

2024-2025

# SPANISH EASTERN SCHOOL OF THEOLOGY

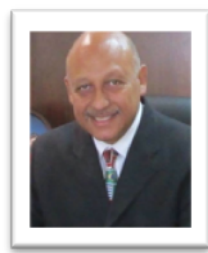
## STUDENT HANBOOK AND SCHOOL CATALOG

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## General Information



The SEST administration along with our Chairmen/ Superintendent: **Rev. Manuel Álvarez**, would like to welcome you to our school. We pray and expect that your educational experience

with us will be a long lasting, satisfying, productive and blessed one.

This year 2025, The Spanish Eastern School of Theology celebrates its 40 years of existence.

Recognitions and honorable mentions will always be given to Rev. Dr. Adolfo Carrion, Rev. Dr. Domingo Valdez, Rev. Dr. Luis Robles, Dr. Carol Robles, Rev. Dr. Alvin Padilla, Rev. Christian Santiago, Rev. Martín Chavez, Rev. Rafael Reyes and many others.



## The Administrators

The Schools' President is also the AG Director of Education, Rev. Dr. Daniel De Jesus, Academic Dean Rev. Denise Alvarez, Dean of Students Rev. Isaac Alvarez, and our Financial Officer Diulmari Olivieri. Along with the SEST board members Chairman/Superintendent Rev. Manuel A. Álvarez, Rev. Sergio A. Martinez, District treasurer, Rev. Dr. Daniel De Jesus Director of Education, Rev. Rafael Reyes Superintendent Emeritus, Rev. Dr. Hector Rodriguez, Dolly Martinez, and Rev. Dr. Juan Carlos Morales.

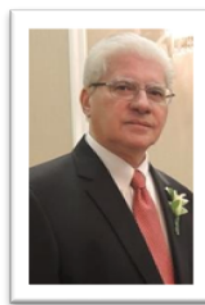
## More than 30 years of History

In early 1984 the Spanish Eastern District's Executive Board began to make plans for the official opening of a School dedicated to the theological, practical, and spiritual formation of Hispanic ministers within the

Evangelical and Pentecostal tradition. SEST was founded in 1985. Its birth was the result of a long term vision on the part of Rev. Dr. Adolfo Carrión, Superintendent of the Spanish Eastern District of the Assemblies of God. This vision grew out of the awareness that a bilingual theological school was needed in the Northeast region of the United States to serve the growing Hispanic Christian community.

Spanish Eastern School of Theology opened its doors to the first ten students on September 4, 1985. Originally it was located in Swan Lake, New York and began as a residence program.

Rev. Dr. Domingo Valdés was selected as the School's first President and Rev. Dr. Alvin Padilla was chosen as the Academic Dean. Mrs. Cathy Padilla was selected as Dean of Students, serving along with many others who made a contribution to the beginning stages of the School. Dr. Luis Robles became the School's second President in 1988, making also a significant contribution during his term. Rev. Christian Santiago and Dr. Martín Chavez served in Swan Lake also as Academic Dean and Dean of Students.



In 1992, Rev. Rafael Reyes became the School's third President. It was during that year that the Board of Trustees made the decision to move SEST to a new location, specifically to an urban environment where the School could serve a larger population of Hispanics. As a result, SEST moved to New York City in the borough of the Bronx and the former offices of the Spanish Eastern District located at 1260 Thieriot Avenue became the main campus for the School. Rev. Dr. Cleofe Vargas began to serve as Academic Dean in the



new Bronx location. Since 1992, SEST has served the Hispanic Christian community in New York City as a commuting urban theological undergraduate School. In May of 1996

Rev. Dr. Eliezer Reyes, former Spanish Eastern District missionary in Spain, began serving at SEST as Vice President of Academic Affairs. Both Rev. Rafael Reyes and Rev. Dr. Eliezer Reyes were instrumental in establishing a transfer of credit agreement with Global University of the Assemblies of God in Springfield, Missouri.

In 1998, Rev. Rafael Reyes became Superintendent of the Spanish Eastern District and Rev. César Rodríguez became the School's fourth President. Rev. James López-Ríos was appointed as Vice President of Academic Affairs until he was succeeded by Rev. Cesar Rodriguez, Jr. in 2003. Rev. Dr. Eliezer Reyes returned as Vice President of Academic Affairs in 2006 and became the School's President in 2007.

In October of 2008, the SEST Board nominated and elected Rev. Giselle Rivera-Llerena as the school's President for the next two years.



