



**LANCASTER BIBLE COLLEGE**  
CAPITAL SEMINARY & GRADUATE SCHOOL

**Accelerated Undergraduate  
2018-19 Catalog**

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# Introduction

## A Word from the President

Thank you for your interest in Lancaster Bible College | Capital Seminary & Graduate School. There is a definable difference in the outcome of students who pursue and complete biblical higher education, and I am thrilled that you are considering Lancaster Bible College | Capital Seminary & Graduate School.

As you decide where God calls you to study and what is of utmost importance in your educational experience, consider these distinct characteristics that set LBC | Capital apart:

We intentionally engage in...

**Biblical higher education** involving extensive and serious study of God's eternal Word

**Transformational higher education** calling students to explore the moral and ethical implications of what they are studying

**Experiential higher education** facilitating service learning opportunities through which we help students discover and develop their own distinctive God-given gifts, passions, and sense of calling

**Purposeful higher education** educating Christian students to think and live a biblical worldview and to proclaim Christ by serving Him in the Church and society

I count it a privilege to be involved with committed Christians of all ages, just like you, who want to grow and study through a balanced biblical experience.

Whether you are just beginning your educational journey or returning to complete or add a degree, I believe you will be particularly impressed with the people at this institution. Our faculty, staff, and administrators will encourage you and engage with you academically, spiritually, and experientially. We call this life on life learning at its best.

LBC | Capital students are on a journey to make a difference, to serve God, and to help others. As you seek God's will for your life, considering joining us on the journey!

Cordially in Christ,

**Peter W. Teague, EdD**

President



# About LBC | Capital

LBC | Capital is an accredited, nondenominational institution offering undergraduate, graduate, and non-traditional education. Our campus is alive with opportunities. Our students impact literally hundreds of churches and other organizations through weekly ministry service. Annually, there are numerous international and U.S. based missions, outreach, and service opportunities.

## History

September 1933	<b>Eight students were in the first class.</b>
December 1939	Degree of incorporation was granted by the Court of Common Pleas.
September 1944	The Corporation resolved that the name of the school should be Lancaster School of the Bible and School of Theology.
July 1962	The name was changed to Lancaster School of the Bible.
November 1964	The college was approved as an accredited member of the Association for Biblical Higher Education (ABHE), then known as the Accrediting Association of Bible Colleges..
May 1973	Upon provisional approval to grant degrees from the Commonwealth of Pennsylvania's Department of Education, the official designation became Lancaster Bible College.
January 1981	Pennsylvania Department of Education (PDE) granted permanent approval to Lancaster Bible College to award the Bachelor of Science in Bible degree.
November 1982	PDE approved a two-year program for offering the Associate of Science in Bible degree.
December 1982	Middle States Commission on Higher Education (MSCHE) granted accreditation to LBC.
May 1991	Elementary Education program received certification by PDE.
December 1993	Graduates of the Elementary Education program were approved to receive the Bachelor of Science in Education degree.
August 1994	Graduate School launched with PDE approval to award the Master of Arts in Bible and the Master of Arts in Ministry degrees. First classes were held January 1995.
June 1997	Comprehensive self-study and reaffirmation by ABHE and MSCHE.
April 2000	Two additional graduate degrees, the Master of Arts with programs in counseling, and the Master of Education with programs in school counseling were approved.
September 2001	Good Shepherd Chapel was dedicated.
November 2001	Health & Physical Education program received state certification. Graduates of these programs receive dual certification from PDE and ACSI.
November 2003	Peterson Hall completed and occupied.
February 2005	MEd Consulting Resource Teacher program was added. Certification from PDE was approved in Elementary School Counseling, Secondary School Counseling, Reading Specialist and Music Education.
February 2007	MSCHE & ABHE approved the offering of the Bachelor of Science in Bible degree completely online through the degree completion program.
June 2007	Comprehensive self-study and reaffirmation by ABHE and MSCHE.

September 2007	The first two, combined bachelor's/master's programs were offered in professional counseling.
October 2007	Esbensshade Hall, formerly a residence hall, was renovated and repurposed as Esbensshade Enrollment Management Center.
March 2009	MSCHE & ABHE approved the offering of the Concentrated Bible Course Certificate completely online.
May 2009	Mental Health Counseling and Marriage & Family Counseling programs were approved to be offered as bachelor's/master's programs.
August 2010	Membership in NCAA Division III approved.
December 2010	LBC received approval from PDE to grant its first doctoral degree, the Doctor of Philosophy in Leadership.
March 2011	Communication was added as an undergraduate major.
September 2011	Married student apartments constructed in 1967 were renovated into Weber Hall.
June 2012	The Commonwealth of Pennsylvania enacted legislation eliminating program approval requirements for some institutions, enabling LBC to add new degree programs at any level.
August 2012	Teague Learning Commons was dedicated, a 40,000 square foot facility housing the Charles and Gloria Jones Library and an array of learning support services.
August 2012	Partnership launched with Philadelphia Center for Urban Theological Studies
January 2013	LBC acquired the academic programs of Capital Bible Seminary and absorbed the students of Washington Bible College, opening a site in Greenbelt, MD.
April 2013	The Trust Performing Arts Center was opened in downtown Lancaster.
August 2013	LBC partnered with OneLife, a gap year program, to offer our one year certificate within the parameters of their on-campus model.
September 2013	Partnership launched with Memphis Center for Urban Theological Studies.
February 2014	ABHE granted approval for PhD Biblical Studies and an additional location in Greenbelt, MD.
September 2014	Business Administration was added as an undergraduate major.
January 2015	Partnership formalized with Compassion International and Pastors Discipleship Network in Uganda.
August 2015	A new Residence Hall was completed mirroring Peterson Hall, constructed in 2003.
March 2016	The Charles Frey Academic Center was completed, a 49,475 square foot academic hub serving as the nerve center for our online efforts, housing six of our seven core academic departments, and providing additional technology and learning space for our undergraduate, masters, and doctoral students.
Fall 2017	Reaffirmation of accreditation by MSCHE
Spring 2018	Reaffirmation of accreditation by ABHE

Commitment to a rigorous academic education centered on God's Word takes dedicated leadership. Lancaster Bible College | Capital Seminary & Graduate School have been served by faithful men who have trusted in God and His Word. Like the first president, Henry Heydt, they can say, "We have ever been impressed with the dignity of the promises of God. They are grounded on His eternal purpose, governed by His sovereign grace, and guaranteed in His immutable character."

Dr. Peter W. Teague is the current president of Lancaster Bible College | Capital Seminary & Graduate School since 1999. Former presidents include:

- Dr. Gilbert A. Peterson (1979-99)
- Dr. Stuart E. Lease (1961-79)
- Dr. William J. Randolph (1953-61)
- Dr. Henry J. Heydt (1933-53)

## Mission, Vision, and Core Values

The institution offers a full range of collegiate programming, from noncredit biblical enrichment to undergraduate, master's, and doctoral degree programs. Since 1933, the college's Bible-centered education has helped students follow God's plan for their personal and professional lives. Studies take place in a caring environment that integrates biblical teaching across a culturally diverse curriculum. Its faculty bring a wealth of academic credentials and real-world experience to each class.

### MISSION

Lancaster Bible College | Capital Seminary & Graduate School exists to educate Christian students to think and live a biblical worldview and to proclaim Christ by serving him in the Church and society.

### VISION

Lancaster Bible College | Capital Seminary & Graduate School will be a premier learning community that intentionally develops the head, heart, and hands of servant ministry leaders for global impact.

### CORE VALUES

Lancaster Bible College | Capital Seminary & Graduate School has established a set of core values to serve as the compass for fulfilling its mission. The LBC | Capital experience is an important factor in the development of ministry leaders. LBC | Capital's core values are as follows:

- Committed to premier biblical higher education as evidenced by the encouragement of a Christ-centered learning community.
- Committed to institutional excellence as evidenced by providing and maintaining God-honoring resources.
- Committed to institutional distinctiveness as evidenced by preserving the integrity of our mission and legacy while planning for the future of the college.
- Committed to a biblical foundation as evidenced by the teaching of sound doctrine and the proper interpretation of Scripture in accordance with our statement of faith.
- Committed to a spiritual foundation as evidenced by providing an environment which encourages spiritual life and growth.
- Committed to developing students for a ministry and service mindset as evidenced by preparing them both academically and experientially to serve Christ in the Church and society.
- Committed to exemplifying a ministry and service mindset as evidenced by exerting a positive Christian influence both locally and globally.

## Statement of Faith

Since its founding in 1933, the college has maintained an un-qualified commitment to an historic, orthodox position on essential doctrines of the faith as expressed in this document. A statement of faith is central to the college's identity, serving as a unifying and clarifying document in an age of theological shifting and confusion. Hermeneutically, the college approaches Scripture from a grammatical, historical, and contextual viewpoint.

### The Scriptures

We believe the Scriptures of the Old Testament and the New Testament are the Word of God and are verbally inspired of God and inerrant in the original writings. We believe that this inspiration extends equally and fully to all parts of the Scriptures, and that they are the supreme and final authority in faith and life. *John 17:17; Galatians 3:16; 2 Timothy 3:16-17; 2 Peter 1:19-21.*

## **The Godhead**

We believe in one God eternally existing in three persons: the Father, the Son, and the Holy Spirit, each having precisely the same nature, attributes, and perfections. *Matthew 28:19-20; John 1:1-2; Acts 5:3-4; Colossians 2:9.*

## **Jesus Christ-His Person and His Work**

We believe that the Lord Jesus Christ is fully God and fully man. He was eternally begotten of the Father, conceived by the Holy Spirit, and born of the Virgin Mary. We believe that Jesus Christ died for the sins of the whole world as the substitutionary sacrifice, that His crucified body was raised from the dead, and that He ascended into heaven to appear before the Father as our High Priest, Advocate, and Mediator. *Luke 1:35; Romans 9:5; 1 Corinthians 15:1-3; Philippians 2:6-11; Colossians 1:15-17; 2:9; Hebrews 4:15; 9:24; 1 Timothy 2:5; 1 Peter 1:3; 2:24; 3:18; 1 John 2:2.*

## **The Holy Spirit**

We believe that the Holy Spirit came in a special sense on the Day of Pentecost, indwelling every believer. In this age, the Holy Spirit carries out the ministries of restraining evil in the world; convicting people of sin, righteousness, and judgment; regenerating and indwelling all believers; baptizing them into the Body of Christ; sealing them unto the day of redemption; and empowering them for sanctification and service. We believe that some gifts of the Holy Spirit are permanent and are intended for use throughout the entire Church Age. Other gifts were temporary and were given in the Apostolic Age for the purpose of founding the church. These include the gifts of apostleship, prophecy, miracles, healings, tongues, and the interpretation of tongues. At the same time, we affirm that God performs miracles as He wills. *John 14:16-17; 16:7-15; Romans 8:9; 1 Corinthians 6:19; 12:13, 28-30; Ephesians 2:20-22; 4:1-16, 30; Hebrews 2:1-4; Titus 3:5.*

