuition and fees. Notification of your grades and credits are sent to your regular college at your request.

**INTERNATIONAL STUDENT**

If you were not educated in the United States, you may be admitted to MCC upon submission of academic credentials from another country which indicate your ability to perform college work in the United States. If your native language is not English, you are required to score at least 500 on the Test of English as a Foreign Language (TOEFL) or at least 109 in an ELS Language Center. All students educated outside the United States or Canada enter on academic alert. Before you can be issued an I-20 as a citizen of another country, you must submit a deposit equal to the annual charge for tuition, room, and board. This deposit is credited to your account over a period of two semesters and is refundable only if you are unable to obtain a student visa.

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## *Financial Information*

### **FINANCIAL AID**

You and your family have the primary responsibility of financing a college education because you are the primary beneficiary of that education. Since society also benefits from education, individuals, governments, and organizations also provide financial assistance for college students. During an academic year, approximately \$2,000,000 in various forms of financial assistance is awarded to Michigan Christian College students.

Other than scholarships, financial aid is granted primarily according to need and is based on government formulas. To determine eligibility for government assistance, you must submit the appropriate financial statement to the MCC Financial Aid Office (see the section below for the proper procedure). Scholarships and awards funded by Michigan Christian College are granted regardless of family income, and are limited by an institutional maximum.

If you qualify for financial assistance, the college helps you locate sources required to meet your aid eligibility. A financial aid package combining scholarships, grants, loans, and part-time employment can be blended to meet your need. Most financial aid is applied to your student account by a credit memo from the Financial Aid Office to the Business Office at registration for each semester. Stafford loan proceeds and College Work Study earnings are not included in this credit memo, but are credited when received by the college. In order to continue receiving all types of financial aid in subsequent years, you must submit a financial statement on an annual basis.

Scholarship offers and tentative calculations of financial aid may be made prior to application for admission, but final determination is made only after you have applied for admission. Since funds are limited and aid is granted on a priority basis, you should apply early. The priority deadline for financial aid is May 1. All applications received after that date are packaged based upon remaining available aid.

### **HOW TO APPLY FOR MAXIMUM AID**

To receive maximum financial assistance, you should submit the *Free Application for Federal Student Aid* (FAFSA) to Michigan Christian College. After you submit this form, the Director of Student Financial Aid will prepare a financial aid package for you, providing the maximum amount of aid available.

Transfer students also must submit a *Financial Aid Transcript* to MCC, whether or not they received financial aid from previous colleges.

## SCHOLARSHIPS

**Michigan Competitive Scholarship.** If you are a resident of the state of Michigan with financial need, you may be eligible for a scholarship of up to \$1200 per academic year from the State. To qualify for this scholarship, you must complete the American College Test (ACT) with a high score by October of your senior year. Financial statement required.

**Trustee Scholarship.** You may be eligible for a Trustee Scholarship that covers 100%, 75%, or 50% of the full cost for tuition, room, and board. To apply, you must achieve a composite score of 26 or above on the ACT, have a supportive high school grade point average, and demonstrate leadership skills. The award percentage is applied to tuition costs for commuting students.

**Presidential Academic Scholarship.** If you achieve both a 3.60 grade point average in high school and a composite score of 30 or above on the ACT, you are eligible for a full-tuition Presidential Academic Scholarship. This scholarship is renewable after your first year at MCC if you achieve at least a 3.60 grade point average on a minimum of 30 hours.\*

**Scholastic Honors Scholarship.** If you have a minimum ACT score of 20 (SAT 940) and a good high school academic record, you may qualify for a Scholastic Honors Scholarship ranging from \$400 to \$1000 per academic year. The scholarship is available only to full-time students. Renewal awards are based upon college grade point average.\*

**Academic Achievement Scholarship.** If you achieve a high score on the ACT or SAT, you qualify for an Academic Achievement Scholarship. For an ACT composite score of 24 to 25 (SAT 1060 to 1120), you may receive \$1500 per academic year; 26 to 27 (SAT 1140 to 1200), \$2000; 28 to 29, (SAT 1220 to 1280), \$2500; 30 to 31 (SAT 1300 to 1360), \$3000; and 32 or above (SAT 1380), \$3,500. Eligibility is also dependent upon a supportive high school academic record. The scholarship is available only to full-time students and is renewable if you maintain sufficient grades.\*

**Valedictorian and Salutatorian Scholarships.** If you are the Valedictorian of your high school class, you are eligible for an annual scholarship of \$1250. If you are the Salutatorian, you are eligible for \$1000. You must be a full-time student and must achieve and maintain a 3.60 to retain this scholarship. You may receive both this scholarship and a Scholastic Honors or Academic Achievement Scholarship.\*

**Associates Scholarship.** The Associates of Michigan Christian College provide a number of scholarships of up to \$1,000 per year, which may be applied toward tuition, room, and board. To qualify you must have at least a 2.75 grade point average. This scholarship is renewable if a 2.75 grade point average and satisfactory citizenship are maintained.\*



**Bible Scholarship.** If you are a junior or senior in the Bible program with a 3.00 cumulative grade point average and a 3.30 grade average in Bible, you may be eligible for a Bible Scholarship of up to \$900 per year.

**Gatewood Evangelism Scholarship.** If you are a junior or senior missions and evangelism major with a 3.00 cumulative grade point average and a 3.30 grade average in Bible, you may be eligible for a Gatewood Evangelism Scholarship of up to \$500 per year.

### **FAMILY PLAN DISCOUNT**

A 10% tuition discount is available to each of two or more students from the same immediate family who are concurrently enrolled full-time at MCC. The discount is built into financial aid packages unless institutional or government aid eligibility has already been met by other programs.\*

\* Adjustments may be necessary if you receive a Michigan Tuition Grant or Michigan Competitive Scholarship. You must choose between a Scholastic Honors and Academic Achievement Scholarship, and if receiving a Trustee Scholarship or Presidential Academic Scholarship you may not receive any other forms of college-funded aid.

## GRANTS AND AWARDS

**Pell Grant.** College students who are United States citizens may be eligible for up to \$2300 in aid from the federal government for use on any college costs. After submitting a financial statement, you receive a Student Aid Report (SAR) from Pell Grant. This form is forwarded to the college, which in turn notifies you of the amount of your grant.

**Supplemental Educational Opportunity Grant.** If you demonstrate need, you may be eligible for up to \$4000 from the federal government. Application is made to the college. Financial statement required.

**Michigan Tuition Grant.** If you are a Michigan resident, you may be eligible for a grant of up to \$1975 per year from the State. These grants are awarded on the basis of financial need and enrollment in a private Michigan college. Family Financial Statement required.

**Dean's Opportunity Award.** You may be eligible for a Dean's Opportunity Award if you are not eligible for other institutional aid yet demonstrate financial need and show potential for excelling in the college setting. Awards are made at the discretion of the Dean of Enrollment Services and are non-renewable. Recipients may be considered for additional institutional aid in subsequent years by demonstrating strong leadership and academic ability during their first year.

**Activity Achievement Award.** If you have demonstrated exceptional ability in sports, music, drama, or journalism, you may be eligible for an award from MCC for your achievement. Activity Achievement Awards are actually work scholarships since the department recommending the award expects a reasonable amount of the recipient's time. An award is made for one academic year, but may be renewed if citizenship and performance produce a departmental recommendation for renewal. Activity Achievement Awards cannot be made after the academic year begins, but may be granted for subsequent semesters.

**Gallaher Leadership Award.** You may be considered for a Gallaher Leadership Award of up to \$1500 per year if you demonstrate leadership qualities and achieve a high school grade point average of 2.00 or above and an ACT composite score of 18 or above.

**Gold and White Award.** If at least one of your parents attended Michigan Christian College on a full-time basis for at least one term, you are eligible for a non-renewable award of \$150 to \$300 toward your first-year expenses at MCC.

**Partners in Christian Service Award.** If at least one of your parents is employed full-time by a Christian organization or you are residing in a children's home at graduation, you are eligible for an \$1000 per year.

**Canadian Equalization Grant.** If you are a Canadian citizen, you may be eligible to receive a grant of \$2150 per year. This grant is available only to full-time students who are admitted on regular status.

**Endowed Awards.** Grants are available through endowed scholarships named in honor of David Birk, Don Brittingham, Marie Carter, Bertha Eckstein, Gene Fletcher, Mary Monroe, Renada Perrin, Ronald Rummel, Harold and Helen Slater, Paul and Margaret Southern, Jack Stowe, Ross W. Trinklein, and Marilyn Whitelaw.

## EMPLOYMENT

**College Work Study.** This federal program is designed to provide work for United States citizens with financial need. A similar program, funded by the State, exists for Michigan residents. Jobs include such duties as laboratory assistance, building and grounds maintenance, library assistance, secretarial work, child care, and intramural assistance. Job assignments are made at the beginning of each year. If you have a balance on your student account when pay checks are issued, at least 30% of your check should be applied to your account. Financial statement required.

**Off-Campus Employment.** Area business firms often contact the college or visit the campus seeking students desiring part-time work. The Rochester Hills area particularly has a great number of job opportunities. Such opportunities are recorded in the Student Services Office. Twenty hours of employment per week should be the maximum undertaken by any full-time student. Probationary students are restricted to a maximum of twelve hours of employment per week.





## LOANS

**Federal Perkins Loan.** If you have financial need and are a United States citizen, you may borrow up to \$3,000 per year from the federal government. Your aggregate loan limit may not exceed \$15,000 for an undergraduate degree. Such loans bear interest at 5% a year on the unpaid balance. Repayment of the principal may be extended over a ten-year period and does not begin until six to nine months after you end half-time study. Deferment of repayment is possible for members of the armed forces, Peace Corps, and VISTA. Up to 100% of the loan may be cancelled for those who teach in schools in specified disadvantaged areas. Application is made directly to Michigan Christian College. Financial statement required.

**Federal Stafford Loan.** You may be able to borrow up to \$2625 during your freshman year, \$3,500 your sophomore year, and \$5,500 your junior and senior years through a federal program operated by your local bank. The government pays the interest on the loan while you are in college. Repayment begins six months after you graduate, leave school, or drop below half-time status, and is normally scheduled from five to ten years. The interest rate is variable with a maximum of 9% for borrowers with no outstanding Federal Stafford Loans. There is a minimum monthly repayment requirement of \$50, which may reduce the repayment period. Repayment may be deferred while you are a member of the armed forces, a volunteer in the Peace Corps or VISTA, or a full time student. The lender deducts an origination fee of about 5% from each disbursement. The lender may charge an insurance premium of up to 3% of the loan principal, deducted proportionately from each check. Only at or after formal registration may this money be applied to an account, regardless of the date of check. Application is made through your local bank or through Michigan Christian College.

**Unsubsidized Federal Stafford Loan.** If you do not qualify for need-based federal loans or need additional funds beyond need-based eligibility, you may obtain an unsubsidized version of the Stafford Loan. Loan limits and interest rates for this program are the same as the regular Stafford Loan. Payment can be deferred until six months after you leave college or drop below full-time status. However, you will be responsible for all interest that accrues during the deferment period.

**PLUS Loan.** Your parents may borrow up to the cost of attendance, less any other financial aid for the year, with a PLUS Loan. You do not have to demonstrate financial need to obtain this loan. Interest rates vary by lender, with a maximum interest rate of 12%. Your parents must begin repaying the loan within 60 days unless a temporary deferment is obtained. Repayment may be scheduled for a period of up to ten years. Lenders allow interest to accrue during a deferment period. Loan application is made through your local bank.

## **SPECIAL SOURCES OF AID**

**Private Funds.** Many churches, civic clubs, employers, and unions provide either competitive or need-based scholarships and awards among their families or clientele. These funds are awarded independently, but must be considered in the total award package. Consult your parents' employers, your local congregation, or local civic groups for details.

**Veteran's Benefits.** If you are a veteran of any of the armed forces or the child, wife, or widow of a veteran who died or was permanently and totally disabled as the result of service in the armed forces, you may qualify for benefits toward your college education. Contact your Veterans Administration Regional Office for more information.

You may receive credit for previous training in the armed services or for course work previously completed by releasing an official transcript from each institution to the Academic Services Office. All transcripts must be received in the Academic Services Office by the end of the first semester you are enrolled. Failure to do so will result in no further certification until the transcripts are received. Some general education requirements may be waived based upon age, number of hours completed, and work experience. A policy statement is available from the Registrar. Records of academic work completed at MCC are stored in locked, fireproof storage and may be released to other institutions upon your written request.

If you are certified for Veterans Administration benefits and fail to obtain the minimum cumulative grade point average within one semester after being placed on academic alert, you may not be recertified until you raise your cumulative grade point average to the minimum standards identified in the Academic Alert and Academic Progress statements. This serves as your notice that the college informs the Veterans Administration whenever you are not recertified due to your lack of academic progress. While this policy refers only to certification for veteran's benefits and does not affect the college's policies regarding academic probation and suspension, those policies do affect certification for veteran's benefits. The standards of progress and alert policies are found on pages 26 and 31.

When you are within one semester (12 hours) of graduation, you may continue to be certified for veteran's benefits only if you have a cumulative average of 2.00 or higher, which meets graduation requirements for both bachelor's and associate degrees. The above policies regarding certification for veteran's benefits supersede any and all previous statements of these policies.

**Vocational Rehabilitation.** After you have pursued other sources of aid, you may be eligible for additional aid through the Vocational Rehabilitation Service based upon physical disability. If you feel you might qualify, you should contact your local Vocational Rehabilitation Office.



### **ACADEMIC PROGRESS REQUIREMENT**

Failure to maintain satisfactory progress in your course of study will jeopardize current and future financial aid, including V.A. Benefits.

Full-time students (those registered for 12 hours or more at the close of the late registration period for a given term) must pass 6 hours during their first term in college and 9 hours each term thereafter. Half-time students (6-11 hours) must pass at least 3 hours during their first term in college and at least 5 hours each term thereafter. Students registered for less than 6 hours are regarded as special students. In addition, you must earn a minimum cumulative grade point average of 1.00 during your first semester at MCC, 1.25 the second semester, 1.50 the third semester, and 2.00 thereafter.

Full-time students may receive financial aid toward an associate degree or certificate for a maximum of 7 regular semesters (fall, spring). Students seeking the bachelor's degree have a total of 14 regular semesters of eligibility for some types of aid. Half-time students expend a half-semester of their total eligibility for financial aid for each semester in which they are enrolled for 6-11 hours of credit. If you need to use the full length of your eligibility for financial aid, you may need to pass 13 hours (associate degrees) or 14 hours (bachelor's degrees) during your final term of eligibility. Special, short, and summer terms do not expend your semesters of eligibility for aid. If you have mitigating circumstances such as a formal change of major or degree plan, you may appeal to the Director of Student Financial Aid for an extension of up to 4 terms of aid.

**SCHEDULE OF CHARGES****Tuition and Class Fees**

Tuition, Block (per semester, 12-16 hours) .....	2670.00
Tuition, Hourly (per semester hour under 12 hours) .....	223.00
Tuition, Hourly (per semester hour over 16 hours) .....	167.00
Tuition, Hourly (Wintersession or Maymester) .....	150.00
MUS 1141 Private Voice (per semester) .....	130.00
MUS 1161 Private Piano (per semester) .....	130.00

**Residential Fees**

Room, Board, and Local Telephone Service (per semester) ...	1666.00
Key Replacement Fee .....	5.00
Private Room (as available, additional per semester) .....	220.00
Refrigerator Electrical Usage (per semester) .....	10.00
Refrigerator Rental (per semester) .....	50.00
Refrigerator/Freezer/Microwave Rental (per semester) .....	85.00
Room Change Fee (per room change) .....	25.00
Room Damage Charge .....	variable
Room Reservation Fee .....	25.00
Room Security Deposit (refundable) .....	75.00
Telephone Long Distance Deposit .....	50.00

**Other Charges and Fees**

ACT Residual Examination .....	15.00
Attendance Drop Fee (permanent, per class) .....	40.00
CLEP Credit Recording Fee (per term) .....	10.00
CLEP Examination Fee (per exam) .....	variable
Commuter Meal Plans .....	variable
Course Change Fee (per change form) .....	10.00
Graduation Candidate Fee (per application) .....	50.00
Health Insurance (minimal secondary coverage, per year) ....	210.00
Late Registration Fee .....	10.00
Life Experience Portfolio Examination Fee (per course) .....	50.00
Mailbox Key Deposit (refundable) .....	5.00
Returned Check Fee (NSF, per check) .....	15.00
Strong Vocational Interest Inventory .....	5.00
Student Activity Fee (full-time students, per semester) .....	40.00
Student Activity Fee (part-time students, per semester) .....	10.00
Student Identification Card Replacement .....	5.00
Transcript Fee (per copy) .....	3.00
Vehicle Registration Fee (annual) .....	15.00
Vehicle Violation Fines (each violation) .....	15.00
Verification of Credit Examination Fee (per examination) .....	50.00

**BASIC EXPENSES PER SEMESTER**

Tuition (12-16 hours) .....	2670.00
Room, Board, and Local Telephone Service .....	1666.00
Student Activity Fee (full-time student) .....	40.00
<b>TOTAL</b> .....	<b>4376.00</b>

**PAYMENT PLANS**

**Cash Plan.** Expenses at Michigan Christian College are payable by the semester. You may avoid the service charges of the UFS or semester payment plans by paying at registration the entire semester cost after deducting financial aid awards. Michigan Christian College accepts VISA, MasterCard, and Discover charge cards in addition to cash, checks, and money orders. You must pay for all Bookstore purchases by cash, check, money order, or credit card.

**UFS Monthly Payment Plan.** You may spread the cost of an entire academic year over ten months through a payment plan offered by University Financial Services. After deducting financial aid credits for each semester, you begin making equal monthly payments on the balance for a particular academic year in July. Although you pay an annual service charge of \$25.00 with your first payment to UFS to use this service, you do not pay any interest charges.

**UFS Registration Plan.** If you have not made arrangements to use the University Financial Services Monthly Payment Plan by the opening of the academic year, you may make an equivalent payment for July and August at registration and then begin making monthly payments to UFS after that point.

**Semester Payment Plan.** The college offers a semester payment plan that allows you to pay one-third of the total semester bill, after deducting completed financial aid credits, at the time of registration, and the remaining two-thirds in equal monthly payments due as follows:

<b>Fall Semester</b>	<b>Spring Semester</b>
September 20	February 20
October 20	March 20
November 20	April 20

There is a \$16 fee per semester for use of the Semester Payment Plan. A monthly service charge of 1 1/2% is charged on all delinquent accounts.

**General Payment Policies.** You will not be allowed to register for another semester at Michigan Christian College if you have an outstanding balance remaining on your account from the previous semester. This policy does not apply if you are using the UFS Monthly Payment Plan and your payments are current.

At the discretion of the college administration, you may be suspended for non-payment of indebtedness. No diploma, certificate, transcript, or letter of recommendation will be granted to students who have failed to take care of any indebtedness to the college. Transcripts cannot be released until all accounts are paid in full and Perkins Loan payments current.

## REFUNDS AND CREDITS

In the case of voluntary withdrawals, refund of tuition charges at Michigan Christian College is governed according to the chart below. These percentages also apply to short-term classes on a prorated basis and to course withdrawals outside the block tuition rate.

Within first week	90%
Within second week	75%
Within third week	50%
Within fourth week	25%
After fourth week	0%

Refund of room and board charges is calculated on a prorated basis. No refunds or credits are granted for meals missed while you are enrolled in school. Such special fees as activity, class, course change, and parking may not be refunded. Property and key deposits are refunded only after proper check-out procedures have been completed.

If a withdrawal or dismissal is due to misbehavior, the college is under no obligation to refund any charges.

The date of withdrawal for calculating any refund is the date of submission to the Academic Services Office the necessary withdrawal forms specified on page 30. If you withdraw in person, the submission date of the withdrawal form is the date of withdrawal. If you request withdrawal by phone and your completed withdrawal forms arrive at the college within one week of your request, the date of withdrawal is the date you requested the forms. The date the residence halls open is considered the beginning of the semester when calculating refunds.

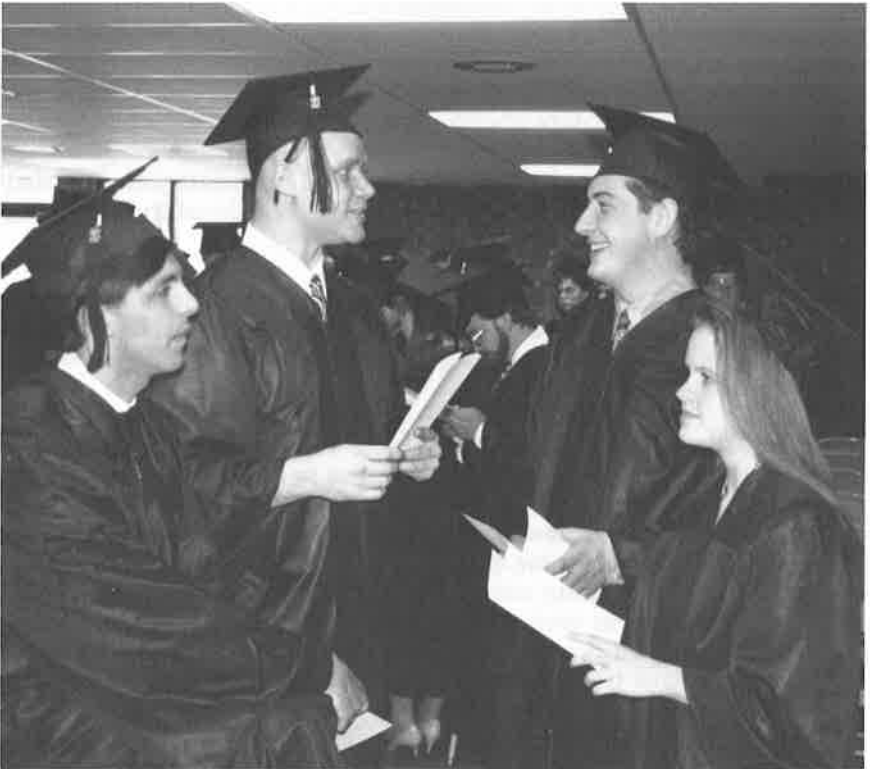
When it becomes necessary to refund financial aid funds to issuing programs, they are allocated in the following order: Stafford Loan, PLUS Loan, Perkins Loan, Pell Grant, Supplemental Educational Opportunity Grant, and institutional aid.

If you are called to active duty as a United States military reservist while a semester is in progress, you are encouraged to complete at a later date any partial semester of work that you may not have finished at the time of activation. If completion is not possible or takes longer than two calendar years after the time of activation, you will receive withdrawal grades for any incomplete course work and a tuition voucher for the number of incomplete credit hours previously paid by you and your government-funded financial aid. You may use the tuition voucher at Michigan Christian College for the same number of credit hours in any subsequent semester, even if tuition rates are significantly higher. When called to active military service, you receive a refund of room and board charges on a prorated basis.

### **WITHDRAWAL FROM COLLEGE**

To withdraw from the college, you must follow the steps below. Failure to complete this process indicates that you are not officially withdrawn, which may result in a grade of F in all classes and no refunds of accounts.

1. Visit the Academic Services Office to complete an official withdrawal form. If you are at home, you may contact the Academic Services Office to obtain all necessary forms. The withdrawals are considered official on the date of the contact only if all forms are completed and returned within one week.
2. Visit the Financial Aid Office if you are receiving any type of financial aid. Withdrawal affects your financial aid eligibility and may increase your personal payment obligation.
3. Visit the Business Office to have account refunds calculated. If you have a Perkins Loan, you must participate in an exit interview.
4. Visit the Student Services Office to turn in your mailbox key and vehicle permit, and to leave a forwarding address for your mail.
5. Visit your residence hall supervisor to officially check out of the dormitory if you are a boarding student.



## *Academic Information*

### **ACADEMIC ACCREDITATION**

Michigan Christian College is accredited by the North Central Association of Colleges and Schools. Michigan Christian College also is a signatory of the MACRAO Articulation Agreement, which facilitates transfer to or from other colleges and universities in Michigan. Former students of Michigan Christian College successfully transfer to colleges and universities throughout the United States and abroad for both graduate and undergraduate study. Since significant numbers of MCC students transferred to other institutions during the years when MCC had very few four-year programs, the college has arranged efficient transfer programs to many different institutions. You can be confident of credit transferability should you pursue upper-division majors not available at MCC. Documents associated with the accreditation process may be reviewed upon written request to the Office of the President.

### **ACADEMIC ALERT/PROBATION/SUSPENSION**

If your cumulative grade point average drops below the following levels, you are placed on academic alert: 1.50 for freshman and 2.00 for sophomores, juniors, and seniors. Classification is determined at the end of the term in which you earn the applicable level of credit: 30-sophomore, 60-junior, and 90-senior. Also, if you fail to make academic progress (see page 26), you will be placed on academic alert. Full-time students (those registered for 12 hours or more at the close of the late registration period for a given term) must pass 6 hours during their first term in college and 9 hours each term thereafter, and half-time students (6-11 hours) must pass at least 3 hours during their first term in college and at least 5 hours each term thereafter. Students with an ACT composite score below 18 or a high school grade point average below 2.25 and all students from outside the United States or Canada are admitted on academic alert.

When you are on alert, you should reduce your academic load to twelve to fifteen hours, your hours of employment to a maximum of twelve hours per week, and your participation in extra-curricular activities. Financial aid also is jeopardized by very low grades. To clear alert, you must earn a cumulative grade point average higher than the levels indicated above during the first semester after being placed on alert.

You will be placed on probation if your term average drops below 0.50 your first semester, below 1.00 any subsequent semester, or if you fail to clear academic alert within one term. If you do not meet minimum standards the following semester after being placed on probation, you will be suspended. After being suspended for one academic semester, you must appeal to the Academic Life Committee for reinstatement.