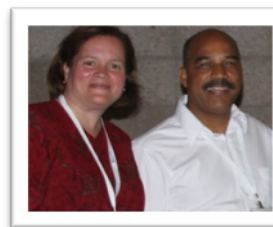
In October of 2009-2017 the SEST Board nominated and elected Rev. Virginia



Maldonado as the Director of Education and President. In 1992 a significant contribution to the stabilizing of SEST was realized by the merging of the Spanish Eastern Theological Seminary. The "Seminario

Teológico del Distrito Hispano del Este" was a School that was founded in 1981 providing continuing theological education

for Hispanic ministers and laypersons at the undergraduate level in association with Latin American Theological Seminary of La Puente, California. It was also owned and operated by the Spanish Eastern District of the Assemblies of God. This urban-based program located in the Bronx was a result of the initiative of Rev. Dr. Adolfo Carrion and Rev. Luis Robles, Director of the Spanish Eastern District Department of Education. The School's first President was Rev. Gilberto Vélez, Jr. Along with him served Anna V. Merlo as Secretary and Treasurer. The preceding President until the merge with SEST was Dr. Luis Robles. Dr. Carol Robles also served as Academic Dean for many years and made an important contribution to the empowerment of the Hispanic ministers in the urban setting of New York City.



In 2010 Rev. Denise Alvarez agreed to serve as the Academic Dean. Rev. Isaac Alvarez began serving as Dean of

students.



In 2019 Rev. Dr. Daniel De Jesus was elected President and Director of Education. Rev. Dr. Daniel and his team continued to work to maintain the

school functioning and available for all students. The transition from in – person learning to virtual (zoom) was a great challenge. Yet, we were able to remain open and move the institution forward to continue to fulfill its mission.

## Location

As an urban-based ministerial training school, SEST has its main center strategically located in the state of New Jersey which provides students with an easy commute by car and public transportation. Far more important, students have the opportunity to study in a multicultural, in-person, and virtual environment within a large Hispanic Christian community where the opportunities for mentored ministries are extensive.

## Mission

The Spanish Eastern School of Theology is committed to the following mission:

- To teach and train qualified students for the ministry, in all manner of curricula and academia, in such manner as is lawful and expedient.

## Association

SEST is the official undergraduate school of the Spanish Eastern District of the Assemblies of God and the offices are located at 213 Old Tappan Road, Old Tappan, New Jersey. It oversees hispanic pentecostal ministry of seventeen states in the Northeast region of the United States. The Spanish Eastern District is directly affiliated with the General Council of the Assemblies of God with offices located at 1445 Boonville Avenue in Springfield, Missouri.

## Doctrinal Position

SEST is committed to the Fundamental Beliefs of the General Council of the Assemblies of God. SEST also adheres to the different positions the General Council of the Assemblies of God holds in regards to moral, social and ethical issues.

## We believe in and follow Sixteen Fundamental Truth:

1) *The Scriptures, both the Old and New Testaments, are verbally inspired* of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct.

2) *The one true God* has revealed Himself as the eternally self-existent "I AM," the Creator of heaven and earth and the Redeemer of mankind. He has further revealed Himself as embodying the principles of relationship and association as Father, Son and Holy Spirit.

3) *The Deity of the Lord Jesus Christ*  
The Lord Jesus Christ is the eternal Son of God. The Scriptures declare:  
His virgin birth,  
His sinless life,  
His miracles,  
His substitutionary work on the cross,  
His exaltation to the right hand of God.

4) *The Fall of Man*  
Man was created good and upright; for God said, "Let us make man in our own image, after our likeness." However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God.

5) *The Salvation of Man*  
Man's only hope of redemption is through the shed blood of Jesus Christ the Son of God.

6) *The Ordinances of the Church*  
(Baptism in Water)  
The ordinance of baptism by immersion is commanded by the Scriptures. All who repent and believe on Christ as Savior and Lord are to be baptized. Thus they declare to the world that they have died with Christ and that they also have been raised with Him to walk in newness of life.

(Holy Communion)  
The Lord's Supper, consisting of the elements; bread and the fruit of the vine is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (2 Peter 1:4)

*7) The Baptism in the Holy Spirit*

All believers are to expect and earnestly seek the promise of the Father, the baptism in the Holy Spirit and fire, according to the command of our Lord Jesus Christ.

*8) The Initial Physical Evidence of the Baptism in the Holy Spirit*

The baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other tongues as the Spirit of God gives them utterance.

*9) Sanctification*

Sanctification is an act of separation from that which is evil, and of dedication unto God.

*10) The Church and its Mission*

The Church is the Body of Christ, the habitation of God through the Spirit. Each believer, born of the Spirit, is an integral part of the General Assembly and Church of the Firstborn, which are written in heaven.

*11) The Ministry*

A divinely called and scripturally ordained ministry has been provided by our Lord for the fourfold purpose of leading the Church in:

- 1) Evangelization of the world.
- 2) Worship of
- 3) Building a body of saints being  
Perfected in the image of His Son.
- 4) Meeting human need with ministries  
of love and compassion.

*12) Divine Healing*

Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the atonement, and is the privilege of all believers.

*13) The Blessed Hope*

The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the church.

*14) The Millennial Reign of Christ*

The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of

Christ with His saints to reign on earth for one thousand years.

*15. The Final Judgment*

There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to the everlasting punishment in the lake which burns with fire and brimstone, which is the second death.