## **Humanity**

We believe God created humanity, male and female, reflecting the image and likeness of God. Each person's biological sex has been sovereignly appointed by God and is an irreversible aspect of his or her nature. The first human, Adam, sinned and thereby incurred the judgment of both physical death and spiritual death which is eternal separation from God. Therefore, all human beings, with the exception of Christ Jesus, are born with a fallen nature, are accountable for their sin, and need to be born again. Rejection of one's God-ordained biological sexuality reflects a rejection of God's plans and purposes. God has established and revealed in Scripture a divine order to regulate humanity. Human institutions reflecting that order are marriage of a man and a woman, family, and human government. *Genesis 1:1,26,27; Psalm 51:5; Jeremiah 17:9; John 3:3-7; Romans 1:21-32; 3:10-12; 5:12; 1 Thessalonians 4:3; Ephesians 2:1-10; 1 John 1:8-10; Genesis 2:18-25; Colossians 3:18-21; Romans 13:1-7.*

## **Salvation**

We believe that salvation was provided for everyone in the whole world and was accomplished solely by the finished work of Christ shedding His blood upon the cross, and no work on the part of any person can merit this salvation. Whoever believes solely in the finished work of Jesus Christ receives the new birth, becomes a partaker of the divine nature, and thus becomes a child of God, once for all, forever. *John 3:16; 6:37; 10:27-30; 2 Corinthians 5:14; Ephesians 2:8-9; 1 Timothy 2:3-6; 1 Peter 1:18-19, 23; 2 Peter 1:3-4.*

## **The Church**

We believe the Church universal began at Pentecost with the baptism of the Holy Spirit and consists of all those who believe on the Lord Jesus Christ. Christ is the Head of the Church, called His Body. The local church is a body of believers in Christ who are joined together under scriptural leadership for the worship of God, for edification through the Word of God, for prayer, for fellowship, for the proclamation of the Gospel, and for observance of the ordinances of baptism and the Lord's Supper. *Matthew 16:16-18; Acts 1:4-5; 2:42-47; 11:15-16; Romans 12:5; Ephesians 1:20-23; Philippians 1:1; 1 Corinthians 12:13; 1 Timothy 3:15.*

## **The Future**

We believe in the imminent return of Jesus Christ to rapture the Church Age saints, followed by the tribulation period, and the visible return of Jesus Christ with His saints for His millennial reign on earth. We believe in the bodily resurrection of the just and unjust, in the reward and everlasting conscious blessedness of the just, and in the judgment and everlasting conscious punishment of the lost. *Luke 16:19-26; John 11:25; 1 Corinthians 15:51-57; 1 Thessalonians 4:13-18; Revelation 20:1-15; 21:1-8.*

# **Accreditation, Associations, and Authorizations**

## **Institutional**

Lancaster Bible College | Capital Seminary & Graduate School is accredited by the Middle States Commission on Higher Education (MSCHE) and the Association for Biblical Higher Education Commission on Accreditation (ABHE). MSCHE and ABHE are both institutional accrediting agencies recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

## **Specialized**

Lancaster Bible College | Capital Seminary & Graduate School is accredited by the Council on Social Work Education (CSWE), the National Association of Schools of Music (NASM) and by the Commission on Sport Management Accreditation (COMSA).

## **Approvals**

Programs leading to teacher certification are approved by Association of Christian Schools International (ACSI) and Pennsylvania Department of Education (PDE).

Lancaster Bible College | Capital Seminary & Graduate School is approved by the United States Department of Justice for the training of non-immigrant international students.

## **Authorization to Award Degrees**

Lancaster Bible College | Capital Seminary & Graduate School is certified by Pennsylvania Department of Education, Maryland Higher Education Commission, Florida Department of Education, Tennessee Higher Education Commission; and is approved by the appropriate states to operate at the site in their state: 901 Eden Road, Lancaster, PA 17601; 7852 Walker Drive, Suite 100, Greenbelt, MD 20770; 2400 Yamato Road, Boca Raton, FL 33431; 1548 Poplar Avenue, Memphis, TN 38104; and 2001 W. Lehigh Ave., Philadelphia, PA 19132. The college is approved by the U.S. Department of Justice for the training of non-immigrant international students.

## **Certifications**

Maryland Higher Education Commission (Greenbelt location)

Tennessee Higher Education Commission (Memphis location)

## **Institutional Participant**

Lancaster Bible College | Capital Seminary & Graduate School's online courses/degrees are available to residents of all states and territories of the US under the terms and provisions of the State Authorization Reciprocity Agreements (SARA), of which LBC | Capital is an institutional participant, or through authorizations/exemptions in the following non-SARA states: California and Massachusetts.

## **Memberships**

Lancaster Bible College | Capital Seminary & Graduate School is a member of the Evangelical Training Association (ETA), a nationally recognized agency for the promotion of higher standards for Christian teachers and church educators. ETA diplomas are awarded to qualified students upon graduation.

Lancaster Bible College is a membership the Association of Christian Schools International (ACSI).

## **Lancaster Bible College | Capital Seminary & Graduate School is authorized to grant the following degrees:**

### **Undergraduate Degrees**

- Concentrated Bible Course Certificate
- Associate of Arts in Biblical Studies
- Associate of Science in Business Administration
- Bachelor of Arts
- Bachelor of Arts in Biblical Studies
- Bachelor of Arts in Criminal Justice
- Bachelor of Fine Arts
- Bachelor of Music
- Bachelor of Science
- Bachelor of Science in Business Administration

- Bachelor of Science in Community Transformation & Social Engagement
- Bachelor of Science in Education
- Bachelor of Science in General Studies
- Bachelor of Science in Human Services
- Bachelor of Social Work

### **Graduate Degrees**

- Master of Arts in Biblical Studies
- Master of Arts in Christian Care
- Master of Arts in Formational Leadership
- Master of Arts in Ministry
- Master of Arts in Marriage, Couple and Family Counseling
- Master of Arts in Clinical Mental Health Counseling
- Master of Arts in Addiction Counseling
- Master of Arts Professional Counseling
- Master of Education
- Master of Divinity
- Doctor of Ministry
- Doctor of Philosophy

### **Locations and Instructional Sites:**

- Greenbelt, MD
- Lancaster, PA
- Boca Raton, FL
- Kampala, Uganda

# **Overview of the Accelerated Undergraduate Degree Program**

## **Accelerated Undergraduate Degrees**

Our accelerated undergraduate degrees were designed to meet the needs of busy adult learners. The short-term format allows you to concentrate on one course at a time, over a 6- or 7-weeks. You are welcome to take part in both types of courses, in-class or online, based on your scheduling needs for each session.

You choose the learning environment that's right for you:

- Onsite - Attend evening classes once per week, in-person, at one of our college locations, (Lancaster, PA; Greenbelt, MD; Philadelphia, PA)
- Online - Log in and learn with our user-friendly course-delivery system

Degree Programs Available:

- Concentrated Bible Course Certificate
- Associate of Arts in Biblical Studies
- Associate of Science in Business Administration
- Bachelor of Arts in Biblical Studies
- Bachelor of Science in Business Administration
- Bachelor of Arts in Criminal Justice
- Bachelor of Arts in General Studies
- Bachelor of Science in Community Transformation & Social Engagement
- Bachelor of Science in Human Services

## **Philosophy of Education**

Lancaster Bible College exists to educate Christian students to think and live a biblical worldview and to proclaim Christ by serving him in the Church and society. Simply stated, educating students to be servant ministry leaders is our purpose. This purpose is integrated through the more general institutional Goals and Core Knowledge & Skills to the more specific department objectives, program objectives, course objectives, session topics, assignments, and the various assessments. Our philosophy of education, then, unites the academic community in function and direction to fulfill our purpose at all these levels.

## **The Context**

We believe that learning occurs in the midst of culture. While the end goal of our education is captured in the mission statement, the means by which we achieve that mission are informed and shaped first by the unchanging Word of God and second by the ever-changing culture. Thus our philosophy of education emerges from the belief that God has spoken within and to cultural contexts that must continually be engaged, understood, and utilized in order to educate students to be effective in reaching the changing global community with the changeless message of Jesus Christ.

The academic departments work together to foster a community of higher learning and to formulate the undergraduate curriculum. While contributing unique components to the curriculum, they also intentionally work

together to ensure that students understand the Scriptures, the world in which they live, and the means to take the Word of God effectively to that world.

## **The Faculty and the Student**

The faculty instructs students not only through their teaching but also through their lives. Professors recognize they are disciples themselves and thus desire to disciple their students to know, be, and do what God requires of them. Professors seek to model what they teach in all areas of life and thus are continually growing in knowledge, character, and skill. The Holy Spirit is also at work in the lives of regenerated faculty and students, adding a uniquely supernatural dynamic to our educational task.

Professors do not just teach subjects; they teach students. They understand that the students are unique, each created in the image of God to display his glory and to fulfill his plan. Since students are multi-dimensional, professors seek to instruct them in all areas of life including the spiritual, cognitive, affective, and psycho-motor domains.

Hence instruction takes into account the differences in the students' learning styles, personalities, and abilities. Both teaching and assessment methods are varied to fit the subject matter and the differing nature of the students. Within the bounds of Christian propriety, instructors have the freedom to use methods that will accomplish maximum learning on the part of the students.

Professors are not the sole providers of instruction. Students bring with them experiences and knowledge that are tapped to enrich the learning experience by the instructor, who builds on these to advance students in understanding, character, and ability.

## **The Learning Process**

In considering the learning process, we hold in tension the positives of the modern quest for true knowledge and the postmodern acknowledgement that the understanding of any subject is limited by human finiteness. In the crux of that tension stands our firm foundation and authority, the Bible, the revealed word of God, which states absolute truth, but is accommodated to our human limitations. Consequently, our approach to the learning process denies both the arrogance of modernism and the relativity and absolute uncertainty of postmodernism.

The transmission of information from the instructor to the student encapsulates the most basic and fundamental component of the learning process. The measure of genuine learning, though, is not realized simply through the students' collection of transmitted information. Rather, genuine learning is revealed through transformation in the spiritual, cognitive, affective, and psycho-motor domains of the student's life. In order to determine the effectiveness of this transformation, appropriate and varied assessment of both teaching and learning is used and correlated with course, program, departmental, and college-wide objectives.

Because we live in an age where information is abundant and readily available, students are instructed throughout the curriculum to develop the information literacy skills necessary to collect, critically analyze, and communicate that information accurately and effectively. Having data does not imply its proper use as knowledge alone is not equivalent to wisdom.

Students receive a holistic and integrated picture of a discipline in order to have the framework for understanding the depth of that discipline and the methodology necessary to work in it. This approach across the departments utilizes broad survey-based courses complemented with narrower in-depth courses. As students progress academically they are expected to advance into higher levels of learning and application while understanding that by nature no subject can be examined exhaustively. This expectation does not cease upon the formal completion of the student's education at LBC, rather it emerges beyond LBC | Capital through the discipline of life-long learning.

### **Conclusion**

In the midst of the shifts occurring in the culture today we cling to the promise that, "The Word of the Lord endures forever" (1 Peter 1:25). It is the prayer of the academic community that we glorify God by remaining true to that Word and this philosophy of education as we instruct Christian men and women to live biblically and proclaim Christ in the Church and society.

# Philosophy of Curriculum

Lancaster Bible College exists to educate Christian students to think and live a biblical worldview and to proclaim Christ by serving him in the Church and society. The curriculum is designed so that this purpose can be realized by each student who attends the college.