### **ATTENDANCE POLICY**

Regular class attendance is a necessary prerequisite for success in college studies. Thus, you are expected to attend classes regularly and punctually. Class attendance provides an index of your interest and ability to act responsibly, and gives you practical opportunities for self-management.

A written notice is sent to you after the equivalent of one week of absences. The attendance policy also covers tardiness. Usually, if you arrive late at class twice you are treated by the attendance policy as having been absent from class once. After you have missed more than the equivalent of two weeks of class meetings in any class, you are dropped permanently from that class and cannot receive any credit for the class. In this case, your transcript will show the letter W in the grade column.

Institutionally-approved absences for activities such as intercollegiate sports or travel with performing groups may add the equivalent of one week of class meetings to the number of absences allowed in a class. In no case will you be allowed to miss more than the equivalent of three weeks of class meetings and still receive credit for a class. In the case of a student who is involved in institutionally-approved absences, one week's equivalent of absences must be excused by the Dean of Academic Services.

If absences are occasioned by a prolonged illness which can be documented by a doctor, you may request an incomplete grade from the Registrar. However, minor illnesses, death in the family, and other personal needs are expected to be covered by the two weeks of personal absences.

If you are permanently dropped from a class because of absences, you are charged \$40.00 to cover clerical tasks involved in administering a permanent drop. To save fees, if you decide not to continue in a class, you should voluntarily drop the class by submitting a drop form to the Registrar. The charge for voluntarily dropping a class is \$10.00 per form. If you are dropped from a course after the final drop date, you will receive a WF on your permanent transcript.

Instructors are under no obligation to allow make-up of in-class daily work, regardless of the reason for absence. Major assignments and examinations may be made up for reasons such as illnesses which have been documented by a doctor and institutionally-approved absences which are excused by the Dean of Academic Services if you request the make-up within one week of the absence. Otherwise, the instructor is under no obligation to allow make-up work.

One requirement of the college is attendance in a Bible class each semester that you are enrolled as a full-time student (enrolled for 12 or more credit hours). If you accumulate more than two weeks of absences (three weeks with institutionally-approved absences), you receive a grade of F rather than a W because you cannot be dropped from your required Bible class and remain a student at MCC. You must, however, continue to attend the Bible class throughout the term to avoid being dismissed from the college. Thus, if you are absent one additional time after having earned an F for non-attendance, you will be dismissed from the college and lose credit in all courses. If you are enrolled in more than one textual Bible class during a single term, the provision for Bible class attendance applies only to the last textual class in which you remain enrolled.

### **BIBLE CLASSES**

You are required to enroll in a Bible class for credit each semester that you are a full-time student. Both new students and transfer students without Bible credits should begin with BIB 1012 and 1022. Courses numbered at the 2000 level should be taken during your second year. After you have completed 4 Bible courses, you may meet the term Bible requirement with any course listed or cross-listed as Bible, provided you meet prerequisites.

### **CLASSIFICATION**

When you have completed 30 semester hours, you are classified as a sophomore, 60 hours as a junior, and 90 hours as a senior. Class level is achieved at the end of the semester in which you earn the appropriate number of hours. Transfer students are unclassified until all prior work has been evaluated. Those not seeking a degree also are unclassified.

### **CONCURRENT ENROLLMENT**

Specialized courses are available to you through guest enrollment at other Michigan colleges and universities. To take advantage of this opportunity, you should complete a Michigan Undergraduate Guest Application and a Request for Guest Credit Evaluation for the Registrar at Michigan Christian College. If you are enrolled full-time at Michigan Christian College in the term in which you are participating in a concurrent enrollment arrangement, you are exempt from the prohibition against transfer of D grades for credit earned in concurrent enrollment. Payment of tuition and fees at both institutions is your responsibility.

### **CONTINUING EDUCATION**

If you wish to audit a course without required assignments or testing, you may enroll in the course for continuing education units. Continuing education courses are usually taken for enrichment purposes or job training. They normally do not include such services as the grading of papers. However, you receive one C.E.U. (Continuing Education Unit) for each ten hours of class attendance. Course prerequisites must be met unless you obtain approval of the instructor or Dean of Academic Services.

### **COURSE CHANGES**

You may add or drop courses in the Academic Services Office through the end of the second week of classes in each semester. After the second week, you may no longer add full-term courses, and withdrawals are reflected on your transcript with the grade W. Bible is a semester requirement. You may not drop Bible and remain a student at MCC. You may not withdraw from any course later than one week after mid-term grade distribution.

### **COURSE LOAD**

At least twelve credit hours in a regular semester constitutes a full-time load. Sixteen hours is an average load. More than eighteen hours constitutes a heavy load and must be approved by the Dean of Academic Services. If you are on academic alert, you should register for no more than twelve hours. Six to eleven hours per semester is considered a half-time load. For the Veterans Administration, a load of nine to eleven hours is considered a three-quarters-time load.

### **CREDIT BY ADVANCED PLACEMENT**

You may arrange to take the Advanced Placement Examination with your high school counselor. Credit for a corresponding freshman course at MCC may be given for a score of three, four, or five. In determining the amount of credit, attention is given not only to your score, but to your scholastic record, any special merits of the examination paper, and a possible personal interview. Grades are not given and fees are not assessed by MCC in the recording of Advanced Placement credit.

### **CREDIT BY CLEP**

You may receive up to sixteen hours of college credit at MCC through the College Level Examination Program. You must attain a score of at least the 50th percentile on a CLEP subject exam to receive credit. Credit is not given for English Composition courses or for general examinations. If you qualify for credit, you must pay a fee of \$10 for each course recorded for credit, in addition to the fee charged by the Educational Testing Service for taking each test. If you have failed a course, either in regular attendance or by examination, you may not seek CLEP credit in that course. MCC offers CLEP tests prior to registration for the fall term. You may take CLEP tests administered at other testing centers at any time.

### **CREDIT BY EXAMINATION**

You may obtain from the Registrar an application and policy statement for credit granted by comprehensive examinations for specific courses. No credit can be granted if you have audited a course, if you attempted and failed a course at an earlier date in any college, if you are taking a course at the time of examination, if a course is a prerequisite to a course already completed, or if you are not a regularly enrolled student. Verification of Credit (VOC) exams are available for students from Schools of Preaching and other non-accredited Bible programs to allow demonstration of competency in Bible-related subjects. You must attain a score of 70% or higher to receive any credit from the VOC exam. A fee of \$50 is charged for each examination administered for possible credit.

### **CREDIT BY LIFE EXPERIENCE EVALUATION**

You may receive credit for life experience through an evaluation portfolio. A fee of \$50 is charged for each course evaluated on the basis of life experience. Details are available from the Academic Services Office.

A combined maximum of 32 hours of work completed by Advanced Placement, CLEP, examination, life experience, and correspondence may be offered in fulfillment of the requirements for an associate degree. Those enrolled in a bachelor's degree program may receive credit for more hours, depending on the method of verifying competency.

### **DUAL MAJORS**

Dual majors may be completed within a bachelor's degree program by completing all specific requirements in each degree plan. A second degree may be earned by completing at least 32 hours beyond the first degree and by meeting all specific requirements included in the second program.



**FINAL EXAMINATIONS**

You are expected to take examinations on the announced dates and not before. In special circumstances, final examinations may be taken late with the approval of the instructor and Dean of Academic Services.

**GRADES**

The quality of your academic achievement is expressed as follows:

A	Excellent	4 honor points per credit hour
B	Good	3 honor points per credit hour
C	Average	2 honor points per credit hour
D	Minimal	1 honor point per credit hour
F	Failing	0 honor points per hour attempted
I	Incomplete	no credit, may delay academic progress
P	Passing	credit given, does not affect average
W	Withdrawal	no credit, may affect academic progress
WF	With. Failing	no credit, may affect academic progress
X	Cont. Ed.	no credit, no honor points

After the second week of classes, official withdrawals are noted on your transcript with the grade W. If you are dismissed, you receive a grade of W for all courses. If you are dropped from a course for non-attendance following the final drop date, you receive a WF on your transcript. If you have no financial holds on your grades, you are advised of your final grades by mail within two weeks of the end of each term. Mid-term progress reports are available from your advisor about seven weeks into each term.

Any appeal of an officially recorded grade must be initiated with the Faculty Affairs Committee within five calendar years of the last day of final examinations of the term in which the grade was given. The granting of incomplete grades does not extend this limit. Any request for reevaluation of assignments or tests must be denied.

**GRADUATION**

You may complete requirements for graduation during any semester, but the degree can be conferred publicly only at the spring graduation ceremony. You do not have to be present to graduate, but it is recommended that you attend. If you lack no more than six hours of the amount required for a degree, you may participate in graduation exercises. Up to six hours of equivalent course work may be transferred back to MCC to complete a degree if those hours are completed at a regionally accredited college or university with a grade of C or better.

Each semester, you review your progress with your faculty advisor and update your degree plan. At the beginning of your final semester, you must complete an Application for Graduation in the Academic Services

Office, pay the graduation candidacy fee, and arrange for a cap and gown. Special requests regarding graduation requirement waivers or substitutions must be submitted to the Academic Life Committee in writing by February 15th in order for any action to affect graduation that spring. All financial obligations to the college must be fulfilled prior to graduation.

## **HONORS**

To be eligible for the Dean's List for a term, you must be registered for at least twelve credit hours and must have a grade point average of 3.30 with no grade below a C or an Incomplete. If your final academic record is outstanding, you may graduate with honors: Summa Cum Laude (at least 3.85 g.p.a.), Magna Cum Laude (3.60), or Cum Laude (3.30). Grade point averages for honors are calculated on the basis of all college work.

## **INCOMPLETES**

An incomplete grade may be given only when you have not completed a course for unavoidable reasons such as illness. You may request an incomplete in one or more of your classes by completing an application and submitting it to the Registrar prior to the end of the term in which you wish to be granted an incomplete. Both you and your instructor are notified if the request is approved. Unless you remove an incomplete within three months of the close of a semester without re-enrolling in a course, your grade is automatically changed to a W, or the grade earned prior to application for the incomplete, if passing.

## **REGISTRATION**

You are expected to register on the days officially set for that purpose. If you do not attend one of the first two meetings of class, your class registration may be voided. Late registration is permitted through the end of the second week of classes each semester. Satisfactory payment arrangements are required to complete the registration process.

## **REPEATING COURSES**

You may repeat a course at MCC to improve your grade. In order to do this, you must indicate repeat on your registration form. The last earned grade and course title appears on your permanent record, and only the last grade is counted toward graduation and in your cumulative grade point average. Regular tuition charges are made for courses repeated.

## **TRANSCRIPTS**

A fee of \$3.00 is charged for each transcript or copy of the Student Health Record that you request. No transcript can be released until your account is fully paid and clearance is given by the Business Office. Government student loan authorities may place liens against your transcript for failure to comply with their requirements. Your signature on a written authorization is required before a transcript can be released.

## *Degree Information*

### **DEGREE PLANNING**

In preparing to complete the Bachelor of Business Administration, Bachelor of Religious Education, Associate of Arts, or Associate of Science degree, you may refer to the degree outlines on the following pages. For each degree, you must complete the equivalent of at least one year of full-time work (32 hours) at Michigan Christian College, and all of the specific course requirements listed with each outline. Majors should be declared by bachelor's degree candidates at the beginning of their junior year.

While it is your responsibility to make certain that you meet all graduation requirements, you are assigned an advisor to assist you with degree planning. If you are planning to transfer to another college after completing your work at Michigan Christian College, your advisor is better able to help you plan your program at MCC if you have a catalog from the other institution. Even so, it is your responsibility to be fully aware of the requirements of the college to which you plan to transfer.

### **BACHELOR'S DEGREE PLANS**

**Fields of Study.** At Michigan Christian College, you may select from nineteen different bachelor's degree programs. Choices and the order they appear in this catalog include:

<b>Business and Business Related</b>	<b>Christian Services</b>
Business Administration	Biblical Studies
Childcare Management	Christian Ministry
CIS Management	Christian Studies
Criminal Justice/ Public Safety Administration	Missions and Evangelism
Human Resource Management	Professional Ministry
Management	Youth and Family Ministry
Marketing	<b>Human Services</b>
Pre-Law	Counseling
Vocational Ministry	Psychology
	Social Work
	Sociology

**Minors.** For those bachelor's degree programs allowing a student-selected minor, you may choose from the following selection: Bible, biblical languages, business, child care, communication, computer information systems, counseling, criminal justice, developmental psychology, English, general science, Greek, history, humanities, human resource management, human services, management, marketing, mathematics, music, psychology, social work, sociology, and technical writing.

## 2+2 DEGREE PLANS

**Program Design.** Building upon an exceptionally strong liberal arts program, Michigan Christian College offers a creative set of “2+2” degree plans. The first two years of academic work in these programs are specifically tailored to blend with the last two years at your institution of choice. By following one of these programs, you may obtain the first two years of virtually any bachelor’s degree program in the unique atmosphere of Michigan Christian College.

**Unlimited Majors.** To complete your academic work at MCC in the most efficient manner, you should select your major and the institution where you plan to complete your bachelor’s degree as early in your academic career as possible. If a “2+2” plan for your particular major or institution of choice is not available among the many pre-designed outlines, an advisor will prepare a “2+2” plan specifically designed for you.

Some of the many “2+2” majors available at the present time include:

Accounting	History
Advertising	Interior Design
Art	Journalism
Biblical Languages	Law Enforcement Admin.
Biology	Mathematics
Broadcasting	Mechanical Engineering
Business	Music
Chemistry	Nursing
Civil Engineering	Personnel Management
Commercial Art	Physical Therapy
Communications	Physical Education
Computer Information Systems	Pre-Dentistry
Computer Science	Pre-Law
Criminal Justice	Pre-Medicine
Education-Elementary	Pre-Pharmacy
Education-Secondary	Pre-Veterinary Medicine
Economics	Psychology
Engineering	Public Relations
English	Radio/TV
Fashion Merchandising	Sociology
Finance	Social Work
Forestry	Theatre

**Transfer Guarantee.** If you declare a transfer institution, degree, and major upon enrollment at MCC, you may enter a *Transfer Assistance Agreement and Guarantee* with MCC. Through this arrangement, MCC will prepare a “2+2” plan to meet your needs and a written guarantee concerning transfer of your general education course work. Details are available from the Academic Services Office.



**BACHELOR'S DEGREES**

**Degree Programs.** In the pages that follow, you may select from nineteen programs at the bachelor's degree level. These programs can prepare you for a variety of career choices in the fields of business, human services, or Christian services.

**General Requirements.** In addition to the specific courses required for a bachelor's degree, you must meet the following general requirements:

1. You must complete a minimum of 128 semester hours, including at least 45 hours of upper-division work.
2. You must complete two liberal-arts minors to meet state requirements. For some majors, both minors are included in the general education and support courses. For other majors, one is a student-declared minor, while the other is included in the general education and support courses.
3. You must achieve a cumulative grade point average of at least 2.00.
4. You must achieve an A or B in English 1113 (or 1613) or pass the English Proficiency Exam. If you fail to satisfy this writing requirement by the end of the first term of your junior year, you will not be permitted to take any further upper-division course work until this requirement is met.
5. You must complete the general section of the Graduate Record Examination (G.R.E.) near the end of your senior year.
6. You must complete 32 of your last 38 credit hours at Michigan Christian College.
7. You may accumulate a maximum of 18 semester hours of correspondence credit. Not more than 12 consecutive hours of such credit may be submitted, however, until 6 hours of additional residence course work has been completed. If correspondence work is permitted while you are in residence, the hours of credit carried by correspondence will be included in determining the maximum load permitted per semester. All correspondence courses that are to apply toward graduation should be approved in advance by the Dean of Academic Services, and must be taken from a college or university that is a member of the National University Extension Association. A minimum grade of C must be achieved for correspondence credit to transfer. A specific course that has been previously failed by a student will not be approved for correspondence study.
8. You may count a maximum of 12 hours of credit combined for COM 1411, COM 1421, COM 1431, MUS 1101, MUS 1111, MUS 1121, MUS 1131, MUS 1141, MUS 1161, and Physical Education courses beyond the requirements of the General Education Core toward a bachelor's degree. A total of only 8 hours may be counted in COM 1411, 1421, and 1431; or in MUS 1101, MUS 1111, MUS 1121, MUS, 1131, MUS 1141, and MUS 1161; or in Physical Education courses beyond the requirements of the General Education Core.

**General Education Core.** All bachelor's degree programs at Michigan Christian College require a core of general education courses. This core provides you with a well-rounded background in communication skills, the humanities, physical education, science, mathematics, and social science. Variations in the general education core for particular degree programs are noted in the footnotes of the degree plans for each of the specific programs.

You are advised to complete the majority of courses in your general education core during your freshman and sophomore years. In particular, you should complete course requirements in English composition, mathematics, and history as early in your academic career as possible, since those courses provide a necessary foundation for success in upper-division course work.

Specific general education requirements for a bachelor's degree are:

COMMUNICATION .....	9 credit hours
Communication 1013, 1023, or 1613 .....	3
English 1113 or 1613 <sup>1</sup> .....	3
English 1123 or 1623 .....	3
HUMANITIES .....	6 credit hours
Fine Arts Appreciation (from ART 2003; HUM 2003, 2013, 3093; MUS 2003, 2014, 3313, 3323) .....	3
Literature (from ENG 2213, 2223, 2313, 2413) .....	3
PHYSICAL EDUCATION .....	2 credit hours
Any Physical Education (PED) <sup>2</sup> .....	2
SCIENCE AND MATHEMATICS .....	9 credit hours
Natural Science (must include one lab course) .....	6
Mathematics 1103 or above <sup>3</sup> .....	3
SOCIAL SCIENCE .....	9 credit hours
From HIS 1503, 2513, 2523, 3623, 3633; POS 2013 .....	3
From HIS 1313, 1323, 1503, 1613, 1623, 2513, 2523, 3623, 3633; POS 2013 .....	3
From BIB 3923, 4933; BUS 2403, 2413; COM 3433; any HIS excluding HIS 2112 and 2122; POS 2013, 2023, 2043; PSY 2013, 2223; SOC 2013, 2023, 2033, 2453 .....	3
<b>TOTAL OF GENERAL EDUCATION CORE .....</b>	<b>35 credit hours</b>

<sup>1</sup> You must achieve an A or B in ENG 1113 or 1613 or pass the English Proficiency Exam.

<sup>2</sup> Veterans may have this requirement waived.

<sup>3</sup> Waived for Math ACT score of 25 or above and replaced with electives.

**Minors.** Even though all bachelor's degree programs at Michigan Christian College require minors, many automatically include those minors in the general education and support courses. For those majors that do require a student-declared minor, you may choose from the options listed below. Other specialized minors are available through concurrent enrollment. Such minors require a minimum of 18 credit hours, including 6 hours of upper-division courses, and must be approved in advance by the Academic Services Office.

BIBLE MINOR .....	18 credit hours
BIB 3743, 4713; 6 hours of upper-division textual BIB; and 6 hours of other upper-division BIB	
BIBLICAL LANGUAGES MINOR .....	23 credit hours
GRE 1214, 1224, 3314, 3413; and HEB 1214, 1224	
BUSINESS MINOR .....	18 credit hours
BUS 2113, 2503, 2603; BUS 2403 or 2413; and 6 hours of upper-division BUS	
CHILD CARE MINOR .....	18 credit hours
EHS 2413, 2513, 3323, 4893; ENG 3413; and PSY 3203	
COMMUNICATION MINOR .....	18 credit hours
COM 1013, 1023, 1411, 1421, 1431, 2013; and 6 hours from COM 3313, 3323, 3433	
COMPUTER INFORMATION SYSTEMS MINOR .....	20 credit hours
CIS 1012, 2223, 2613; 6 hours from CIS 2213, 2233, 2723, 2993; and 6 hours from CIS 3423, 3433, 3703	
COUNSELING MINOR .....	18 credit hours
PSY 2013 or SOC 2013; PSY 2223, 3103, 4413; and SOC 2023, 2453	
CRIMINAL JUSTICE MINOR .....	18 credit hours
CRJ 1113, 1213, 1413; SOC 2033; and SWK 3003, 3103	
DEVELOPMENTAL PSYCHOLOGY MINOR.....	18 credit hours
PSY 2223, 3013, 3023, 3203, 3213, 3223	
ENGLISH MINOR .....	18 credit hours
ENG 2213, 2223, 2313, 2413, 3423; and COM 3313	
GENERAL SCIENCE MINOR .....	19 credit hours
7 hours from BIO 1011, 1013 or 1124, 2114, 2324; 8 hours from CHE 1514, 1524, PHS 2515, 2525; and 4 hours from BIO 1002, PHS 1002 or 1004, 1012	

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GREEK MINOR .....	18 credit hours
GRE 1214, 1224, 3314, 3413, 3423	
HISTORY MINOR .....	18 credit hours
HIS 1313, 1323; 6 hours of HIS; and 6 hours upper-division HIS	
HUMAN RESOURCE MANAGEMENT MINOR .....	18 credit hours
18 hours from BUS 2613, 3603, 3623, 3653, 3663; PSY 3403; SOC 3113, 3133; and SWK 3003	
HUMAN SERVICES MINOR .....	18 credit hours
12 hours from any PSY, SOC, SWK at or above 2000 level; and 6 hours of upper-division PSY, SOC, SWK	
HUMANITIES MINOR .....	18 credit hours
6 hours from ENG 2213, 2223, 2313, 2413; 6 hours from ART 2003, HUM 2003, 2013, or MUS 2003; and 6 hours from COM 3313, ENG 3423, HUM 3093, 3313, 3323	
MANAGEMENT MINOR .....	18 credit hours
BUS 2613, 3603, 3653; and 9 hours from BUS 3033, 3623, 3663, 3683, 3703, 3713	
MARKETING MINOR .....	18 credit hours
BUS 3523, 3533, 3543, 3563; and 6 hours from BUS 3513, 3553, PSY 2013, SOC 2013, 3133	
MATHEMATICS MINOR .....	19 credit hours
MAT 2515, 2524, 2534, 3613, 3623	
MUSIC MINOR .....	18 credit hours
MUS 1211, 1213, 1221, 1223, 3313, 3323; and 4 hours from MUS 1101, 1111, 1121, 1131, 1141, 1161, 2014, 2231, 2233	
PSYCHOLOGY MINOR .....	18 credit hours
PSY 2013, 2223, 3313; 3 hours of upper-division developmental PSY; and 6 hours of other upper-division PSY	
SOCIAL WORK MINOR .....	18 credit hours
PSY 3403 or 3423; SOC 2013 or 2023; SOC 3433; and SWK 2013, 3003, 3103	
SOCIOLOGY MINOR .....	18 credit hours
SOC 2013, 2023, 2033, 3113, 3123, 3433	
TECHNICAL WRITING MINOR .....	18 credit hours
ENG 2213, 2223, 2313, 2413, 3613, 3623	

**BACHELOR OF BUSINESS ADMINISTRATION DEGREE**

The Bachelor of Business Administration degree is one of the most popular degrees granted by colleges and universities across the United States. Similar to B.B.A. programs at other quality institutions, the program at Michigan Christian College is structured to provide you with a broad base of training in business, whether you plan to seek a career in the corporate world or desire to start a business of your own.

With a B.B.A. degree, you can prepare for career leadership in numerous employment settings, including large and small corporations; sales and marketing teams; personnel management offices; educational, community, and governmental agencies; and many other related industries. The program is designed to give you a broad awareness of business issues and problems, as well as the specific training required for a variety of business-related positions. It includes a core of management and business administration courses that are designed to provide the academic exposure and understanding necessary to progress from entry-level career assignments to desirable supervisory and administrative roles.

At Michigan Christian College, you can target careers in general fields of business through such B.B.A. majors as business administration, management, marketing, and human resource management. Additionally, an innovative and flexible approach of the MCC program allows you to obtain concentrated academic exposure to a number of specific business-related fields of particular interest in today's world of specialized preparation. Within the broad-based majors, you can choose from concentrations in childcare management, computer information systems, criminal justice and public safety administration, and pre-law. A unique interdisciplinary major in vocational ministry offers you training in both business and Christian services.

As with all programs at Michigan Christian College, the B.B.A. program is founded in the liberal arts, and biblical and ethical studies are incorporated into the program. Organizational behavior, interpersonal and business communication, and the role of strategy and decision-making in the production, marketing, and sale of goods and services adds to the overall depth of the B.B.A. program. Social, economic, political, legal, and practical aspects of the field are applied in on-site training through internships, which are completed in a business environment in consultation with your advisor and the chairman of the department.

Faculty within the Business Department come from diverse educational and professional backgrounds, including small business management, corporate accounting and finance, asset and property management, military service, computer programming, and human resource administration. Alumni can be found in a variety of successful careers with organizations of all sizes from Fortune 500 corporations to sole proprietorships.

**Business Administration Major.** Designed for broad general preparation, the business administration major is an appropriate degree choice if you desire a career in some field of business, but have not yet identified a specific career path. This flexible degree plan provides you with the greatest freedom to choose from a diverse variety of available courses and to tailor your program to your particular interests. At the same time, this major preserves the essential elements of general preparation for a wide variety of career paths in business-oriented occupations.