*16) The New Heavens and the New Earth*

"We, according to His promise, look for new heavens and a new earth where in the righteousness dwell.

## Admissions

Candidates for admission to the Spanish Eastern School of Theology must comply with the following requirements:

- Must have a High School diploma/GED certificate.
- Must be a committed Christian in good standing, and an active member of a Christian church.

## Procedures for Admission

Applicants must submit the following credentials to the admissions office:

- A completed Spanish Eastern School of Theology application form, accompanied by a non-refundable application fee (payable to Spanish Eastern Bible School of Theology. Payment can be made in a check, online, or money order).
- Two (2) recent photos (passport size).
- Two (2) official transcripts of high school Diploma or GED certificate.
- Two (2) letters of recommendations. One of these must be from the senior pastor of the church where the student is a member and the other from a Christian leader.
- Two (2) official transcripts of previous studies at any institute or undergraduate secular institution.

Once all of this information is obtained, the School will process the application and inform the applicant of the final decision.

## Academic Programs

Spanish Eastern School of Theology provides its students with opportunities for ministerial formation to strengthen their biblical understanding and spiritual development in the area of Bible and Christian Theology with an emphasis on Pentecostal Education.

### Program of Study

Courses are distributed in the following divisions:

1. Biblical Literature
2. Christian Theology
3. Church Ministries
4. General Education
5. Elective

### Bible

BIB 1033 The Life of Christ  
 BIB 1073 Paul's Galatians & Romans  
 BIB 2043 Principles of Biblical Interpretation  
 BIB 3013 Genesis  
 BIB 2033 Hebrew  
 BIB 3073 Acts  
 BIB 4053 Corinthians  
 BIB 4133 Wisdom Literature

### Theology

THE 1013 Pneumatology  
 THE 1033 God & Angels  
 THE 1042 Man & Sin  
 THE 2013 The Bible Electives in Theology  
 THE 2033 Eschatology (Elective)

### Church Ministries

BUS 2112 Church Administration  
 EDU 3103 Principles of Teaching  
 MIN 1012 Evangelism in The Local Church  
 MIN 1052 The Work of the Pastor  
 MIN 2032 Expository Preaching  
 MIN 3063 The Church's Educational Task  
 MIS 3032 The Bible & Missions

### General Education

COM 1012 Public Speaking  
 COM 2112 Principles of Journalism  
 COM 3103 Cross-cultural communication  
 GSC 1103 Physical Sciences  
 HIS 2203 The Church: From Pentecost to the Reformation  
 HIS 2303 The Church: From the Reformation to the 20<sup>th</sup> Century

HSC 2012	Foundation of Health
LIT 1213	Literature of the Old Testament
LIT 1303	Our New Testament
REL 2013	People & their Beliefs
SOC 2012	Introduction to Sociology
SPN 3012	Spanish Grammar
	Elective in Humanities and fine Arts
	Elective in Social Science
	Elective courses in Physics & Math

## Academic Policies

### *Grading Scale*

SEST uses an alphabetical system of grades to describe the quality of the student's work. Alphabetical grades are further divided into plus and minus levels. These letter grades, which include plus and minus where applicable, are explained below.

**A+/A- Excellent** - Indicates that the student's academic performance in achieving the objectives of the course was of honors level. Distinction in understanding of subject matter, prompt and thorough preparation of assignments, outstanding ability manifested in readings or projects, evidences of original thinking, and sustained interest in the work of the class, with constructive participation therein.

**B+/B/B- Above Average** - Indicates that the student's academic performance in achieving the objectives of the course was distinctly above that required by the course.

**C+/C Average** - Indicates that the student's academic performance achieved the objectives of the course.

**C-/D+/D/D- Below Average** - Indicates that the student's academic performance on the objectives of the course was less than required by the course but was still sufficient to permit the student to receive full credit. The course may be repeated for a higher grade but trimester hour credit is given only once.

**F Failure** - Indicates that the student's academic performance failed to satisfy the objectives of the course. No credit hour is received for courses with an "F" grade.

**I Incomplete** - Indicates that a student has not fulfilled course requirements within the trimester period. The instructor will permit the student to complete and submit the missing work no later than the fourth week of the following trimester. Under extreme circumstances additional time may be granted by the SEST President or his/her designee. Once this period is complete, if the student has not fulfilled the course requirement, the Incomplete converts to an "F".

**FX Failure due to Incomplete** - Failing grade given when students do not complete the work for an incomplete.

**T Transfer** - Grade given when students officially transfer a course from another institution.

**WD Withdrawal** - Grade given when students officially withdraw from a course before the deadline for official withdrawal indicated on the calendar.

**WF Unofficial Withdrawal** – Indicates a student who has stop attending classes and has not given an official intent of withdrawal to the Registrar's Office.

**AUD Audit** – Indicates a student who has elected to audit a class. Students are not required to participate in any class participation, course work assignment or exams.

**P Pass** – Indicates a student has successfully completed the supervised Ministry.

### Cumulative Grade-Point Average

The grade-point average is the index of academic performance used to determine whether the student will be permitted to



continue and/or graduate.