## Word of God

The Bible is central in both the name and the curriculum at Lancaster Bible College. While the people of the world search for meaning to life and eternity, the Word of God remains the only solution. Jesus Christ, the Living Word, said, "I am the way, the truth, and the life..." (John 14:6). The Bible, the written Word, is the divinely inspired source for truth and instructions for living (2 Timothy 3:16). Therefore, the college believes the answer to the world's search is found in Jesus Christ as revealed in the Bible. LBC is committed to preparing men and women who thoroughly know the Bible and live in accordance with its principles. Consequently, LBC | Capital is a Bible college with approximately 34 percent of the curriculum being centered in the study of God's Word through courses in the Department of Bible & Theology.

## People

The college is preparing people to communicate to people. For this process to occur successfully, the student must know and understand people and the cultural context in which they live. This knowledge begins with self-understanding and then reaches to an understanding of others. LBC is a Bible college—a college committed to a knowledge and understanding of the entire person—physically, mentally, emotionally, socially, and spiritually. As a result, approximately 33 percent of the curriculum focuses on people and the world through course selections in the Department of Arts & Sciences.

## Communication

Communication is the bridge between the Bible and the people of the world. The Word of God must be communicated. This is a mandate from God himself. Therefore, the College is committed to training effective communicators. Excellence in communication skills is essential for success in service for God. Thus, approximately 33 percent of the curriculum is devoted to professional education through the Departments of Arts & Sciences, Business Administration, Counseling & Social Work, Church & Ministry Leadership, Education, Health & Physical Education, and Music, Worship & Performing Arts. The college remains committed to seeing its graduates excel in service throughout the world.

## Core Knowledge and Skills

LBC's Core Knowledge and Skills, along with the college's Mission and Vision, form the grid through which each department, and major filter their objectives. The entire curriculum is based on preparing graduates who:

1. Demonstrate proficiency in knowing, interpreting, integrating, and applying the Scriptures.
2. Demonstrate critical thinking skills and proficiency in acquiring, evaluating, communicating, and applying information.
3. Develop an understanding and appreciation of, and compassion toward cultures of the world.
4. Develop the principles necessary for a biblical worldview resulting in a dynamic understanding of one's role in relation to God, self, and the world.
5. Demonstrate an understanding and application of the knowledge and skills necessary for professional Christian ministry.

# Curriculum Structure

Lancaster Bible College | Capital Seminary & Graduate School is structured according to the following academic departments:

- Department of Arts & Sciences
- Department of Bible & Theology
- Department of Business Administration
- Department of Church & Ministry Leadership
- Department of Counseling & Social Work
- Department of Education
- Department of Health & Physical Education
- Department of Music, Worship & Performing Arts
- 

## Outcomes Assessment

Lancaster Bible College is committed to ensuring that graduates are well prepared to serve in their chosen fields of study. To that end, the college has established an outcomes assessment plan for each one of the departments and majors. Simply put, outcomes assessment asks the question, "Through data collection, can LBC demonstrate that it is accomplishing what it says it wants to accomplish in a graduate's ministry preparation?" On the following pages, you will note department and major mission statements along with sets of objectives. These mission statements and objectives are assessed through the collection and analysis of data. Through outcomes assessment, the college is better able to ensure that it is achieving stated objectives.

## Course Numbering System

The college uses a three-letter prefix to identify the subject area and a three-digit number to identify the level of difficulty (year in which the course is usually taken). The number system is as follows:

- *Courses which begin with 0 are remedial and do not qualify as credit toward graduation.*
- 100 level courses are freshman courses.
- 200 level courses are sophomore courses.
- 300 level courses are junior courses.
- 400 level courses are senior courses.
- 500 level courses are graduate courses.
- 600 level courses are graduate courses.

The prefixes are as follows:

BBE - Bible Education	MAP - Applied Music
BIB - Bible	MAT - Mathematics
BNT - Bible (New Testament)	MFC - Marriage and Family Counseling
BOT - Bible (Old Testament)	MHC - Mental Health Counseling
BSI - Student Internship (4-year Bible ministry majors)	MPR - Music Performance
BST - Biblical Studies	MUE - Music Education
BUS - Business	MUL - Music Lab
CFM - Children & Family Ministry	MUS - Music
CML - Church & Ministry Leadership	PAS - Pastoral Studies

CNS - Counseling	PCN - Professional Counseling
COM - Communication	PHE - Physical Education
CPS - Counseling & Psychology	PHI - Philosophy
CRJ – Criminal Justice	POL - Political Science
CSS - Orientation	
CTS – Community Transformation	PRO - Live Production
CSV - Christian Service	
EDU - Education	PSC - Professional School Counseling
ELE - Early Education	SCI - Science
ELM - Middle Education	SOC - Social Science
ELT - English Language Teaching (TESOL)	SPF - Spiritual Formation & Discipleship
ENS - Ensembles	SPM - Sport Management
HSV – Human Services	SWK - Social Work
HIS - History	THE - Theology
HPE - Health & Physical Education	THR - Theatre Arts
HUM - Humanities	WML - Women in Ministry Leadership
ICS - Intercultural Studies	WOR - Worship Arts
LAN - Language Arts	WPA - Worship Performance
LBC - Interdivisional Courses	YMN – Youth & Young Adult Ministry
LIT - Literature	

# Academic Programs

## Department of Bible & Theology

- Concentrated Bible Certificate (CBC - Accelerated)
  - Associates in Biblical Studies (AABS - Accelerated)
  - Biblical Studies Major (BABS – Accelerated)
  - General Studies (BS-Accelerated)
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## Concentrated Bible Certificate (CBC - Accelerated)

**Degree:** Certificate

**Major:** Biblical Studies

**Program Mission:** The CBC graduate will learn the principles of studying the Bible and be exposed to a broad range of Bible and theology within one year of study at Lancaster Bible College.

**Requirements:** The CBC program is designed to expose students to a full range of Bible and theology courses in one year of concentrated study. The program requires a B average from high school for admission and leads to the Concentrated Bible Certificate.

### Biblical Studies (30 Credits)

Choose ten courses from the following list:

- BIB 103 - Creation & Covenants: OT I
- BIB 104 - Israel's Life & Literature: OT II
- BIB 105 - Biblical Hermeneutics
- BIB 203 - Life of Christ: NT I
- BIB 204 - Early Church: NT II
- BIB 371 - Old Testament in Cultural Context
- BIB 372 - New Testament in Cultural Context
- BIB 451 - Practical Development of Biblical Interpretation
- BNT 210 - Pastoral Epistles
- BNT 310 - Romans
- BNT 311 - 1 & 2 Corinthians
- BNT 351 - Prison Epistles
- BNT 352 - Hebrews
- BOT 210 - Psalms
- BOT 310 - Isaiah
- BOT 330 - Wisdom Literature
- BOT 331 - Jeremiah & Ezekiel
- BOT 351 - Apocalyptic Literature
- BOT 430 - Minor Prophets
- LBC 101 - Engaging Faith & Life
- FST 101 - Spiritual Life & Evangelism
- THE 105 - Prelude to Biblical & Theological Studies

- THE 223 - Christian Narrative I: Creation & Fall
- THE 224 - Christian Narrative II: Redemption
- THE 320 - Christianity & Culture
- THE 330 - Non-Christian Traditions
- THE 331 - Issues in American Christianity
- THE 451 - Conversations with Theologians
- THE 480 - Selected Topics in Theology Biblical Studies Major (BABS-Accelerated)

# Associates in Biblical Studies (AABS - Accelerated)

This major is designed for individuals who want two years of biblical education coupled with the opportunity for a specific concentration. The areas of concentration contain 12 elective credit hours which may be taken from any of the departments or a single concentration from one department.

**Degree:** Associate of Arts in Biblical Studies

**Major:** Biblical Studies

**Major Mission:** The Associate Degree in Biblical Studies major exists to utilize an interdisciplinary approach whereby students may design a course of study that coincides with their academic interests and ministry preparation.

## Curriculum

### General Education (18 Credits)

- LAN 101 - College Composition and Research **3 credits**
- LAN 104 - Public Speaking **3 credits**
- LIT \_\_\_\_ - LIT Core (100/200 Level) **3 credits**
- OR HIS \_\_\_\_ - HIS Core (100/200 Level) **3 credits**
- SCI \_\_\_\_ - SCI CORE (100/200 Level) **3 credits**
- SCI L \_\_\_\_ - SCI Core Lab **0 credits**
- OR MAT \_\_\_\_ - MAT Core **3 credits**
- \_\_\_\_ \_\_\_\_ - Human Culture Elective **3 credits**
- \_\_\_\_ \_\_\_\_ - Arts & Sciences Elective **3 credits**

### Biblical Studies (21 Credits)

Choose seven courses from the following list:

- BIB 103 - Creation & Covenants: OT I
- BIB 104 - Israel's Life & Literature: OT II
- BIB 105 - Biblical Hermeneutics
- BIB 203 - Life of Christ: NT I
- BIB 204 - Early Church: NT II
- BIB 371 - Old Testament in Cultural Context
- BIB 372 - New Testament in Cultural Context
- BIB 451 - Practical Development of Biblical Interpretation
- BNT 210 - Pastoral Epistles
- BNT 310 - Romans
- BNT 311 - 1 & 2 Corinthians
- BNT 351 - Prison Epistles
- BNT 352 - Hebrews
- BOT 210 - Psalms
- BOT 310 - Isaiah
- BOT 330 - Wisdom Literature
- BOT 331 - Jeremiah & Ezekiel
- BOT 351 - Apocalyptic Literature
- BOT 430 - Minor Prophets
- LBC 101 - Engaging Faith & Life
- FST 101 - Spiritual Life & Evangelism
- THE 105 - Prelude to Biblical & Theological Studies
- THE 223 - Christian Narrative I: Creation & Fall
- THE 224 - Christian Narrative II: Redemption
- THE 320 - Christianity & Culture
- THE 330 - Non-Christian Traditions

- THE 331 - Issues in American Christianity
- THE 451 - Conversations with Theologians
- THE 480 - Selected Topics in Theology Biblical Studies Major (BABS-Accelerated)

**Electives (21 credits)**

Electives can possibly be filled through Life Experience Credits.

# Biblical Studies Major (BABS – Accelerated)

**Degree:** Bachelor of Arts in Biblical Studies

**Major:** Biblical Studies

**Major Mission:** The Biblical Studies major exists to utilize an interdisciplinary approach whereby students may design a course of study that coincides with their academic interests and ministry preparation.

**Major Outcomes** - Students will:

1. Evidence a solid overview of ministry in conjunction with their biblical studies major.
2. Articulate their personal philosophy of ministry in accord with a biblical worldview.
3. Demonstrate godly character within the framework of a servant style of leadership.

