



*Producing graduates who are biblically grounded,
spiritually mature, and culturally relevant.*





ACADEMIC CATALOG

2012 - 2013

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SEBC is an equal educational opportunity institution.



Welcome to SEBC
From Dr. Don Hawkins, President

Thank you for your interest in Southeastern Bible College. I recall looking over a catalog like this back in 1963 when I made my decision to come to SEBC. During my years here I met my wife, Kathy, who is also a graduate, and formed many valuable friendships. I received a great deal of mentoring and encouragement from faculty, especially former President Dr. Alden Gannett.

However, the most important thing Southeastern gave me was a foundation in biblical and theological training that effectively equipped me for the variety of ministries God has permitted me to hold, including my current responsibilities. Our mission is to produce graduates who are biblically grounded, spiritually mature and culturally relevant. As Southeastern's President, I'm committed to continuing the legacy of excellence in training servant leaders for Jesus Christ for the next generation.

This catalog will help you understand what takes place on our campus. However, Southeastern is far more than courses of study, programs, buildings, books, and computers. The heart of our ministry is people. It is the interaction with professors and fellow students in class, in the dorms, in chapel, and in prayer and fellowship that can help shape you to become the servant leader the Lord wants you to be.

If you haven't already done so, I hope you'll plan to visit our campus as soon as possible.

I think a visit to our college will help you understand why I decided to attend Southeastern and why I still believe it's the ideal place to start investing your life in serving Jesus Christ, whether in vocational ministry or in whatever career God leads you to pursue.

A handwritten signature in black ink that reads "Don Hawkins". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Don Hawkins, D. Min.
President

TABLE OF CONTENTS

<p>ABOUT SEBC..... 5</p> <p style="padding-left: 20px;">Educational Distinctives..... 6</p> <p style="padding-left: 20px;">Statement of Nondiscrimination..... 8</p> <p style="padding-left: 20px;">Privacy Rights..... 8</p> <p style="padding-left: 20px;">Doctrinal Statement..... 8</p> <p style="padding-left: 20px;">Accreditation and Affiliations..... 10</p> <p style="padding-left: 20px;">Institutional Effectiveness/Assessment... 11</p> <p>ADMISSIONS..... 13</p> <p style="padding-left: 20px;">Application Procedure..... 13</p> <p style="padding-left: 20px;">Conditions for Acceptance..... 15</p> <p style="padding-left: 20px;">Procedure for International Students..... 16</p> <p style="padding-left: 20px;">Procedure to Audit Classes..... 18</p> <p style="padding-left: 20px;">Admission to Degree Programs..... 18</p> <p style="padding-left: 20px;">Special Situations for Admission..... 18</p> <p style="padding-left: 20px;">Denial of Admission..... 20</p> <p style="padding-left: 20px;">Re-Entry to SEBC..... 20</p> <p style="padding-left: 20px;">Transfer of Credits..... 21</p> <p style="padding-left: 20px;">Credit for CLEP/AP..... 22</p> <p>FINANCIAL INFORMATION..... 23</p> <p style="padding-left: 20px;">Tuition, Dorms, Fees, Other..... 23</p> <p style="padding-left: 20px;">Payment of Accounts..... 24</p> <p style="padding-left: 20px;">Refund Information..... 24</p> <p style="padding-left: 20px;">Financial Aid..... 26</p> <p style="padding-left: 20px;">Return of Financial Aid..... 28</p> <p style="padding-left: 20px;">Scholarships..... 30</p> <p>STUDENT LIFE..... 32</p> <p style="padding-left: 20px;">Spiritual Formation..... 32</p> <p style="padding-left: 20px;">Chapel/Service Learning..... 33</p> <p style="padding-left: 20px;">Assessment Surveys/Testing..... 33</p> <p style="padding-left: 20px;">Student Organizations..... 34</p> <p style="padding-left: 20px;">Tobacco/Alcohol/Drugs/Weapons..... 35</p> <p style="padding-left: 20px;">Student Services..... 35</p> <p style="padding-left: 40px;">On-Campus Housing..... 35</p> <p style="padding-left: 40px;">Health Services/Insurance..... 35</p> <p style="padding-left: 40px;">Communication Resources..... 36</p> <p style="padding-left: 40px;">Disability Support Services..... 36</p> <p style="padding-left: 40px;">Library..... 36</p>	<p>ACADEMICS..... 37</p> <p style="padding-left: 20px;">Academic Calendar..... 37</p> <p style="padding-left: 20px;">Academic Policies..... 39</p> <p style="padding-left: 40px;">Academic Discipline Policy..... 39</p> <p style="padding-left: 40px;">Academic Integrity Policy..... 40</p> <p style="padding-left: 40px;">Class Attendance Policy..... 42</p> <p style="padding-left: 40px;">Student Grievance..... 44</p> <p style="padding-left: 40px;">FERPA..... 45</p> <p style="padding-left: 20px;">Student Responsibilities..... 45</p> <p style="padding-left: 20px;">Entrance Testing..... 45</p> <p style="padding-left: 20px;">Other Requirements/Procedures..... 47</p> <p style="padding-left: 20px;">Curriculum Policies..... 49</p> <p style="padding-left: 20px;">Transcripts/Records..... 51</p> <p style="padding-left: 20px;">Classification of Students..... 52</p> <p style="padding-left: 20px;">Grading System..... 52</p> <p style="padding-left: 20px;">Graduation Requirements..... 53</p> <p style="padding-left: 20px;">Denial of Graduation..... 54</p> <p style="padding-left: 20px;">Scholastic Honors..... 54</p> <p style="padding-left: 20px;">Degrees, Majors, Minors..... 56</p> <p style="padding-left: 20px;">Course Numbering System..... 58</p> <p style="padding-left: 20px;">Core Curriculum..... 60</p> <p style="padding-left: 20px;">Academic Departments/Programs/ Course Requirements..... 62</p> <p style="padding-left: 40px;">Arts and Sciences Major/Minor..... 62</p> <p style="padding-left: 40px;">Christian Thought/History Major... 63</p> <p style="padding-left: 40px;">Biology Minor.....64</p> <p style="padding-left: 40px;">Biblical Studies Program/Minors.... 64</p> <p style="padding-left: 40px;">Achieve Adult Education..... 66</p> <p style="padding-left: 40px;">Biblical Studies Minor..... 69</p> <p style="padding-left: 40px;">Christian Ministries Minor..... 70</p> <p style="padding-left: 40px;">Pre-Seminary/Pastoral Min Minor.71</p> <p style="padding-left: 40px;">Intercultural Min. Minor.....72</p> <p style="padding-left: 40px;">Associate of Arts/Diploma.....73</p> <p style="padding-left: 20px;">Education Programs/Minors..... 75</p> <p style="padding-left: 40px;">Children’s Ministries Minor..... 76</p> <p style="padding-left: 40px;">Counseling Ministries Minor.... 77</p> <p style="padding-left: 40px;">Youth Ministries Minor..... 78</p> <p style="padding-left: 40px;">Elementary Education Major... 79</p> <p>COURSE DESCRIPTIONS 81</p> <p>PERSONNEL..... 115</p> <p>DIRECTIONS TO COLLEGE..... 123</p>
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ABOUT SEBC