The alphabetical grades, including plus (+) and minus (-), have the following grade-point value:

A = 4.00 (93-100)	C = 2.00 (73-77)
A- = 3.70 (90-92)	C- = 1.70 (70-72)
B+ = 3.30 (88-89)	D+ = 1.30 (68-69)
B = 3.00 (83-87)	D = 1.00 (63-67)
B- = 2.70 (80-82)	D- = 0.70 (60-62)
C+ = 2.30 (78-79)	F = 0.00 (0-59)

## Academic Probation & Dismissal

Students will be placed on academic probation:

- If they have attempted less than 25 hours and have a grade-point average below 1.5.
- If they have attempted 26-57 hours and have a grade-point average below 1.7.
- If they have attempted 58 hours and have a grade-point average below 2.0.
- If a student has at any given time three (3) Incompletes in one trimester the student will not be permitted to continue their studies until all course requirements are fulfilled.

Students will be withdrawn for one year if academic grade-point average policies have not been achieved after one year of probation.

## Policy on Academic Integrity

A student who steals work or cheats in any way is refusing the responsibility that is his/hers and so forfeits the right to remain a student of the Spanish Eastern School of Theology unless he/she is willing and able to recognize the seriousness of his/her offense and demonstrates such recognition by no further violation of academic propriety. The student must avoid not only cheating, but the very appearance of

cheating. Anyone who helps another person to cheat on an examination is considered guilty of cheating.

Plagiarism in any form, either from published works or unpublished papers of other students, is cheating. The student is responsible for acknowledging explicitly in his/her papers all sources consulted and used.

## Academic & Graduation Honors

### *President's Honor Roll*

To qualify for this award, a student must accumulate a minimum of 18 credit hours (6 courses) in one academic year at SEST and achieve a 4.0 grade-point average. The student should not have had during that year an Incomplete. This student will be awarded one free course during the following academic year.

### *Dean's List*

To qualify for the Dean's List, a student must accumulate a minimum of 18 credit hours (6 courses) in one academic year at SEST and achieve a minimum grade-point average between 3.5 and 3.9. The student should not have had during that year an Incomplete.

## Supervised Ministry

All students at SEST are to be involved in four practical ministry courses related to urban practical ministry. The objective is to provide a context for integration of theory with praxis-based experience.

Students are assigned a mentor and fulfill 36 hours of Christian service within an urban Latino church community. Mentors will be assigned by the Academic Dean. The following requirements must be fulfilled for satisfactory completion of each course:

- A log of their field study participation.
- An 8-10 page typewritten research paper dealing with a certain topic related to

their field experience.

- A completed Assessment Form

## Dr. Adolfo Carrión Library

SEST has available a small circulating library consisting of approximately 6,000 books. The library has been named the Dr. Adolfo Carrión Library in recognition of the vision and commitment. Rev. Dr. Adolfo Carrión has had for Hispanic Theological Education, and more specifically, to the Spanish Eastern School of Theology. A periodical section with major Christian and Pentecostal periodicals is also available to the students.

Students are allowed to borrow a book for up to two weeks. No more than ten books can be borrowed at any given time. A \$.50 fee per day is charged for overdue books.

## Lectures and Conferences

SEST offers the opportunity to become exposed to instructors with extensive ministry experience as part of the student's spiritual and practical formation. On a trimester basis, all students are required to attend a Student Spiritual Formation Service. A Hispanic scholar with extensive ministry experience is invited to give a lecture on Latino theology and praxis.

*On an annual basis, all students are required to attend an Education Convention.*

### Tuition & Fees

Tuition and Fees are payable as specified below. Checks and money orders should be drawn to the order of SPANISH EASTERN SCHOOL OF THEOLOGY for the exact amount of the tuition and fee payment. The privileges of the School are not available to the student until completion of registration and the payment of fees.

School policy does not permit student to

register for a subsequent trimester if the student is in debt for a prior trimester. Some exceptions may be made when a student faces special needs.

SEST reserves the right to alter this schedule of charges and other fees without previous notice. Listed below are the rates for the 2023 - 2024 academic years.

Non-refundable Application Fee/Reg. **\$50**  
(Payable upon application for admission)

Nonrefundable Registration Fee **\$25**  
(Payable every trimester)

2 credit course **\$140**

3 credit course **\$210**

SEST Tuition Fee per Credit Hour **\$70**

Graduation Fee **\$60**  
(Payable upon application for graduation)

Transcript Fee **\$25**

*No transcript may be issued for a student who is in debt with SEST.*

Fee for Uncollected Check **\$25**  
(To be determined by bank fee)

**Overdue Book Fee (Per book) \$0.50**

Readmission Fee **\$50**  
(Interrupted studies for at least 12 months)

## Refund Policy

Refunds will be calculated on the basis of the date of application for withdrawal in relation to the date of registration:

**First Week 100 %**

**Second Week 70 %**

**Third Week 30 %**

**Fourth Week****0 %****Notice of Nondiscriminatory Policy**

Spanish Eastern School of Theology employees, advances, admits, and treats, both in its employment and its educational programs, all persons without regard to their race, color, national or ethnic origin, gender, age, handicap, or status as a veteran.