Specific requirements for the business administration major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	17 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
BIB 2000 level, BIB 3000 level, or ENG 3423 .....	6
BUS 3023 Christian Business Ethics .....	3
BUSINESS CORE .....	36 credit hours
BUS 2113 Accounting I .....	3
BUS 2123 Accounting II .....	3
BUS 2403 Macroeconomics .....	3
BUS 2413 Microeconomics .....	3
BUS 2503 Principles of Marketing .....	3
BUS 2603 Principles of Management .....	3
BUS 2723 Business Applications of Computers .....	3
BUS 3003 Business Communication .....	3
BUS 3203 Principles of Finance .....	3
BUS 3303 Business Law I .....	3
BUS 3613 Human Resource Management .....	3
BUS 4823 Business Strategy and Policy .....	3
BUSINESS ADMINISTRATION MAJOR <sup>2</sup> .....	24 credit hours
BUS 3000/4000 or CIS 3000/4000 level courses not in core .....	21
BUS 4813 Internship .....	3
ELECTIVES <sup>3</sup> .....	16 credit hours
TOTAL FOR BUSINESS ADMINISTRATION .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, business administration majors must complete COM 1023 for the communication requirement, and MAT 2413 for the mathematics requirement.

<sup>2</sup> Only six hours of BUS 4801, 4813, 4901, 4902, or 4903 may be counted toward a degree.

<sup>3</sup> Use of elective hours for an approved minor is recommended.



**Childcare Management Program.** Utilizing a innovative interdisciplinary approach, the childcare management program blends business and management principles with a theoretical and practical study of child development and early childhood education. The business and management elements of the program prepare you for entry-level and mid-management positions in administering daycare, preschool, and related childcare facilities and programs.

Primary emphasis in the management core of the childcare management program is placed on marketing, promoting, and operating a small business, with special consideration for the unique needs and situations encountered in childcare settings. The childcare core sharpens your awareness of the specific developmental, emotional, and recreational needs of young children. Art, literature, and early childhood education are studied and applied to the childcare setting through a campus-based internship program in the Michigan Christian College Child Development Center.

While certain states and agencies may require additional certification for certain types of childcare positions, the childcare management program is ideal choice if you have an interest in the developmental needs of young children and the operational issues related to a childcare operation.

Specific requirements for the childcare management program are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	17 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
BIB 2000 level, BIB 3000 level, or ENG 3423 .....	6
BUS 3023 Christian Business Ethics .....	3
BUSINESS CORE .....	36 credit hours
BUS 2113 and 2123 Accounting I & II .....	6
BUS 2403 and 2413 Macroeconomics & Microeconomics .....	6
BUS 2503 and 2603 Prn. of Marketing & Prn. of Management ...	6
BUS 2723 Business Applications of Computers .....	3
BUS 3003 Business Communication .....	3
BUS 3203 Principles of Finance .....	3
BUS 3303 Business Law I .....	3
BUS 3613 Human Resource Management .....	3
BUS 4823 Business Strategy and Policy .....	3
MANAGEMENT CORE .....	15 credit hours
BUS 3513 Marketing Management .....	3
BUS 3543 Promotional Strategies .....	3
BUS 3683 Small Business Management .....	3
BUS Elective (management or administration) .....	3
EHS 2513 Day Care Administration .....	3
CHILDCARE CONCENTRATION .....	23 credit hours
EDH 2002 First Aid .....	2
EHS 2413 Early Childhood Education .....	3
EHS 3323 Assessment of the Young Child .....	3
EHS 3433 Creative Arts for Young Children .....	3
EHS 4443 Emerging Language and Literacy .....	3
EHS 4893 Internship .....	3
ENG 3413 Literature for Children .....	3
PSY 3203 Child Development .....	3
ELECTIVES .....	2 credit hours
TOTAL FOR CHILDCARE MANAGEMENT .....	128 credit hours

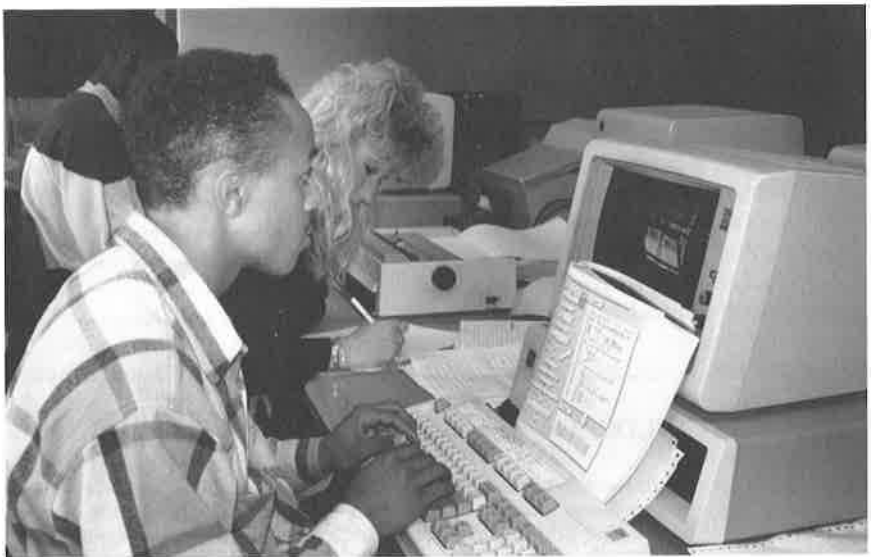
<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, childcare management students must complete COM 1023 for the communication requirement, either BIO 1013 or 2114 as part of the natural science requirement, and MAT 2413 for the mathematics requirement.



**Computer Information Systems Management Program.** The computer information systems management program is directed by a fundamental assumption that information is a critical resource to any organization, and that the proper management of that information is best attained through modern computer systems. Coursework is designed to meet the needs of both the novice and the experienced user, with offerings from basic keyboarding and word processing, to technically advanced programming methods and specific applications for business.

Founded in the broad discipline of business, the computer information systems management program is designed to give you a general awareness of the business applications of computer systems, and a specific understanding of the technical problems and opportunities faced in the field. A state-of-the-art computer laboratory facility, and local internships in a variety of business-related settings serve to expand the breadth of preparation beyond classroom lecture experiences.

Computer science and information systems are rigorous and exciting fields of study and research. With the ever-increasing use of computers in business, educational, agency, and home settings, the demand for trained computing professionals continues to be tremendous, and job opportunities limitless. Scholarship and professional training and experience in computer information systems produces graduates who are capable of long-term success as computing professionals. Graduates are assured of placement in entry-level jobs and management positions where their skills and understanding will be effective, personally fulfilling, and professionally rewarding.



Specific requirements for the CIS management program are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	17 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
BIB 2000 level, BIB 3000 level, or ENG 3423 .....	6
BUS 3023 Christian Business Ethics .....	3
BUSINESS CORE .....	36 credit hours
BUS 2113 and 2123 Accounting I & II .....	6
BUS 2403 and 2413 Macroeconomics & Microeconomics .....	6
BUS 2503 Principles of Marketing .....	3
BUS 2603 Principles of Management .....	3
BUS 2723 Business Applications of Computers .....	3
BUS 3003 Business Communication .....	3
BUS 3203 Principles of Finance .....	3
BUS 3303 Business Law I .....	3
BUS 3613 Human Resource Management .....	3
BUS 4823 Business Strategy and Policy .....	3
MANAGEMENT CORE .....	15 credit hours
BUS 2713 Quantitative Methods .....	3
BUS 3603 Organizational Behavior .....	3
BUS 3653 Leadership Theory .....	3
BUS 3713 Operations Management .....	3
CIS 3703 Management Information Systems .....	3
CIS CONCENTRATION .....	25 credit hours
CIS 2213 and 2233 COBOL language sequence, or CIS 2223 and 2613 PASCAL language sequence .....	6
CIS 2811 Computer Systems Administration .....	1
CIS 3423 System Development Methods .....	3
CIS 3433 Database Management Theory and Applications .....	3
CIS 4713 Data Communications and Networking .....	3
CIS 4723 Expert and Decision Support Systems .....	3
CIS 4893 Internship .....	3
MAT 3613 Linear Algebra .....	3
TOTAL FOR CIS MANAGEMENT .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, computer information systems management students must complete COM 1023 for the communication requirement, and MAT 2413 for the mathematics requirement.

**Criminal Justice/Public Safety Administration Program.** Designed with an interdisciplinary approach, the criminal justice/public safety administration program incorporates a traditional core of business management principles with a broad introduction to criminal justice issues and public safety administration practice. Challenged to meet the increasing demands of the field, graduates of the program are skilled with both the essential management principles necessary for administering the day to day procedures of the fast-paced job environment, as well as the practical tools for completing investigative responsibilities.

Training in the criminal justice component of the program includes in-depth study of the policies and procedures of police operations, criminal investigations, firearms training, and criminalistics. Additional emphasis is placed on criminal law and its impact on the administration of the criminal justice system. The public safety component is a study of the broad field of public safety administration, and includes experiential learning opportunities within the framework of virtually every course. Additional site-based training is gained through enrollment in an internship, which provides practical experience in an actual law enforcement or public safety agency.

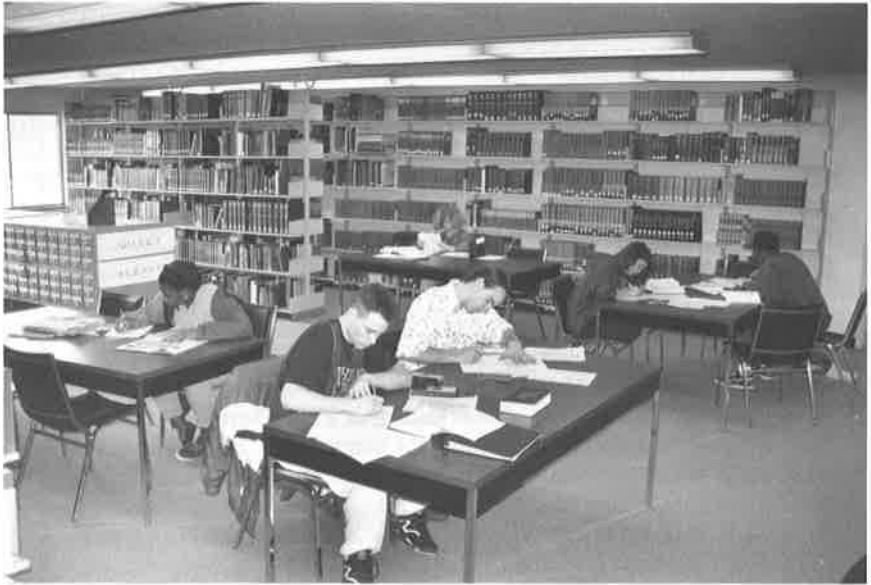
While designed to prepare you for immediate placement in the field upon graduation, some agencies and states may require further training and certification, such as completion of their police or fire academy, to strengthen skills of the entry-level law enforcement or public safety officer. You should consult with appropriate agency officials early in the pursuit of your academic program to gain appropriate awareness of these issues and how they will impact your entry into your chosen career.



Specific requirements for the criminal justice/public safety program are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	17 credit hours
BIB 1012 or 1612 and 1022 or 1622 Discovering the OT & NT ....	4
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
BIB 2000 level, BIB 3000 level, or ENG 3423 .....	6
BUS 3023 Christian Business Ethics .....	3
BUSINESS CORE .....	36 credit hours
BUS 2113 and 2123 Accounting I & II .....	6
BUS 2403 and 2413 Macroeconomics & Microeconomics .....	6
BUS 2503 and 2603 Prn. of Marketing & Prn. Management .....	6
BUS 2723 Business Applications of Computers .....	3
BUS 3003 Business Communication .....	3
BUS 3203 Principles of Finance .....	3
BUS 3303 Business Law I .....	3
BUS 3613 Human Resource Management .....	3
BUS 4823 Business Strategy and Policy .....	3
ADMINISTRATION CORE .....	15 credit hours
BUS 3603 Organizational Behavior .....	3
BUS 3653 Leadership Theory .....	3
BUS 3000 or above electives .....	6
CIS 3703 Management Information Systems .....	3
CRIMINAL JUSTICE/PUBLIC SAFETY CONCENT. ...	29 credit hours
CRJ 1113 Introduction to Criminal Justice .....	3
CRJ 1413 Police Procedures .....	3
CRJ 1433 Juvenile Methods .....	3
CRJ 2413 Loss Control .....	3
CRJ 2423 Criminal Investigation .....	3
CRJ 2511 Firearms Training .....	1
CRJ 3213 Criminalistics .....	3
CRJ 3511 Advanced Firearms Training .....	1
CRJ 4113 Police Operations .....	3
CRJ 4213 Substantive Criminal Law .....	3
CRJ 4803 Internship .....	3
TOTAL FOR CRIM. JUST./PUB. SAFT. ADM. ....	132 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, criminal justice/public safety administration students must complete COM 1023 for the communication requirement, PED 1001 as one of the physical education requirements, BIO 1013 and CHE 1514 for the natural science requirement, MAT 2413 for the mathematics requirement, and SOC 2033 as one of the social sciences requirements.



**Human Resource Management Major.** You can prepare for a role as a personnel professional with the human resource management major. Graduates of this specialized program are eligible for a variety of entry-level and mid-management positions in public and private organizations as personnel and staffing directors, benefits and payroll administrators, employee recruiters, staff supervisors, and employee training and job placement coordinators. The program's blend of behavioral and organizational studies, and foundation in the broad field of business administration, offers you an appropriate program of study if you desire to serve in a administrative role as a personnel practitioner.

Emphasis in the program is placed in the areas of strategic planning and implementation of policies which impact any organization's most important resource, people. Methods and philosophies of personnel selection, supervision, and evaluation are considered in the light of the complex nature and structure of organizations and the missions they seek to fulfill. One-on-one communication techniques, small and large group dynamics, conflict resolution, and performance confrontation issues are discussed in relation to their impact on the overall effectiveness of employees and employers.

Equal Employment Opportunities Commission and affirmative action policies and procedures are examined with respect to their effect in the day to day and long-term administrative practices of companies and agencies. Primary emphasis also is placed on value-centered behavior between managers and the persons they oversee.

Specific requirements for the human resource management major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	17 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
BIB 2000 level, BIB 3000 level, or ENG 3423 .....	6
BUS 3023 Christian Business Ethics .....	3
BUSINESS CORE .....	36 credit hours
BUS 2113 and 2123 Accounting I & II .....	6
BUS 2403 Macroeconomics .....	3
BUS 2413 Microeconomics .....	3
BUS 2503 Principles of Marketing .....	3
BUS 2603 Principles of Management .....	3
BUS 2723 Business Applications of Computers .....	3
BUS 3003 Business Communication .....	3
BUS 3203 Principles of Finance .....	3
BUS 3303 Business Law I .....	3
BUS 3613 Human Resource Management .....	3
BUS 4823 Business Strategy and Policy .....	3
HUMAN RESOURCE MANAGEMENT MAJOR <sup>2</sup> .....	24 credit hours
BUS 2613 Techniques of Supervision .....	3
BUS 3603 Organizational Behavior .....	3
BUS 3623 Human Relations in the Workplace .....	3
BUS 3653 Leadership Theory .....	3
BUS 3663 Personnel Selection and Evaluation .....	3
BUS 4813 Internship .....	3
BUS 3033 International Business, or	
BUS 3313 Business Law II, or	
BUS 4613 Federal Trade Regulation, or	
PSY 3403 Substance Abuse Counseling, or	
SOC 3133 Cultural Anthropology; or	
SWK 3003 Human Behavior and Social Environment .....	6
ELECTIVES <sup>3</sup> .....	16 credit hours
TOTAL FOR HUMAN RESOURCE MGT. ....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, human resource management majors must complete COM 1023 for the communication requirement, and MAT 2413 for the mathematics requirement.

<sup>2</sup> Only six hours of BUS 4801, 4813, 4901, 4902, or 4903 may be counted toward a degree.

<sup>3</sup> Use of elective hours for an approved minor is recommended.

**Management Major.** The management major of Michigan Christian College is designed to prepare you for responsible entry-level careers and first-line management roles. Graduates of the program are candidates for virtually unlimited job opportunities as managers in industrial settings, small businesses, sales and marketing management, goods and services distribution, customer relations and services, public administration, and public relations.

The processes taught in the management curriculum are applicable in a wide variety of settings, including both profit-seeking corporations and not-for-profit organizations, such as those found in government, education, and the healthcare industry. Such corporations and organizations may be found in both the public and private sectors, at local, state, national, and international levels.

The management major provides a realistic, relevant, and comprehensive understanding of the theories, systems, and practical issues that impact the day to day administration of people and organizations. Since successful management is a complex set of activities involving planning, decision making, organizing, leading, and controlling, each of these functions are studied in the management major. The understanding of these functions is vital to the success of any organization, since the effectiveness of resource use is directly related to the quality of management.

Since the typical manager performs a wide variety of tasks, the management program of Michigan Christian College includes a broad spectrum of management courses from supervision to international business considerations. Faculty in the management program endeavor to offer an appreciation for the problems and opportunities which face the management community, and also provide a general awareness of the operational aspects of business, industry, and other organizations. The program is designed to equip you with the concepts, skills, and practical experiences needed to function effectively in technical, administrative, and general management positions.

Opportunities for on-site internship experiences are available with the existence of thousands of small and large companies and agencies in Rochester Hills and the surrounding suburban communities. Such work environments provide unlimited resources for practical application of the academic program.

Strategically placed within the Bachelor of Business Administration degree program of Michigan Christian College, the management major is directed by a desire to develop your leadership capabilities. It seeks to instill in you the importance of training and education as a lifelong process that ultimately leads to personal satisfaction, character development, and outstanding professional achievement.

Specific requirements for the management major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	17 credit hours
BIB 1012 or 1612 and 1022 or 1622 Discovering the OT & NT ....	4
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
BIB 2000 level, BIB 3000 level, or ENG 3423 .....	6
BUS 3023 Christian Business Ethics .....	3
BUSINESS CORE .....	36 credit hours
BUS 2113 and 2123 Accounting I & II .....	6
BUS 2403 and 2413 Macroeconomics & Microeconomics .....	6
BUS 2503 and 2603 Prn. of Marketing & Prn. of Management ...	6
BUS 2723 Business Applications of Computers .....	3
BUS 3003 Business Communication .....	3
BUS 3203 Principles of Finance .....	3
BUS 3303 Business Law I .....	3
BUS 3613 Human Resource Management .....	3
BUS 4823 Business Strategy and Policy .....	3
MANAGEMENT MAJOR <sup>2</sup> .....	24 credit hours
BUS 2613 Techniques of Supervision .....	3
BUS 3033 International Business .....	3
BUS 3603 Organizational Behavior .....	3
BUS 3653 Leadership Theory .....	3
BUS 3703 Management Information Systems, or	
BUS 3713 Operations Management .....	3
BUS 3313 Business Law II,	
BUS 3513 Marketing Management, or	
BUS 3623 Human Relations in the Workplace, or	
BUS 3663 Personnel Selection and Evaluation, or	
BUS 3683 Small Business Management, or	
BUS 3703 Management Information Systems, or	
BUS 3713 Operations Management, or	
BUS 4613 Federal Trade Regulation .....	6
BUS 4813 Internship .....	3
ELECTIVES <sup>3</sup> .....	16 credit hours
TOTAL FOR MANAGEMENT .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, management majors must complete COM 1023 for the communication requirement, and MAT 2413 for the mathematics requirement.

<sup>2</sup> Only six hours of BUS 4801, 4813, 4901, 4902, or 4903 may be counted toward a degree.

<sup>3</sup> Use of elective hours for an approved minor is recommended.



**Marketing Major.** The marketing major equips you for careers in sales and marketing, goods and services distribution, market research and consumer behavior analysis, product development, frontline customer services management, public relations practice, purchasing, and management of retail and wholesale merchandising firms. Emphasis is placed on the various aspects of marketing practice, including research, consumer purchasing power and habits, and the importance of strategic marketing plans as a cornerstone of any successful business or organization.

You can develop a general awareness of the business climate in the marketing program, with specific understanding of the role of sales, promotion, advertising, and customer satisfaction, as they relate to the success of any organization whose primary mission is to sell or distribute goods and services. Practical internship opportunities in professional sales, marketing, or related business environments take classroom instruction and instructor insight to a level of personal experience, and assist you in developing your own philosophy of marketing as it relates to meeting the specific needs and desires of the consumer.

Marketing is one of the more popular areas of instruction, due largely to the fact that students today, more than ever before, are well aware of the impact of sales and marketing practices through public forums of media, such as television, magazines, and newspapers. This understanding and appreciation for the competitiveness of the business climate instills a desire for practical application of the broad principles which direct successful marketing endeavors. The marketing program is designed to prepare you for such successes.



Specific requirements for the marketing major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	17 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
BIB 2000 level, BIB 3000 level, or ENG 3423 .....	6
BUS 3023 Christian Business Ethics .....	3
BUSINESS CORE .....	36 credit hours
BUS 2113 Accounting I .....	3
BUS 2123 Accounting II .....	3
BUS 2403 Macroeconomics .....	3
BUS 2413 Microeconomics .....	3
BUS 2503 Principles of Marketing .....	3
BUS 2603 Principles of Management .....	3
BUS 2723 Business Applications of Computers .....	3
BUS 3003 Business Communication .....	3
BUS 3203 Principles of Finance .....	3
BUS 3303 Business Law I .....	3
BUS 3613 Human Resource Management .....	3
BUS 4823 Business Strategy and Policy .....	3
MARKETING MAJOR <sup>2</sup> .....	24 credit hours
BUS 3513 Marketing Management .....	3
BUS 3523 Retail Marketing .....	3
BUS 3533 Consumer Behavior .....	3
BUS 3553 Marketing Research .....	3
BUS 3563 Professional Selling .....	3
BUS 3033 International Business, or	
BUS 3313 Business Law II, or	
BUS 3543 Promotional Strategies, or	
BUS 3703 Management Information Systems, or	
BUS 3713 Operations Management .....	6
BUS 4813 Internship .....	3
ELECTIVES <sup>3</sup> .....	16 credit hours
TOTAL FOR MARKETING .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, marketing majors must complete COM 1023 for the communication requirement, and MAT 2413 for the mathematics requirement.

<sup>2</sup> Only six hours of BUS 4801, 4813, 4901, 4902, or 4903 may be counted toward a degree.

<sup>3</sup> Use of elective hours for an approved minor is recommended.



**Pre-Law Program.** Founded in the general framework of the Bachelor of Business Administration degree, the pre-law program is designed to prepare you with a focused introduction to criminal justice, the American legal system, and the political and historical issues that have shaped the current framework of United States law, including its interpretation and its practical application.

The pre-law program places great significance on the value of the legal system in the efficient, peaceful, and fair pursuit of individual and corporate freedoms. You are challenged by a broad introduction to the many facets of the American legal community and the challenges faced by professionals in the field. Historical precedents and their impact on current issues and trends in the legal realm are discussed, as are specific principles of business law, criminal law, and federal trade regulations.

Graduates of the program are equipped for entry-level positions in numerous business-related settings, as well as public and private agencies within the criminal justice and general legal systems. You are encouraged to pursue terminal graduate and professional studies beyond the bachelor's degree for careers as an attorney or legal advisor in public, private, or corporate settings.

Specific requirements for the pre-law program are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	17 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual) .....	2
BIB 2000 level, BIB 3000 level, or ENG 3423 .....	3
BUS 3023 Christian Business Ethics .....	3
SOC 2453 (BIB 2453) Marriage and the Family .....	3
BUSINESS CORE .....	36 credit hours
BUS 2113 Accounting I .....	3
BUS 2123 Accounting II .....	3
BUS 2403 Macroeconomics .....	3
BUS 2413 Microeconomics .....	3
BUS 2503 Principles of Marketing .....	3
BUS 2603 Principles of Management .....	3
BUS 2723 Business Applications of Computers .....	3
BUS 3003 Business Communication .....	3
BUS 3203 Principles of Finance .....	3
BUS 3303 Business Law I .....	3
BUS 3613 Human Resource Management .....	3
BUS 4823 Business Strategy and Policy <sup>2</sup> .....	3
ADMINISTRATION CORE .....	15 credit hours
BUS 2613, 3613, 3623, 3653, 3663, 3683, or 3713 .....	15
PRE-LAW CONCENTRATION .....	24 credit hours
BUS 3313 Business Law II .....	3
BUS 4613 Federal Trade Regulation .....	3
CRJ 1113 Introduction to Criminal Justice .....	3
HIS 3623 Honors Seminar in Early American History .....	3
HIS 3633 Honors Seminar in Modern American History .....	3
POS 2023 Introduction to the American Legal System .....	3
POS 2043 Criminal Law and Procedure .....	3
SOC 2033 Criminology .....	3
ELECTIVE .....	1 credit hour
TOTAL FOR PRE-LAW .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, pre-law students must complete MAT 1213 for the mathematics requirement and POS 2013 as one of the social science requirements.

<sup>2</sup> Must be taken in senior year after completion of all business core courses.

**Vocational Ministry Major.** You may prepare for employment in a wide variety of business enterprises, and for a life of service in an organization with a ministerial purpose with a vocational ministry major. This interdisciplinary major provides you with training in both business and Bible.

Specific requirements for the vocational ministry major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	33 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2000 level textual .....	4
BIB 2453 Christian Family .....	3
BIB 3000 level textual .....	4
BIB 3933 Christian Apologetics .....	3
BIB 3973 Biblical Interpretation .....	3
BIB 4933 Christian Ethics .....	3
BIB 3313, 3413, 3423, 3433, 3533, or 4963 .....	9
BUSINESS CORE .....	36 credit hours
BUS 2113 and 2123 Accounting I & II .....	6
BUS 2403 Macroeconomics .....	3
BUS 2413 Microeconomics .....	3
BUS 2503 Principles of Marketing .....	3
BUS 2603 Principles of Management .....	3
BUS 2723 Business Applications of Computers .....	3
BUS 3003 Business Communication .....	3
BUS 3203 Principles of Finance .....	3
BUS 3303 Business Law I .....	3
BUS 3613 Human Resource Management .....	3
BUS 4823 Business Strategy and Policy .....	3
BUSINESS MINOR (select one option below) .....	18 credit hours
HUMAN RESOURCE MANAGEMENT	
18 hours from BUS 2613, 3603, 3623, 3653, 3663; PSY 3403;	
SOC 3133; and SWK 3003	
MANAGEMENT	
BUS 2613, 3603, 3653; and 9 hours from BUS 3033, 3623,	
3663, 3683, 3703, 3713	
ELECTIVES .....	6 credit hours
TOTAL FOR VOCATIONAL MINISTRY .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, vocational ministry majors must complete COM 1023 for the communication requirement, and MAT 2413 for the mathematics requirement.