OUR HISTORY

In 1933, a small group of Christian men had a vision to develop a Bible school in Birmingham, Alabama. It was the unanimous conviction of these men that there was a vital need for more adequate training of Christian workers and teachers. It was also agreed that the Bible should be made the center of the proposed school and that the teaching of the school should be evangelical.

The school was organized and incorporated as the Birmingham School of the Bible. On May 1, 1935, it opened its doors to offer classes two nights each week. From this modest beginning, the school grew steadily and widened its scope of ministry. In 1943, the name of the school was officially changed to Southeastern Bible School.

In June of 1947, the way was opened to purchase a new seven-acre, three building campus with beautifully landscaped grounds. Additional dormitory buildings were acquired or built in the following years. The charter rights to grant degrees were obtained in June 1950 and the name of the institution was changed to Southeastern Bible College. Southeastern was granted national accreditation by the Association of Biblical Higher Education (ABHE) on October 24, 1962.

Dr. Leon Gillespie, who came to SEBC in 1947, served as Acting President from 1958 to 1960 when Dr. Alden A. Gannett was called to the presidency of SEBC. The College more than doubled its enrollment in the nine years of Dr. Gannett's administration. In 1969, Dr. Gannett was appointed President Emeritus of the College simultaneously with the election of C. Sumner Wemp as President.

Dr. Alden Gannett returned to the presidency in 1972. In 1981, Dr. James G. Kallam became President upon the appointment of Dr. Gannett as Chancellor. Dr. John D. Talley, Jr., was appointed President in 1988 and oversaw the movement of the College to a ten-acre location on Highway 280. In 2000, the College achieved its next important landmark by retiring its mortgage debt and achieving debt-free status. In March 2001, Dr. Don Hawkins was appointed President, ensuring visionary leadership and wisdom for SEBC's ministry in the 21st century. In 2004, with God's providential blessing, Dr. Hawkins directed the College's relocation to a 22-acre campus on Valleydale Road in North Shelby County.

CAMPUS SETTING

Southeastern Bible College lies at the foothills of the Appalachian Mountains in northern Shelby County, Alabama. The 22-acre campus is located in a residential suburb of Shelby County, just minutes south of Birmingham, in an area well known for its high standard of living, excellent schools, and beautifully wooded lots.

The campus has 150,000 square feet of building space that houses a beautiful 1000-seat auditorium, classrooms, administrative offices, student lounge, and library. An athletic field, several small wooded areas, and ample parking comprise the remainder of the campus.

Birmingham, one of the youngest cities in the South, is a cosmopolitan industrial center with a population of more than one million people. It is also home to a number of leading medical research, instruction, and treatment facilities. Athletic teams abound, including three minor league professional teams, and quality sports facilities are plentiful. Birmingham is also an important cultural center, with several museums, a symphony orchestra, a zoo, botanical gardens, and large public libraries. The city's many large shopping malls, an amusement park, and nearby state parks expand the list of activities available.