**Major Details:**

**Credits Needed**

- 36 Credits - General Education
- 30 Credits - Biblical Studies
- 54 Credits - Electives

**TOTAL - 120 Credits**

*Note: At least 15 (A&S) and 30 (BIB/THE) credits need to be earned through LBC.*

## Curriculum

### General Education (36 Credits)

- LAN 101 - College Composition and Research **3 credits**
- LAN 151 - Research & Writing **3 credits**
- LAN 104 - Public Speaking **3 credits**
- LIT \_\_\_\_ - LIT Core (100/200 Level) **3 credits**
- HIS \_\_\_\_ - HIS Core (100/200 Level) **3 credits**
- SCI \_\_\_\_ - SCI CORE (100/200 Level) **3 credits**
- SCI L \_\_\_\_ - SCI Core Lab **0 credits**
- MAT \_\_\_\_ - MAT Core **3 credits**
- \_\_\_\_ - Human Culture Elective **3 credits**
- \_\_\_\_ - Arts & Sciences Elective **3 credits**
- \_\_\_\_ - Arts & Sciences Elective **3 credits**
- \_\_\_\_ - Arts & Sciences Elective **3 credits**
- \_\_\_\_ - Arts & Sciences Elective **3 credits**

### Biblical Studies (30 Credits)

Choose ten courses from the following list:

- BIB 103 - Creation & Covenants: OT I
- BIB 104 - Israel's Life & Literature: OT II
- BIB 105 - Biblical Hermeneutics
- BIB 203 - Life of Christ: NT I
- BIB 204 - Early Church: NT II
- BIB 371 - Old Testament in Cultural Context
- BIB 372 - New Testament in Cultural Context
- BIB 451 - Practical Development of Biblical Interpretation
- BNT 210 - Pastoral Epistles
- BNT 310 - Romans
- BNT 311 - 1 & 2 Corinthians
- BNT 351 - Prison Epistles

- BNT 352 - Hebrews
- BOT 210 - Psalms
- BOT 310 - Isaiah
- BOT 330 - Wisdom Literature
- BOT 331 - Jeremiah & Ezekiel
- BOT 351 - Apocalyptic Literature
- BOT 430 - Minor Prophets
- LBC 101 - Engaging Faith & Life
- FST 101 - Spiritual Life & Evangelism
- THE 105 - Prelude to Biblical & Theological Studies
- THE 223 - Christian Narrative I: Creation & Fall
- THE 224 - Christian Narrative II: Redemption
- THE 320 - Christianity & Culture
- THE 330 - Non-Christian Traditions
- THE 331 - Issues in American Christianity
- THE 451 - Conversations with Theologians
- THE 480 - Selected Topics in Theology
- 

**Electives (54 credits)**

Electives can possibly be filled through Life Experience Credits.

# General Studies (BS-Accelerated)

## Major Details:

### Credits Needed

- 36 Credits - General Education
- 30 Credits - Biblical Studies
- 54 Credits - Electives

**TOTAL - 120 Credits**

## Curriculum

### General Education (36 Credits)

Click here for a full list of LBC's Accelerated Courses to choose from.

- LAN 101 - College Composition and Research **3 credits**
- LAN 104 - Public Speaking **3 credits**
- LIT \_\_\_\_ - LIT Core (100/200 Level) **3 credits**
- HIS \_\_\_\_ - HIS Core (100/200 Level) **3 credits**
- SCI \_\_\_\_ - SCI CORE (100/200 Level) **3 credits**
- MAT \_\_\_\_ - MAT Core **3 credits**
- \_\_\_\_ \_\_\_\_ - Human Culture Elective **3 credits**
- \_\_\_\_ \_\_\_\_ - Arts & Sciences Elective **3 credits**
- \_\_\_\_ \_\_\_\_ - Arts & Sciences Elective **3 credits**
- \_\_\_\_ \_\_\_\_ - Arts & Sciences Elective **3 credits**
- LAN 305 - Adv Studies **3 credits**
- \_\_\_\_ \_\_\_\_ - Adv Studies (400 Level) **3 credits**

### Biblical Studies (30 Credits)

Choose ten courses from the following list:

- BIB 103 - Creation & Covenants: OT I
- BIB 104 - Israel's Life & Literature: OT II
- BIB 105 - Biblical Hermeneutics
- BIB 203 - Life of Christ: NT I
- BIB 204 - Early Church: NT II
- BIB 371 - Old Testament in Cultural Context
- BIB 372 - New Testament in Cultural Context
- BIB 451 - Practical Development of Biblical Interpretation
- BNT 210 - Pastoral Epistles
- BNT 310 - Romans
- BNT 311 - 1 & 2 Corinthians
- BNT 351 - Prison Epistles
- BNT 352 - Hebrews
- BOT 210 - Psalms
- BOT 310 - Isaiah
- BOT 330 - Wisdom Literature
- BOT 331 - Jeremiah & Ezekiel
- BOT 351 - Apocalyptic Literature
- BOT 430 - Minor Prophets
- LBC 101 - Engaging Faith & Life
- FST 101 - Spiritual Life & Evangelism
- THE 105 - Prelude to Biblical & Theological Studies

- THE 223 - Christian Narrative I: Creation & Fall
- THE 224 - Christian Narrative II: Redemption
- THE 320 - Christianity & Culture
- THE 330 - Non-Christian Traditions
- THE 331 - Issues in American Christianity
- THE 451 - Conversations with Theologians
- THE 480 - Selected Topics in Theology

**Electives (54 credits)**

Electives can possibly be filled through Life Experience Credits.

# Department of Business Administration

## **Business Administration (BSBA-Accelerated)**

**Degree:** Bachelor of Science in Business Administration

**Majors:** Biblical Studies, Business Administration, also available as a minor

**Mission:** The mission of the Business Administration program is to educate Christian students with the necessary business knowledge and skills that they may proclaim Jesus Christ and serve Him in the Church and society. Specifically, the vision of the Business Administration program is to develop, equip and inspire fully devoted followers of Jesus Christ and provide them with the necessary skills to be successful God-honoring business leaders. Highly skilled and devoted workers will be sent into the market place to model the life of Jesus Christ to the business world.

### **Major Objectives - Students Will:**

1. Demonstrate a working knowledge of prioritization related to spiritual aspects of life, relational interactions and their service to the church and the world. Specific skills developed will be time management, goal setting, resource allocation, vision, organization, drive and critical thinking.
2. Analyze and express information and ideas in a variety of appropriate means with clarity and coherence in written and spoken forms.
3. Master the key sub-disciplines within the business realm. Specific skills developed will be subject matter expertise, applying knowledge to everyday life, decision-making, problem solving and confidence in decisions.
4. Analyze their role in the world and work, following Jesus Christ's example as their model of leadership. Specific skills developed will be driven-ness, working with excellence, flexibility, self-motivation, and ethical actions.
5. Demonstrate a high level of emotional intelligence in both personal and business relationships. Some of the basic features of emotional intelligence include delegation, collaboration, motivation and candor.
6. Apply the concept of maximizing God's gifts in our lives. Areas of emphasis will be identifying and developing gifts and talents and balancing resources.

### **Major Details:**

#### Credits Needed:

- 36 Credits - General Education
- 39 Credits - Business Administration
- 30 Credits - Biblical Studies
- 15 Credits - Electives

**TOTAL - 120 Credits**

## **Curriculum**

### **General Education (36 Credits)**

- LAN 101 - College Composition and Research **3 credits**
- LAN 151 - Research & Writing **3 credits**
- LAN 104 - Public Speaking **3 credits**
- LIT \_\_\_\_ - LIT Core (100/200 Level) **3 credits**
- HIS \_\_\_\_ - HIS Core (100/200 Level) **3 credits**
- SCI \_\_\_\_ - SCI CORE (100/200 Level) **3 credits**

- SCI L \_\_\_\_ - SCI Core Lab **0 credits**
- MAT \_\_\_\_ - MAT Core **3 credits**
- \_\_\_\_ - Human Culture Elective **3 credits**
- \_\_\_\_ - Arts & Sciences Elective **3 credits**
- \_\_\_\_ - Arts & Sciences Elective **3 credits**
- \_\_\_\_ - Arts & Sciences Elective **3 credits**
- \_\_\_\_ - Arts & Sciences Elective **3 credits**

### **Business Administration (39 credits)**

- BUS 102 - Introduction to Business **3 credits**
- BUS 201 - Business Ethics **3 credits**
- BUS 204 - Managerial Economics **3 credits**
- BUS 205 - Finance **3 Credits**
- BUS 302 - Marketing **3 credits**
- BUS 305 - Operations Management **3 credits**
- BUS 306 - Entrepreneurship **3 credits**
- BUS 307 - Business Law **3 credits**
- BUS 402 - International Business **3 credits**
- BUS 403 - Negotiations **3 credits**
- BUS 404 - Leadership **3 credits**
- BUS 420 - Advanced Business Topics **3 credits**
- MAT 113 - Foundations of Accounting **3 credits**

### **Biblical Studies (30 Credits)**

Choose ten courses from the following list:

- BIB 103 - Creation & Covenants: OT I
- BIB 104 - Israel's Life & Literature: OT II
- BIB 105 - Biblical Hermeneutics
- BIB 203 - Life of Christ: NT I
- BIB 204 - Early Church: NT II
- BIB 371 - Old Testament in Cultural Context
- BIB 372 - New Testament in Cultural Context
- BIB 451 - Practical Development of Biblical Interpretation
- BNT 210 - Pastoral Epistles
- BNT 310 - Romans
- BNT 311 - 1 & 2 Corinthians
- BNT 351 - Prison Epistles
- BNT 352 - Hebrews
- BOT 210 - Psalms
- BOT 310 - Isaiah
- BOT 330 - Wisdom Literature
- BOT 331 - Jeremiah & Ezekiel
- BOT 351 - Apocalyptic Literature
- BOT 430 - Minor Prophets
- LBC 101 - Engaging Faith & Life
- FST 101 - Spiritual Life & Evangelism
- THE 105 - Prelude to Biblical & Theological Studies
- THE 223 - Christian Narrative I: Creation & Fall
- THE 224 - Christian Narrative II: Redemption
- THE 323 - Christianity & Culture
- THE 330 - Non-Christian Traditions
- THE 331 - Issues in American Christianity

- THE 451 - Conversations with Theologians
- THE 480 - Selected Topics in Theology

**Electives (15 credits)**

Electives can possibly be filled through Life Experience Credits.

**Business Administration Minor Requirements - 18 Total Credits**

- BUS 102 - Introduction to Business - 3 credits
- MAT 113 - Foundations of Accounting - 3 credits
- BUS 205 - Finance - 3 credits
- BUS 302 - Marketing - 3 credits
- BUS 306 - Entrepreneurship - 3 credits
- BUS 307 - Business Law - 3 credits

# Department of Arts & Sciences

## **Criminal Justice (BA-Accelerated)**

### **Not offered in Greenbelt**

**Degree:** Bachelor of Arts

**Majors:** Biblical Studies, Criminal Justice, also available as a minor

**Major Mission:** The Criminal Justice Program will prepare students to be a redemptive presence in a broken world and promote biblical justice and the love of Christ within the law enforcement, judicial, and correctional systems.

**Program Purpose:** The Criminal Justice Program seeks to fulfill three purposes: advance the institution's mission, meet student needs, and enrich the LBC community. The Criminal Justice Program will provide Lancaster Bible College with opportunities that contribute to the College's future development and with practical steps to fulfilling its mission. By sending students who are looking for practical ways to serve Christ into public spaces associated with Criminal Justice, LBC will enable its students to serve Christ in a range of areas not yet accessible to them. The Criminal Justice program will allow students to study the Bible in college while earning a degree that will prepare them for jobs in competitive areas of government, ministry, and private markets. The Criminal Justice Program also aims to enrich the LBC community by introducing LBC to local leaders, furthering its awareness of society's injustices, familiarizing it with culturally relevant ideas, and augmenting its efforts to serve its neighbors.