## BACHELOR OF RELIGIOUS EDUCATION DEGREE

Upon completion of the Bachelor of Religious Education degree at Michigan Christian College, you may enter your chosen career or you may pursue further academic studies at the graduate level. All majors within the B.R.E. program provide a solid foundation for graduate studies.

**Biblical Studies Major.** You may develop a strong background in the Bible and related areas by pursuing a major in Biblical studies. This major is a particularly appropriate choice for students who are planning to pursue graduate studies and teach Bible in a Christian institution.

Specific requirements for the Biblical studies major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
BIBLE CORE .....	35 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2000 level textual (both O.T. and N.T. represented) .....	4
BIB 3000 or above textual (both O.T. and N.T. represented) .....	12
BIB 3533 Principles of Teaching .....	3
BIB 3713 Survey of Church History I .....	3
BIB 3723 Survey of Church History II, or	
BIB 3733 History of the Restoration Movement, or	
BIB 3913 American Religions .....	3
BIB 3983 Biblical Interpretation .....	3
BIB 4963 Systematic Christian Doctrine .....	3
BIBLICAL STUDIES MAJOR .....	48 credit hours
BIB 3743 History and Formation of the Bible .....	3
BIB 4183 Critical Introduction to the Old Testament .....	3
BIB 4283 Critical Introduction to the New Testament .....	3
BIB 3000 or above textual .....	15
BIB 3000 or above elective .....	3
COM 3323 Introduction to Preaching .....	3
GRE 1214 and 1224 Elementary Greek I & II .....	8
GRE 3314 Intermediate Greek Grammar .....	4
GRE 3413 or 3423 Advanced Greek Readings I or II .....	3
PSY 2223 Human Growth and Development .....	3
ELECTIVES .....	10 credit hours
TOTAL FOR BIBLICAL STUDIES .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, Biblical studies majors must complete HIS 1313 and 1323 as part of the social science requirement.

**Christian Ministry Major.** The Christian ministry major within the bachelor's degree program includes many practical courses and is designed for students preparing to enter a pulpit ministry. If you have not yet chosen a particular area of ministry, this major offers a practical option for broad-based areas of service.

Specific requirements for the Christian ministry major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
BIBLE CORE .....	35 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2000 level textual (both O.T. and N.T. represented) .....	4
BIB 3000 or above textual (both O.T. and N.T. represented) .....	12
BIB 3533 Principles of Teaching .....	3
BIB 3713 Survey of Church History I .....	3
BIB 3723 Survey of Church History II, or	
BIB 3733 History of the Restoration Movement, or	
BIB 3913 American Religions .....	3
BIB 3983 Biblical Interpretation .....	3
BIB 4963 Systematic Christian Doctrine .....	3
CHRISTIAN MINISTRY MAJOR .....	31 credit hours
BIB 1401 Christian Ministries Workshop .....	1
BIB 3313 Christian Minister's Work, or	
BIB 2303 Christian Woman .....	3
BIB 3423 Biblical Evangelism .....	3
BIB 4873 Internship .....	3
BIB 4881 Seminar in Practical Ministry .....	1
BIB 3000 or above practical, historical, and/or doctrinal .....	3
COM 3323 Introduction to Preaching .....	3
GRE 1214 and 1224 Elementary Greek I & II <sup>2</sup> .....	8
PSY 2223 Human Growth and Development <sup>3</sup> .....	3
PSY 3103 Biblical Foundations for Counseling <sup>3</sup> .....	3
MINOR <sup>4</sup> .....	18 credit hours
ELECTIVES .....	9 credit hours
TOTAL FOR CHRISTIAN MINISTRY .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, Christian ministry majors must complete HIS 1313 and 1323 for part of the social science requirement.

<sup>2</sup> Hours replaced with electives if minor selected is Greek.

<sup>3</sup> Hours replaced with electives if minor selected is counseling.

<sup>4</sup> See page 42 for available minors.

**Christian Studies Major.** If you are interested in broadening your knowledge of the Bible and related topics, without completing preparation for a particular occupation or studies at the graduate degree level, the Christian studies major may be an appropriate degree choice for you. This bachelor's degree program provides the greatest amount of flexibility and largest choice in coursework of any of the Christian services majors. While completing this major, you can select from a broad array of textual, doctrinal, historical, and practical Bible courses, and tailor the program to your specific interests.

Specific requirements for the Christian studies major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
BIBLE CORE .....	35 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2000 level textual (both O.T. and N.T. represented) .....	4
BIB 3000 or above (both O.T. and N.T. represented) .....	12
BIB 3533 Principles of Teaching .....	3
BIB 3713 Survey of Church History I .....	3
BIB 3723 Survey of Church History II, or	
BIB 3733 History of the Restoration Movement, or	
BIB 3913 American Religions .....	3
BIB 3983 Biblical Interpretation .....	3
BIB 4963 Systematic Christian Doctrine .....	3
CHRISTIAN STUDIES MAJOR .....	32 credit hours
BIB 3000 or above textual .....	6
BIB 3000 or above historical .....	6
BIB 3000 or above doctrinal .....	6
BIB 3000 or above practical .....	6
GRE 1214 Elementary Greek I .....	4
GRE 1224 Elementary Greek II .....	4
ELECTIVES (select one option below) .....	26 credit hours
UNDECLARED MINOR	
Any 26 hours of electives	
DECLARED MINOR	
Minor <sup>2</sup> , and	
Any 8 hours of electives	
TOTAL FOR CHRISTIAN STUDIES .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, Christian studies majors must complete HIS 1313 and 1323 for part of the social science requirement.

<sup>2</sup> See page 42 for available minors.



**Missions and Evangelism Major.** If you are interested in entering either foreign or domestic missions, the bachelor's degree with a major in missions and evangelism will provide you with skills, information, and hands-on experience for doing mission work.

Specific requirements for the missions and evangelism major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
BIBLE CORE .....	35 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2000 level textual (both O.T. and N.T. represented) .....	4
BIB 3000 or above textual (both O.T. and N.T. represented) .....	12
BIB 3533 Principles of Teaching .....	3
BIB 3713 Survey of Church History I .....	3
BIB 3723 Survey of Church History II .....	3
BIB 3983 Biblical Interpretation .....	3
BIB 4963 Systematic Christian Doctrine .....	3
MISSIONS AND EVANGELISM MAJOR .....	44 credit hours
BIB 1401 Christian Ministries Workshop .....	1
BIB 2401 Mission Outreach Workshop .....	1
BIB 2453 Christian Family .....	3
BIB 3313 Christian Minister's Work .....	3
BIB 3413 Missionary Principles .....	3
BIB 3423 Biblical Evangelism .....	3
BIB 3913 American Religions .....	3
BIB 3923 World Religions .....	3
BIB 3933 Christian Apologetics .....	3
BIB 4873 Internship in Missions .....	3
BIB 4881 Seminar in Practical Ministry .....	1
BIB 4933 Christian Ethics .....	3
COM 3323 Introduction to Preaching .....	3
COM 3433 Cross Cultural Communication .....	3
GRE 1214 Elementary Greek I .....	4
GRE 1224 Elementary Greek II .....	4
ELECTIVES (select from below) .....	14 credit hours
BIB 3000 or above textual; PSY 2223, 3103; other GRE; or any foreign language	
TOTAL FOR MISSIONS AND EVANGELISM .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, missions and evangelism majors must complete HIS 1313 and 1323 as part of the social science requirement.



**Professional Ministry Major.** If you have five or more years of experience in the full-time ministry, you may pursue the professional ministry major. This versatile major is designed specifically for individuals who want to continue with their normal responsibilities in full-time ministry while completing a bachelor's degree. Making the professional ministry program as flexible as possible, concentrations can be developed to suit your individual history, interest, training, and experience.

The professional ministry major features a minimal residency requirement. Of 18 credit hours that must be taken through Michigan Christian College, only 6 require presence on the campus. Special week-long seminars are arranged to compress the 6 on-campus hours into a manageable time-frame for those living far from the campus.

As a student majoring in professional ministry, you may receive up to 50 credit hours for work earned at other accredited colleges and universities. You may waive the general education requirements when transferring at least 48 hours. In addition, you may receive up to 60 semester hours of credit for training received in a School of Preaching. Vocational experience can also be translated into life-experience credit under this program.

**Youth and Family Ministry Major.** Many congregations are seeking individuals who have been specifically trained to work with youth. With a youth and family ministry major in the bachelor's degree program, you can learn to work with youth and their concerns by ministering to them in their families, in their schools, and in their communities.

Specific requirements for the youth and family ministry major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
BIBLE CORE .....	35 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2000 level textual (both O.T. and N.T. represented) .....	4
BIB 3000 or above textual (both O.T. and N.T. represented) .....	12
BIB 3533 Principles of Teaching .....	3
BIB 3733 History of the Restoration Movement .....	3
BIB 3913 American Religions .....	3
BIB 3983 Biblical Interpretation .....	3
BIB 4963 Systematic Christian Doctrine .....	3
YOUTH AND FAMILY MINISTRY MAJOR .....	48 credit hours
BIB 3313 Christian Minister's Work .....	3
BIB 3333 Youth Ministry .....	3
BIB 3423 Biblical Evangelism .....	3
BIB 3933 Christian Apologetics .....	3
BIB 4873 Internship in Youth Ministry .....	3
BIB 4881 Seminar in Practical Ministry .....	1
BIB 4933 Christian Ethics .....	3
COM 3323 Introduction to Preaching .....	3
GRE 1214 and 1224 Elementary Greek I & II .....	8
PSY 2223 Human Growth and Development .....	3
PSY 3203 Child Development .....	3
PSY 3213 Adolescent Development .....	3
PSY 3403 Substance Abuse Counseling .....	3
PSY 4023 Family Relations .....	3
SOC 2453 Marriage and the Family .....	3
ELECTIVES (select from below) .....	10 credit hours
BIB 3713, BIB 3000 or above textual; COM 3313; ENG 3413; PSY 3103, 3413, 4413	
TOTAL FOR YOUTH AND FAMILY MINISTRY .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, youth and family ministry majors must complete HIS 1513 with either HIS 1313 or 1323, or HIS 2513 and 2523 as part of the social science requirement.

**Counseling Major.** You may pursue a career in personal, marriage and family, or child counseling with a major in counseling. This program is designed to provide a strong emphasis on counseling from the Biblical perspective. Graduate studies are required for counseling majors.

Specific requirements for the counseling major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	34 credit hours
BIB 1012 or 1612 and 1022 or 1622 Discovering the OT & NT ....	4
BIB 2000 level textual (both O.T. and N.T. represented) .....	4
BIB 3000 or above textual (both O.T. and N.T. represented) .....	8
BIB 3533 Principles of Teaching .....	3
BIB 3723, 3733, or 3913 .....	3
BIB 3933 Christian Apologetics .....	3
BIB 3973 or 3983 Biblical Interpretation .....	3
BIB 4933 Christian Ethics .....	3
BIB 4963 Systematic Christian Doctrine .....	3
COUNSELING MAJOR .....	50 credit hours
CIS 1012 Introduction to Computer Systems .....	2
PSY 2013 General Psychology .....	3
PSY 2223 Human Growth and Development .....	3
PSY 3093 History and Systems of Psychology .....	3
PSY 3103 Biblical Foundations for Counseling <sup>2</sup> .....	3
PSY 3313 Tests and Measurements .....	3
PSY 3403 Substance Abuse Counseling .....	3
PSY 3423 Career Guidance Research and Counseling .....	3
PSY 4023 Family Relations .....	3
PSY 4313 Research Methods in the Social Sciences .....	3
PSY 4413 Techniques of Counseling .....	3
PSY 4893 Internship .....	3
PSY 3000 or above electives .....	6
SOC 2013 Intro. to Sociology or SOC 2023 Social Problems .....	3
SOC 2453 Marriage and the Family .....	3
SOC 3433 Cross Cultural Communication .....	3
ELECTIVES (those below recommended) .....	9 credit hours
CIS 2723; EDH 2002, 2003; any PSY, SOC, or SWK	
TOTAL FOR COUNSELING .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, counseling majors must complete BIO 2114 as part of the natural science requirement; MAT 2413 for the mathematics requirement; and HIS 1503 or 2523 or 3633, POS 2013, and SOC 2013 or 2023 for the social science requirement.

<sup>2</sup> Should be taken at the beginning of the junior year.

**Psychology Major.** If you are interested in a traditional career in clinical or educational psychology; marriage, family, and child counseling; or school counseling, you should consider a psychology major. The program is designed to provide you with a broad knowledge of human behavior and to foster a deeper insight into understanding psychology as a scientific discipline and as a professional career. At the heart of the curriculum is the assumption that Christian principles for relationships and style of life are, by their very nature, the fundamental building blocks of successful human existence and abundant, healthy living.

In the psychology program, you are challenged to increase your competence as a people-helper by acquiring the skills necessary for furthering the well-being of individuals, with particular emphasis on the impact of spiritual values in the formation of positive emotional self-image and interpersonal relationships. Graduates of the program are equipped with the necessary tools for understanding all stages of the human life cycle, as well as a deep appreciation for the use of tests, measurements, and related research tools. On-site internships in a professional setting reinforce theoretical training by providing application in real-life situations. Minors further strengthen the psychology major with skills in such areas as child development, criminal justice, sociology, or social work.

Graduates of the psychology program may pursue entry-level positions in the public and private sector. While thorough in preparation at the undergraduate level, the psychology major is considered a foundation for advanced education. Graduate work is required to secure credentials for practice in most agencies and for licensure as a private therapist.



Specific requirements for the psychology major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	20 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2000 level textual .....	2
BIB 3000 or above textual .....	2
BIB 4933 Christian Ethics .....	3
BIB elective .....	3
PSY 3103 (BIB 3103) Biblical Foundations of Counseling <sup>2</sup> .....	3
SOC 2453 (BIB 2453) Marriage and the Family .....	3
PSYCHOLOGY MAJOR .....	47 credit hours
CIS 1012 Introduction to Computer Systems .....	2
PSY 2013 General Psychology .....	3
PSY 2223 Human Growth and Development .....	3
PSY 3013 Psychology of Personality .....	3
PSY 3023 Cognitive Psychology .....	3
PSY 3033 Abnormal Psychology .....	3
PSY 3093 History and Systems of Psychology .....	3
PSY 3203 Child Development, or	
PSY 3213 Adolescent Development, or	
PSY 3223 Psychology of Adulthood and Aging .....	3
PSY 3313 Tests and Measurements .....	3
PSY 3403 Substance Abuse Counseling, or	
PSY 3423 Career Guidance Research and Counseling .....	3
PSY 4023 Family Relations .....	3
PSY 4313 Research Methods in the Social Sciences .....	3
PSY 4413 Techniques of Counseling .....	3
PSY 4893 Internship .....	3
PSY 3000 or above elective .....	3
SOC 3123 Social Psychology .....	3
MINOR <sup>3</sup> .....	18 credit hours
ELECTIVES .....	8 credit hours
TOTAL FOR PSYCHOLOGY .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, psychology majors must complete BIO 2114 as part of the natural science requirement; MAT 2413 as the mathematics requirement; and HIS 1503 or 2523 or 3633, POS 2013, and SOC 2013 or 2023 as the social science requirement.

<sup>2</sup> Should be taken during fall of junior year.

<sup>3</sup> See page 42 for available minors. Should be chosen from child care, counseling, criminal justice, developmental psychology, human services, sociology, or social work.

**Social Work Major.** The social work major studies the biological, psychological, and sociological aspects of life, with particular attention to the interaction between the three as they collectively and individually affect human behavior and problems. Designed to prepare you for entry-level careers in social work professions with individuals, families, small groups, organizations, and communities, the program incorporates current social work theory with practical on-the-job work experiences in an appropriate professional setting.

In the social work program, you are challenged to identify with the social work profession and the values it encourages within the framework of traditional, Christian ethics and spiritual perspectives. Responsible behavior in professional social work roles is nurtured, while developing a respect for cultural diversity and a concerned response to the problems of individuals and society at large. Graduates are prepared for general social work roles where social work research and social work practice are linked together in the professional setting.

Faculty members encourage you to prepare yourself for life-long commitment to professional development and academic excellence for the furthering of the field and its positive impact on society. Graduate-level studies are normally required for practice in most public and private agencies and are necessary for obtaining licensure as a professional social worker or private therapist.



Specific requirements for the social work major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	20 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2000 level textual .....	2
BIB 3000 or above textual .....	2
BIB 4933 Christian Ethics .....	3
BIB elective .....	3
PSY 3103 (BIB 3103) Biblical Foundations of Counseling <sup>2</sup> .....	3
SOC 2453 (BIB 2453) Marriage and the Family .....	3
SOCIAL WORK MAJOR .....	47 credit hours
CIS 1012 Introduction to Computer Systems .....	2
PSY 3093 History and Systems of Psychology .....	3
PSY 4313 Research Methods in the Social Sciences .....	3
PSY 4413 Techniques of Counseling .....	3
SOC 2013 Introduction to Sociology or	
SOC 2023 Social Problems .....	3
SOC 3113 Sociological Theory .....	3
SOC 3133 Cultural Anthropology .....	3
SOC 3433 Cross Cultural Communication .....	3
SOC 4023 Family Relations .....	3
SWK 2013 Introduction to Social Work .....	3
SWK 3003 Human Behavior and Social Environment .....	3
SWK 3103 Social Welfare and Public Policies I .....	3
SWK 4103 Social Welfare and Public Policies II .....	3
SWK 4403 Social Work Practices .....	3
SWK 4893 Internship .....	3
PSY 3000 or above; SOC 3000 or above; or	
SWK 3000 or above .....	3
MINOR <sup>3</sup> .....	18 credit hours
ELECTIVES .....	8 credit hours
TOTAL FOR SOCIAL WORK .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, social work majors must complete BIO 2114 as part of the natural science requirement; MAT 2413 as the mathematics requirement; and HIS 1503 or 2523 or 3633, POS 2013, and PSY 2013 or 2223 or SOC 2013 or 2023 as the social science requirement.

<sup>2</sup> Should be taken during fall of junior year.

<sup>3</sup> See page 42 for available minors. Should be chosen from human services majors such as child care, counseling, criminal justice, developmental psychology, human services, psychology, or sociology.





**Sociology Major.** You can develop a general understanding and appreciation of the social and cultural factors influencing human behavior with a sociology major. Grounded in the fundamental assumption that Christian values serve as the primary agent for positive change in society, the program acquaints you with the nature of society through theoretical and practical applications of the subject. While providing you with basic knowledge of human relations, the sociology major also seeks to assist you in functioning more effectively in the various facets of modern society.

The study of sociology is devoted to understanding how people relate to each other with respect to their different roles in culture. A primary goal of the field is to assist individuals in achieving insight into the nature of social structure and the causes and solutions to problems inherent within that structure. The sociology major give you insight into the practical issues involved in employment, family, church, and community settings.

Graduates of the program are prepared for numerous careers, including education, civil service, administration, urban and societal planning, consulting, human resource and personnel service, applied or clinical sociology, social research, probation or parole administration, counseling, law, and ministry. While thorough in preparation, the sociology major is regarded as foundational preparation for advanced studies at the graduate level, particularly if you desire a career in a public or private agency as a practitioner or licensure to conduct private therapy.

Specific requirements for the sociology major are:

GENERAL EDUCATION CORE <sup>1</sup> .....	35 credit hours
CHRISTIAN FAITH CORE .....	20 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2000 level textual .....	2
BIB 3000 or above textual .....	2
BIB 4933 Christian Ethics .....	3
BIB elective .....	3
PSY 3103 (BIB 3103) Biblical Foundations of Counseling <sup>2</sup> .....	3
SOC 2453 (BIB 2453) Marriage and the Family .....	3
SOCIOLOGY MAJOR .....	47 credit hours
CIS 1012 Introduction to Computer Systems .....	2
PSY 3093 History and Systems of Psychology .....	3
PSY 4313 Research Methods in the Social Sciences .....	3
PSY 4413 Techniques of Counseling .....	3
SOC 2013 Introduction to Sociology .....	3
SOC 2023 Social Problems .....	3
SOC 2033 Criminology .....	3
SOC 3113 Sociological Theory .....	3
SOC 3123 Social Psychology .....	3
SOC 3133 Cultural Anthropology .....	3
SOC 3433 Cross Cultural Communication .....	3
SOC 4023 Family Relations .....	3
SOC 4893 Internship .....	3
SWK 3003 Human Behavior and Social Environment .....	3
SWK 3103 Social Welfare and Public Policies I .....	3
PSY 3000 or above; or	
SOC 3000 or above; or	
SWK 3000 or above .....	3
MINOR <sup>3</sup> .....	18 credit hours
ELECTIVES .....	8 credit hours
TOTAL FOR SOCIOLOGY .....	128 credit hours

<sup>1</sup> See page 41 for specific courses required in the general education core. Within the general education core, sociology majors must complete BIO 2114 as part of the natural science requirement; MAT 2413 as the mathematics requirement; and HIS 1503 or 2523 or 3633, POS 2013, and PSY 2013 or 2223 as the social science requirement.

<sup>2</sup> Should be taken during fall of junior year.

<sup>3</sup> See page 42 for available minors. Should be chosen from human services majors such as child care, counseling, criminal justice, developmental psychology, human services, psychology, or social work.

**ASSOCIATE OF ARTS DEGREE**

The Associate of Arts degree provides a foundation for many bachelor's degree programs. Some of the many majors that blend well with the A.A. degree are art, Bible, business, communication, education, English, history, home economics, journalism, law, music, psychology, social work, and sociology. You must complete 64 hours including divisional requirements with a cumulative grade average of 2.00 (C) or higher.

Specific requirements for the A.A. degree are:

CHRISTIAN FAITH CORE <sup>1</sup> .....	8 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
GENERAL EDUCATION CORE .....	35 credit hours
COMMUNICATION	
Communication 1013, 1023, or 1613 .....	3
English 1113 or 1613 <sup>2</sup> .....	3
English 1123 or 1623 .....	3
HUMANITIES	
Fine Arts Appreciation (from ART 2003; HUM 2003, 2013, 3093; MUS 2003, 2014, 3313, 3323) .....	3
Literature (from ENG 2213, 2223, 2313, 2413) .....	3
PHYSICAL EDUCATION	
Any Physical Education (PED) <sup>3</sup> .....	2
SCIENCE AND MATHEMATICS	
Natural Science (must include one lab course) .....	6
Mathematics 1103 or above <sup>4</sup> .....	3
SOCIAL SCIENCE	
From HIS 1503, 2513, 2523, 3623, 3633; POS 2013 .....	3
From HIS 1313, 1323, 1503, 1613, 1623, 2513, 2523, 3623, 3633; POS 2013 .....	3
From BIB 3923, 4933; BUS 2403, 2413; COM 3433; any HIS excluding HIS 2112 and 2122; POS 2013, 2023, 2043; PSY 2013, 2223; SOC 2013, 2023, 2033, 2453 .....	3
ELECTIVES .....	21 credit hours
TOTAL FOR ASSOCIATE OF ARTS DEGREE .....	64 credit hours

<sup>1</sup> Bible is a semester requirement. A portion of the eight-hour requirement may be waived for transfer students. See page 33 about course substitutions.

<sup>2</sup> To earn a bachelor's degree in many colleges, you must have an A or B in English Composition or successfully complete an English Proficiency Exam.

<sup>3</sup> Veterans may have this requirement waived.

<sup>4</sup> Waived for Math ACT score of 25 or above.



**Program for Numerous Majors.** You may pursue any one of a variety of liberal arts majors through the Associate of Arts degree program. You may use the elective hours for courses most appropriate to your major, including the bachelor's degree programs offered by Michigan Christian College. If you plan to seek a bachelor's degree but have not chosen a major, you may use the elective hours to explore possible majors.

Suggested A.A. program for numerous majors:

#### First Semester

Discovering the Old Testament .....	2
College Composition A .....	3
Communication .....	3
Natural Science .....	2
Physical Education .....	1
Electives .....	5
	<u>16</u>

#### Third Semester

Bible 2000 Level Textual .....	2
Fine Arts Appreciation .....	3
Mathematics .....	3
Social Science .....	3
Electives .....	5
	<u>16</u>

#### Second Semester

Discovering the New Testament .....	2
College Composition B .....	3
Natural Science with Lab .....	4
Physical Education .....	1
Electives .....	6
	<u>16</u>

#### Fourth Semester

Bible 2000 Level Elective .....	2
Literature .....	3
Social Science .....	6
Electives .....	5
	<u>16</u>

**ASSOCIATE OF SCIENCE DEGREE**

Most Bachelor of Science programs can be built off an Associate of Science degree. You must complete 64 hours including divisional requirements with a cumulative grade point average of 2.00 (C) or above.

**Natural Science Major.** Some of the majors which blend with the Associate of Science degree are biology, chemistry, mathematics, pre-engineering, pre-medicine, pre-nursing, and physical therapy.