SEBC's central location in the large and diversified community of Birmingham offers students employment opportunities in a variety of areas. There are also numerous churches from which to choose in the city.

EDUCATIONAL DISTINCTIVES

Mission Statement

The mission of Southeastern Bible College is to produce graduates who are biblically grounded, spiritually mature and culturally relevant.

Vision

The vision of Southeastern Bible College is to equip servant leaders for Christian living and service worldwide through being an institution of academic and spiritual excellence.

Institutional Purpose

Southeastern Bible College is a four-year, coeducational, private Christian college that is denominationally unaffiliated. SEBC is dedicated to the preparation of the whole person to contribute positively and effectively to the world in which he or she lives. SEBC provides quality education, balancing biblical truth with an arts and sciences education. SEBC seeks students who are academically motivated and committed to Christian values and standards. The College desires to attract such students from all races and nationalities as well as from both genders. SEBC looks to provide a college community of diverse backgrounds and a broad geographical representation. Though the College is committed to certain doctrines of Scripture, students from a variety of conservative evangelical perspectives are welcomed.

College-Wide Learning Goals

It is the goal of SEBC that through the learning opportunities available at this institution, all students will:

1. Evince a proficiency in knowledge of Scripture;
2. Demonstrate understanding of a Christian worldview that integrates faith and learning;
3. Manifest a Christian value system which is reflected in attitudes and relationships;
4. Demonstrate appropriate breadth and depth of knowledge in the areas of arts and sciences;
5. Evince the ability to effectively serve Christ in accordance with one's area of study.

SEBC's commitment to this goal is reflected in its recruitment and development of quality educators, with 100% of the full-time faculty holding terminal degrees in their areas of expertise. The faculty is composed of committed Christians who integrate the knowledge of their respective fields with a biblical worldview.

Through academic advising, student services, financial aid counseling, service learning opportunities, and other educational support units, SEBC seeks to enable students to be successful in their academic pursuits. The College provides a supportive and challenging environment to promote intellectual and spiritual growth, leadership potential, and a sense of servanthood and mission.

Statement of Nondiscrimination

Southeastern Bible College adheres to the Equal Opportunities provisions of Federal Civil Rights laws and regulations that are applicable to this institution. SEBC does not discriminate on the basis of race, color, national origin, sex, age, or disability.

Privacy Rights

SEBC complies with all pertinent federal and state laws governing the privacy of education records.

DOCTRINAL STATEMENT

We believe:

- That the Bible, consisting of the sixty-six books of the Old and New Testaments, in the original manuscripts, is the inerrant and complete Word of God, the final authority in all matters of faith and practice (II Timothy. 3:16-17; II Peter 1:20-21).
- That there is one God, eternally existing in three persons: The Father, Son, and Holy Spirit (Deuteronomy 6:4; Matthew 28:19; Luke 3:21-22).
- That the Lord Jesus Christ is the only begotten Son of God, conceived by the Holy Spirit, born of the Virgin Mary, and is true God and true man (Luke 1:30-35; John 1:18; 3:16; Philippians 2:5-11).
- That man was created in the image of God; that he sinned and, thereby, incurred not only physical death, but also spiritual death which is separation from God and that, as a consequence, all men are declared by God to be totally depraved, having inherited a sinful nature and having become sinners in thought, word, and deed (Genesis 1:26-27; 2:16-17; 3:6-19; Romans 3:10-13; 6:3; 7:18; 11:32; Galatians 3:22).
- That the Lord Jesus Christ died as a substitutionary and complete sacrifice for the sins of the whole world and that only those who trust in His redemptive work are saved on the ground of His shed blood (Romans 3:24-28; 5:8-10; I Timothy 2:5-6; I John 2:1-2).

- That the Lord Jesus Christ arose from the dead in the same body, though glorified, in which He was crucified; that He ascended into Heaven, and He is now exalted at the right hand of the Father as Head of the Church (John 20:1-29; Acts 1:9-11; Ephesians 1:20-23; Hebrews 1:3).

- That the Lord Jesus Christ will come again personally and bodily; that first He will come in the air prior to the seven year Tribulation, hence at any moment, to receive the Church, His body, unto Himself in heaven; and that following the literal fulfillment of the Great Tribulation spoken of by the prophets, He will return visibly to the earth with His saints to inaugurate His millennial kingdom of universal peace and righteousness (Acts 1:11; I Thessalonians 4:13-18; I Corinthians 15:51-58; II Peter 3:1-13; Revelation 19:11-16; 20:16).

- That both the believer and the unbeliever will be resurrected bodily in their own order; the saved unto everlasting bliss; the lost unto everlasting and conscious punishment (I Corinthians 15:1-20; I Thessalonians 4:13-18; Revelation 20:11-15; 21:22).

- That on the sole condition of personal faith in the Lord Jesus Christ, men are born again by the Holy Spirit; that at regeneration, all believers in this age are also indwelt by the Holy Spirit, baptized by the Holy Spirit into the Body of Christ, and sealed by the Holy Spirit unto the day of redemption (Romans 3:24-28 8:9-11; I Corinthians 12:13; Ephesians 4:30).