### **Major Outcomes - Students will:**

1. Develop and integrate their biblical worldview into the system of Criminal Justice.
2. Evaluate how the three major components of the Criminal Justice system - Law enforcement, Courts, Corrections - ensure equal justice and humane treatment.
3. Apply critical thinking to inform and communicate professional judgments.
4. Synthesize practical experience with the Criminal Justice Program curriculum.
5. Apply ethical principles of criminal justice to guide professional practice in pursuit of restorative justice.
6. Identify as a Criminal Justice Professional and conduct oneself accordingly.

### **Major Details:**

#### Credits Needed:

- 36 Credits - General Education
- 30 Credits – Criminal Justice
- 30 Credits - Biblical Studies
- 24 Credits - Electives

**TOTAL - 120 Credits**

## **Curriculum**

### **General Education (36 Credits)**

- LAN 101 - College Composition and Research **3 credits**
- LAN 104 - Public Speaking **3 credits**
- LIT \_\_\_\_ - LIT Core (100/200 Level) **3 credits**
- HIS \_\_\_\_ - HIS Core (100/200 Level) **3 credits**
- SCI \_\_\_\_ - SCI CORE (100/200 Level) **3 credits**
- MAT \_\_\_\_ - MAT Core **3 credits**
- \_\_\_\_ - Human Culture Elective **3 credits**
- \_\_\_\_ - Arts & Sciences Elective **3 credits**
- \_\_\_\_ - Arts & Sciences Elective **3 credits**

- \_\_\_\_\_ - Arts & Sciences Elective **3 credits**
- LAN 305 – Adv Studies **3 credits**
- \_\_\_\_\_ - Adv Studies (400 Level) **3 credits**
- \_\_\_\_\_

### **Criminal Justice (30 credits)**

- CRJ 101 – Introduction to Criminal Justice **3 credits**
- CRJ 102 – Introduction to Law Enforcement **3 credits**
- CRJ 202 – Corrections and Punishment **3 credits**
- CRJ 203 – American Judicial System **3 Credits**
- CRJ 215 – Soul Care for the CJ Professional **3 credits**
- CRJ 222 – Juvenile Justice System and Administration **3 credits**
- CRJ 304 – Criminology **3 credits**
- CRJ 310 – Constitutional Law & Criminal Procedure **3 credits**
- CRJ 311 – Ethical Issues in Criminal Justice **3 credits**
- CRJ 422 – Race, Class and Criminal Justice **3 credits**

### **Biblical Studies (30 Credits)**

Choose ten courses from the following list:

- BIB 103 - Creation & Covenants: OT I
- BIB 104 - Israel's Life & Literature: OT II
- BIB 105 - Biblical Hermeneutics
- BIB 203 - Life of Christ: NT I
- BIB 204 - Early Church: NT II
- BIB 371 - Old Testament in Cultural Context
- BIB 372 - New Testament in Cultural Context
- BIB 451 - Practical Development of Biblical Interpretation
- BNT 210 - Pastoral Epistles
- BNT 310 - Romans
- BNT 311 - 1 & 2 Corinthians
- BNT 351 - Prison Epistles
- BNT 352 - Hebrews
- BOT 210 - Psalms
- BOT 310 - Isaiah
- BOT 330 - Wisdom Literature
- BOT 331 - Jeremiah & Ezekiel
- BOT 351 - Apocalyptic Literature
- BOT 430 - Minor Prophets
- LBC 101 - Engaging Faith & Life
- FST 101 - Spiritual Life & Evangelism
- THE 105 - Prelude to Biblical & Theological Studies
- THE 223 - Christian Narrative I: Creation & Fall
- THE 224 - Christian Narrative II: Redemption
- THE 320 - Christianity & Culture
- THE 330 - Non-Christian Traditions
- THE 331 - Issues in American Christianity
- THE 451 - Conversations with Theologians
- THE 480 - Selected Topics in Theology

### **Recommended, but not required:**

- SWK 204 – Diversity & the Social Environment

**Electives (24 credits)**

Electives can possibly be filled through Life Experience Credits.

# Department of Church & Ministry Leadership

## **Community Transformation and Social Engagement (BS – Accelerated)**

### **Philadelphia Only**

**Degree:** Bachelor of Science

**Majors:** Biblical Studies, Community Transformation and Social Engagement

**Major Mission:** The Community Transformation and Social Engagement (CTSE) major will equip students to implement Christ-centered transformation in diverse communities through biblical leadership in the areas of both private and public sectors. The CTSE major will equip students with both the knowledge and experience in analyzing, leading, and implementing tools needed to bring about community transformation.

### **Major Outcomes - Students will:**

1. Develop and integrate their Christian worldview into the position of a community leader who facilitates community transformation.
2. Discover the various components needed to effectively work in a community of diversity in order to implement change and transformation.
3. Gain practical experience in three areas of community involvement including ministry, government, and business.
4. Analyze and apply concepts of reconciliation, negotiation, and creative collaborations to effect change in communities.
5. Acquire leadership tools in order to lead effectively and mentor others in the area of leadership.

## **Curriculum**

### **Year One**

#### Fall Semester

- FST101 – The Gospel Shapes Us **3 credits**
- BIB 105 – Biblical Hermeneutics **3 credits**
- LAN 101 – English Composition **3 credits**

9 Credits

#### Spring Semester

- THE 105 – Prelude to Biblical & Theological Studies **3 credits**
- THE 223 – Christian Narrative I **3 credits**
- THE 224 – Christian Narrative II **3 credits**
- MAT 212 – Fundamental Mathematics **3 credits**

12 Credits

## Year Two

Fall Semester

- SOC 101 – General Psychology **3 credits**
- LAN 104 - Public Speaking **3 credits**
- BIB 103 – Old Testament I **3 credits**
- BIB 104 – Old Testament II **3 credits**

12 Credits

Spring Semester

- BIB 203 – New Testament I **3 credits**
- BIB 204 – New Testament II **3 credits**
- LIT 101 – Poetry, Fiction, and Drama **3 credits**
- FST 102 – Disciple Making **3 credits**

12 Credits

## Third Year

Fall Semester

- HIS 207 – African American History **3 credits**
- SCI 251 – Scientific Disciplines **3 credits**
- CTSE 101 – Introduction to Community Transformation and Social Engagement **3 credits**
- PHI 201 – Introduction to Philosophy **3 credits**

12 Credits

Spring Semester

- HUM 302 – Media: Conveyor of Cultural Ideas **3 credits**
- BOT 330 – Wisdom Literature **3 credits**
- LAN 305 – Research and Writing **3 credits**

9 Credits

## Fourth Year

Fall Semester

- CML 210 - Fundamentals of Leadership **3 credits**

- SWK 204 – Cultural Diversity **3 credits**
- ICS 331 – Cross-Cultural Communication **3 credits**
- CTSE 200 – Research Techniques **3 credits**

12 Credits

### Spring Semester

- HIS 4\_\_\_\_ - History Elective **3 credits**
- CTSE 300 – Social Community Analysis **3 credits**
- CTSE 301 - Public Policy **3 credits**
- CTSE 400 – Public Policy Internship **3 credits**

12 Credits

## Fifth Year

### Fall Semester

- CTSE 401 – Fund Development **3 credits**
- CTSE 402 – Capstone Practicum Project **3 credits**
- LIT 321 – C.S. Lewis **3 credits**
- \_\_\_\_ \_\_\_\_ - Elective **3 credits**
- \_\_\_\_ \_\_\_\_ - Elective **3 credits**

15 Credits

### Spring Semester

- \_\_\_\_ \_\_\_\_ - Elective **3 credits**

15 Credits

## CTSE Minor Requirements

- CTSE 101 – Introduction to Community Transformation & Social Engagement **3 credits**
- CML 210 – Fundamentals of Leadership **3 credits**
- CTSE 200 – Research Techniques **3 credits**
- CTSE 300 – Social Community Analysis **3 credits**

12 Credits

# **Department of Counseling & Social Work**

## **Human Services (BSHS - Accelerated)**

### **Philadelphia Only**

**Degree:** Bachelor of Science in Human Services

**Majors:** Human Services, Biblical Studies

#### **Credits Needed**

- 36 Credits - General Education
- 30 Credits - Biblical Studies
- 48 Credits – Human Services Requirements
- 9 Credits – Electives/Concentration

**TOTAL - 120 Credits**

## **Curriculum**

### **General Education (36 Credits)**

- LAN 101 - College Composition and Research **3 credits**
- LAN 305 – Adv Studies **3 credits**
- LAN 104 - Public Speaking **3 credits**
- LIT \_\_\_\_ - LIT Core (100/200 Level) **3 credits**
- HIS \_\_\_\_ - HIS Core (100/200 Level) **3 credits**
- SCI \_\_\_\_ - SCI CORE (100/200 Level) **3 credits**
- MAT \_\_\_\_ - MAT Core **3 credits**
- MAT 216N – Probability and Statistics **3 credits**
- SOC 101 – General Psychology **3 credits**
- SOC 203 – Principles of Sociology **3 credits**
- SOC 325 – Human Growth & Development **3 credits**
- PHI 307 – Professional Ethics **3 credits**

### **Biblical Studies (30 Credits)**

- FST 101 – The Gospel Shapes Us **3 credits**
- FST 102 – Disciple Making **3 credits**
- BIB 103 - Creation & Covenants: OT I **3 credits**
- BIB 104 - Israel's Life & Literature: OT II **3 credits**
- BIB 105 - Biblical Hermeneutics **3 credits**
- BIB 203 - Life of Christ: NT I **3 credits**
- BIB 204 - Early Church: NT II **3 credits**
- THE 105 - Prelude to Biblical & Theological Studies **3 credits**
- THE 223 - Christian Narrative I: Creation & Fall **3 credits**
- THE 224 - Christian Narrative II: Redemption **3 credits**

### **Human Services Requirements (48 credits)**

- HSV 101 – Engaging Faith and Life: Foundations and Calling **3 credits**
- HSV 200 - Introduction to Human Services **3 credits**
- HSV 202 – Human Diversity **3 credits**
- HSV 206 – Foundations and Theories of Human Systems **3 credits**
- HSV 208 - Social Welfare, Policies and Practice **3 credits**
- HSV 210 - Agency Field Practicum **1 credit**
- HSV 212 – Group Experience and Self Evaluation **3 credits**
- SOC 226 – Human Behavior and Social Behavior **3 credits**
- HSV 300 – Family Systems **3 credits**
- HSV 310 - Agency Field Practicum II **1 credit**
- HSV 311 – Agency Field Practicum III **1 credit**
- CNS 310 - Models of Helping Skills **3 credits**
- PCN 332 – Abnormal Psychology **3 credits**
- HSV 400 – Advocacy and Methods for Human Function **3 credits**
- HSV 401 – Community Development Assessment **3 credits**
- HSV 402 – Organization and Case Management **3 credits**
- HSV 410 – Senior Field Internship **3 credits**
- HSV 480 – Capstone **3 credits**

**Concentration/General Electives (9 credits)**

The general elective courses can be selected from a broad range of courses or can be transferred in from a previous college experience. Contact your advisor for additional information.

# Academic Information for Accelerated

## Academic Load

In order to be considered as a full-time student, one must register for 12 or more credits. Approval from the faculty advisor is required for a student to take more than 18 credits.