Specific requirements for the A.S. in natural science are:

CHRISTIAN FAITH CORE <sup>1</sup> .....	8 credit hours
BIB 1012 or 1612 and 1022 or 1622 Discovering the OT & NT ....	4
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
GENERAL EDUCATION CORE .....	37 credit hours
Communication 1013, 1023, or 1613 .....	3
English 1113 or 1613; and 1123 or 1623 <sup>2</sup> .....	6
Fine Arts Appreciation (from ART 2003; HUM 2003, 2013, 3093; MUS 2003, 2014, 3313, 3323) .....	3
Laboratory Science Sequence .....	8
Literature (from ENG 2213, 2223, 2313, 2413) .....	3
Mathematics 1103 or above <sup>3</sup> .....	3
Physical Education (any PED) <sup>4</sup> .....	2
Social Science from HIS 1503, 2513, 2523, 3623, 3633; POS 2013 .....	3
Social Science from HIS 1313, 1323, 1503, 1613, 1623, 2513, 2523, 3623, 3633; POS 2013 .....	3
Social Science from BIB 3923, 4933; BUS 2403, 2413; COM 3433; any HIS excluding HIS 2112 and 2122; POS 2013, 2023, 2043; PSY 2013, 2223; SOC 2013, 2023, 2033, 2453 .....	3
NATURAL SCIENCE MAJOR .....	17 credit hours
Courses selected from BIO, CHE, CIS 2223 or above, MAT 1312 or above, and/or PHS .....	8
Courses from any A.S. major; or those for course of study <sup>5</sup> .....	9
ELECTIVES .....	2 credit hours
TOTAL FOR A.S. IN NATURAL SCIENCE .....	64 credit hours

<sup>1</sup> Bible is a semester requirement. A portion of the requirement may be waived for transfers.

<sup>2</sup> To earn a bachelor's degree in many colleges, you must have an A or B in English Composition or successfully complete an English Proficiency Exam.

<sup>3</sup> Waived for Math ACT score of 25 or above.

<sup>4</sup> Veterans may have this requirement waived.

<sup>5</sup> Many pre-professional programs require specific support courses. See footnote on page 78.

**Science and Math Programs.** You may pursue any one of a variety of science-oriented or math majors through a natural science major of the Associate of Science degree. You may use the elective hours for courses most appropriate to your specific major, according to the catalog of the college or university to which you plan to transfer.

Suggested program for an A.S. in natural science:

#### First Semester

Discovering the Old Testament .....	2
College Composition A .....	3
Communication .....	3
Mathematics .....	3
Natural Science with Lab .....	4
Physical Education .....	1
	<u>16</u>

#### Second Semester

Discovering the New Testament II .....	2
College Composition B .....	3
Natural Science with Lab .....	4
Natural Science Support .....	6
Physical Education .....	1
	<u>16</u>

#### Third Semester

Bible 2000 Level Textual .....	2
Fine Arts Appreciation .....	3
Natural Science Support .....	3
Science, Mathematics, CIS .....	4
Social Science .....	3
Elective .....	1
	<u>16</u>

#### Fourth Semester

Bible 2000 Level Elective .....	2
Literature .....	3
Science, Mathematics, CIS .....	4
Social Science .....	6
Elective .....	1
	<u>16</u>





**Pre-Professional Programs.** You may obtain the Associate of Science degree with a major in natural science while satisfying requirements for such pre-professional programs as pre-dentistry, pre-medicine, pre-medical technology, pre-optometry, pre-physical therapy, and pre-veterinary medicine. You should consult the catalog of the school you plan to attend for specific requirements.

Suggested A.S. program for pre-professional students<sup>1</sup>:

**First Semester**

Discovering the Old Testament .....	2
College Chemistry I .....	4
College Composition A .....	3
Communication .....	3
Pre-Calculus .....	5
	17

**Second Semester**

Discovering the New Testament .....	2
Biological Science with Lab .....	4
College Chemistry II .....	4
College Composition B .....	3
Macroeconomics .....	3
	16

**Third Semester**

Bible 2000 Level Textual .....	2
American History Survey .....	3
Fine Arts Appreciation .....	3
Human Growth and Development .....	3
Organic Chemistry I .....	4
Physical Education .....	1
	16

**Fourth Semester**

Bible 2000 Level Elective .....	2
Human Anatomy and Physiology .....	4
Literature .....	3
National Government .....	3
Organic Chemistry II .....	4
Physical Education .....	1
	17

<sup>1</sup> Appropriate pre-professional courses for the natural science major are:  
 Pre-dentistry - BUS 2403, MAT 1245 for some dental schools  
 Pre-medicine - BUS 2403, MAT 1245  
 Pre-medical technology - BUS 2403, BIO 2324 for CHE 2524  
 Pre-optometry - BIO 2324, PHS 2515, 2525 for CHE 2514, 2524  
 Pre-physical therapy - PSY 2223 or SOC 2013  
 Pre-veterinary medicine - MAT 1245

**Pre-Nursing Program.** You may obtain the Associate of Science degree in natural science and transfer to most B.S.N. programs. Introduction to Nursing and Human Anatomy II are to be taken at the school granting the nursing degree. You should consult the catalog of the school you plan to attend after MCC for the specific requirements of their program.

Suggested A.S. program for pre-nursing students:

<b>First Semester</b>	<b>Second Semester</b>
Discovering the Old Testament ..... 2	Discovering the New Testament ..... 2
Biological Science with Lab ..... 4	College Composition B ..... 3
College Algebra ..... 3	Fine Arts Appreciation ..... 3
College Composition A ..... 3	General Psychology ..... 3
Communication ..... 3	Human Anatomy and Physiology ..... 4
Physical Education ..... 1	Physical Education ..... 1
<u>16</u>	<u>16</u>
<b>Third Semester</b>	<b>Fourth Semester</b>
Bible 2000 Level Textual ..... 2	Bible 2000 Level Elective ..... 2
American History Survey ..... 3	College Chemistry II ..... 4
College Chemistry I ..... 4	Microbiology ..... 4
Human Growth and Development ..... 3	National Government ..... 3
Introduction to Sociology ..... 3	Nutrition ..... 3
Literature ..... 3	<u>16</u>
<u>18</u>	

**Pre-Engineering Program.** You should obtain the Associate of Science degree in natural science from Michigan Christian College if you plan to seek a bachelor's degree in Engineering. You should consult the catalog of the school you plan to attend after MCC for requirements of their program. Physics is offered at MCC with a minimum of five or it may be taken on concurrent enrollment.

Suggested A.S. program for pre-engineering students:

<b>First Semester</b>	<b>Second Semester</b>
Discovering the Old Testament ..... 2	Discovering the New Testament ..... 2
College Chemistry I ..... 4	Calculus and Analytic Geometry I ..... 5
College Composition A ..... 3	College Chemistry II ..... 4
Communication ..... 3	College Composition B ..... 3
Physical Education ..... 1	Fine Arts Appreciation ..... 3
Pre-Calculus ..... 5	Physical Education ..... 1
<u>18</u>	<u>18</u>
<b>Third Semester</b>	<b>Fourth Semester</b>
Bible 2000 Level Textual ..... 2	Bible 2000 Level Elective ..... 2
Calculus and Analytic Geometry II ..... 4	Calculus and Analytic Geometry III ..... 4
History ..... 3	Literature ..... 3
National Government ..... 3	Physics II ..... 5
Physics I ..... 5	Social Science ..... 3
<u>17</u>	<u>17</u>



**Computer Information Systems Major.** You should pursue the Associate of Science degree with a major in computer information systems if you are planning to seek a bachelor's degree. This major is designed for business applications of computer science.

Specific requirements for the A.S. in computer information systems are:

CHRISTIAN FAITH CORE <sup>1</sup> .....	8 credit hours
BIB 1012 or 1612 and 1022 or 1622 Discovering the OT & NT....	4
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
 GENERAL EDUCATION CORE .....	 37 credit hours
Communication 1013, 1023, or 1613 .....	3
English 1113 or 1613; and 1123 or 1623 <sup>2</sup> .....	6
Fine Arts Appreciation (from ART 2003; HUM 2003, 2013, 3093; MUS 2003, 2014, 3313, 3323) .....	3
Laboratory Science .....	8
Literature (from ENG 2213, 2223, 2313, 2413) .....	3
Mathematics 1213 <sup>3</sup> .....	3
Physical Education (any PED) <sup>4</sup> .....	2
Social Science from HIS 1503, 2513, 2523, 3623, 3633; POS 2013 .....	3
Social Science from HIS 1313, 1323, 1503, 1613, 1623, 2513, 2523, 3623, 3633; POS 2013 .....	3
Social Science from BIB 3923, 4933; BUS 2403, 2413; COM 3433; any HIS excluding HIS 2112 and 2122; POS 2013, 2023, 2043; PSY 2013, 2223; SOC 2013, 2023, 2033, 2453 .....	3
 CIS MAJOR .....	 22 credit hours
BUS 2113 Accounting I .....	3
BUS 2123 Accounting II .....	3
CIS 1012 Introduction to Computer Systems <sup>5</sup> .....	2
CIS 2213 Structured Programming Using COBOL and CIS 2233 Advanced COBOL; or	
CIS 2223 Structured Programming Using PASCAL and CIS 2613 Data Structures .....	6
CIS 2723 Business Applications of Computers <sup>5</sup> .....	3
MAT 1335 or above .....	5
 TOTAL FOR A.S. DEGREE IN C.I.S. ....	 67 credit hours

<sup>1</sup> Bible is a semester requirement. A portion of the requirement may be waived for transfers.  
<sup>2</sup> To earn a bachelor's degree in many colleges, you must have an A or B in English Composition or successfully complete an English Proficiency Exam.  
<sup>3</sup> Replaced with electives if you have math skills which result in waiver of MAT 1213.  
<sup>4</sup> Veterans may have this requirement waived.  
<sup>5</sup> Waived for demonstrated computer proficiency and replaced with electives.

**Computer Science Major.** If you are planning to seek a bachelor's degree in computer science after completing your work at Michigan Christian College, you should pursue the Associate of Science degree with a major in computer science. This major includes a strong emphasis on mathematics and computer science and is designed for scientific applications of computer science.

Specific requirements for the A.S. in computer science are:

CHRISTIAN FAITH CORE <sup>1</sup> .....	8 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
GENERAL EDUCATION CORE .....	34 credit hours
Communication 1013, 1023, or 1613 .....	3
English 1113 or 1613; and 1123 or 1623 <sup>2</sup> .....	6
Fine Arts Appreciation (from ART 2003; HUM 2003, 2013, 3093; MUS 2003, 2014, 3313, 3323) .....	3
Laboratory Science .....	8
Literature (from ENG 2213, 2223, 2313, 2413) .....	3
Physical Education (any PED) <sup>3</sup> .....	2
Social Science from HIS 1503, 2513, 2523, 3623, 3633; POS 2013 .....	3
Social Science from HIS 1313, 1323, 1503, 1613, 1623, 2513, 2523, 3623, 3633; POS 2013 .....	3
Social Science from BIB 3923, 4933; BUS 2403, 2413; COM 3433; any HIS excluding HIS 2112 and 2122; POS 2013, 2023, 2043; PSY 2013, 2223; SOC 2013, 2023, 2033, 2453 .....	3
COMPUTER SCIENCE MAJOR .....	22 credit hours
CIS 1012 Introduction to Computer Systems <sup>4</sup> .....	2
CIS 2223 Structured Programming Using PASCAL .....	3
CIS 2613 Data Structures .....	3
MAT 1335 Pre-Calculus .....	5
MAT 2515 Calculus and Analytic Geometry I .....	5
MAT 2524 Calculus and Analytic Geometry II .....	4
TOTAL FOR A.S. IN COMPUTER SCIENCE .....	64 credit hours

<sup>1</sup> Bible is a semester requirement. A portion of the requirement may be waived for transfer students.

<sup>2</sup> To earn a bachelor's degree in many colleges, you must have an A or B in English Composition or successfully complete an English Proficiency Exam.

<sup>3</sup> Veterans may have this requirement waived.

<sup>4</sup> Waived for demonstrated computer proficiency and replaced with electives. MAT 2534 or CIS 2213 and 2233 are highly recommended if elective hours are available.

**Criminal Justice Major.** If you are interested in a career in law enforcement, security, fire science, or private investigation, you may pursue a major in criminal justice. This program provides appropriate training for employment upon completion of the A.S. degree, as well as the liberal arts foundation required for a bachelor's degree. Some agencies and states may require further certification prior to formal employment.

Specific requirements for the A.S. in criminal justice are:

CHRISTIAN FAITH CORE <sup>1</sup> .....	8 credit hours
BIB 1012 or 1612 Discovering the Old Testament .....	2
BIB 1022 or 1622 Discovering the New Testament .....	2
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000-level (textual or non-textual) .....	2
GENERAL EDUCATION CORE .....	35 credit hours
Communication 1023 .....	3
English 1113 or 1613; and 1123 or 1623 <sup>2</sup> .....	6
Fine Arts Appreciation (from ART 2003; HUM 2003, 2013, 3093; MUS 2003, 2014, 3313, 3323) .....	3
Literature (from ENG 2213, 2223, 2313, 2413) .....	3
Mathematics 1103 or above <sup>3</sup> .....	3
Natural Science (must include one lab course) .....	6
Physical Education (any PED) <sup>4</sup> .....	2
Social Science from HIS 1503, 2513, 2523, 3623, 3633; POS 2013 .....	3
Social Science from HIS 1313, 1323, 1503, 1613, 1623, 2513, 2523, 3623, 3633; POS 2013 .....	3
Sociology 2033 .....	3
CRIMINAL JUSTICE MAJOR .....	25 credit hours
CRJ 1113 Introduction to Criminal Justice .....	3
CRJ 1213 Criminal Law and Procedure .....	3
CRJ 1413 Police Procedures .....	3
CRJ 1433 Juvenile Methods .....	3
CRJ 2413 Loss Control .....	3
CRJ 2423 Criminal Investigation .....	3
CRJ 2433 Emergency Control of Deviant Behavior .....	3
CRJ 2511 Firearms Training .....	1
CRJ 2803 Field Internship .....	3
TOTAL FOR A.S. IN CRIMINAL JUSTICE .....	68 credit hours

<sup>1</sup> Bible is a semester requirement. A portion of the requirement may be waived for transfers.

<sup>2</sup> To earn a bachelor's degree in many colleges, you must have an A or B in English Composition or successfully complete an English Proficiency Test.

<sup>3</sup> Waived for MAT ACT score of 25 or above.

<sup>4</sup> Veterans may have this requirement waived.

**Early Childhood Major.** Upon completion of the A.S. in early childhood, you hold the qualifications required by Michigan and most states to own and/or serve as the director of a licensed day care center. This major also provides the background needed for most bachelor's degree programs.

Specific requirements for the A.S. in early childhood are:

CHRISTIAN FAITH CORE <sup>1</sup> .....	8 credit hours
BIB 1012 or 1612 and 1022 or 1622 Discovering the OT & NT....	4
BIB 2112, 2122, 2212, or 2222 (textual) .....	2
BIB 2000 level (textual or non-textual) .....	2
GENERAL EDUCATION CORE .....	35 credit hours
Communication 1013, 1023, or 1613 .....	3
English 1113 or 1613; and 1123 or 1623 <sup>2</sup> .....	6
Fine Arts Appreciation (from ART 2003; HUM 2003, 2013, 3093; MUS 2003, 2014, 3313, 3323) .....	3
Literature (from ENG 2213, 2223, 2313, 2413) .....	3
Mathematics 1103 or above <sup>3</sup> .....	3
Natural Science (must include one lab course) .....	6
Physical Education (any PED) <sup>4</sup> .....	2
Psychology 2223 .....	3
Social Science from HIS 1503, 2513, 2523, 3623, 3633; POS 2013 .....	3
Social Science from HIS 1313, 1323, 1503, 1613, 1623, 2513, 2523, 3623, 3633; POS 2013 .....	3
EARLY CHILDHOOD MAJOR .....	15 credit hours
EHS 2113 Literature for Children .....	3
EHS 2213 Child Development .....	3
EHS 2413 Early Childhood Education .....	3
EHS 2513 Day Care Administration .....	3
EHS 2893 Internship .....	3
ELECTIVES (those below recommended) .....	6 credit hours
BUS 3683 Small Business Management	
EDH 2002 First Aid	
EHS 2313 Nutrition	
SOC 2453 Marriage and the Family	
TOTAL FOR A.S. IN EARLY CHILDHOOD .....	64 credit hours

<sup>1</sup> Bible is a semester requirement. A portion of the eight-hour requirement may be waived for transfer students.

<sup>2</sup> To earn a bachelor's degree in many colleges, you must have an A or B in English Composition or successfully complete an English Proficiency Test.

<sup>3</sup> Waived for MAT ACT score of 25 or above.

<sup>4</sup> Veterans may have this requirement waived.

**HONORS PROGRAM FOR ASSOCIATE DEGREES**

Graduating from an Honors Program opens up many doors for you at the upper-division level, particularly in pre-professional programs such as business, medicine, dentistry, pharmacy, psychology, sociology, and social work. In addition, it presents you in a favorable light for scholarship awards at MCC and other institutions to which you may transfer.

If your high school grade point average is 3.30 or above, and your ACT composite score 25 or above, you may pursue the Honors Program. Upon completion, you receive an Associate of Arts or Associate of Science degree with Honors Program designations on your record. Your graduation regalia also indicates your special academic achievement.

To complete the Honors Program, you must complete 64 hours or more with a cumulative grade point average of 3.30 (B+) or above. You may transfer a maximum of 24 hours toward the Honors Program. Advanced Placement scores of 3, 4, or 5 in mathematics, science, or foreign language will be accepted as transfer credit in the Honors Program. An Advanced Placement score of 5 in English will be accepted for credit in one or both Honors English sections based upon evaluation of courses taken.

As an Honors Program student, you may pursue the Associate of Arts degree or any major in the Associate of Science degree program. To receive Honors Program recognition, you must complete at least 32 credit hours from the courses listed below or any other 3000 or 4000 level courses.

BIB 1612, 1622	Honors Old Testament & New Testament
BIO 1124	Zoology
BIO 1613	Honors Biological Science
BIO 2114	Human Anatomy and Physiology
BIO 2324	Microbiology
BUS 2403	Macroeconomics
BUS 2413	Microeconomics
CHE 1514, 1524	College Chemistry I & II
CHE 2514, 2524	Organic Chemistry I & II
CIS 2213 or higher	Structured Programming Using COBOL or higher
COM 1613	Honors Communication
ENG 1613, 1623	Honors Composition A & B
FRE 1214, 1224	Elementary French and French Culture I & II
GRE 1214 or higher	Elementary Greek I or higher
HEB 1214, 1224	Elementary Hebrew I & II
HIS 1613, 1623	Honors Western Civilization I & II
HIS 3623	Honors Seminar in Early American History
HIS 3633	Honors Seminar in Modern American History
MAT 1335 or higher	Pre-Calculus or higher
PHS 2515, 2525	Physics I & II
SPA 1214, 1224	Elementary Spanish I & II



### TRANSITIONAL ACADEMIC PREPARATION (TAP) PROGRAM

If your basic academic skills need strengthening, Michigan Christian College provides several courses to help you develop those skills. These include a course in college rhetoric, which includes English composition, reading, and study skills; and special courses in mathematics, career exploration, and personal improvement. The number of these courses required of students admitted under the TAP Program varies, depending upon high school coursework and standardized test scores.

Suggested A.A. program using academic skills courses:

#### First Semester

Discovering the Old Testament .....	2
Beginning Algebra .....	3
Career Exploration and Development ...	1
College Rhetoric .....	4
Life Learning Skills .....	2
	<u>12</u>

#### Third Semester

Bible 2000 Level Textual .....	2
Biological Science .....	3
Biological Science Lab .....	1
College Composition B .....	3
Electives .....	3
	<u>12</u>

#### Fifth Semester

Bible Elective .....	2
Literature .....	3
Social Science .....	3
Electives .....	4
	<u>12</u>

#### Second Semester

Discovering the New Testament .....	2
College Composition A .....	3
Communication .....	3
Intermediate Algebra .....	3
Physical Education .....	1
	<u>12</u>

#### Fourth Semester

Bible 2000 Level Elective .....	2
Earth Science .....	2
Physical Education .....	1
Social Science .....	3
Electives .....	4
	<u>12</u>

#### Sixth Semester

Bible Elective .....	2
Fine Arts Appreciation .....	3
Social Science .....	3
Elective .....	4
	<u>12</u>

## *Curriculum Information*

### **COURSE NUMBERING**

Michigan Christian College uses a four-digit numbering system. In every course number, the first digit represents the level of a course. Those that begin with 1 (generally for freshmen) and 2 (generally for sophomores) are lower division courses and those beginning with 3 (generally for juniors) and 4 (generally for seniors) are upper-division courses. The second digit is the subdivision of a course within a department and the third digit is the sequence within that subdivision. The fourth digit is the number of credit hours that the course offers.



### **INDEPENDENT STUDY**

Occasionally an instructor offers a course by independent study. While such courses do not meet on a structured basis, they include regular meetings with the instructor. Such courses do not fulfill general education requirements unless approved by the Dean of Academic Services. They can be taken for one, two, or three credits, with a maximum of six counting toward the 64 credits required for the associate degree. Independent study course numbers are 1991, 1992, 1993, 2991, 2992, 2993, 3991, 3992, 3993, 4991, 4992, and 4993. Grades in independent study courses are shown with A, B, C, D, F. To be eligible for these courses you must not be on academic alert, must not be a first-term Early Admission student, and must have permission of the instructor and Dean of Academic Services.

### **SPECIAL COURSES**

Often instructors offer special courses based upon student interest and upon course approval by the Dean of Academic Services. These courses meet regular hours just as other courses do. If you meet the required prerequisites for a particular course, you may enroll in it. You may take these courses without the limitations which are normally imposed on independent study courses.

### **CONTINUING EDUCATION**

If you wish to take a specific course without required assignments or testing, you may enroll in the course for continuing education units. Continuing education courses are usually taken for enrichment purposes or job training. You may receive one C.E.U. for each ten hours of class attendance. Charges on courses taken for continuing education units are less than regular tuition. Course prerequisites must be met unless you obtain special approval of the instructor or Dean of Academic Services.

## ART

**ART 1413 Introduction to Drawing and Composition.** Visual fundamentals as expressed through drawing and composition. Includes image formation, rendering techniques, and compositional theory and problems. Five studio hours per week. Fall.

**ART 1423 Freehand Drawing and Composition.** Emphasis on various drawing media. Studio work in drawing and composition problems. Five studio hours per week. Prerequisite: ART 1413 or permission of instructor. Odd years, Spring.

**ART 2003 Art Appreciation.** Introduction to visual arts and principles underlying the beauty and worth of artistic creation through a survey of the world's great art from ancient through modern times. Fall, Spring.

**ART 2443 Two-Dimensional Design.** Organization of visual elements in a two-dimensional format. Even years, Spring 1996.

## BIBLE

**Enrollment Restrictions.** All 3000 and 4000 level courses are restricted to juniors and seniors.

**Topics in Religion.** Special topics may be proposed by faculty members or by students for regular classroom study. These courses are numbered BIB 4091, 4092, or 4093, according to the amount of credit.

## TEXTUAL

**BIB 1012 Discovering the Old Testament.** History of ancient Israel from creation to the fall of the Judean monarchy as revealed in Genesis through II Kings. The poetic and prophetic literature of Ezra through Malachi, including the historical setting of each book. Fall, Spring.

**BIB 1022 Discovering the New Testament.** Emphasis on the life and teachings of Jesus as portrayed in the four gospels. Early Christian activity as revealed in Acts and the New Testament letters. Fall, Spring.

**BIB 1612 Honors Old Testament.** Same as BIB 1012 for those achieving a high score on the Bible Placement Test, or a B or better in BIB 1022 or 1622. Fall.

**BIB 1622 Honors New Testament.** Same as BIB 1022 for those achieving a high score on the Bible Placement Test, or a B or better in BIB 1012 or 1612. Spring.



**BIB 2112 Genesis.** From creation through the death of the patriarchs. Covers the Abrahamic covenant and history of the earliest beginnings of the Jewish nation.

**BIB 2122 Joshua-II Kings.** History of the Jewish nation from the crossing of the Jordan to the fall of the Judean monarchy.

**BIB 2212 Life of Christ.** Life and ministry of Jesus Christ, emphasizing biblical information about His deity, His miracles, His teachings, His death, and His resurrection.

**BIB 2222 Acts.** History of the establishment of the early church with emphasis on the major Christian doctrines and the application of those doctrines to the earliest Christian experience.

**BIB 3132 Major Prophets.** A historical, cultural, and theological survey of the writings of the Old Testament prophets Isaiah, Jeremiah, Ezekiel, and Daniel.

**BIB 3142 Minor Prophets.** The twelve shorter Old Testament prophetic books from Hosea to Malachi in light of their historical, political, cultural, and religious settings.

**BIB 3152 Old Testament Poetic Literature.** A study of Psalms, the Song of Solomon, and Lamentations.

**BIB 3162 Old Testament Wisdom Literature.** A study of Ecclesiastes, Proverbs, and Job.

**BIB 3212 Acts.** Birth of the early church and its expansion from Palestine to Rome.

**BIB 3222 Romans.** An exegesis of the doctrines of the letter to the Romans set in the historical context of gentile and Jewish concerns found in the church at Rome.

**BIB 3232 I and II Thessalonians.** Letters to the Thessalonians with emphasis on the historical setting and doctrine of last things.

**BIB 3242 Prison Epistles.** Paul's letters to Philemon and to the churches at Ephesus, Colossae, and Philippi.

**BIB 3252 Pastoral Epistles.** The letters of I and II Timothy and Titus.

**BIB 3262 Hebrews.** Study of the letter written to Hebrew Christians to affirm the superiority of Christ over all other religions, and to warn its readers not to lose faith.

**BIB 3272 General Epistles.** Study of the New Testament letters of James, Jude, and I and II Peter with emphasis on the message of Christian living in each book.

**BIB 3282 Revelation.** Interpretation of the book of Revelation. Special emphasis given to methods of interpretation, the nature of apocalyptic literature, Old Testament and other historical backgrounds, and doctrinal content.