- That sanctification, which is separation unto God, is threefold: positionally, the believer was sanctified at his conversion by virtue of his union with Christ; progressively, he is continually being sanctified through the Word as he walks in the Spirit, thereby overcoming lusts of the flesh and producing the fruit of the Spirit; and, ultimately, he will be completely conformed to the image of Christ when he sees his Savior face to face (John 17:17; Ephesians 5:26; Colossians 3:14; Hebrews 10:14; I John 3:13).

- That the Church is the Body of Christ composed of all who are born again during this church age, that began at Pentecost and will be terminated at the rapture of the church; that this church universal is to gather together as local churches or assemblies after the pattern of New Testament doctrine and practice, including the observance of the ordinances of water baptism and the Lord's supper; and that God performs the ministry of His church through its members to whom He has given gifts for the purpose of edifying the body of Christ (Acts 2:1-47; Romans 12:18; I Corinthians 11:23-24; I Corinthians 12:1-31; Ephesians 1:22-23).

- That the Great Commission was given to the Church and that the task of world evangelism is the mission of the Church today (Matthew 28:18-20; Romans 10:9-17; Ephesians 4:7-16).

PRINCIPAL DOCTRINAL STATEMENT FOR STUDENTS

As a nondenominational academic institution, Southeastern Bible College accepts students from a variety of Christian denominational traditions. Since some areas of doctrine are open to various interpretations, it is possible that students may not completely adhere to the Doctrinal Statement of the College. However, certain truths have been historically identified as principal doctrines of the Christian faith. Individuals seeking admission to and graduation from Southeastern Bible College must sign without reservation their agreement with the following statements:

1. The Bible is divinely inspired and inerrant and is, therefore, the sole authority for all matters of faith, ministry, and moral and ethical life.
2. Jesus Christ is fully God and fully man. He was crucified and raised from the dead in payment for sins, and is alone the Savior of those who believe.
3. Mankind is spiritually dead and out of fellowship with the Creator God and, apart from regeneration through faith in Christ's substitutionary death, will spend eternity in torment.
4. Eternal life is the gift of God to those who accept Jesus Christ as their personal Savior through faith.

In addition, Southeastern Bible College believes in the unity of the Body of Christ (Ephesians 4:16) and that love, rather than any undue emphasis on spiritual gifts and other lesser doctrinal or denominational distinctives, is the consummate goal of all Christians (Matthew 22:34-37; John 13:34; I Corinthians 13:1-13). Students who hold nonessential doctrinal positions that differ from the College are welcome as long as they do not try to proselytize among other students and as long as no divisive or disruptive behavior occurs. Should a student continue to violate these stipulations, the College may require withdrawal.

ACCREDITATION AND AFFILIATIONS

Accreditation

- SEBC is an accredited institution with the Commission on Accreditation of the Association for Biblical Higher Education (ABHE), (formerly the Accrediting Association of Bible Colleges), 5850 T.G. Lee Blvd., Suite 130, Orlando, FL. 32822, an institutional accrediting body recognized by the Council for Higher Education Accreditation (CHEA) and the U.S. Department of Education . *(For more information about SEBC's accreditation, contact the Coordinator for Institutional Effectiveness, mhower@sebc.edu, or 970-9253)*

Approvals and Affiliations

- Member of the American Association of Collegiate Registrars & Admissions Officers (AACRAO, also SACRAO and ALACRAO)
- Approved in the Elementary Education Program by the Association of Christian Schools International (ACSI)
- Listed in the United States Department of Education *Database of Accredited Postsecondary Institutions* <http://www.ope.ed.gov/accreditation>.
- Member of the American Association of College Administrators, the Association of Alabama College Administrators, and the Evangelical Teacher Training Association.
- Authorized under federal law to enroll non-immigrant alien students
- Approved by the Selective Service System as a theological school
- Approved for funding of Title IV funds by the Department of Education and by the Veterans Administration
- Charter member of the Evangelical Council for Financial Accountability (ECFA)
- Member of the Birmingham Regional Chamber of Commerce

INSTITUTIONAL EFFECTIVENESS & ASSESSMENT

Southeastern Bible College assesses the effectiveness of the College-Wide Learning Goals, the educational goals of the educational departments, and the goals of educational and administrative support units. Assessment information on these goals and general research on the College, including standardized tests and national surveys, are available upon request. Contact the Coordinator for Institutional Effectiveness at 970-9253 or mhower@sebc.edu for more information.

COMPLIANCE INFORMATION

Graduation Rates

Six-Year Graduation Rate for Full-time, First-Time Freshmen

The 2011 graduation rate for the 2005 fall entering cohort was 13%. This rate is based on the students who entered in 2005 as full-time students with no college experience at any other institution (known as full-time, first-time freshmen) and measures their attainment of their degree within 150% of the normal time expected to finish the degree (generally 6 years for a bachelor's degree). This reckoning includes both associate and bachelor degree seeking students.