## Academic Classification

In determining a student's classification, all credits that have been successfully completed are counted. The classifications are:

Freshmen	0-29 credits
Sophomores	30-59 credits
Juniors	60-89 credits
Seniors	90 credits and up

## Dean's List

Students who are registered for at least 12 credits, are matriculating in a degree or certificate program, and attain a semester grade point average of 3.5 or higher are placed on the Dean's List the following semester.

## Graduation Academic Honors

Upon graduation, students earning academic honors will be presented with an award stole. Students with a GPA of 3.50-3.74 will be honored with a white Cum Laude stole; students with a GPA of 3.75-3.89 will be honored with a silver Magna Cum Laude stole; and students with a GPA of 3.90-4.00 will be honored with a gold Summa Cum Laude stole.

## Grading

The college follows the 4.0 grade point system and requires a 2.0 (C) average for graduation. The grades, grade points, and their interpretation are as follows:

A	4.0	Excellent
A-	3.7	
B+	3.3	
B	3.0	Good
B-	2.7	
C+	2.3	
C	2.0	Average
C-	1.7	
D+	1.3	
D	1.0	Passing

D-	0.7	
F	0.0	Failure
I	Not figured in GPA.	Incomplete
W	Not figured in GPA.	Course Withdrawal
S	Not figured in GPA.	Satisfactory
U	Not figured in GPA.	Unsatisfactory
AU	Not figured in GPA.	Audit
P	Not figured in GPA.	Pass

## Graduation Requirements

The college grants degrees and certificates to those students who meet the following standards:

### Spiritual

1. Demonstration of the assurance of salvation as evidenced by the fruit of the Holy Spirit and approved conduct in accordance with Christian character as prescribed in the *Student Handbook*.
2. Demonstration of Christian service by successful completion of the Christian service and student internship requirements as outlined in the *Student Handbook*.

### Academic

1. Satisfactory completion of one of the college's programs with a cumulative grade point average of 2.0 or above.
2. Satisfactory completion of at least 30 of the last 60 credits for a bachelor's degree or at least 15 of the last 30 credits for an associate's degree or certificate in courses offered by the college.

**NOTE - Upon graduation, all financial obligations and academic or financial aid documentation requirements must be fulfilled in order to receive your diploma and/or transcripts.**

### Application for Graduation and Ceremonies

All students need to fill out an application for graduation to signal an official audit of their credits and to declare their intention to graduate, regardless of whether or not they participate in a ceremony. Students should work in tangent with their advisors to determine readiness for graduation. More information about graduation and commencement ceremony and the application may be found at [lbc.edu/graduation](http://lbc.edu/graduation).

### Academic Mentoring Services

Academic Mentoring Services (AMS) is the learning support services arm of the academic community. AMS supports the mission of LBC to train students by providing qualified students with academic assistance. Professional personnel and peer tutors offer tutoring to any currently enrolled student by providing assistance with organization, time management, and test-taking skills. Specific services are available to those who have a documented learning disability (LD), English as a second language (ESL), a physical challenge, or less than a 2.0 grade point average (GPA). Incoming students with a learning disability and/or physical challenge are encouraged to submit formal documentation to the Director of the Disability Service Office upon acceptance into the college, so that reasonable accommodations can be determined before the start of the semester for which they enroll.

# Library

The Charles and Gloria Jones Library is located in the Teague Learning Commons. There students can enjoy the natural light pouring through large windows, comfortable furniture, quiet spaces, small group study areas, and the aroma of freshly brewed coffee from Bennee's Bistro. In addition to the main campus, separate library collections are available to Lancaster Bible College | Capital Seminary & Graduate School students at our various locations.

The Library holds 200,000 items, and over 300,000 electronic books. It also offers full text access to over 90,000 periodical titles. Online access to all databases and catalogs is available from the library home page. From the library home page students may also check their personal account, renew books, check library hours and policies, seek research assistance, and contact staff for questions. Four professional librarians and three library assistants serve on the staff. The library is open 106 hours per week during the academic year.

Study rooms are located on Level 3 and Level 5 of the Teague Learning Commons. Level 4 is designated as a quiet study area and is available for student use whenever it is not scheduled for an event. Open study areas are located on every level of the Teague Learning Commons.

Twenty-four computers are available for student use only in Level 1 of the Teague Learning Commons. Students can log into the computers using their LBC user name and password. Two computers are located in the entry area and are reserved for reference and OPAC use only. Wireless access is available to students, faculty and guests. For access, please inquire at the Circulation and Information Desk.

## Library Resources

The Lancaster Bible College | Capital Seminary & Graduate School Library serves as the information resource center for the entire campus. The Library contains over 184,000 items. We subscribe to over 15,000 periodicals in paper, microfiche, and electronic formats and have access to 7,700 electronic books and 66 databases.

The Library has converted nearly all of its periodical indexes to electronic format including all of the major indexes in theology, psychology, and education. Indexes are available across the full spectrum of subjects. The indexes and databases are available for access from off-campus. The Library catalog is available over the Internet for searching and accessing personal circulation records.

We encourage use of personal bibliographic software. We provide a licensed copy of the Endnote program to students along with training and support. We strive to be at the forefront of providing access to information technologies via the Internet.

The Library borrows from other libraries through Interlibrary Loan (ILL). We enhance this through cooperative agreements with regional colleges, universities, and seminaries, as well as public libraries. Full access and borrowing privileges are provided through member libraries of the Southeastern Pennsylvania Theological Library Association (SEPTLA) and the PALINET borrowing program. Individual arrangements, including minimal administrative responsibilities and/or borrower's fees, exist with the libraries of Franklin & Marshall College, Lebanon Valley College, and Millersville University.

Information concerning these privileges and accompanying responsibilities along with interlibrary loan procedures are available at the library.

## Bookends Bookstore

The Bookends Bookstore offers a variety of merchandise and services. Students can purchase textbooks, supplies, Bibles, and trade titles. Bookends is the official location to purchase Charger apparel along with an assortment of gift items imprinted with the LBC | Capital logo.

To serve the campus, local churches, and the community, the bookstore is open year-round during the week. Extended hours are observed at the beginning of each semester and for special events.

Details on special orders and church group discounts can be obtained by calling 717.560.8242. Requests, questions, or comments may be emailed to [bookstore@lbc.edu](mailto:bookstore@lbc.edu).

Textbooks may be ordered online each semester at [lbcbookstore.com](http://lbcbookstore.com)

## **Student Rights Under FERPA**

### **What is FERPA?**

The Family Educational Rights and Privacy Act (FERPA) affords you, the student, certain rights with respect to your educational record once you are admitted as a student to the College.

- FERPA Letter to Parents and Students
- LBC FERPA Permission to Release Information Form

### **What are my rights under FERPA?**

As a college student you have four rights under FERPA: (Forms to exercise rights #1-3 are available in the registrar's office)

1. To inspect and review your educational record within 45 days of your request.
2. To request amendment of your educational record.
3. To have some control over the disclosure of personally identifiable information from your educational record, except in the areas that FERPA authorizes disclosure without student consent.
4. To file a complaint with the US Department of Education concerning alleged failures by the College to comply with the requirements of FERPA.

### **What documents are included in my educational record?**

Student educational records are specifically defined as all paper and computer records, files, documents, and other materials that contain information directly related to you, the student, and maintained by LBC or someone acting for the College according to policy. Excluded from student educational records are records of instructional, supervisory, and administrative personnel in the sole possession of the maker and that are not accessible or revealed to any other person, except a substitute. Additionally, notes of a professor or staff member intended for his/her own use are not part of the educational record, nor are campus security records, parents' financial statements, application records of students not admitted to the College, alumni records, or records of physicians, psychiatrists, psychologists, or other recognized professionals.

Educational records are maintained by, but are not limited to the following offices, departments, and/or individuals: Registrar's Office, Financial Aid Office, Business Office, Student Services Office, placement office, and academic advisors.

### **What is Directory Information?**

Some information about students is considered "Directory Information." Directory information may be publicly shared by the institution without student consent unless the student has taken formal action to restrict its release. "Directory Information" at LBC includes: name, address (current, local, home, and electronic mail), telephone number (current, local, and home), date of birth, parent/spouse contact information (address and phone number), photo, major/program, weight and height (athletic teams), date(s) of attendance, enrollment status (full-time, part-time, not enrolled), date(s) of graduation, degrees and awards received, and participation in officially recognized activities and sports.

### **Can I control the release of Directory Information?**

Yes, you can restrict the public release of directory information by completing a form available in the registrar's office. You should carefully consider imposing a restriction on the Directory Information. The limits of the College's student information system make it an all or nothing option. For example, your friends would not be able to obtain your directory information nor would the College be able to use it in graduation programs and news releases. This restriction should be reserved for extreme circumstances or on the advice of a legal or medical professional.

## **Who and under what circumstances can someone access my educational record?**

According to FERPA regulations, no one has access to your educational record (other than directory information) without your written permission, except: (1) a school official (defined as: administrators, faculty, professional staff, staff, student workers, and students serving on official College committees) who has a legitimate education interest (defined as: the information or records requested are relevant and necessary to the accomplishment of some task or determination related to the inquirer's employment responsibilities/committee responsibilities or are acting within the course and scope of their employment and/or authority). (2) a parent or guardian who presents a certified copy of the most recent federal income tax form that reports you as a dependent. Other, less common individuals who may access your educational record without your consent include: (3) authorized representatives of accrediting agencies, as well as federal, state, and local government offices, persons or organizations providing financial aid to a student, (4) persons in compliance with a judicial order or subpoena, (5) persons in an emergency if the protected information is needed to protect the safety of the student or other persons, (6) parents regarding the student's violation of any federal, state, or local law, or any college policy or rule governing the use of alcohol or a controlled substance as long as the institution has determined that there has been a violation and the student is under the age of 21 at the time of disclosure, (7) the victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense (limited to the final results of the disciplinary proceeding conducted by the College), and (8) the public in relation to a determined crime of violence or non-forcible sex offense that violates College policy or rule (disclosure limited to the student's name, the violation, and any sanctions imposed by the institution against the student).

## **Am I required to use my social security number as a personal identifier?**

A Federal court ruling upheld the use of the social security number as a personal identifier for administrative purposes in higher education. We protect the privacy of the social security number as required by FERPA. However, you may request (form available in the Registrar's Office) the assignment of an alternate identification number. Effective January 2002, any new students admitted to LBC will no longer have a social security number as a personal identifier for administrative LBC purposes.

## **Which College Officer is responsible for administering the FERPA guidelines?**

The Office of the Registrar is responsible for the institutional compliance with the FERPA guidelines and maintenance and release of the educational record. Questions, interpretations, further explanations, or concerns about FERPA and the College's FERPA policy are to be directed to the registrar.

## **How do I file a complaint with the US Department of Education?**

Complaints are to be filed with the:

Family Policy Compliance Office  
US Department of Education  
600 Independence Avenue, SW  
Washington, DC 20202-4605

## **Transcript Requests**

Students desiring a transcript should use the Transcript Request Form located bottom right on the footer of every page on the LBC website and in the Student Portal. If there are any questions related to transcript requests, please contact the Registrar's Office.