**BIB 4153 Pentateuch.** The first five books of the Old Testament. Emphasis on the history, laws, and religious life of the people of Israel. Prerequisite: BIB 3973 or 3983.

**BIB 4163 History of Israel.** Israel from Canaan's conquest to the return from Babylonian captivity. Prerequisite: BIB 3973 or 2983.

**BIB 4183 Critical Introduction to the Old Testament.** History of Old Testament criticism; types of criticism; text and canon; political, social, and religious backgrounds; Old Testament chronology; and the unity, authorship, dating, and major themes of the individual Old Testament books. Prerequisite: BIB 3973 or 3983.

**BIB 4233 Synoptic Gospels.** The life and teachings of Jesus as portrayed by Matthew, Mark, and Luke. Prerequisite: BIB 3973 or 3983.



**BIB 4243 Romans and Galatians.** Paul's Galatian and Roman epistles with emphasis on historical background and establishment of the churches in Rome and Galatia. Attention to such doctrines as grace, atonement, justification, law, sin, wrath, and death. Prerequisite: BIB 3973 or 3983.

**BIB 4253 I and II Corinthians.** A historical, textual, and practical study of Paul's letters to the church in Corinth. Attention to the problems faced by early Christianity and the application of Christian principles to solving problems in a local church today. Prerequisite: BIB 3973 or 3983.

**BIB 4263 Gospel and Letters of John.** A study of the letters of I, II, III John as well as the Gospel of John. Emphasis on the nature of Christ and problems that faced the early church. Prerequisite: BIB 3973 or 3983.

**BIB 4283 Critical Introduction to the New Testament.** History and types of New Testament criticism; text and canon; political, social, and religious backgrounds; chronology; and the unity, authorship, dating, and major themes of the individual books. Prerequisite: BIB 3973 or 3983.

## DOCTRINAL

**BIB 3913 American Religions.** Major denominations, sects, and cults of modern America with special attention to their unique American historical, social, cultural, and theological contexts.

**BIB 3923 World Religions.** A study of the major religious movements of the world, including such religions as Buddhism, Hinduism, Confucianism, Shintoism, and Islam.

**BIB 3933 Christian Apologetics.** A critical examination of the philosophical and rational bases of Christian belief.

**BIB 3973 Biblical Interpretation.** Textual, historical, and linguistic knowledge and skills united with sound hermeneutical principles to develop proficiency in logical interpretation of scriptures. Same as BIB 3983. For counseling and vocational ministry majors. Spring.

**BIB 3983 Biblical Interpretation.** Textual, historical, and linguistic knowledge and skills united with sound hermeneutical principles to develop proficiency in logical interpretation of scriptures. For Biblical studies and ministry majors. Prerequisite: GRE 1103 or 1214.

**BIB 4933 Christian Ethics.** Current social issues and the Biblical response to each. Includes such topics as marriage, divorce, abortion, euthanasia, substance abuse, birth control, human sexuality, ethnic relations, and professional ethical questions. Corequisite: Enrollment in a Bible major. Same as BUS 3023.

**BIB 4963 Systematic Christian Doctrine.** A biblical and historical study of the doctrines of God, Christ, the Holy Spirit, creation, man, revelation, eschatology, and related topics. Corequisite: Senior status in Bible program.

## **HISTORICAL**

**BIB 3713 Survey of Church History I.** Church history from the close of the apostolic age through events of the Protestant Reformation. Prerequisites: HIS 1313 and 1323. Same as HIS 3713.

**BIB 3723 Survey of Church History II.** History of Christianity from the Reformation to the modern age. Prerequisites: HIS 1313 and 1323. Same as HIS 3723.

**BIB 3733 History of the Restoration Movement.** The American Restoration Movement from its early beginnings to the present time. Ideals of the movement and causes of division within the movement.

**BIB 3743 History and Formation of the Bible.** Important biblical texts and manuscripts, early translations of the Bible, and development of the English Bible from the times of Wycliffe to the twentieth century.

**BIB 4713 History and Literature of the Intertestamental Era.** An historical, political, cultural, and theological survey of early Judaism in the Hellenistic and early Roman periods and the body of literature produced during that time.

**BIB 4723 Biblical Archaeology.** Archaeology as it has been applied to the study of the history, culture, lands, and people of the biblical periods. Same as HIS 3753.

## **PRACTICAL**

**BIB 1401 Christian Ministries Workshop.** Field trips to congregations in the region surrounding the college for aiding with personal evangelism, teaching special Bible programs, advertising gospel meetings, or assisting in service projects. Four weekends per semester. Does not satisfy semester Bible requirement.

**BIB 2303 Christian Woman.** The Christian woman as an individual, wife, mother, and servant of the Lord in the context of a local congregation.

**BIB 2401 Mission Outreach Workshop.** Extended work with a congregation during spring break to set up, advertise, and carry out special programs of service and teaching for a community. Does not satisfy semester Bible requirement.

**BIB 2453 Christian Family.** A Christian analysis of marriage and family living, including marriage preparation, marital adjustments, child rearing, in-law relationships, financial planning, and religion. Same as SOC 2453.

**BIB 3103 Biblical Foundations for Counseling.** A study of biblical texts significant for understanding Christian counseling. Emphasis on passages describing the relational nature and needs of man. Prerequisites: BIB 1012 or 1612, 1022 or 1622, and PSY 2223. Same as PSY 3103.

**BIB 3313 Christian Minister's Work.** Focus on the theology and work of the ministry, as well as the minister's relationship with the church, the community, and the family.

**BIB 3323 Introduction to Preaching.** Pulpit, classroom, and group methods of communicating the gospel. Attention to materials, methods of preparation, and sermon construction according to types of sermons. Prerequisite: COM 1013 or 1023. Same as COM 3323.

**BIB 3333 Youth Ministry.** A study of youth programs and the role of the youth minister with special emphasis on meeting the needs of youth.

**BIB 3413 Missionary Principles.** Motives, theories, and practices related to both foreign and domestic evangelistic missions. Emphasis on establishing and nurturing indigenous congregations, cross cultural communication, church growth theory, and the role of the local church in the missionary enterprise.

**BIB 3423 Biblical Evangelism.** The motives and methods of New Testament evangelism studied and applied to the modern situation. The role of every Christian in proclaiming the good news of Jesus stressed, and various evangelistic tools evaluated.

**BIB 3533 Principles of Teaching.** Principles and methods of effective teaching. Designed to help classroom teachers of all groups improve their instructional skills.

**BIB 4873 Internship.** Activities include preaching, religious education, youth work, and personal evangelism. Includes written reports of field activity. Supervising faculty member may allow a temporary incomplete grade. Prerequisite: Permission of instructor.

**BIB 4881 Seminar in Practical Ministry.** Accompanying the evaluated field experience, this course is designed to remedy students' deficiencies, to provide opportunities for exploration of possible ministerial specialties, and to make a synthesis of the knowledge gained from other courses through class projects. Pre/Corequisite: BIB 4373.

## BIOLOGY

**BIO 1002 Environmental Science.** Discussion on current environmental issues such as acid rain, the greenhouse effect, and toxic waste. Various conservation issues also included to provide a greater understanding of mankind's responsibilities with the earth's resources. Fall and odd years, Spring.

**BIO 1011 Biological Science Lab.** Laboratory supplement to BIO 1013. Prerequisite or Corequisite: BIO 1013. Fall, Spring.

**BIO 1013 Biological Science.** Principles of biological science with certain areas covered in greater depth, including cell biology, ecology, evolution, genetics, and human biology. For non-majors and beginning majors. Fall, Spring.

**BIO 1124 Zoology.** Survey of the major phyla of the animal kingdom, including the basic principles of comparative anatomy, genetics, behavior, and ecology. Three hours lecture and three hours laboratory weekly. Fall.

**BIO 1613 Honors Biological Science.** Intensive research in such areas of study as cell biology, ecology, evolution, genetics, and human biology designed for advanced students. Recommended for pre-professional students. Prerequisite: Science Reasoning ACT of 22 or permission of instructor. Fall.

**BIO 2114 Human Anatomy and Physiology.** A study of the basic principles of human anatomy and physiology. Three hours lecture plus three hours laboratory weekly. Prerequisite: Grade of C or better in BIO 1013 and BIO 1011, or BIO 1124, or permission of instructor. Spring.

**BIO 2324 Microbiology.** A survey with emphasis on the morphology and physiology of microorganisms and their role in medicine, food preparation, and industry. Three hours lecture plus three hours laboratory weekly. Prerequisite: Grade of C or better in BIO 1013 and BIO 1011, or BIO 1124, or permission of instructor. Even years, Spring.

## BUSINESS

**Enrollment Restrictions.** Prerequisite for all 3000 level courses is sophomore status. All 4000 courses are restricted to juniors and seniors.

**BUS 2113 Accounting I.** Elementary accounting theory, practice, and simple analysis with particular applications to single proprietorships. Prerequisite: MAT 1103 or equivalent. Fall.



**BUS 2123 Accounting II.** A continuation of accounting theory with applications to partnerships and corporations. Managerial accounting, especially standard cost systems for manufacturing concerns. Prerequisite: BUS 2113. Spring.

**BUS 2403 Macroeconomics.** General workings of the economy and its major subdivisions. Includes the free enterprise system, monetary and fiscal policy, and international trade. Fall.

**BUS 2413 Microeconomics.** Economic units of a free market. Consumer behavior and demand theory, utility and indifference analysis, industrial structures, pricing and output of goods and services, resource employment and pricing. Spring.

**BUS 2503 Principles of Marketing.** The principles, concepts, and practices of marketing products and/or services in the environment of both business and professional organizations. Explores the impact of product mix, price, promotion, and distribution on various marketing objectives and achievements. Integrates legal, regulatory, and societal requirements with economic and resource forecasts in making informed marketing decisions. Fall.

**BUS 2603 Principles of Management.** Fundamental principles and concepts of management and its development from classical beginnings to its present concepts and styles. Discusses the function of management, including planning, organizing, and controlling, with emphasis on management's role in encouraging effective operation. Includes present management practices and explores management trends for the future. Relates the applicability of management skills to all businesses and professions. Fall.

**BUS 2613 Techniques of Supervision.** Skill development for students who anticipate becoming front-line supervisors and wish to improve managerial skills. Fall.

**BUS 2713 Quantitative Methods.** Fundamental quantitative methods and their application to business problems. Topics from statistics, mathematics, and decision theory that clarify managerial problems and aid in selecting courses of action. Focus on tabulation, analysis and interpretation of numerical data for management decision-making. Includes linear programming, network models (PERT/CPM), queuing models, distribution models, inventory models, and decision theory. Prerequisite: MAT 1213.

**BUS 2723 Business Applications of Computers.** Computer based systems and financial mathematics including historic development; elements of computer systems; computer terminology; application programming; microcomputers and commercial software for word processing, database management systems, and statistical packages; and advanced financial spreadsheets. Prerequisite: MAT 1213 or equivalent. Same as CIS 2723. Fall, Spring.

**BUS 3003 Business Communication.** Role of written communication in management, focusing on the relationship between oral and written communication in the business world. Students required to apply different compositional techniques and audience analysis to various types of letters, memoranda, and reports; and to participate in a number of individual and group oral presentations, all of which are integrated with specific writing assignments. Designed to train for effective communication in typical business situations. Prerequisite: ENG 1113. Spring.

**BUS 3013 Cross Cultural Communication.** Study of communication between representatives of major cultures or subcultures on interpersonal, small group, organizational, and mass media levels. Includes verbal and nonverbal elements influencing communication such as region, race, religion, gender, and class. Contemporary insights from communication, anthropology, business, sociology, and psychology. Prerequisite: COM 1013 or permission of instructor. Same as COM 3433 and SOC 3433. Even years, Fall.



**BUS 3023 Christian Business Ethics.** The ethical teachings of the Bible as applied to the field of business. Includes a study of Biblical passages related to business conduct, corporate ethics, individual ethics, and the mutual responsibilities of employers and employees. Prerequisite: Junior or senior status in business program. Same as BIB 4933. Even years, Spring.

**BUS 3033 International Business.** A study of international aspects of modern business. Includes a review of global practices in marketing, management, accounting, finance, and law common to major international markets. Reviews multinational enterprises and global strategies. Examines the impact of U.S. and foreign legislation and regulation affecting U.S. businesses that market globally. Prerequisites: BUS 2503 and 2603. Even years, Spring.

**BUS 3203 Principles of Finance.** Financial analysis, capital budgeting, asset valuation, management of working capital, credit policies, accrued and current debt policy, sources and forms of long-term financial structure, costs of capital, dividend policy, and securities markets. Prerequisites: BUS 2123, BUS 2403 or 2413, and BUS 2723. Fall.

**BUS 3213 Money, Credit, and Banking.** Nature and function of money. Organizational framework of a national financial system and its impact on the economy. The Federal Reserve System, scope and impact of money and capital markets, and effects of deregulation. Structure of the commercial banking system and growing importance of other financial institutions explored. Prerequisite: BUS 3203. On demand.

**BUS 3303 Business Law I.** The legal environment of business which concentrates on contracts, commercial sales (Uniform Commercial Code), secured transactions, and torts. The case law method used to illustrate legal principles. Students prepare a paper on a selected area of law. Fall.

**BUS 3313 Business Law II.** The legal environment of business which concentrates on business organizations, creditor's rights, trade regulation, and real property. The case law method used to illustrate legal principles. Prerequisite: BUS 3303. Even years, Spring.

**BUS 3513 Marketing Management.** The analysis, planning, implementation, and control of programs designed to bring about desired exchanges of goods and services with target markets for the purpose of achieving organizational objectives. Specific objectives include expansion of the basic marketing principles, use of the various tools for marketing problem analysis, the analysis of strategically oriented cases, and the development of special strategies and particular programs defined against marketing predictions, standards, and criteria. Prerequisite: BUS 2503. Odd years, Fall.

**BUS 3523 Retail Marketing.** The organization and administration of a firm's selling effort. Includes recruitment, selection, training, compensation, evaluation, development, and motivation of the sales force; market assessment, territory alignment and quotas, segmental analysis, and budgeting. Also discusses the scope of physical distribution; its nature, interfaces with institutions, consumer services, transportation, order processing, and wholesaling and distribution centers. Prerequisite: BUS 2503. Odd years, Fall.

**BUS 3533 Consumer Behavior.** Factors influencing consumer behavior, models used to explain behavior, and implications of these concepts on marketing and public policy issues. Focuses on economic, psychological, sociological, and anthropological variables. Includes the effects of motivational learning, perceptions, cognition, attitude, beliefs, personality, reference groups, social class, demographics, life-style, and cultural factors on consumer behavior. Prerequisite: BUS 2503. Even years, Spring.

**BUS 3543 Promotional Strategies.** Analysis of the uses of various media in formulating overall consumer communication strategy. Topics include advertising, publicity and sales promotion, functions, disadvantages of differing types of media and vehicles in reaching the target audience. Prerequisite: BUS 2503. Odd years, Spring.

**BUS 3553 Marketing Research.** A study of research methods and techniques applicable to problem solving in marketing. Topics include the planning and execution of market research projects, primary and secondary data collection, use of statistical methods, questionnaire design, interview methods, sampling tabulation, and report writing. Prerequisites: BUS 2503 and 3723. Even years, Spring.

**BUS 3563 Professional Selling.** The fundamentals of selling, sales theory, sales techniques, and sales role playing. A review of the personal qualifications required for effective selling. Prerequisite: BUS 2503.

**BUS 3603 Organizational Behavior.** Traditional human relations systems, and contingency theories of managing human and other resources, with emphasis on functions of planning, organizing, directing, and controlling. Aids the decision-maker in understanding organizational behavior and communication in order to plan, implement, and evaluate the organizational development process. Prerequisite: BUS 2603. Fall.

**BUS 3613 Human Resource Management.** Strategic planning and implementation of policies concerning an organization's most important resource. Acquisition, development, compensation, evaluation, and organizational exit of employees. Ethics and opportunities in HRM, HR information systems design, and HR accounting. Prerequisite: BUS 2603. Even years, Spring.

**BUS 3623 Human Relations in the Workplace.** Development of an understanding of one's self and others as individuals and as members of working groups. Includes group dynamics and self-awareness, the impact of the self on others, free expression and better listening, and barriers to group participation. Improved communications and decision making both in and out of the workplace stressed through the exploration of differing values and roles. Prerequisite: BUS 2603. Even years, Fall.

**BUS 3653 Leadership Theory.** An in-depth review of the field of leadership. Examines historical and current theories of leadership and applies them to modern management situations. Prerequisite: BUS 2603. Even years, Fall.

**BUS 3663 Personnel Selection and Evaluation.** Personnel selection and evaluation techniques as they apply to complex organizations. Also examines E.E.O.C. and affirmative action policies. Prerequisite: BUS 2603. Even years, Fall.

**BUS 3683 Small Business Management.** Major concepts and fundamental principles involved in the management of a small business enterprise. Emphasis on the role of the small business firm in the national economy, managerial considerations involved in establishing such a venture, and managerial problems confronting the entrepreneur. Prerequisite: BUS 2603. Odd years, Spring.



**BUS 3703 Management Information Systems.** Insight into the problem of identifying an organization's informational requirements that facilitate the decision-making process. Topics include an analysis of information systems, communication theory, the flow of information, methods and procedures for gathering, disseminating, and controlling information. Prerequisite: BUS 2723. Same as CIS 3703. Even years, Spring.

**BUS 3713 Operations Management.** A systems approach to the production/operations function in business, including goods and services creation, centered on design, location, and operation of the production operations management system and its interrelationship with other systems within and without the organization. Strong emphasis on the application of quantitative techniques to managerial decision-making for operational efficiency and effectiveness. Prerequisite: BUS 2723. Odd years, Fall.

**BUS 3723 Statistical Methods for Business.** Statistical techniques, applications, and interpretations for management. Includes methods for describing data, graphics, measures of dispersion, and measures of central tendency. Topics in probability and probability distribution covered. Sampling, sampling distributions, and estimation discussed. Prerequisite: MAT 1213 or permission of instructor. Fall.

**BUS 4613 Federal Trade Regulation.** An examination of the relationships which exist between business, government, and society. Considers the influence of government policy on both the firm and the customer. Primary focus on a survey and evaluation of antitrust and regulation as the government's main public policies toward business. Topics include price-fixing, past and present merger and monopolization policy, as well as regulation and deregulation of various sectors of the economy. Even years, Fall.

**BUS 4801 Practicum in Business.** Up to one hour of credit per semester (maximum of 3 hours toward a degree) during the sophomore, junior, and/or senior year for participating in the Students in Free Enterprise Program. Gives students an opportunity to apply course content with academic areas to develop and implement community projects designed to teach MCC's various constituencies about economic principles. Credit toward the bachelor's degree in management, marketing, or business administration can be requested after submission of a portfolio of activities, demonstrating application of theory to the appropriate area.

**BUS 4813 Internship.** Supervised field experience with application of theoretical knowledge. Prerequisite: Senior status or permission of department, and declaration of a B.B.A. major. Fall, Spring.

**BUS 4823 Business Strategy and Policy.** Capstone course designed to culminate the learning experience. Provides tools and analytical skills for planning and controlling the operations of a business. Development of the skills necessary to design strategies; formulate policies; and evaluate corporate mission statements, objectives, and ethical issues, and suggest changes for promoting the success of a firm. Prerequisite: completion of all other business core courses, senior status with approval to graduate, and permission of instructor. Spring.

**BUS 4901 Directed Study in Business/Management/Marketing.** Investigation of a topic not otherwise studied in the regular business curriculum on an independent study basis. Applicable only for general elective credit and may not be substituted for a required course. Prerequisites: completion of directed study request form, and permission of Advisor, Dean of Academic Services, and Department Chair supervising the study.

**BUS 4902 Directed Study in Business/Management/Marketing.** Extended two credit-hour version of BUS 4901 for business students. Prerequisites: completion of directed study request form, and permission of Advisor, Dean of Academic Services, and Department Chair supervising the study.

**BUS 4903 Directed Study in Business/Management/Marketing.** Extended three credit-hour version of BUS 4901. Prerequisites: completion of directed study request form, and permission of Advisor, Dean of Academic Services, and Department Chair supervising the study.

## CHEMISTRY

**CHE 1514 College Chemistry I.** Theoretical and quantitative principles, including stoichiometry, atomic and molecular structure, gas laws, thermochemistry, and solutions. Three hours lecture plus three hours laboratory weekly. Pre/Corequisites: MAT 1323 or MAT ACT of 24 or above. Fall.

**CHE 1524 College Chemistry II.** A continuation of CHE 1514. Includes equilibria, kinetics, acids and bases, redox reactions, coordination compounds, and nuclear chemistry. Three hours lecture plus three hours laboratory weekly. Prerequisites: Grade of C or better in CHE 1514 and MAT 1323 or above. Spring.

**CHE 2514 Organic Chemistry I.** An integrated approach to structure, reactions, mechanism, and synthesis in organic chemistry. Three hours lecture and four hours laboratory weekly. Prerequisites: CHE 1524. Fall, with sufficient demand.

**CHE 2524 Organic Chemistry II.** Continuation of CHE 2514. Lab includes interpretation of infrared and nuclear magnetic resonance spectra, systematic identification of unknowns, multistep syntheses. Prerequisite: CHE 2514. Spring, with sufficient demand.

## COMPUTER SCIENCE

**CIS 1001 Introduction to the Personal Computer.** Introduction to computers and their applications with an introduction to word processing. Not for students majoring in computer science or other programs where a computing course is required. Fall, Spring.

**CIS 1012 Introduction to Computer Systems.** Computer systems and data processing taught as a general education course. Labs tailored to specific degree programs accompany lecture. Lab times scheduled by advisor. No credit after higher numbered computer courses. Prerequisite: Math ACT of 18 or above, or C or better in MAT 1003. Fall, Spring.

**CIS 1091 Keyboarding.** Computer aided independent instruction in keyboarding. One credit given each time typing speed is improved 10 words per minute (after 25 words per minute). May be repeated for credit.

**CIS 2143 Word Processing I.** Word processing concepts, terminology, and equipment. Introduction to WordPerfect for Windows, including editing, printing, formatting, mail merging, macros, styles, sorting, columns, typesetting, and math. Prerequisite: CIS 1012.

**CIS 2153 Word Processing II.** A continuation of CIS 2143 covering advanced features of WordPerfect for Windows, including automatic numbering and referencing, outlining, large file management, interfacing with other programs, advanced macros and merge commands, and keyboard customizing. Business applications taught in cooperation with businesses in the local community. Prerequisite: CIS 2143.

**CIS 2213 Structured Programming Using COBOL.** Concepts of program structure and design. Includes top-down program design, flow-charting, and pseudo-code. Projects oriented to business applications and include file processing, loop control, tables and subroutines. Prerequisites: Grade of C or better in MAT 1203 and CIS 1012. On demand.

**CIS 2223 Structured Programming Using PASCAL.** Concepts of program structure and design. Includes top-down program design, flow-charting, pseudo-code, debugging and testing strategies, files, sorting, searching, records, I/O, multi-dimension arrays, and introduces pointers, linked lists, and object-oriented programming. Recommended prerequisite: CIS 1012. Spring.

**CIS 2233 Advanced COBOL.** Advanced projects with COBOL applications including sequential, indexed sequential, and random processing. Also includes interactive programming, debugging, and testing. Prerequisites: CIS 2213 and MAT 1213.

**CIS 2613 Data Structures.** Designing and programming optimal data structures. Covers data design, linked lists, stacks, queues, trees, graphs, and algorithm analysis. Introduces Object Oriented Programming (OOP). Prerequisite: CIS 2223. Pre/Corequisite: MAT 1335. Fall.

**CIS 2723 Business Applications of Computers.** Historic development of computers; elements of computer systems; computer terminology; application programming using commercial software for word processing, data base management systems, spreadsheets, presentation graphics, and networks. Prerequisites: CIS 1012 and MAT 1213, or permission of instructor. Same as BUS 2723. Fall, Spring.

**CIS 2811/2812/2813 Computer Systems Administration.** Practical work experience in the field of computer systems administration. Includes lab assistant practice, scheduling, and supervision; computer systems software setup and maintenance; and hardware troubleshooting and repair. Prerequisites: A three-hour computer course and permission of instructor. On demand.

**CIS 2993 Independent Study.** Guided study which may include other programming languages such as FORTRAN, C, or ADA.

**CIS 3423 Systems Development Methods.** Structured method of analysis and design. The interaction between management, analysts, programmers, and users during the development and implementation of computer systems. Prerequisite: CIS language sequence. Corequisite: MAT 1245. Odd years, Spring.

**CIS 3433 Database Management Theory and Applications.** History and development of databases, complex data structures, normalizations of data, SQL, and data modeling. Specialized applications include inventory control, predictions, simulations, and knowledge-based computer systems. Prerequisites: CIS language sequence and MAT 1245. Odd years, Fall.

**CIS 3703 Management Information Systems.** Insight into the problem of identifying an organization's informational requirements that facilitate an informed decision-making process. Topics presented include an analysis of various information systems, communication theory, the flow of information, effective methods and procedures for gathering, disseminating, and controlling information. Prerequisite: BUS 2723. Same as BUS 3703. Even years, Spring.



**CIS 4713 Computer Communications and Networking.** A study of communications and networks to include telecommunication devices, protocols, local/wide area networks, network interfacing, topology, responsibilities of network managers and administrators. Prerequisites: MAT 1245 and CIS language sequence. Even years, Spring.

**CIS 4723 Expert and Decision Support Systems.** Knowledge based systems and their application in the business environment. Primary emphasis on expert and decision support systems with representation of knowledge, classification of data, methods of inference, reasoning under uncertainty, fuzzy set logic, and systems design. Prerequisites: CIS 3433. Odd years, Fall.

**CIS 4893 CIS Internship.** At least 150 hours of work experience with a participating company in the appropriate field of study. Corequisite: Taken last semester before graduation.