Six-Year Graduation Rate for All Full-Time Students

A significant number of students enter Southeastern Bible College with at least some college experience at another institution, whether it is a course or two or substantial amounts of course work. Due to this factor, SEBC also releases a graduation rate for all full-time enrollees. The 2011 graduation rate for the 2005 cohort was 50%. This rate is based on all entering full-time students regardless of college experience and measures their attainment of the degree within 6 years. This reckoning includes both associate and bachelor degree seeking students.

Placement Rates

For 2011 graduating class 100% had been accepted to graduate school (based on respondents to the SEBC Graduating Senior Survey who are seeking further education in their SEBC field of study, have applied to graduate school, and have received a response at the time of the survey). For more information on placement and graduate school acceptance, please contact the Coordinator for Institutional Effectiveness

ADMISSIONS

Admission to Southeastern Bible College is a privilege that is granted to students who are serious about knowing God and studying His Word. Admission is governed by policies established by the College and the Admissions Committee. These policies are designed to support the academic and Christian distinctives of the College. Applicants to Southeastern Bible College will be evaluated based on two primary criteria:

- **Academic Ability:** The Admissions Committee will evaluate the complete academic records of all applicants. Transcripts verifying work completed in high school and college (or GED scores where applicable), as well as scores on ACT/SAT tests, will determine academic readiness for study at Southeastern.
- **Christian Character:** Since the mission of Southeastern Bible College is to train men and women for Christian living and service worldwide, successful applicants should profess Christ as personal savior, and express the desire to see His will accomplished in their lives. When deemed necessary by the Admissions Committee, an entrance interview may be requested.

APPLICATION PROCEDURE

Application for admission to Southeastern Bible College should be made on forms provided by the College or by using the electronic forms on the College website at www.sebc.edu. All application forms must be received by the Admissions Office by August 1st for the Fall Semester and by December 15th for the Spring Semester in order to be evaluated for enrollment. A prospective student may submit their application up to one year before their intended enrollment date and may delay their acceptance up to one year.

The normal application procedure is as follows:

1. **Application:** The main application form should be completed and returned to the Admissions Office along with a \$30 application fee. This fee must be received before the application will be processed.

2. **Autobiography:** Applicants are asked to submit a brief autobiography using the form provided by the College in the application packet.

3. **Recommendations:** Two recommendations should be submitted to the Admissions Office on the applicant's behalf: One church recommendation from the applicant's pastor or another leader in the applicant's church and one recommendation from someone who knows the applicant from a business or educational setting. These recommendations should come from people who know the applicant on a level deeper than a casual acquaintance and they must be made from someone other than a family member.

4. **Transcripts:** Official high school transcripts (or GED scores or certificate) should be sent to the Admissions Office. Official transcripts are those that are sent directly from the institution to Southeastern Bible College and bear the signature of an appropriate representative of the institution and/or the official seal of the institution. Provisional acceptance may be granted to students who have completed their junior year in high school if they submit a preliminary transcript with the understanding that their official final transcript will be sent after graduation. If an applicant fails to submit a final transcript, or if final transcripts show an academic deficiency, the Admissions Committee may alter or revoke the applicant's acceptance status. Applicants who have attended other colleges must submit official transcripts from each institution attended.

5. **Standardized Test Scores:** Applicants should have scores from the ACT (American College Testing Program) or SAT (Scholastic Aptitude Test) sent to SEBC. In most cases, these scores will be included on the applicant's high school transcript and are acceptable in this form. Applicants who are transferring from another college and have completed at least 24 hours of college credit, or applicants who graduated from high school more than 4 years before their desired date of enrollment at SEBC are not required to provide standardized test scores unless they desire entry into the Elementary Education program. It is important to note that SEBC does not require students to have taken the writing portions of the ACT or SAT. These portions of the standardized tests will not be factored in when evaluating test scores for admission to SEBC.

6. **Agreement with Principle Doctrines:** Applicants should examine the Doctrinal Statement of Southeastern Bible College provided in the Academic Catalog with the understanding that instructors and courses at the College will approach Scripture from this perspective. Applicants are not required to fully agree with the Doctrinal Statement of the

College, but they must read and sign that they agree with the principle doctrines of the Christian faith. These principle doctrines and this agreement form can be found in the application packet. Signing this agreement without reservation is required of all students seeking admission to Southeastern Bible College.

Application materials will be held until all required forms and documents have been received. At that time, the members of the Admissions Committee review the file. After the file has been evaluated, notification will be sent to the applicant concerning acceptance. Forms that have been submitted without a corresponding application will be held up to one year. If an application has not been submitted after one year, the forms will be destroyed and new forms must be submitted before an application can be processed.