## **Transfer Policy**

Lancaster Bible College accepts credit from accredited institutions of higher education and from other institutions of higher education which have academic standards comparable to LBC. Transfer credit is limited to those courses

which are applicable to the program in which the student is enrolled and to those courses in which a grade of "C-" or higher was earned. Only the credit is transferred; the grade and grade points are not figured in the student's grade point average. It is recommended that all transfer students to degree programs at Lancaster Bible College satisfactorily complete at least one course from Bible & theology, arts & sciences, and a professional department of the college.

# Financial Information for Accelerated

## Solution Center

Students and guests are the number one focus at Lancaster Bible College | Capital Seminary & Graduate School. The Solution Center is your first stop for questions about billing, financial aid and registration as well as other general college questions.

At the Solution Center, students and guests receive help with changing their schedule, paying their bill, or finding a location on campus, just to name a few. The Solution Center works in coordination with the Business Office, the Financial Aid Office, the Registrar's Office, and other offices on campus to provide students and guests the best possible service by answering their questions or assisting them in finding the answers.

Students who need to add or drop a class, set up a payment plan, or check on their financial aid should stop by and talk with the helpful staff in the Solution Center, located in the lobby of the Esbenshade Enrollment Center. Students may also call 717.569.7071 or contact them by email.

## Tuition and Fees for 2018-2019

### Tuition

The tuition fee varies depending on academic load. Please see the insert for a current listing of tuition charges. Gifts from individuals and churches enable LBC to hold tuition to a minimum. Tuition is refundable only for complete withdrawal from LBC. See withdrawal/refund policy.

#### Tuition (excludes Memphis, TN campus):

- **Online:** \$435 per credit hour
- **On-campus:** \$435 per credit hour
- **Active Military:** \$250 per credit hour

#### Fees:

- **Audit Fee:** \$85/credit
- **Student Service Fee:** \$175/semester
- **Payment Plan Enrollment Fee (optional):** \$25 per semester
- **Graduation Fee:** \$0
- **Credit for Prior Learning Life Experiences Evaluation Portfolio Fee:** \$175/Portfolio and \$100/Credit transcribed.
- LBC offers the same tuition rate for in-state and out-of-state residents.
- Your tuition rate will remain locked (no increase) while you actively take LBC courses towards your certificate or undergraduate degree.

### Course Fees

Certain individual courses have required fees, as delineated below:

- BUS 403 Business Negotiations - \$40
- SCI (all labs) - \$50

### Late Payment Monthly Fee

Late Payment Monthly Fee for any balance over \$100

\$ 50

## Late Registration Fee

A late registration fee is assessed if the student does not register during the scheduled time unless special permission has been granted. Nonrefundable.

Late Registration Fee	\$150
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## Overdrawn Check Fee

An overdrawn check fee will be assessed for each check or automatic payment returned for insufficient funds. Nonrefundable.

Overdrawn Check Fee	\$ 40
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## Readmission Fee

A readmission fee is required of all students who enroll after not attending the previous semester. It covers the administrative cost of reinstatement. Nonrefundable.

Readmission Fee	\$ 15
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## Schedule Adjustments/Change Fee

At the beginning of each semester, a period of time is established by the registrar for the purpose of giving the students an opportunity to adjust their schedules. Appropriate financial adjustments will be made. A schedule change fee (add/drop) is assessed whenever a student requests a change of schedule after the registration process. This includes switching sections, dropping and/or adding courses. It is assessed each time a change is requested. Nonrefundable.

Schedule Changes (Add/Drop per course)	\$ 15
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## Textbooks

All textbooks must be paid in full at the time of purchase. Book charges cannot be included in the monthly payment plan. Credit cards are accepted.

Estimated Textbook Expense	\$1000
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## Transcript Fee

OFFICIAL Transcripts, Academic and Financial Aid	\$ 5/\$1*
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*\*\$5 for first official transcript, \$1 for each official transcript after.*

UNOFFICIAL Transcripts, Academic and Financial Aid	\$0
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Overnight Shipping Requests	\$15/\$1 total
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International Shipping Requests	\$25/1 total
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To request a transcript, please go to LBC.edu

## Payment Policies

### Payment of Bill

Students are billed for tuition, board, room, and other semester expenses at the beginning of the semester and may arrange to pay their accounts in one of the following ways:

*Plan 1* - Pay your account in full by the due date for each semester, i.e. August 5 for fall semester and January 5 for spring semester. Your statement includes total semester charges minus confirmed financial aid.

**Plan 2** - You may set up a payment plan (to pay in full or monthly) using your bank account (savings or checking) or credit card with Nelnet Business Solutions (NBS). Enrollment and service fees may apply. Visit the Student Portal and review the information under "Paying Your Bill." Before you begin, you will need to collect the following information:

- Student Name
- Student ID Number found below the date on your statement
- Balance due found on your statement. Note - if you have an existing payment plan with Nelnet Business Solutions (NBS), scheduled future payments are not reflected on the statement. Deduct these future payments from your statement balance before submitting a payment for any new balances.
- Your financial information (Credit Card or Bank Account). Go to the Student Portal / "Paying your bill".
  - Returning users should use the same login from previous semesters.
  - New users should follow the prompts to sign up.
- Balance must be paid in full before beginning a new term. Still have questions? Visit the student portal for answers to some Frequently Asked Questions.

Students not enrolled in an approved payment plan will be assessed an account service fee of \$125 each semester as well as a monthly fee of \$40 for any balance over \$125.

Transcripts and diplomas will not be released until all accounts are paid in full. Students owing money may not register for a new semester without clearance from the Business Office.

## Course Withdrawal

A student may withdraw from a course during the three weeks of a course. No financial adjustments will be made. Students must contact their student service advisor to withdraw from a course. Students who withdraw will receive a grade of W, not affecting their GPA. Course withdrawals may affect financial aid.

## Financial Aid

Financing a college education is one of the most important concerns a person considers. As costs continue to rise, LBC continues to provide a variety of financial aid options.

LBC participates in the federal and state aid programs. The College also offers many scholarships, as well as other opportunities, to help students finance their education.

## Federal and State Aid Programs

The federal and state aid programs are designed to provide financial assistance to students with financial need. The amount of the award is determined by a formula established by the federal government. All applicants for federal and state aid must be United States citizens or eligible noncitizens, be registered with Selective Service if male, be making satisfactory academic progress, and not be in default on any loan or owe a refund on any grant. Applications for federal and state aid should be filed annually after January 1 of the current year. LBC uses the Free Application for Federal Student Aid (FAFSA) for the following programs: Federal Pell Grant, PA State Grant, Federal Supplemental Educational Opportunity Grant (SEOG), Federal Work Study (FWS), and the Federal Direct Loan Program. The FAFSA can be completed online. LBC's Federal Code is 003285.

## Scholarships

### Church Matching Scholarship

Students must complete the Church Matching Scholarship Application. LBC will provide a matching scholarship up to \$500 for each the fall and spring terms. Funds from the church must be submitted by August 1 (for fall term) and January 3 (for spring term) in order to be matched. Students must have a minimum 2.0 GPA, be enrolled full-time and be in good standing with the college. Note: Students who receive the Project Bridges Scholarship are not eligible for the Church Matching Scholarship.

### Full-Time Christian Worker Scholarship

The student must be a full-time Christian worker with a minimum of two years in ministry prior to studies at LBC, plus have current full-time ministry employment. A FAFSA is required as well as a Full-Time Christian Ministry Verification Sheet. The scholarship amount ranges from \$100-\$250 per course depending on EFC.

### **Project Bridges Scholarship**

This is a significant tuition discount offered to students whose church is a member of Project Bridges. Complete the required application. Deadline is August 1.

### **Veterans Benefits**

Available to veterans of the Armed Forces or National Guard Reservists. Apply through your local VA office. Amounts vary. VA phone: 888.442.4551

### **Vocational Rehabilitation**

For physically or mentally challenged students. Apply at your local vocational rehabilitation office. Pennsylvania residents: OVR phone: 800.762.6306

## **Grant Options**

There are many grant and loan majors available to undergraduate students. Start your financial aid search with the grant majors first - these don't have to be repaid. Please read the description of each major to find out if you are eligible and how to apply. Contact LBC's Financial Aid Office if you need to speak with a financial aid specialist.

### **Federal Pell Grant**

- Federally funded student gift aid that does not need to be repaid.
- Awarded to undergraduate students who have high financial need who are working on their first bachelor's degree.
- Awarded based on expected family contribution and number of credits the student has scheduled.
- May be awarded to students who are less than half-time (six credits).
- The maximum fall-spring-summer award (for the 2015-16 academic year) is \$5,775 for the academic year. The maximum per semester is \$2,888.
- Students who complete the FAFSA are automatically considered for the grant.
- Students must meet federal student aid eligibility requirements.

### **Pennsylvania State Grant**

- State-funded gift aid awarded by the Pennsylvania Higher Education Assistance Agency (PHEAA) to undergraduate Pennsylvania residents who demonstrate high financial need.
- The Pennsylvania State Grant is awarded to undergraduate students who are residents of Pennsylvania. Deadline date for FAFSA application is May 1. Currently the Pennsylvania State Grant program does not consider students enrolled in Degree Completion to be full-time. Therefore, awards are usually 50% less than the normal full-time award. Also, any modules dropped within a degree completion term may affect eligibility for the State Grant.
- Maximum full-time award beginning with the 2018-19 academic year is \$4,122 per year. Maximum half-time award is \$2,061 per year.
- Students who submit their FAFSA information to PHEAA by May 1 are automatically considered for the grant.
- Students must meet federal student aid eligibility requirements.
- Students enrolled in the online program are not eligible.

Note: If you choose to apply for a Summer Pennsylvania State Grant, it will be counted towards your maximum semesters of eligibility.

## **Federal Financial Aid Refund Policy**

The Financial Aid Office is required by federal statute to determine how much financial aid was earned by students who withdraw, drop out, are dismissed, or take a leave of absence prior to completing 60 percent of a payment period or term.

For a student who withdraws after the 60 percent point-in-time, there are no unearned funds. However, a school must still complete a return calculation in order to determine whether the student is eligible for a post-withdrawal disbursement.

The calculation is based on the percentage of earned aid using the following Federal Return of Title IV funds formula:

Percentage of payment period or term completed = the number of days completed up to the withdrawal date divided by the total days in the payment period or term. (Any break of five days or more is not counted as part of the days in the term.) This percentage is also the percentage of earned aid.

Funds are returned to the appropriate federal program based on the percentage of unearned aid using the following formula:

Aid to be returned = (100 percent of the aid that could be disbursed minus the percentage of earned aid) multiplied by the total amount of aid that could have been disbursed during the payment period or term.

If a student earned less aid than was disbursed, the institution would be required to return a portion of the funds and the student would be required to return a portion of the funds. Keep in mind that when Title IV funds are returned, the student borrower may owe a debit balance to the institution.

If a student earned more aid than was disbursed to him/her, the institution would owe the student a post-withdrawal disbursement which must be paid within 120 days of the student's withdrawal.

The institution must return the amount of Title IV funds for which it is responsible no later than 45 days after the date of the determination of the date of the student's withdrawal.