**Program of Study**

Courses are distributed in the following divisions:

1. Biblical Literature
2. Christian Theology
3. Church Ministries
4. General Education
5. General Electives

**Bible Literature**

- 3 GU/ Life of Christ
- 3 Paul's Salvation letters: Galatians and Romans
- 3 Principles of Biblical Interpretation
- 3 Genesis
- 3 A Study in the Book of Hebrews
- 3 Acts
- 3 GU/ The Corinthian Letters
- 3 GU/ Wisdom Literature
- 3 Bible elective

**Christian Theology**

- 3 Pneumatology
- 3 GU/ God and Angels
- 2 Man and Sin
- 3 The Bible and the church
- 3 GU/ Eschatology
- 6 Theology elective

**Ministries of the Church**

- 2 Church Administration
- 3 GU/ Principles of Teaching
- 2 GU/ Evangelism for The Local Church
- 3 The Work of the Pastor
- 2 Expository Preaching
- 2 GU/ The Church's Educational Task
- 2 GU/ The Bible and Missions
- 6 Ministries of the Church elective

**General Education**

- 2 Public Speaking
- 2 Journalism
- 3 Cross-Cultural Communication
- 3 Physical Science
- 3 Church: Pentecost to the Reformation
- 3 Church: Reformation to the Present
- 2 GU/ Foundations for Health
- 3 Old Testament Literature
- 3 New Testament Literature
- 3 GU/ People and their Beliefs
- 2 Introduction to Sociology
- 2 Spanish Grammar
- 3 Humanities and Arts elective
- 5 Social Science elective
- 5 GU/ Science and Math elective

**General Electives**

- 1 Christian Ethics I
- 1 Christian Ethics II
- 1 Bible Doctrines I
- 1 Bible Doctrines II
- 1 Old Testament Survey
- 1 New Testament
- 1 Education Orientation
- 1 Hermeneutics
- 1 Cults
- 1 Archeology
- 1 History of the Christian church I
- 1 History and Polity of the AG
- 1 Homiletics
- 1 Evangelism
- 1 Church Administration

## Program Courses

A key to the interpretation of course numbers follows.

The first three letters indicate the academic content area of the course.

<b>BIB =</b>	<b>Bible</b>
<b>THE =</b>	<b>Theology</b>
<b>MIN =</b>	<b>Ministry</b>
<b>MIS =</b>	<b>Missions</b>
<b>BUS =</b>	<b>Business</b>
<b>COM =</b>	<b>Computer</b>
<b>CSC =</b>	<b>Computer Science</b>
<b>EDU =</b>	<b>Education</b>
<b>ENG =</b>	<b>English</b>
<b>GSC =</b>	<b>General Science</b>
<b>HIS =</b>	<b>History</b>
<b>HSC =</b>	<b>Health Science</b>
<b>LDR =</b>	<b>Leadership and Management</b>
<b>LIT =</b>	<b>Literature</b>
<b>MTH =</b>	<b>Mathematics</b>
<b>MUS =</b>	<b>Music</b>
<b>PHL =</b>	<b>Philosophy and Ethics</b>
<b>PSY =</b>	<b>Psychology</b>
<b>REL =</b>	<b>Religion</b>
<b>SOC =</b>	<b>Sociology</b>
<b>SPN =</b>	<b>Spanish</b>

## Course Descriptions

### Bible Division

#### \*BIB 1033 The Life of Christ in the Synoptic Gospels

This course is a study of the life of Christ from the viewpoint of the Synoptic Gospels—Matthew, Mark, and Luke. The Life of Christ in the Synoptic Gospels helps the student grasp the chronological progression and the spiritual significance of important events in Christ's life. It also stresses His message and His method, including His parables and miracles. Organized around three themes—the world, the Man, and the message—this study helps students integrate their understanding of His life and work with a clear commitment to live by the principles He taught and the values He demonstrated. They are enabled to preach and teach about Christ with greater understanding and effectiveness. **Materials required:** IST: The Life of Christ in the Synoptic Gospels by Michael R. McClafflin

#### BIB 1073 Paul's Salvation Letters: Galatians and Romans

Paul's Salvation Letters: Galatians and Romans give the student a deep appreciation of the apostle Paul. In the midst of church planting, he explains the gospel, confronts false teachers, distinguishes between law and grace, and shows how the gospel is rooted in Old Testament Scripture. His systematic explanation of the gospel to the Romans gives the student insight into the major doctrines of sin, salvation, and sanctification. The student also learns how union with Christ and the indwelling Holy Spirit enable him or her to mature spiritually and live victoriously. (This course has replaced BIB 1063 Galatians and Romans.)