Conditions for Acceptance

Unconditional Acceptance

First-time College Students:

- High School GPA of at least 2.5 and ACT of at least 19 (SAT 910) **or**
- High School GPA of at least 2.0 and ACT of at least 22 (SAT 1030) **or**
- GED of at least 500 under the current grading scale of the State of Alabama, or its equivalent, **and**
- Acceptable references and Autobiography

Transfer Students:

- Cumulative college GPA of 2.0 (from all institutions attended) after at least 24 hours of college work, **and**
- Acceptable references and Autobiography

Conditional Acceptance

First-time college students:

- High School GPA of at least 1.5, and ACT of at least 14 (SAT 690), **or**
- GED of at least 450 under the current grading scale of the State of Alabama, or its equivalent, **and**
- Acceptable references and Autobiography

Transfer Students:

- Cumulative College GPA (from all institutions attended) of at least 1.5, **and**
- Acceptable references and Autobiography

Restriction for Conditional Acceptance

A student may take no more than 13 hours their first semester enrolled at SEBC.

Removal from Conditional Acceptance

Students entering upon Conditional Acceptance can eliminate the restrictions that accompany it by achieving a 1.75 GPA in their first semester. Should the student not achieve a 1.75 GPA, the restrictions accompanying Conditional Acceptance status will remain. In addition, the student will be moved to Academic Warning status

APPLICATION PROCEDURE FOR INTERNATIONAL STUDENTS

All international applicants must complete and return the following:

1. Main application form.
2. Autobiography form.
3. Church recommendation form (to be completed by a pastor or other spiritual leader in the applicant's home church).
4. Personal recommendation form (to be completed by someone who knows the applicant well in a business or educational setting).

The remaining requirements will depend on whether the student will be a traditional international student or a transfer student. If traditional international (meaning that they have completed high school and have not completed over 24 semester hours of college credit), then they must meet the requirements listed below for Traditional Students. If the student will be a transfer international (meaning that they have completed high school and over 24 semester hours of college credit), then they must meet the requirements listed below for transfer students.

In addition, all international transcripts and academic documents must be evaluated for the College by an independent agency such as World Education Services (New York, New York) or Education Credential Evaluators, Inc (Milwaukee, Wisconsin). High school diploma and transcripts must be evaluated document for document, while college transfer transcripts must be evaluated course for course.

It should be noted that SEBC does not admit international students solely for training in English, nor does it offer remedial English programs other than the ENG0300 English Review class.

Acceptance Requirements for Internationals

Traditional Students:

- Evaluated high school transcripts with a GPA of at least 2.0 or “C” average; and
- Completion of one of the following three: TOEFL with a score of 500 written / 173 computer/ 60 IBT; ACT with a score of 19; or SAT with a score of 900; and
- Acceptable references and autobiography.

Transfer Students:

- Evaluated high school transcripts and evaluated college transcripts with a cumulative college GPA of 2.0 (from all institutions attended) after at least 24 hours of college work, **and**
- Completion of one of the following three: TOEFL with a score of 500 written / 173 computer/60 IBT; ACT with a score of 19; or SAT with a score of 900 **and**
- Acceptable references and autobiography

I-20 Procedures

Once the normal application procedure is complete and the international student has been accepted, he/she must also fulfill the requirements listed below for an I-20 Application for Student Visa to be issued. This application will not be issued to any applicant until the following criteria are met:

1. Proof of Financial Resources: International students must provide sufficient evidence that they will have adequate finances to support their education. This evidence is provided in two forms.
 - A. First, a deposit equal to one semester’s tuition for the semester they desire enrollment (plus room/board if the applicant desires to live on campus) must be received in the Business Office.
 - B. Second, the applicant must submit a completed Statement of Financial Support form, available in the Admissions Office, showing guaranteed support from the

applicant's personal funds, family, or other sources to cover all school and living expenses for one year. (International students should not plan to depend on earnings from employment in the United States to pay their college expenses, nor should they anticipate financial aid. SEBC will not attempt to secure external funds for international students.)

2. Statement of Intent: Southeastern requires that international students come for the stated purpose of returning to their home country for Christian ministry upon completion of their studies. This statement is at the bottom of the Statement of Financial Support form.

Admission Procedure to Audit Classes

To enter Southeastern on Audit status, the applicant must submit the abbreviated audit application form and have a recommendation submitted on their behalf by a pastor or other leader in their church. This application and recommendation may be submitted up through the completion of the Drop/Add period for the given semester that they desire enrollment. The Admissions Committee will evaluate the audit application using the same methods and criteria as for regular applicants.

Admission to Degree Programs

A student may state the program they wish to enter upon admission. However, this is not equivalent to acceptance into the program. Official admittance into a program is acquired only when a student has met the program entrance requirements and has been approved by the program supervisor. (*See the individual program handbook or program supervisor for specific requirements.*)

Special Situations for Admission

Dual Enrollment

Able and mature students may apply for admission to the College after completing their junior year of high school. Application for this program should be made using the regular admissions process. Applicants accepted for dual enrollment will be allowed to take up to six credit hours

per semester for the Fall and Spring semesters of their senior year. The minimum requirements for acceptance into this program are

- Completion of their junior year of high school (11th grade)
- Cumulative high school GPA of at least 3.0
- ACT score of at least 22 (SAT 1020)
- Acceptable references and autobiography
- Interview with the Director of Admissions

Academic Probation at Another College

Applicants who were under academic probation at a previously attended college will generally enter SEBC under academic probation as well. Such applicants will be required to take the ORI1310 Study Skills class their first semester. *For further information, please refer to the Academic Policies section of this catalog.*

Suspension or Expulsion from Other Institutions

Applicants who have been suspended or expelled from another institution must wait at least six months before submitting their application for enrollment at SEBC.