Refunds are allocated in the following order:

- Unsubsidized Federal Direct Loans
- Subsidized Federal Direct Loans
- Federal Parent (PLUS) Direct Loans
  
- Federal Pell Grants for which a Return of funds is required
- Federal Supplemental Opportunity Grants for which a Return of funds is required
- Other assistance under this Title for which a Return of funds is required (e.g., State, institutional and private aid)

*All details regarding scholarships are subject to change.*

Federal financial aid funds of students who withdraw must be returned according to the calculations of the federal refund policy. See Federal Financial Aid Refund Policy.

# **Personnel Directory**

## **Board of Trustees**

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Rev. Dr. Eric G. Crichton, Honorary Member  
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L. Ronald Hoover  
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David Hosler  
Dr. Tracey Jones  
Robert Kauffman  
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Thomas Ponessa  
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Michael Van Belle  
Lee Wiggins  
Dr. Steve Wilson  
Steve Wolgemuth

## **President's Leadership Team**

Peter W. Teague, EdD	President
Philip E. Dearborn, EdD*	Provost
John W. Zeswitz, DDiv	Executive Vice President
Joshua Beers, MA	Senior Vice President of Student Experience
Matthew Mason, BS	Vice President of Finance
Vince C. Johnson, BS	Vice President of Information Systems

## **Cabinet**

W. Keith Baum, BS	Marketing & Communications Director
Pete Beers, MS	Director of Athletics
Paul Thorlakson, DMA	Chair of Music, Worship & Performing Arts Department
Tricia Wilson, MS	Director for Institutional Effectiveness

## **Deans and Directors**

Chris VanBuskirk, EdD	Associate Provost for Non-Traditional Education; Dean & Site Director Online Education
A. Michael Black, DD	Site Director Greenbelt MD
Mark Menga, PhD	Dean a Site Director Lancaster; Delivery Manager
Zachary Ritvalsky, MAR	Site Director Greenbelt MD
Rodney L. Carter, Jr., MAM*	Director of Alumni

Karen L. Fox, BS	Director of Financial Aid
Katie Judy, MS	Registrar
Sarah Dillon, MA	Associate Dean for Student Retention & Engagement
Sean F. Dougherty, MS, MEd*	Associate Dean for Student Development & Success
Robert Wegman	Director of Public Safety Services

## Faculty

### Distinguished Faculty

Ronald Gibson, ThD  
 Harold Kime, EdD, DD\*  
 D. Bruce Lockerbie, DHL  
 Johnny Miller, ThD  
 Ray Naugle, EdD  
 Stephen Nichols, PhD

### Professor Emeritus

Penny Clawson, EdD  
 James DeVries, PhD  
 Raymond Ide, PhD  
 Sherry Jones, DMin  
 Miles (Skip) Lewis, EdD  
 Dale Mort, PhD  
 Barry Packard, EdD  
 Hal Pettegrew, PhD  
 Kenneth Quick, DMin  
 Robert Spender, PhD  
 Shirley Tucker, EdD

### Full-time Faculty

James Ayers, PhD\*  
 Michael Badriaki, DMin  
 Clint Banz, ThM  
 Audrey Barto, MS  
 Peter Beers, MS  
 Ronald Belsterling, PhD  
 Philip Bena, MA  
 Anjanette Bender, JD  
 Robert Bigley, DMA  
 A. Michael Black, DD  
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 Eric Brandt, MA  
 Aaron Brown, MDiv  
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 Krissi Castor, MA\*  
 Freeman Chakara, PsyD  
 John Churchville, JD  
 Philip Dearborn, EdD\*

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 Ling Dinse, DSW  
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 David Felty, BA  
 Douglas Finkbeiner, PhD  
 Michael Freeman, EdD  
 Keli Gentzler, MS  
 Anita Graham-Phillips, PhD  
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 Kevin Gushiken, PhD  
 Samuel Harbin, DMin  
 Justin Harbin, MA  
 Julia Hershey, MEd\*  
 Guy Higashi, DMiss  
 Jeffrey Hoover, BS  
 Thomas Hudgins, PhD, EdD  
 Deborah Hunt, MLS\*  
 Victor Jacobs, PhD  
 Debra Johnson, PhD\*  
 Doug Kegarise, PhD\*  
 Joseph Kim, PhD  
 Kyle Kouterick, PhD  
 Ryan Kuehner, PhD  
 Gerald Lincoln, PhD  
 Matthew Lynskey, PhD\*  
 Stacey Martin, MEd  
 Diane Menga, MA\*  
 Mark Menga, PhD  
 Mark Meyer, PhD  
 Kurt Miller, MSW  
 Wade Mullen, PhD\*  
 Timothy Nicholls, MA, MAR\*  
 Thomas Randolph, MS  
 Rick Rhoads, DMin\*  
 Zachary Ritvasky, MAR  
 Carl Sanders II, PhD  
 Martin Sauer, MBA  
 Edward Scheuerman, DMiss  
 Ryan Shenk, BS\*  
 Todd Shertzer, MA  
 Tony Shetter, ThM  
 Rachel Sidebothom, MMus\*  
 Timothy Sidebothom, PhD  
 John Soden, PhD  
 Tanya Solomon, PhD  
 Daniel Spanjer, PhD  
 Thomas Starr, PhD  
 Peter Teague, EdD

Paul Thorlakson, DMA  
Gary Troxell, EdD  
Chris VanBuskirk, EdD \*  
Mary Yager, MSW  
Esther Zimmerman, MEd  
Amanda Zuschmidt, MEd\*

## **Part-time Faculty**

Bruce Gerlach, DMA  
Ronald Jones, MDiv  
Gloria Moore, MDiv  
Robert Shelley, ThM  
Patricia Wright, PhD  
Celestine Wynn, MEd  
Adjunct Faculty  
Traditional Undergraduate  
Jocelyn Abel, MS  
Brent Behrenshausen, MM  
Jonathan Bender  
Timothy Bertolet, PhD  
Kendra Bigley, BMus  
Beth Bomberger, MEd  
Clyde Bomgardner, MDiv  
Matthew Bonner, PhD  
Douglas Bozung, PhD  
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Drew Christian, DMin  
Shanika Churchville, MEd  
Nicholas Cialini, MA  
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Jessica Geist, MA\*  
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Penny Gushiken, MA  
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Danielle Hawley, MA  
Deborah Hinkel, MA

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Joel Kime, MDiv  
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Charleton King, MEd  
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Carla Kouterick, MSW  
Robin LeCrone, MA  
Tim Lease, MA  
Justina Martin, MEd\*  
Ted Mavraganis, BA  
Kristi McElwee, BA  
Alli McClune, BFA\*  
Tiffani McLaurin, MM  
Nicole Monville, BA  
Katie Moser, BA  
Timothy Moser, BFA  
David Netz, BS  
Stephanie, O'Connell, MA  
Matthew Pavelko, BA  
Moriah Pelton, BS  
Benjamin Petersheim,  
Sean Pyle, MA  
Robert Reid, MA  
Larry Rohrer  
Praveen Rudra, MA\*  
Johnny Russell, MFA  
Rachel Russell, MME  
Leslie Schmucker, MEd  
Thom Scott, MA  
Dean Sell, AA  
Jonathan Shacklett, MA\*  
Joseph Sharick, BMUS  
Gwen Shenk, MS  
Tia Slabaugh, MSW  
Daniel Slade, MA  
Rebecca Toews, MS  
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Katie Wieand, MM  
Jonathan Wilkinson, PhD  
Lisa Witmer, MSW  
Andrew Woods, PhD\*  
Arthur Woods, DMin

George Yellak  
Accelerated Undergraduate  
Timothy Barksdale, PsyD  
Curtis Baylor, MBA  
Julia Bazemore, Mdiv \*  
Sherry Bell, MA  
Joel Buffington, MA\*  
Khailiah Canada, PhD  
Rahman Carll, MAR  
William Carrol, MA  
Solomon Caudle, EDD  
Lawrence Chiles, DMin  
Douglas Chin, PhD  
Shanika Churchville, MEd  
William Dawson, JD  
Carrie Dorsey, PhD  
Steve Erb, MBA  
Dave Ermold, ThM  
Kecia Ford, DMin  
Tom Fox, MA  
Lorrie Francis, MA  
David Fry, MDiv  
Quintin Fry, MA\*  
David Gains MDiv  
Jack Gibson, ThM  
Garth Gittens, EdD  
William Glass, PhD  
Lester Goodman, MSW  
Brady Goodwin, MAR  
Neal Gray, DMin  
Anita Gregory, PhD  
Matthew Gullion, BA  
Diane Harris, MS  
Cassandra Hill, MDiv  
Carolyn Hill, MS  
Lincoln Hokenbrough, MEd  
Dexter Holmes, MA  
Lina Ivey, MSW  
Michele Jenkins, MS  
Anthony Johnson, MA  
Ida Jones, PhD  
Rick Jones, JD  
Ronald Jones, MDiv  
Dave Joseph, PhD  
Keith Kauffman, MDiv  
Abby Keiser, MS  
Joel Kime, MDiv\*  
Vernon Lattimore, BA  
James Lawson, MDiv  
Mark Lee, MDiv  
John Lepera, ThD  
James Love, DMin  
Rochelle Marshall, MDiv  
Roslyn Morris, JD  
Rodney Pearce, MDiv  
Terri Prayer, MBA  
Sean Pyle, MS  
Angel Robinson, PhD  
Ron Rice, MA

Earl Ridgell, MA  
Timothy Rogers, DMin\*  
Gary Schnittjer, PhD  
Derrick Seegars, MA \*  
Michael Shafran, DMin  
John Smith, DMin  
Mark Sooy, MA  
Robert Spender, PhD  
Jevon Thompson, BS  
Shelby Timberlake, MA\*  
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Allan Vance, MDiv  
Wayne Weathers, DMin  
Latisha Webb, EdD  
Ronald Whitaker, PhD  
Jean Wilkinson, PhD  
Patricia Wright, PhD  
Celestine Wynn, MEd  
Steve Yates, PhD  
David Zimmerman, MA  
Donald Zimmerman, MEd  
Graduate Adjunct  
Desiree Segura-April, PhD  
James Beard, DMin  
Kirk Belmont, MDiv  
Kimberly Blest, MA\*  
Melissa Boas, PhD  
Matthew Bonner, PhD  
Terriel Byrd, PhD  
Justin Charles, PsyD\*  
Wayne Cordeiro, DMin  
Douglas Curry, DMin  
D. Fredrica Brooks-Davis, PsyD  
Jeff Davis, PhD\*  
Mark Eckel, PhD  
Wesley Feltner, PhD  
Hans Finzel, DMiss  
Stephen Grusendorf, PhD\*  
Eugene Habecker, JD  
Joy Hall, MA  
Debra Johnson, PhD\*  
James Johnson, DMin  
Thomas Kiedis, PhD  
John "Jack" Klem, ThD  
Timothy Koller, MA\*  
Paul Leavenworth, EdD  
Miles (Skip) Lewis, EdD  
Charles McLain, PhD  
Olivia Murrin, MA\*  
Stephen Nichols, PhD  
Randal Pelton, DMin  
Lena Poff, MA  
Kenneth Quick, DMin  
Charles Ross, ThM  
Praveen Rudra, MA\*  
David Swan, MA  
Raluca Snyder, EDD\*  
David Swan, MA  
Jeffrey Tuttle, EdD

Richmond Wandera, MA\*  
Rodney Wilkinson

*\*LBC | Capital Alumni*