**Materials required:** IST: Paul's Salvation Letters:

#### BIB 2043 Principles of Biblical Interpretation

This course is divided into four units. The first unit presents fundamental truths that must be accepted before beginning a study of the Bible. The second unit deals with general principles of interpretation that is applicable to any type of literature. Specific rules that apply to special types of literature are overviewed in the third unit. In the final unit, the student is given sample passages of Scripture to which he or she will apply the guidelines of interpretation that have been learned.

**Materials required:** IST: Principles of Biblical Interpretation by Carl B. Gibbs

#### BIB 3013 Genesis

How did the world come into existence? What is humanity? Why do we exist? How did evil come into the world? Paul Hoff discusses these and many other difficult questions in the interpretive Study Guide Genesis. He includes spiritual types and practical applications. He traces the thread of God's plan of redemption from its beginning promise in Eden to the formation of God's chosen people through whom this plan would be realized.

**Materials required:** IST: Genesis by Paul Hoff Optional, supplemental text: Genesis, An Introduction and Commentary by Derek Kidner

#### BIB 2033 A Study in the Book of Hebrews

A Study in the Book of Hebrews uses both analytical and topical studies to develop the main themes in the Epistle to the Hebrews. An introductory study of the structure of the book helps the student see more clearly its relationship to the Old Testament and the pattern of its development. Historical information on the background of the book gives an understanding of its warnings and exhortations. Numerous charts and outlines emphasize the main truths of the Epistle and are of great value to those who want to preach or teach from Hebrews.

**Materials required:** IST: A Study in the Book of Hebrews by Terry G. Peretti, A. C. George, and Louise Jeter Walker

#### BIB 3073 The Book of Acts

The author states that the approach of this IST is unapologetically Protestant, evangelical, conservative, and Pentecostal. An expansive study with eighteen lessons, this course is available only in a three-credit format, with a required collateral writing assignment (CWA). Students will learn and be able to defend evidences for the traditional dating and authorship of Acts as well as explain why these are important to the book's historical reliability and spiritual authority. They will gain new appreciation for the work of the Holy Spirit and the foundations from which Pentecostal theology and practice developed. The students' relationship with Christ and determination to be involved in building God's kingdom will be enhanced. (BIB 1053 Acts parallels this course. Students may enroll in either course, but not both.) **Materials required:** IST: The Book of Acts by Wave Nunnally

#### BIB 4053 The Corinthian Letters

This course covers the study of 1 and 2 Corinthians and gives the student a view of life in the city of Corinth and the problems these Epistles were written to correct. Since these are in some ways the most self-revealing of Paul's letters, the course provides deeper insight into the apostle's character and ministry. Throughout The Corinthian Letters, the author emphasizes the practical application of Paul's teachings for today. The great doctrines of the Bible in these Epistles apply to contemporary Christian life and ministry. (BIB 4053 Corinthians parallels this course. Students may enroll in either course, but not both.) **Materials required:** IST: The Corinthian Letters by T. Reginald Hoover

#### BIB 4133 Wisdom Literature

This course introduces the student to the ancient pursuit of wisdom, both in Israel and among her neighbors, and the genre, content, and social context of the wisdom writings. The course examines both Old Testament wisdom books and wisdom writings produced in the period between the Testaments. Particular attention is given to themes that run throughout the wisdom tradition and the ways these themes develop and change in

successive wisdom writings. The course also considers the ways wisdom writings helped shape the New Testament and continue to influence the church today. **Materials required:** IST: Wisdom Literature by Scott Ellington

Hoyt

## Theology Division

### THE 1013 Pneumatology

The person, work, gifts, and ministry of the Holy Spirit are the topics examined in this biblical study. Among the questions discussed from both the Old and New Testaments are these: Who is the Holy Spirit? What is the baptism of the Holy Spirit? How do I live a Spirit-filled life? Students are encouraged to apply these and other related biblical teachings to their own teaching and preaching ministries. **Materials required:** SG: Pneumatology by Stanley M. Horton Textbook: What the Bible Says about the Holy Spirit (2<sup>nd</sup> ed.) by Stanley M. Horton

### THE 1033 God and Angels

The Independent-Study Textbook attempts to present a broad biblical view to help the student better understand the nature of God and angels. The course teaches that biblical theology clearly includes all people in God's plan of redemption and that an unbeliever will be redeemed when he or she believes and accepts God's plan of salvation. The study of angels is designed to give believers a more complete knowledge of the nature, power, and activities of angels. **Materials required:** IST: God and Angels by Paul R. Martin, David Duncan, and James E. Book

### THE 1042 Man and Sin

Man and Sin is an introductory study of the biblical doctrines of the origin and nature of humankind and of the problem of sin and its effects. Students will learn to appreciate these subjects from a biblical, systematic, and, to a lesser extent, historical perspective. The course emphasizes biblical interpretation from the view of evangelical Christians, but this position is understood against the backdrop of predominant non-Christian worldviews. **Materials required:** IST: Man and Sin by Simon Chan