## COMMUNICATION

**Enrollment Regulations.** The number of hours of COM 1411, 1421, and 1431 applicable toward a degree at Michigan Christian College is limited to eight each; and the total of all three, plus any hours in MUS 1101, 1111, 1121, 1131, 1141, 1161, and/or hours in physical education activity courses and varsity sports beyond the general education core, applicable toward a degree is limited to twelve hours.

**COM 1013 Introduction to Human Communication.** Theory and practice in a variety of communication contexts, including interpersonal and small groups. Also includes practice in organizing and delivering speeches. Fall, Spring.

**COM 1023 Business and Professional Speech.** Designed to apply communication theory to the solving of business or professional interpersonal problems. Stresses systems theory adapted to organizational structure, interviewing, and conference techniques, as well as public speaking in professional settings. Fall, Spring.

**COM 1411 Stagecraft.** Laboratory experience in technical theatre. Includes work related to a Michigan Christian College Theatre production and/or Celebration in Song. May require up to 75 hours of work. Fall, Spring.

**COM 1421 Theatre Workshop.** Laboratory experience in acting. May include participation in a Michigan Christian College Theatre production. May require up to 75 hours of work. Fall and on demand.

**COM 1431 Theatre Production.** Students may earn one hour of credit each semester for participation in the Pied Pipers, an improvisational theatre troupe. Membership by audition only. Prerequisite: Permission of Pied Piper director. Fall, Spring.

**COM 1613 Honors Communication.** Intensive introduction to human communication for honors students. Theory and practice in a variety of communication contexts. Prerequisite: Reading ACT of 25 or permission of instructor.

**COM 1701 Television Practicum.** Hands-on experience in equipment use and basic production techniques. Utilizes local public access. Odd years, Fall.

**COM 2013 Film Appreciation.** The art of film. Includes film making, early history of the industry, genres, and Christian ethics as it relates to the modern film. Same as HUM 2013. Spring.

**COM 3313 Oral Interpretation of Literature.** Instruction and practice in analysis and oral presentation of various literary genres. Includes oral interpretation of such forms as the essay, scripture, prose, children's literature, and drama. Prerequisite: COM 1013, 1023, or 1623. Odd years, Fall.

**COM 3323 Introduction to Preaching.** Pulpit, classroom, and group methods of communicating the gospel. Attention to materials, methods of preparation, and sermon construction according to types of sermons. Special attention to practical development of skills by class presentation and evaluation. Prerequisite: COM 1013, 1023, or 1623. Same as BIB 3323. Even years, Spring.

**COM 3433 Cross Cultural Communication.** Study of communication between representatives of major cultures or subcultures on interpersonal, small group, organizational, and mass media levels. Includes verbal and nonverbal elements influencing communication such as region, race, religion, gender, and class. Contemporary insights from communication, anthropology, business, sociology, and psychology. Prerequisite: COM 1013, 1023, or 1613; or permission of instructor. Same as BUS 3013 and SOC 3433. Even years, Fall.

## CRIMINAL JUSTICE

**CRJ 1113 Introduction to Criminal Justice.** A study of the development of criminal justice, with particular emphasis on Western justice, the Judeo/Christian culture, the United States Constitution, and the American justice system. Includes the roles played by the judiciary; and the federal, state, city, county, township, private, corrections, and other agencies. Fall.

**CRJ 1213 Criminal Law and Procedure.** Major constitutional issues inherent in criminal law with focus on how individual rights are protected in the system. Acquaints students with complex legal issues that arise in the administration of criminal justice in the United States, and encourages them to think critically about the compelling demands that face modern criminal justice agencies and practitioners. Same as POS 2043. Spring.

**CRJ 1413 Police Procedures.** Processes and procedures for enforcing various legal prohibitions in a number of particular law enforcement situations. Includes an detailed outline of criminal procedure, a definition of various crimes, the legal rules governing police and security practices and procedures, and the criminal and civil liability of enforcement and public safety officers. Also discusses the role of administration within the organization. Fall.

**CRJ 1433 Juvenile Methods.** Responsibilities of juvenile and police officers in crime prevention, with emphasis on administration, community resources, control, confinement, treatment, general relations with the public, and role of the juvenile court. Includes historical, philosophical, and socio-legal aspects and functions of the juvenile court system. Prerequisites: CRJ 1113 and 1413, or permission of instructor. Spring.

**CRJ 2413 Loss Control.** Methods of protection incorporated in security through application of loss prevention systems. Loss as related to fire and theft; risk control; and residential, industrial, and hospital security. Prerequisites: CRJ 1113 and 1413, or permission of instructor. Fall.

**CRJ 2423 Criminal Investigation.** An introduction to criminal investigation and the techniques used, incorporating the forensic sciences, with emphasis upon crime scene procedures, collection and protection of evidence, chain of custody, report preparation and recording, and preparation of case data for trial. Prerequisites: CRJ 1113 and 1413, or permission of instructor. Fall.

**CRJ 2433 Emergency Control of Deviant Behavior.** Systematic methods for police handling of deviant emergency situations with the aim of rendering the best possible service to the persons involved and the community as a whole. Prerequisites: CRJ 1113 and 1413, or permission of instructor. Spring.

**CRJ 2511 Firearms Training.** Fundamentals of weapons safety and good marksmanship. Emphasis upon nomenclature, proper cleaning, and home storage of firearms. Range instructions include familiarization with several types of firearms frequently utilized by criminal justice and public safety personnel. Required ammunition purchased by the student. Prerequisites: CRJ 1113 and 1413, or permission of instructor. Summer.

**CRJ 2803 Field Internship.** Field experience in an actual law enforcement or public safety agency for A.S. students with practical application of the theoretical knowledge learned in the courses of the criminal justice program. Prerequisite: Permission of instructor.

**CRJ 3123 Criminalistics.** A continuation of CRJ 2423 with increased emphasis on methods used in police science laboratories, including fingerprints, casting, ballistics, documents, hairs and fibers, drugs and poisons, and related forensic sciences. Prerequisite: Permission of instructor.

**CRJ 3213 Criminal Justice/Public Safety Administration.** Administrative techniques employed in the solution of problems of the contemporary law enforcement/public safety establishment. Emphasis on current problems, such as narcotics, traffic, sexual deviates, civil dissidents, and natural and military disasters. Prerequisite: Junior status.

**CRJ 3511 Advanced Firearms Training.** A continuation of CRJ 2511 with emphasis on safety and accuracy. Range instruction including familiarization with several firearms used today by law enforcement/public safety personnel. Prerequisite: Permission of program director.

**CRJ 4113 Police Operations.** A study and hands-on application of various police, security, and fire science activities of practitioners in those fields. Includes traffic accident investigations, the use of two-way radios, community relations, defensive tactics, and related subjects. Prerequisites: Senior standing and permission of program director.

**CRJ 4213 Substantive Criminal Law.** An in-depth study of substantive criminal law, and how and why society is where it is today in relation to the law. Emphasis on historical and philosophical concepts. Both statutory and case law covered in detail.

**CRJ 4803 Field Internship.** Field experience in a law enforcement or public safety agency for B.B.A. students with practical application of the theoretical knowledge learned in courses of the criminal justice/public safety administration program. Prerequisite: Permission of instructor.

**CRJ 4901 Fire Science I (A Level).** Instruction for assistance in achieving requirements established by the Fire Fighters Training Council of the State of Michigan for certification as Firefighter I.

**CRJ 4902 Fire Science II (B Level).** A continuation of CRJ 4901 to accomplish requirements for certification as Firefighter I, as set forth by the Michigan Fire Fighters Training Council.

## EDUCATION

### HEALTH EDUCATION

**EDH 2002 First Aid.** Identifies, defines, and explains the American Red Cross Standard and Advanced First Aid Procedures in order to pass a written and practical examination for Red Cross Certification. Fall.

**EDH 2003 Personal and Community Health and Safety.** Personal, school, and community health and safety programs. Required for some education majors at some senior colleges. Spring.

### EDUCATIONAL SKILLS

**EDS 1004 College Rhetoric.** Reading, critical thinking, expository writing, and study strategies. Required for students with no college credit in composition when the English ACT is 16 or below. Fall, Spring.



## EDUCATION AND HUMAN SERVICES

**EHS 2113 Literature for Children.** A survey of the history and major genres of children's literature designed to prepare the student to evaluate children's literature critically, and to select and use quality literature effectively with children. Same as ENG 3413 except fewer requirements for lower-division credit. Odd years, Spring.

**EHS 2213 Child Development.** Theory and principles of child development from birth to puberty. Includes maturational processes, intelligence, motivation, identity development, family context, and parenting. Same as PSY 3023 except fewer requirements for lower-division credit. Odd years, Fall.

**EHS 2313 Nutrition.** Principles of normal nutrition and metabolism, food values and requirements for maintenance and growth, with applications for the home economics and health occupations major. Prerequisite: BIO 1013 or BIO 2114 or permission of instructor. Spring.

**EHS 2413 Early Childhood Education.** The cognitive development of children from infancy through early childhood examined and applied to the use of space, materials, and personnel in providing a child with an optimal learning environment in different group settings. Students observe a minimum of one morning per week in a child care center. Prerequisite: EHS 2213. Fall.

**EHS 2513 Day Care Administration.** Principles of human development applied to the operation of an effective early childhood program. Relationships with staff, parents, and regulating agencies discussed. Students survey policies of various centers and develop their own programs as a final class project. Prerequisite: EHS 2413 or permission of instructor. Spring.

**EHS 2893 Internship.** A minimum of 150 hours of supervised classroom experience in the Michigan Christian College Child Development Center. Emphasis on programming and group leadership in the early childhood classroom. Experience in observation and evaluation of individual children. Pre/Corequisites: all other courses required for the early childhood major in the Associate in Science degree program and permission of instructor. Fall, Spring.

**EHS 3323 Assessment of the Young Child.** Examination, use, and interpretation of formal and informal measures for assessing a child's physical, emotional, social, and intellectual development and growth. Special emphasis on developmentally appropriate instruments and alternative assessment procedures. Prerequisite: EHS 2213. Even years, Spring.

**EHS 3433 Creative Arts for Young Children.** Examination, rationale, and experiences in the creative use of art, music, movement, drama, literature, and storytelling. Prerequisites: EHS 2213 and 2413. Odd years, Spring.

**EHS 4443 Emerging Language and Literacy.** Emphasis on the development of listening, speaking, pre-writing, and pre-reading skills in a developmentally appropriate context. Identifies and examines those practices and experiences most useful for promoting competency and interest in reading and writing. Prerequisites: EHS 2113, 2213, and 2413. Even years, Fall.

**EHS 4893 Internship.** A minimum of 150 hours of supervised child care in the Michigan Christian College Child Development Center. Emphasis on planning and carrying out preschool activities, and assisting with smooth operation of the classroom. Pre/Corequisites: All other courses required in the childcare management program of the B.B.A., and permission of instructor. Fall, Spring.

## ENGLISH

**ENG 1113 College Composition A.** Extensive work in writing and revising expository papers and documented reports. Students read and analyze selected essays and articles. Grade of A or B required to demonstrate proficiency for a bachelor's degree at MCC. Prerequisite: English ACT of 17 or above; or grade of C or better in EDS 1004. Fall, Spring.

**ENG 1123 College Composition B.** Writing of critical essays and research papers, while introducing various forms of imaginative literature. Prerequisite: Grade of C or better in ENG 1113. Fall, Spring.

**ENG 1613 Honors Composition A.** Extensive work in writing and revising expository papers and documented reports. Students read and analyze selected essays and articles. Prerequisite: English ACT of 25 or above. Fall.

**ENG 1623 Honors Composition B.** Writing of critical essays and research papers, while introducing imaginative literature. Prerequisite: ENG 1113 or 1613; and English ACT of 25 or above. Spring.

**ENG 2213 English Literature I.** British literature from Beowulf through Johnson. Prerequisite: ENG 1123. Odd years, Fall.

**ENG 2223 English Literature II.** British literature from Blake to present. Prerequisite: ENG 1123. Even years, Spring.

**ENG 2313 American Literature Survey.** A survey of works of major authors. Prerequisite: ENG 1123. Even years, Fall.

**ENG 2413 World Literature Survey.** A survey of selected major world literary masterpieces. Prerequisite: ENG 1123. Even years, Fall.

**ENG 3413 Literature for Children.** Evaluating children's literature critically; understanding its history; and assessing the needs and developmental levels of children in selecting and using quality literature effectively. Does not normally meet either major or minor course requirements for most English majors. Prerequisite: Junior standing or permission of instructor. Same as EHS 2113 with additional requirements for upper-division credit. Odd years, Spring.

**ENG 3423 The Bible as Literature.** Genres of literature found in the Bible with reference to the historical and cultural elements in which these writings were produced. Comparisons to other examples of such literary types in world literature. Prerequisite: BIB 1012 or 1612, 1022 or 1622, and ENG 1123. Satisfies semester Bible requirement. Even years, Spring.

**ENG 3613 Introduction to Technical and Professional Writing.** Intensive writing course designed for students preparing to become technical writers/editors and students who will write as part of their professional work. Emphasizes the researching and writing of technical reports. Prerequisite: CIS 2723, ENG 1113 and 1123, and BUS 3003; or permission of instructor.

**ENG 3623 Internship Practicum in Technical Writing.** Students work 18-20 hours per week as writers, editors, or researchers in publishing firms and in public information and research divisions of other businesses and community organizations. Prerequisite: B or higher in ENG 3613 or permission of instructor.

## FRENCH

**FRE 1214 Elementary French and French Culture I.** Basic vocabulary and construction with practice in speaking, reading, and writing the French language. Readings based on French culture. On demand.

**FRE 1224 Elementary French and French Culture II.** Completion of fundamental grammatical constructions and further vocabulary building in the French language. Particular emphasis placed upon development of spoken language skills and French culture. Prerequisite: FRE 1214 or three semesters of high school French. On demand.

## GREEK

**GRE 1214 Elementary Greek I.** An introductory course in the elements of Koine Greek. Particular attention to the importance and function of the Greek language as used in the New Testament. Fall.

**GRE 1224 Elementary Greek II.** A continuation of GRE 1214, including selected New Testament readings and review of Greek grammar and syntax. Prerequisite: GRE 1214. Spring.

**GRE 3314 Intermediate Greek Grammar.** A continuation of GRE 1224 emphasizing various difficult constructions found in the Greek New Testament. Prerequisite: GRE 1224. Fall.

**GRE 3413 Advanced Greek Readings I.** Selected readings from the Greek New Testament. Prerequisite: GRE 3314. On demand.

**GRE 3423 Advanced Greek Readings II.** Selected readings from the Greek New Testament. Prerequisite: GRE 3314. On demand.



## HEBREW

**HEB 1214 Elementary Hebrew I.** An introduction to the Hebrew language of the Old Testament. Emphasis on basic principles of the language and the grammatical skills and vocabulary necessary to translate from the Hebrew Bible. Includes exercises in reading and writing. On demand.

**HEB 1224 Elementary Hebrew II.** A continuation of HEB 1214 with additional grammatical skills and selected Old Testament readings from the Hebrew Bible. Prerequisite: HEB 1214. On demand.

## HISTORY

**HIS 1313 Survey of Western Civilization I.** A survey of political, economic, social, religious, intellectual, and aesthetic elements in the background of present-day Western civilizations from the beginning of historic times through the Renaissance and Reformation. Fall.

**HIS 1323 Survey of Western Civilization II.** A survey of the rise of modern nations, the Enlightenment, the era of revolution, the emergence of the modern world, the emerging nationalism, the import of democratic and totalitarian ideologies, and the present world. Spring.

**HIS 1503 American History Survey.** A survey of American history from colonization to modern times. Fall.

**HIS 1613 Honors Western Civilization I.** Honors seminar surveying the aesthetic, economic, intellectual, political, religious, and social developments leading to present-day Western civilizations from the beginning of historic times through the Renaissance and Reformation. Prerequisite: Reading ACT of 25 or above. Fall.

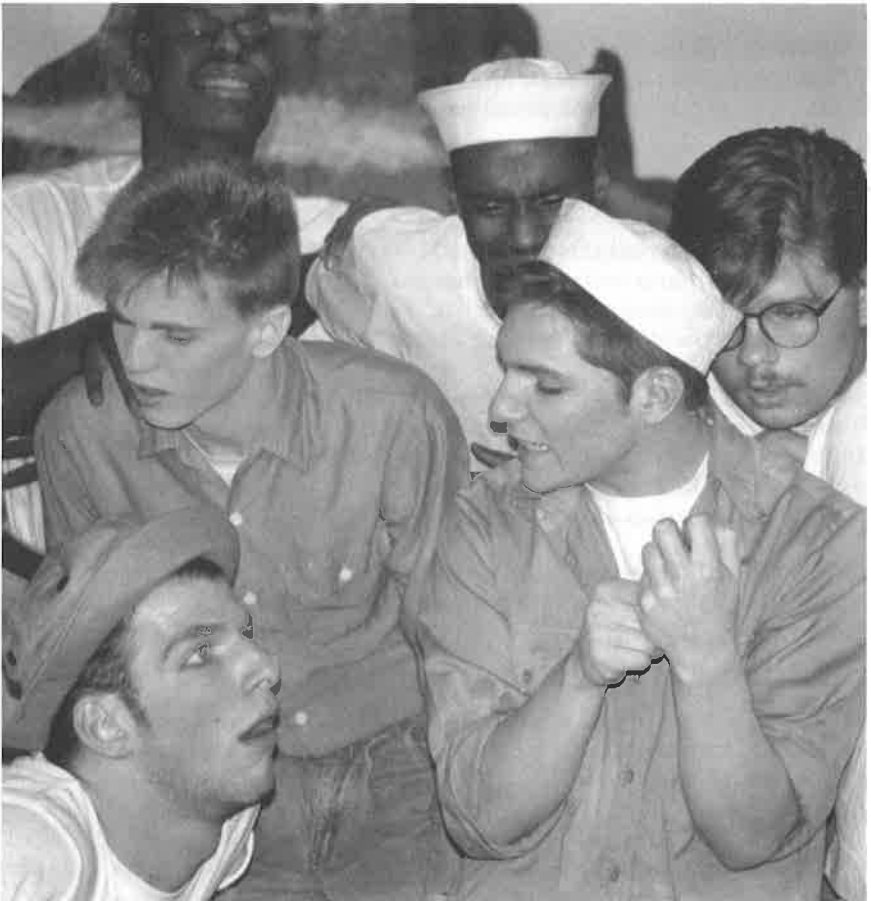
**HIS 1623 Honors Western Civilization II.** Honors seminar focusing on the modern aesthetic, cultural, economic, intellectual, religious, and social developments leading the world into the 21st century. Extensive independent research and writing. Prerequisite: ACT Reading score of 25, or grade of B or better in HIS 1313; and permission of instructor. Spring.

**HIS 2513 United States History I.** A survey of American history from colonization through the end of the Reconstruction Period. Emphasis on the European heritage, conditions during the colonial period, the American Revolution, emergence of democracy, westward expansion, rise of sectionalism, and the Civil War. HIS 2513/2523 recommended for students seeking teacher certification. Fall.

**HIS 2523 United States History II.** Post-Civil War political, economic, social, and diplomatic developments from 1877. Focuses on the emergence of the United States as a leading industrial power, the nation's rise to world leadership, and recent developments. Spring.

**HIS 3313 World Cultures.** Survey of some of the major world cultures. Emphasis given to understanding the diverse religious, political, and philosophical foundations underlying the mores. Designed to prepare those who plan to work in other cultures.

**HIS 3623 Honors Seminar in Early American History.** A study of early American history and governmental policies. Involves extensive guided research and writing. Designed for honors students and for transfer into education programs. Prerequisite: Reading ACT of 25 or permission of instructor. Fall.



**HIS 3633 Honors Seminar in Modern American History.** A focus on social, economic, political, intellectual, religious, and ethnic issues shaping the American society. Involves extensive guided research and writing. Prerequisite: Reading ACT of 25 or permission of instructor. Spring.

**HIS 3713 Survey of Church History I.** Church history from the close of the apostolic age through the Protestant Reformation. Prerequisite: HIS 1313 and 1323. Same as BIB 3713.

**HIS 3723 Survey of Church History II.** History of Christianity from the Reformation to the modern age. Prerequisites: HIS 1313 and 1323. Same as BIB 3723.

**HIS 3743 Development of Western Thought.** Western thought's historical development from ancient to modern times. Prerequisite: HIS 1313 and 1323. On demand.

**HIS 3753 History of Ancient Civilizations.** The scientific discipline of archaeology as it has been applied to the study of the history, culture, lands, and people of the biblical periods. Same as BIB 4723.

## HUMANITIES

**HUM 2003 Appreciation of the Theatre.** The scope and significance of the dramatic arts and modern theatre. Contributions of the playwright, director, actor, designer, and critic. Includes attending productions of professional theatre and reading dramatic literature. On demand.

**HUM 2013 Film Appreciation.** Study of American narrative film. Topics include western films, gangster films, musical, early history of the industry, and Christian ethic as it relates to the modern film. Class views a number of films and/or video tapes in order to better appreciate the film and its impact upon society. Same as COM 2013. Spring.

**HUM 3093 Topics in Humanities.** An interdisciplinary course introducing the history, philosophy, art, music, and literature of an historical period. Special attention given to the religious ideals of the day as expressed in the arts. On demand.

**HUM 3313 History of Western Music I.** A survey of the development of western art music from its Greek and Hebrew origins through the early Baroque era. Same as MUS 3313. Even years, Fall.

**HUM 3323 History of Western Music II.** A continuation of HUM 3313, progressing through the Classical, Romantic, and Modern eras. Same as MUS 3323. Odd years, Spring.

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## MATHEMATICS

**MAT 1003 Beginning Algebra.** Basic arithmetic review, solving linear equations, formulas and word applications, exponents and polynomials, and practice in factoring. Also includes rational expressions, graphing, linear equations, and an introduction to systems of linear equations. Required if Math ACT is 17 or below. Does not satisfy the mathematics requirement in any degree program offered by Michigan Christian College. Fall, Spring.

**MAT 1103 Intermediate Algebra.** Topics of Beginning Algebra (MAT 1003) studied in greater detail. Includes a more complex study of linear equations and inequalities, graphs and functions, systems of linear equations and inequalities, polynomials, factoring, rational expressions and equations, roots, radicals, complex numbers, and quadratic functions. Prerequisite: Math ACT of 18 or above, or grade of C or better in MAT 1003. Fall.

**MAT 1213 Finite Mathematics.** An introduction to applied mathematics. Covers algorithms and flow charts, approximation and error, number systems, modular arithmetic, sets and probability, logic, statistics, graphs, trees, and linear algebra. Prerequisite: Math ACT of 21 or above, or C or better in MAT 1003. Fall, Spring.

**MAT 1312 Trigonometry.** Trigonometric functions, identities, and mathematical equations. Prerequisite: Math ACT of 24, or grade of C or better in MAT 1103. Fall.

**MAT 1323 College Algebra.** Exponential, logarithmic, composite, and inverse functions; inequalities; relations; graphs; conic sections; systems of equations; and sequences. Prerequisite: Math ACT of 24, or grade of C or better in MAT 1103. Fall.

**MAT 1335 Pre-Calculus.** Combination of Trigonometry (MAT 1312) and College Algebra (MAT 1323) into a single course. Trigonometric functions; identities; mathematical equations; exponential, logarithmic, composite, and inverse functions; inequalities; relations; graphs; conic sections; systems of equations; and sequences. Prerequisite: Math ACT of 24, or grade of C or better in MAT 1103. Fall.

**MAT 2413 Elementary Statistics.** Descriptive statistics, measures of central tendency and dispersion, random variables, probability distributions, binomial and normal probability distributions, hypothesis testing, estimation, linear regression and correlation, and analysis of variance. Emphasis on applications. Prerequisites: Grades of C or better in MAT 1213 and CIS 1012. Spring.

**MAT 2515 Calculus and Analytic Geometry I.** Mathematical topics including limits and continuity, differentiation and applications, integration, calculus of transcendental functions, introduction to applications of integration. Prerequisite: Math ACT of 25 or above and sufficient high school math preparation (three years of high school math including a course in calculus or math analysis with a grade of A or B), or a grade of C in MAT 1335. Spring.

**MAT 2524 Calculus and Analytic Geometry II.** Continuation of MAT 2515. Includes such topics as applications of integration, integration techniques, L'Hopital's rule, infinite series, conic sections, parametric equations, and polar coordinates. Prerequisite: Grade of C or better in MAT 2515. Fall.

**MAT 2534 Calculus and Analytic Geometry III.** Continuation of MAT 2524. Vectors and the geometry of space, vector-valued functions, functions of several variables, multiple integration, introduction to vector analysis, and an introduction to computer algebra. Prerequisite: Grade of C or better in MAT 2524. Spring.

**MAT 3613 Linear Algebra.** Systems of linear equations, matrices, determinants, eigenvalues and eigenvectors, vector spaces, linear transformations, inner product spaces, and diagonalization. Prerequisite: Grade of C or better in MAT 2534. Even years, Fall 1996.

**MAT 3623 Differential Equations.** First-order differential equations, higher-order linear differential equations, Laplace transforms, systems of linear differential equations, series solutions, and numerical methods. Prerequisite: Grade of C or better in MAT 2534. Odd years, Fall 1995.

## MUSIC

**Enrollment Regulations.** The number of hours of MUS 1101, 1111, 1121, 1131, 1141, and 1161 applicable toward a degree is limited to eight each; and the total of all six, plus any hours in COM 1411, 1421, 1431, and/or hours in physical education activity courses and varsity sports beyond the general education core, applicable toward a degree is limited to twelve hours. A Cappella Chorus and Concert Chorale members must register for credit.