Incarceration

Applicants who have been incarcerated are required to have been released and involved in a local church for at least one year before they may submit their application for enrollment at SEBC.

Drug/Alcohol Abuse

SEBC is a drug, alcohol and tobacco free environment. If a prospective student has a history of drug abuse or alcohol addiction, his/her application will be considered on a case-by-case basis by the SEBC Admissions Committee. In addition to a completed application, the following three factors will be considered by the Committee:

1. The length of time the applicant has been drug and/or alcohol free
2. If and when the applicant completed a rehabilitation program for substance abuse
3. The prospective student's current support system for substance abuse recovery.

The Admissions Committee may request that the prospective student sign a release form allowing the committee to contact the individuals involved with the student's substance abuse recovery program. The prospective student will be notified within two weeks of the committee's decision to accept, deny, or delay his/her application to the College. Students desiring to appeal

the committee's decision should follow the procedures outlined in *Appealing Denial of Admission* in this Catalog.

Denial of Admission

The SEBC Admissions Committee reserves the right to ask any prospective student to delay their application or enrollment to SEBC should they deem it necessary based on any information regarding academic impropriety, incarceration, or substance abuse

Southeastern Bible College reserves the right to deny admission to any applicant whose academic ability or Christian character is judged to be unsuitable for College level work or for life in the Southeastern community.

Initial admission to Southeastern Bible College does not imply automatic readmission for future semesters. The College reserves the right to refuse admission or readmission to any prospective or returning student not meeting the standards of the school. Any applicant who intentionally withholds or falsifies pertinent information will be subject to dismissal.

Appealing Denial of Admission

Applicants who are denied admission have the right to appeal their denial to the Admissions Committee. The applicant is responsible for initiating the appeal with the Director of Admissions who will schedule a meeting of the Committee at the earliest convenience. The applicant will be presented with the reasons for denial of admission and will be given the opportunity to answer. A majority of the committee must vote to admit the student for the appeal to be successful.

Re-Entry to SEBC

The criteria for students who desire re-entry to the College after one or more semesters is:

A student who is

- not enrolled for only one semester requires no re-entry from Admissions and deals directly with the Registrar;
- absent two or three consecutive semesters requires going through Admissions to submit a short Re-Entry Application plus a church leader's recommendation;
- absent four or more consecutive semesters requires the full admissions process.

A student who has not attended for one or more semesters must return under the catalog requirements in effect at the time of the student's return.

TRANSFER OF CREDITS

Transfer of Credits from Accredited Institutions

Students transferring from an institution accredited by any U.S. accrediting agency approved by the Council for Higher Education Accreditation (CHEA) may transfer college credit to Southeastern. The Registrar will evaluate the transcripts from other institutions to determine transferability of credit. Only those courses in which the students scored a “C” or better are eligible for transfer. Transfer courses will not be factored into the student’s GPA at SEBC. If transferred courses are applicable to the student’s degree program at SEBC, then they will be accepted as credits to count toward graduation requirements.

Transfers from other Bible Colleges

Students transferring credit from other Bible colleges are required to complete a minimum of ten hours of Bible and four hours of Theology at SEBC for graduation in any degree program. This requirement stands even if the student has enough transfer credit to meet the normal Bible and Theology requirements.

Transfers from Non-accredited Institutions

Students who have attended non-accredited institutions and wish to have those classes evaluated for transfer to SEBC should submit to the Registrar copies of official college transcripts, course syllabi, and faculty credentials of the courses completed at the institution in question. SEBC will evaluate the information on an individual basis and reserves the right to deny credit or grant limited credit for study completed at non-accredited institutions. No more than 20 credit hours from non-accredited institutions may be transferred into any of our degree programs.

Transfer Credit for Military Training

Credits awarded for military training are based on official transcripts from military branches or the ACE Guide to the Evaluation of Educational Experiences in the Armed Services.

International Transfers

International Institutions

International students desiring to transfer credit from institutions outside the U.S. must submit their official transcripts to be evaluated course by course by an independent agency that specializes in the evaluations of international transcripts, such as World Education Services (New York, New York) or Education Credential Evaluators, Inc. (Milwaukee, Wisconsin). Once evaluated by one of these independent agencies, credit will be transferred in accordance with the policies previously outlined.

U.S. Institutions

International students desiring to transfer credit from a U.S. accredited institution to SEBC must have all transcripts sent to SEBC as part of the application process. Once the student has been accepted to SEBC, it is the student's responsibility to communicate with the institution that currently holds his/her visa status and inform that institution that their visa status needs to be transferred within the USCIS system (SEVIS). The student will not be able to enroll until their SEVIS student status has been transferred to SEBC.