### THE 2013 The Bible and the Church

See description of THE 2012 The Bible and the Church above. This course is the same as THE 2012 The Bible and the Church except that a CRA must be completed. The textbook for the CRA is listed under "materials required." **Materials required:** IST: The Bible and the Church by Roslim Suwandoko and David D. Duncan CRA Textbook: Theology in the Context of World Christianity by Timothy C. Tennent

### THE 2033 Eschatology

Eschatology is a study in the area of biblical teaching that concerns last things—the final outcome of the present order. The author addresses these teachings and gives a biblical picture of the events. The second coming of Christ, the Tribulation, and the nature of predictive prophecy are among the topics discussed. As part of this course, the student also considers and analyzes a number of current eschatological systems. **Materials required:** SG: Eschatology by Andrew M. McDearmid Textbook: The End Times by Herman A.

## Church Ministries Division

### **BUS 2102 Church Business**

Church Business is an introductory study of many of the principles, procedures, and techniques used in today's business world as they apply to the local church and its leadership. In this IST, pastors, church business administrators, and other church leaders will find the problem-solving approach to these subjects of practical value. The course first introduces the student to the organizing and staffing functions of the church that enable it to operate effectively. The student then learns practical methods of raising money for the church's expenses. Other emphases include the importance of keeping good records and ideas on better management of the church's money, facilities, and equipment. **Materials required:** IST: Church Business by Joseph W. Kilpatrick

### **EDU 3103 Principles of Teaching**

This course presents a Christian philosophy of education based on the concepts implied in Luke 2:52: "Jesus grew in wisdom and stature and in favor with God and man." The first unit deals primarily with the characteristics and needs of students at different ages and considers ways Christian teachers can meet these needs. The second unit looks into the fundamental responsibilities of the teacher and how to fulfill them, and the third unit provides practical help in the use of contemporary educational methods. The last unit presents the steps in preparing, presenting, and evaluating lessons. **Materials required:** IST: Principles of Teaching by Ronald Shaw and John G. Nill

### **MIN 1052 The Work of the Pastor**

The Work of the Pastor focuses on the pastor's call to and preparation for Christian ministry. The author examines the relationships vital to successful ministry and reviews the pastor's primary responsibilities. Based on the books of 1 and 2 Timothy and Titus, this course enables the students to recognize and apply biblical principles to different situations they face in a local congregation. Specific principles treated relate to the selection of church leadership, the discipline of church members, and guidelines for church worship. Since the study focuses on the pastor's call and spiritual life as well as pastoral duties, it emphasizes both being and doing. **Materials required:** IST: The Work of the Pastor by Eleazer E. Javier

### **MIN 2032 Expository Preaching**

Expository Preaching, a practical course in the methodology of preaching, emphasizes the step-by-step process of constructing expository sermons. The author includes a brief treatment of basic types of sermons, procedures for building expository sermons, the analysis and exposition of Scripture passages, the use of multiple sermon processes in expository preaching, and the building of a preaching program. The students build sermons for their pulpit ministry from the Gospel of Matthew and 1 Corinthians. **Materials required:** IST: Expository Preaching by George C. Batson

### **MIN 3063 The Church's Educational Task**

Pastors or those responsible for the educational program in the local church will find The Church's Educational Task a valuable course. It examines what the Bible has to say about such concepts as teaching, training, and religious instruction. In general, the course discusses the church's role and responsibility to train and instruct its members and families in the Word of God.

**Materials required:** IST: The Church's Educational Task by William P. Kuert

### **MIS 3032 The Bible and Missions**

This course is a biblical study about the missionary task of the church. The Bible and Missions focuses on world evangelism and discipleship. The author emphasizes the lost condition of humankind and God's plan of redemption. He presents the church as the agency God uses to reach the world with the gospel. The course introduces the student to the spiritual resources available to the church for this task. Biblical illustrations focus on the church's and individual's involvement in missions, emphasizing commitment and responsibility. **Materials required:** IST: The Bible and Missions by Delmer R. Guynes

## General Education Division

### COM 1012 How to Speak in Public

This course is designed to increase the student's awareness of the importance of speech in all areas of life and human cultures. Its main emphasis is on the values of Christian ministry through speech. The units of the course deal successively with speech and the speaker, resources available to the speaker, the speaker and his or her audience, and intercultural aspects of speech. **Materials required:** IST: How to Speak in Public by Louise K. Harrison

### COM 2112 Principles of Journalism

This course is designed to help students develop the ability to write as an extension of the Christian ministry. **Materials required:** IST: Principles of Journalism by Rex Jackson and David Gomez Ruiz