**MUS 1101 A Cappella Chorus.** A large mixed choral ensemble that performs a varied repertoire, including extended choral works, smaller works from classical choral literature, hymns, spirituals, and patriotic pieces. Daily rehearsals and extended touring required. Membership by audition only. Prerequisite: Permission of director and full-time student status. Fall, Spring.

**MUS 1111 Concert Chorale.** A secondary mixed choral ensemble designed as the starting point for most freshmen singers and others beginning at MCC. Repertoire similar to the A Cappella Chorus. Daily rehearsals and some touring required. Membership by audition only. Prerequisite: Permission of director. Fall, Spring.

**MUS 1121 Autumn.** A contemporary a cappella choral ensemble of no more than six singers chosen from the A Cappella Chorus and Concert Choral. Repertoire typically includes contemporary religious music, vocal jazz styles, arrangements of spirituals, gospel styles, popular song adaptations, and hymn arrangements. Extensive touring required. Prerequisite: Permission of director and full-time student status. Fall, Spring.

**MUS 1131 Spectrum.** Primarily a show and jazz ensemble of no more than twelve singers chosen from the A Cappella Chorus and Concert Chorale. Repertoire embraces popular and show tunes using prepared tapes as an instrumental background, as well as a cappella hymn arrangements and spirituals. Extensive touring required. Prerequisites: Permission of director and full-time student status. Fall, Spring.

**MUS 1141 Private Voice.** Private instruction in vocal techniques. For each credit hour per semester a student receives one-half hour lesson per week. Prerequisite: Permission of instructor. Fee. Fall, Spring.

**MUS 1161 Private Piano.** Open to all students. One-half hour lesson per week for each credit hour per semester. Fee. Fall, Spring.

**MUS 1211 Ear Training IA.** Sight singing and dictation based upon the diatonic harmonies of major and minor keys. Corequisite: MUS 1213. Fall.

**MUS 1213 Theory IA.** A study of the basic principles of diatonic chord progression and four-part writing. Corequisite: MUS 1211. Fall.

**MUS 1221 Ear Training IB.** A continuation of MUS 1211. Corequisite: MUS 1223. Spring.

**MUS 1223 Theory IB.** A continuation of MUS 1213 with additional four-part writing. Prerequisite: MUS 1213. Corequisite: MUS 1221. Spring.

**MUS 2003 Music Appreciation.** The elements, forms, styles, and history of music in western cultures with an emphasis on good listening skills. Often includes professional concerts in Detroit area. Spring.

**MUS 2014 Music Literature.** An overview of the classic works by master composers from major eras of western music history. Incorporating the topics of MUS 2003, this course is designed primarily for those planning to major or minor in music. On demand.

**MUS 2231 Ear Training IIA.** Advanced sight-singing methods and dictation based upon diatonic and chromatic harmonies of major and minor keys. Prerequisites: MUS 1221 and 1223. Corequisite: MUS 2233. Odd years, Fall; and on demand.

**MUS 2233 Theory IIA.** Advanced studies and training in four-part writing. Prerequisites: MUS 1221 and 1223. Corequisite: MUS 2231. Odd years, Fall; and on demand.

**MUS 2241 Ear Training IIB.** A continuation of MUS 2231 for advanced music students. Prerequisites: MUS 2231 and 2233. Corequisite: MUS 2243. Even years, Spring; and on demand.

**MUS 2243 Theory IIB.** A continuation of MUS 2233. Prerequisites: MUS 2231 and 2233. Corequisite: MUS 2241. Even years, Spring; and on demand.



**MUS 3313 History of Western Music I.** A survey of the development of western art music from its Greek and Hebrew origins through the early Baroque era. Same as HUM 3313. Even years, Fall.

**MUS 3323 History of Western Music II.** A continuation of MUS 3313, progressing through the Classical, Romantic, and Modern eras. Same as HUM 3323. Odd years, Spring.

## PHYSICAL EDUCATION

**Enrollment Regulations.** Any of the specific activity courses or varsity sports listed below may be taken more than one time for additional credit in subsequent semesters. However, only one credit per varsity sport is permitted each academic year, and you may not enroll in more than two activity courses per semester. All team members of varsity sports must register for credit.

The number of credit hours of physical education activity courses and varsity sports beyond the general education core applicable toward a degree at Michigan Christian College is limited to eight; and the total of all physical education courses, plus any hours in COM 1411, 1421, 1431, and/or hours in MUS 1101, 1111, 1131, 1131, 1141, 1161, applicable toward a degree is limited to twelve hours.

**PED 1001 Concepts in Healthy Living.** Spiritual, emotional, intellectual, and physical issues involved in healthy living. Includes an individual assessment of each student's current health status, development of a healthy living plan, and appropriate conditioning for achieving that plan. Fall, Spring.

**Activity Courses.** Physical Education activity courses for credit include:

**PED 1011 Badminton.** Instruction and skill development in the sport of badminton.

**PED 1021 Basketball.** Instruction and skill development in the sport of basketball.

**PED 1061 Volleyball.** Instruction and skill development in the sport of volleyball.

**PED 1071 Conditioning.** Instruction in the techniques of proper conditioning with appropriate practice in those techniques.

**PED 1091 Sports in Season.** Variety of sporting activities determined by season and weather conditions.



**Varsity Sports.** A variety of intercollegiate sports are offered for both men and women. Competition for credit includes:

**PED 2221 Varsity Baseball.** Men. Spring.

**PED 2231 Varsity Basketball.** Men. Fall.

**PED 2271 Varsity Soccer.** Men. Fall.

**PED 2421 Varsity Softball.** Women. Spring, with sufficient enrollment.

**PED 2431 Varsity Basketball.** Women. Spring.

**PED 2461 Varsity Volleyball.** Women. Fall.

**PED 2541 Varsity Cross Country.** Men and Women. Fall.

**PED 2641 Varsity Track.** Men and Women. Spring.

## PHYSICAL SCIENCE

**PHS 1002 Earth Science.** A brief survey of geology and meteorology. Topics include the earth's composition, atmosphere, internal and external processes, and plate tectonics. Fall, Spring.

**PHS 1004 Earth Science with Lab.** A brief survey of geology, meteorology, and astronomy with an appropriate laboratory supplement. Topics include the earth's composition, atmosphere, internal and external processes, plate tectonics, and the earth's place in the universe. Fall, Spring.

**PHS 1012 Physical Science.** An introduction to the philosophy and methodology of science with a survey of some basic concepts of physics. No credit after PHS 2515 or 2525. Prerequisite: Math ACT of 18 or above, or grade of C or better in MAT 1003. Fall, Spring.

**PHS 2515 Physics I.** Classical mechanics and thermodynamics for students majoring in science, mathematics, physics, or one of the various specialized fields of engineering. Four hours lecture and two hours laboratory per week. Prerequisite: MAT 2515. Fall, with minimum enrollment of five.

**PHS 2525 Physics II.** A continuation of PHS 2515 covering electricity, light, and magnetism. Four hours lecture and two hours laboratory per week. Prerequisite: Grade of C or better in PHS 2515 and in MAT 1254. Spring, with minimum of five.

## POLITICAL SCIENCE

**POS 2013 National Government.** A survey of the American national political system. Attention to the government's interaction with, and impact on, business. Fall, Spring.

**POS 2023 Introduction to the American Legal System.** State and federal courts; the constitution, statutes, and administrative rules as sources of law; jurisdiction and avenues of appeal in both civil and criminal cases. Students read and brief current and landmark cases. Fall.

**POS 2043 Criminal Law and Procedure.** Major constitutional issues inherent in criminal law with focus on how individual rights are protected in the system. Complex legal issues that arise in the administration of criminal justice in the United States, and encourages them to think critically about the compelling demands that face modern criminal justice agencies and practitioners. Same as CRJ 1213. Spring.

## PSYCHOLOGY

**PSY 1012 Life Learning Skills.** Self-concept, relationships, personal ethics, and planning for success. Fall, Spring.

**PSY 1031 Career Exploration and Development.** Career instruments and exploration of job requirements, working conditions, and income levels used to identify job-related interests. Practical skills of writing resumes, preparing for interviews, and handling rejection. Required if ACT composite is less than 17, or if high school grade point average is less than 2.00. Fall, Spring.

**PSY 2013 General Psychology.** An introduction to the study of human behavior, personality, motivation, emotion, intelligence, personal adjustment, and the social and physiological bases of behavior. Spring.

**PSY 2223 Human Growth and Development.** Personal and social development from conception through death. Emphasis on cognitive development during life. Fall.

**PSY 3013 Psychology of Personality.** Theories of personality and their contribution to understanding human development, psychopathology, and behavior. Prerequisites: PSY 2013 and 2223. Even years, Fall.

**PSY 3023 Cognitive Psychology.** Theories of learning, memory, and thinking processes, including how information is stored and retrieved, verbal behavior, pattern recognition, attention, mental operations, and problem solving. Prerequisites: PSY 2013 and 2223. Odd years, Fall.

**PSY 3033 Abnormal Psychology.** Theories related to the development of mental and personality disorders, including the function of abnormal behavior and its prevention and treatment. Prerequisites: PSY 2013 and 2223, or permission of instructor. Even years, Fall.

**PSY 3093 History and Systems of Psychology.** The historical, philosophical, and scientific roots of psychology with reference to the contemporary models of sociology, psychology, and counseling training. Emphasis on important contributions of major leaders and schools of psychology, and on current issues in the field of psychology. Prerequisites: PSY 2013 and 3103. Even years, Spring.

**PSY 3103 Biblical Foundations for Counseling.** Biblical texts significant for understanding Christian counseling. Emphasis on passages describing the relational nature and needs of man. Prerequisites: BIB 1012 or 1612 and 1022 or 1622, and PSY 2223. Same as BIB 3103. Fall.

**PSY 3203 Child Development.** Theory and principles of child development from birth to puberty. Includes maturational processes, intelligence, motivation, identity development, family context, and parenting. Prerequisite: PSY 2223. Fall.

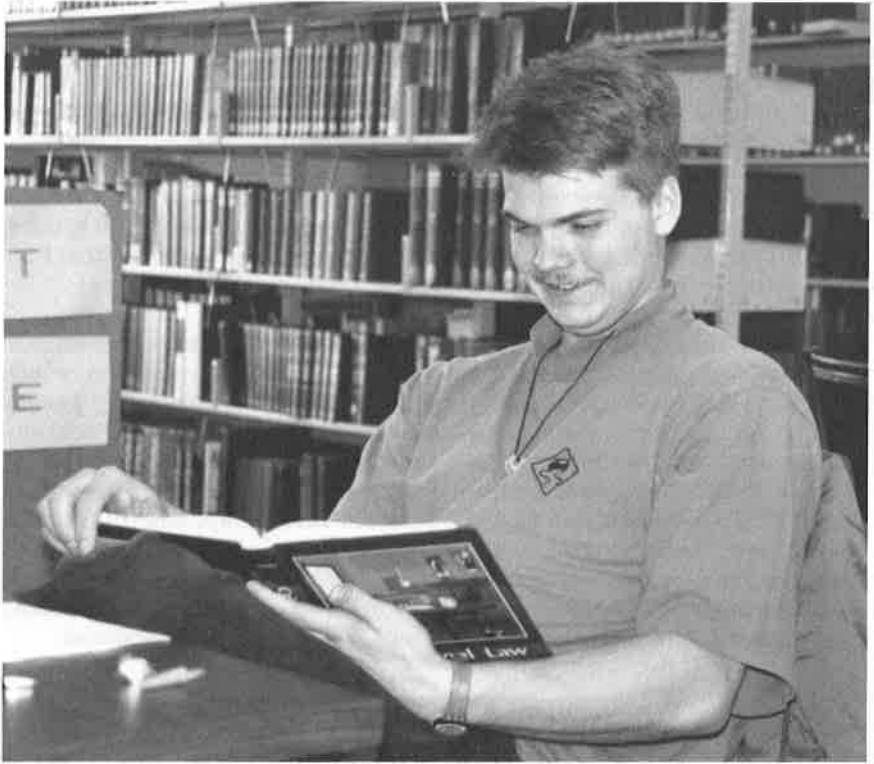
**PSY 3213 Adolescent Development.** Interactive theories of change involved in the growth of the person from puberty to young adulthood. Physiological, intellectual, and social change as affected by the youth's involvement in family, school, community, church, and peers. Prerequisite: PSY 2223. Odd years, Fall.

**PSY 3223 Psychology of Adulthood and Aging.** Sources of psychological growth and crisis, changes in intellectual functioning, attitudes towards aging, experience in the family, retirement, needs of the elderly, and death. Prerequisite: PSY 2223. On demand.

**PSY 3313 Tests and Measurements.** Construction, evaluation and standardization, and interpretation of the various tests and measurements of personality, intelligence, ability, achievement, vocational interest, and special attitudes. Prerequisites: PSY 2013 and MAT 2413. Fall.

**PSY 3403 Substance Abuse Counseling.** An introduction to substance abuse, including theories of counseling, cross-cultural views, physiology, assessment strategies, treatment processes, client rights, and ethical issues. Prerequisite: PSY 2223 and BIO 2114. Even years, Fall.

**PSY 3413 Early Childhood Education.** Learning environment and curriculum to support a child's intellectual development. Language, art, science, and music activities; development of media and material resources; and supportive play activities. Prerequisite: PSY 3203. Spring.



**PSY 3423 Career Guidance Research and Counseling.** An introduction to methods of research, tests, and counseling techniques for career guidance. Student involvement in planning and conducting workshops in career guidance, test anxiety, resume writing, and interviewing. Students also may be involved in individual career counseling on campus with peers. Pre/Corequisite: PSY 3313 or permission of instructor. Odd years, Spring.

**PSY 4023 Family Relations.** Theory and principles for understanding family interactions with emphases on systems theory, intergenerational and multigenerational issues, and interactions of the nuclear family with other social groups. Prerequisites: SOC 2453 and PSY 3103. Same as SOC 4023. Odd years, Fall.

**PSY 4313 Research Methods in the Social Sciences.** Application of research methods to specific social problems, including identifying the problem, development of instruments, construction of samples, control of variables, application of appropriate statistical analyses, and preparing results for publication. Pre/Corequisites: MAT 2413 and PSY 3313. Even years, Spring.

**PSY 4413 Techniques of Counseling.** Methods of gathering, analyzing, and interpreting case data. Includes the analysis of dynamics in the counselor-counselee relationship, interviewing techniques, crisis counseling, suicide analysis, referrals, and ethical problems in dealing with clients. Prerequisites: PSY 2223 and PSY 3103. Odd years, Spring.

**PSY 4423 Group Counseling Techniques.** Theories of group intervention with specific applications. Students introduced to the group process by participating in and conducting group activities. Prerequisites: PSY 3093 or 4413, or permission of instructor. Odd years, Spring.

**PSY 4893 Internship.** Completion of 150 hours of direct experience in a counseling agency. Student must also complete a portfolio which includes a daily journal of work experiences, a description of the agency with its services and training provided to the student, journal article and critical book reviews reflecting a thousand pages of reading on a topic selected with the approval of the advisor, an original paper reflecting both the student's readings and experience in the internship, and finally both the advisor's and the student's evaluation of the internship experience. Supervising faculty may allow a one-semester grade of incomplete to allow the student to complete the portfolio. Prerequisite: Junior standing and completion of 20 hours of major core. Summer and on demand.

## SOCIOLOGY

**SOC 1001 Community Service.** Historical, philosophical, and religious background of service taught in the context of modern economic and social needs. Involves 50 hours of community service. Fall, Spring.

**SOC 2013 Introduction to Sociology.** Introduction to the concepts of sociology: the individual human's relationship to society and culture. Fall.

**SOC 2023 Social Problems.** A study of current social problems confronting American society, their treatment, and their prevention through social planning. Spring.

**SOC 2033 Criminology.** A study of criminology and the social phenomena of delinquency, deviancy, and crime. The process of making laws, breaking laws, and society's reactions of punishment, treatment, and prevention methods and procedures. Includes the sociology of law, criminal etiology, and penology. Spring.

**SOC 2453 Marriage and the Family.** Marriage and family living, including marriage preparation, marital adjustments, child rearing, in-law and extended family relationships, financial planning, and religion. Same as BIB 2453. Spring.

**SOC 3113 Sociological Theory.** The historical and philosophical roots of modern sociology with reference to the contributions of major theorists. Emphasis on the impact of the theoretical roots of sociology and how sociology and social work are both understood and practiced in the present. Prerequisites: SOC 2013 and 2023. Odd years, Fall.

**SOC 3123 Social Psychology.** The psychological experience of individuals in group settings including social thinking, social influence, and social relations, dealt with through a review of current research and experimentation. Pre/Corequisite: PSY 2013. Odd years, Fall.

**SOC 3133 Cultural Anthropology.** An introduction to ethnic and cultural difference with emphasis on behavioral patterns and values as reflected in examples of both ancient and modern societies. Even years, Spring.

**SOC 3433 Cross Cultural Communication.** Study of communication between representatives of major cultures or subcultures on interpersonal, small group, organizational, and mass media levels. Includes verbal and nonverbal elements influencing communication such as region, race, religion, gender, and class. Contemporary insights from communication, anthropology, business, sociology, and psychology. Same as BUS 3013 and COM 3433. Even years, Fall.

**SOC 4023 Family Relations.** Theory and principles for understanding family interactions with emphases on systems theory, intergenerational and multigenerational issues, and interactions of the nuclear family with other social groups. Prerequisites: SOC 2453 and PSY 3103. Same as PSY 4023. Odd years, Fall.

**SOC 4893 Internship.** Completion of 150 hours of direct experience in a social agency. Student must also complete a portfolio which includes a daily journal of work experiences, a description of the agency with its services and training provided to the student, journal article and critical book reviews reflecting a thousand pages of reading on a topic selected with the approval of the advisor, an original paper reflecting both the student's readings and experience in the internship, and finally both the advisor's and the student's evaluation of the internship experience. Supervising faculty may allow a one-semester grade of incomplete to allow the student to complete the portfolio. Prerequisite: Junior standing and completion of 20 hours of major core. Summer and on demand.

## SPANISH

**SPA 1214 Elementary Spanish I.** Basic vocabulary and constructions with practice in understanding, speaking, writing, and reading. Fall.

**SPA 1224 Elementary Spanish II.** A continuation of SPA 1214. Additional attention to vocabulary building and emphasis on spoken language and Spanish culture. Prerequisite: SPA 1214 or three semesters of high school Spanish. Spring.

## SOCIAL WORK

**SWK 2013 Introduction to Social Work.** Introduction to the social welfare field including the historical development of social services in the United States, with a comparison to social services provided in other modern nations, and major issues for social services in the contemporary world. Fall.

**SWK 3003 Human Behavior and Social Environment.** The impact of different physical, psychological, social, and spiritual experiences on human behavior in individual, group, and community dynamics. Even years, Spring.

**SWK 3103 Social Welfare and Public Policies I.** The historical, philosophical, and political forces which have shaped the response of the welfare system to contemporary social needs. Provides student with a basis for analyzing current public policies and their impact upon society. Prerequisite: SWK 2013. Even years, Fall.

**SWK 4103 Social Welfare and Public Policies II.** Introduction to the organizational structure and process related to the analysis of need and service, the formulation of policy, and the application of policy guidelines. Guidance in an understanding of how the student may impact policy meaningfully. Prerequisite: SOC 2023 or SWK 2013. Odd years, Spring.

**SWK 4403 Social Work Practices.** Preparation of student with skills needed for problem recognition, selection of interventions, implementation of strategies in working with individuals, families, groups, and communities. Prerequisite: SWK 2013. Odd years, Fall.

**SWK 4893 Internship.** Completion of 150 hours of direct experience in a social agency. Student must also complete a portfolio which includes a daily journal of work experiences, a description of the agency with its services and training provided to the student, journal article and critical book reviews reflecting a thousand pages of reading on a topic selected with the approval of the advisor, an original paper reflecting both the student's readings and experience in the internship, and finally both the advisor's and the student's evaluation of the internship experience. Supervising faculty may allow a one-semester grade of incomplete to allow the student to complete the portfolio. Prerequisite: Junior standing and completion of 20 hours of major core. Summer and on demand.

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## *Administration*

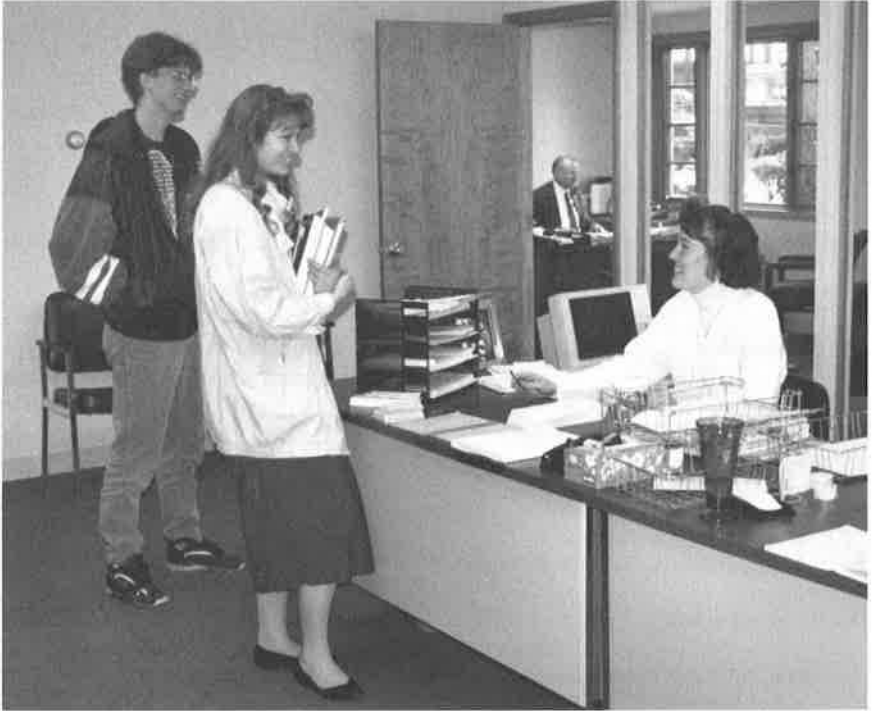
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 Lynne Stewart ..... Registrar  
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 Pat Leslie ..... Director of Student Financial Aid

## *Staff*

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 Kathy Anspach ..... Accounting Clerk  
 Lorretta Bayless ..... Academic Services Office Assistant  
 Arnold Best ..... Development Officer  
 Marsha Bills ..... Bookstore Clerk  
 Ben Brewster ..... Admissions Counselor  
 Lisa Brown ..... Development Office Secretary  
 Jim Calkin ..... Senior Admissions Counselor  
 Nina Case ..... Cafeteria Assistant  
 Jan Coe ..... Admissions Office Manager  
 Phil Conner ..... Development Officer  
 Brent Cramp ..... International Admissions Counselor  
 Bryan Davies ..... Admissions Counselor  
 Penny Davis ..... Admin. Assistant to the Dean of Student Services  
 Linda Dunning ..... Library Aide  
 Jeff Fletcher ..... Cafeteria Assistant  
 Shane Godmere ..... Maintenance Assistant, Security Guard  
 Lucille Green ..... Bookstore Clerk  
 Dennis Hall ..... Computer Center Technician  
 Carol Halsey ..... Cafeteria Assistant  
 Scott King ..... Maintenance Assistant  
 Beth Mason ..... Secretary to the Dean of Academic Services  
 Susan Noah ..... Student Accounts Officer



Gary Palmer .....	Maintenance Supervisor, Supervisor of Boarding Men
Martha Park .....	Housekeeping Assistant
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Duwayne Rathbun .....	Maintenance Assistant
Cathy Ries .....	Secretary to the President
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David Tallman .....	Chef
Mike Theis .....	Cafeteria Assistant
Michael Torrey .....	Maintenance Assistant
Jim Truex .....	Admissions Counselor
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Brenda Warner .....	Housekeeping Supervisor
Jay Wilson .....	Supervisor of Boarding Men
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M.A., Pepperdine University  
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- Barry W. Wheeler ..... Instructor of Physical Education  
A.A., Michigan Christian College  
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B.A., Oklahoma Christian University of Science and Arts

## *Emeriti*

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\* Full-time employee of Michigan Christian College teaching selected courses in the academic program.

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# *College Calendar*

## FALL SEMESTER 1994

Fresh Start Welcome Weekend .....	August 26-30
Registration .....	August 29-30
Classes Begin (5:00 p.m.) .....	August 30
Associates Fall Festival .....	September 10
Fall Retreat .....	September 10
Late Registration Closes .....	September 13
Junior-Senior Day .....	October 1
Bible Lectureship .....	October 2-4
Mid-Term Progress Reports .....	October 17
Last Day for Class Withdrawal .....	October 24
Thanksgiving Break .....	November 19-27
Winter Banquet .....	December 9
Classes End .....	December 9
Final Examinations .....	December 12-16
Residence Halls Close (8:00 p.m.) .....	December 16

## WINTERSESSION 1995

Registration and First Day of Classes .....	January 2
Final Examinations .....	January 13

## SPRING SEMESTER 1995

Residence Halls Open (1:00 p.m.) .....	January 14
Registration .....	January 16
Classes Begin .....	January 17
Late Registration Closes .....	January 30
Homecoming and Sweetheart Banquet .....	February 4
Celebration in Song .....	February 17-18
Spring Break .....	March 4-12
Mid-Term Progress Reports .....	March 13
Last Day for Class Withdrawal .....	March 20
Spring Awards Banquet .....	April 21
Dean's Breakfast for Graduates .....	April 29
Classes End .....	May 1
Final Examinations .....	May 2-5
Graduation .....	May 6

## MAYMESTER 1995

Registration and First Day of Classes .....	May 9
Final Examinations .....	May 26

**Admissions Office**  
**1-800-521-6010**



**Michigan  
Christian  
College**