### COM 3103 Cross-Cultural Communications

How do cultural differences affect the way people interact? How might one improve his or her communication skills in a shrinking world? Cross- Cultural Communications attempts to help the student discover answers to these current problems. Perhaps the most important aspect of this course relates to the word mission. The course is dedicated to helping the student become a sent one to present Christ and His kingdom in an environment other than his or her own. To do this, the course addresses how communication and culture relate, how to reach people where they are, how different people think and express ideas across cultures and subcultures, and how the thoughts and expressions of people affect their behavior. **Materials required:** SG: Cross-Cultural Communications by Delbert H. Tarr Textbook: Communicating Christ Cross- Culturally (2nd ed.) by David J. Hesselgrave

### GSC 1103 Studies in Physical Science

In this course, the knowledge of science is built from the fundamental concepts of space, time, energy, and mass. Given these concepts, the basic principles of physics and chemistry are described and applied. The course includes surveys of astronomy and geology, with special emphasis on chemical and physical principles. Attention is also given to the scientific method and to the ways science affects the life of humanity on earth. (This course has replaced GSC 2114 General Physical Science.) Students are encouraged to complete GSC 1121 Experiments in Physical Science: A Laboratory Manual within the same period of enrollment for a total of four credits. **Materials required:** IST: Studies in Physical Science by Robert A. Love and Franklin E. Niles

### HIS 2203 The Church: From Pentecost to the Reformation

The Church: From Pentecost to the Reformation is an introductory study of Christianity from its birth to the beginnings of the Reformation. The course provides an introduction to history as a scientific discipline and emphasizes the importance of history in relation to the

Christian faith. The course deals with the apostolic church, the early church fathers, the ecumenical councils, the emergence of medieval theology and church practice, and the beginning of the Renaissance in Europe. Course content includes a consideration of the contribution of major Christian theologians, the relationship of the church and state, and the rise of monasticism and missions. The twelve lessons enable the student to apply insights from the past to contemporary situations. **Materials required:** IST: The Church: From Pentecost to the Reformation by Donald D. Smeeton

### \*HIS 2303 The Church: From the Reformation through the 20<sup>th</sup> Century

This course provides an introductory study of the history of Christianity from the sixteenth through the twentieth centuries. The student will consider renewal periods, organizational matters, theological issues, and geographic expansion. The student will also examine the lives and contributions of significant Christian preachers, leaders, and theologians, concluding with an assessment of recent trends such as the charismatic renewal and nonwestern missionary outreach. The lessons are structured to enable the student to apply insights learned from the past to contemporary situations. **Materials required:** IST: The Church: From the Reformation through the 20<sup>th</sup> Century by Donald D. Smeeton

### HSC 2012 Foundations for Health

A foundation for Health is a study of the principles of health and hygiene. With the theme of illness prevention, it examines nutritional needs, immunizations, environmental hygiene, and other methods of disease control. The course focuses on practical methods for protecting health, such as safety in the home, safe care during pregnancy and childbirth, and water purification. It also stresses how to recognize symptoms of many common ailments and how to treat these problems to prevent further sickness or complications. The course concludes with instructions on basic first aid for emergency situations. **Materials required:** IST: Foundations for Health by Paul R. Williams and JoAnn E. Butrin

### LIT 1213 Old Testament Literature: His Story

See description of LIT 1212 Old Testament Literature: His Story above. This course is the same as LIT 1212 Old Testament Literature: His Story except that a CRA must be completed. The textbook for the CRA is listed under "materials required." (This course has replaced LIT 1203 Old Testament Literature; formerly titled BIB 1013 Old Testament Survey.) **Materials required:** IST: Old Testament Literature: His Story by Steven Fettke CRA Textbook: They Spoke from God: A Survey of the Old Testament by William C. Williams

### LIT 1303 New Testament Literature

Knowledge, change, and action: these three terms reflect the objectives of the New Testament Literature course. A panoramic view of the New Testament unifies the study of its messages, doctrines, personalities, and problems of interpretation. This course treats the cultural and historical backgrounds of the New Testament, the life of Christ, the history of the expansion of the early church,



and issues that faced the first-century Christians.. **Materials required:** SG: New Testament Literature by Jesse K. Moon  
Textbook: New Testament Survey (rev. ed.) by Merrill C. Tenney, revised by Walter M. Dunnnett

### REL 2013 People and Their Beliefs

After an introduction to the concept of religion, the course surveys ten of the prominent living religions of the world: animism of the Majority World and religions of India (Hinduism and Sikhism), of East Asia (Taoism, Confucianism, Buddhism, and Shintoism), and of the Middle East (Judaism, Christianity, and Islam). The course treats the origins, development, tenets, and literature of each and evaluates each in the light of Christian concepts. The course concludes with an analysis of the departure of heretical sects from orthodox Christian principles. (This course has replaced REL 2013 World Religions.) **Materials required:** IST: People and Their Beliefs by Paul C. Wright

### SOC 2012 Introduction to Sociology

It has long been recognized that humankind does not stand alone. Mutual dependency as a basic human characteristic is the central topic of this course. This view of people as social beings gives the student an appreciation of his or her need of others. The course is a general survey course about the nature and scope of sociology. Also included are basic sociological methods and concepts. **Materials required:** IST: Introduction to Sociology by Koichi Kitano

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