SPECIAL EARNED CREDIT FOR CLEP AND AP

Credits awarded for CLEP/AP may be applied to SEBC degree programs. Acceptable test scores are based on recommendations from the American Council on Education. The CLEP/AP credits are not used in computing the student's GPA. CLEP/AP credit will not be awarded if the student has taken or takes the same course at SEBC or transfers the course to SEBC from another college.

- **CLEP Subject Examinations (CLEP):** Students who place at or above the 50th percentile on a CLEP Subject Examination that approximates a course offered at SEBC will receive credit for the number of semester hours listed in the catalog for that course. No credit is given for the CLEP General Examinations in mathematics, natural science, social studies, humanities, or English. To assure that credit will transfer, students should receive written approval from the Registrar before taking the examination.
- **Advanced Placement Tests (AP):** Students who have taken Advanced Placement Tests should have official test results sent to Southeastern Bible College. Students who have received ratings of 3, 4, or 5 on these tests are granted college credit for corresponding course(s). The AP Test in English Literature and Composition substitutes for only the first semester of Freshman English Composition (ENG1330).

FINANCIAL INFORMATION

Southeastern Bible College seeks to provide a quality biblical education for all its students at an affordable price. We offer a wide range of programs and services which provide significant financial assistance to students. The following pages provide information regarding financial policies and financial resources. You may obtain information and application materials from the Financial Aid Office or by visiting the College web site at www.sebc.edu.

TUITION, DORMS, FEES, and OTHER COSTS

The following guide is to help students estimate their expenses for one semester at Southeastern Bible College. *All tuition, fees and room and board published in this catalog are subject to change.*

Tuition

Traditional courses per credit hour	\$ 390 x number of hours
ACHIEVE courses per credit hour	\$ 290 x number of hours
Audit - for course	\$ 175 x number of courses audited

Residence Halls

Per semester	\$ 1,275 double occupancy or \$ 1,675 single occupancy
Refundable deposits	\$ 200

Other Costs

Books & Supplies per semester (estimate)	\$ 400
Hospitalization Coverage:	\$ 645*

*Approximate cost per year for insurance. Full-time students and all dorm students are required to enroll in the insurance program at SEBC if they cannot show proof that they have health insurance.

Fees

Music Fees:

Applied Private Lessons (per semester):	
50 minutes/week (1 hour credit)	\$ 200

Miscellaneous Fees:

Student Services Fee	\$ 190 (per semester for traditional students taking 4 hours or more)
Student Services Fee & Books for ACHIEVE students	\$ 45 per course
Library Fees	\$ 25 (for students taking less than 4 cr hrs and auditing students)
Late Registration	\$ 30
Drop/Add Fee	\$ 20
Withdrawal Process Fee	\$ 100
Elementary Ed Practicum Fee	\$ 60
Elementary Ed Student Teaching Fee	\$ 110
English Review Lab Fee	\$ 125
Independent Study	\$ 110
Graduation Fee	\$ 100

Payment of Accounts

Semester charges are due and payable on the day of registration. If extended terms are needed, then the student must pay 50% of the total charge and make arrangements through a tuition payment partner selected by the College to cover the remaining balance.

Refund Information**Dropping Individual Courses Refunds**

Tuition refunds for individual courses dropped will be made only if courses are dropped during the first week of the semester. In order to add or drop a course, the proper form must be submitted through the Registrar's office. A \$20 fee is charged for dropping or adding courses.

Official Withdrawal from College Refund

A student desiring to withdraw from the College must first obtain an official withdrawal form from the Registrar. Students who do not officially withdraw from SEBC will be charged for all classes for which they registered. Withdrawal may impact the student's financial aid. Please refer to this catalog's following Financial Aid section, "Return of Financial Aid" for the complete policy.

Upon withdrawal from the College, refunds will be issued on the following scale:

Traditional Classes:

Prior to Week Two of classes:	100% of tuition only
During Week Two of classes:	80% of tuition only
During Week Three of classes:	70% of tuition only
During Week Four of classes:	60% of tuition only
During Week Five of classes:	50% of tuition only
During Week Six of classes:	40% of tuition only
After Week Six of classes:	No Refund

ACHIEVE Classes:

Prior to Week Two	100% of tuition only
Prior to Week 3	60% of tuition only
Prior to Week 4	40% of tuition only
During Week 4 & Week 5	No Refund

FINANCIAL AID

FAFSA

Students seeking financial aid should file the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.gov. There is no fee to file the FAFSA. Our priority date is April 1st. FAFSAs received prior to April 1st will be given priority consideration for financial aid. FAFSAs received after this date will be considered for aid based on the availability of funds and in the order they are received.

Verification

In some cases, the Free Application for Federal Student Aid (FAFSA) may be selected by the Department of Education or the school for a review process called verification. This process verifies the information that you and your parents reported on your FAFSA. To confirm that you provided correct information, the Office of Financial Aid will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. The student and a parent of a dependent student must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the Office of Financial Aid at SEBC. All federal financial aid awarded will not be disbursed to you until all requested documents have been received and the verification process has been completed.

Federal Financial Aid

The FAFSA must be filed annually in order to establish eligibility for federal financial aid.

Federal Pell Grant

Federal Pell Grants are need-based grants that are available to eligible undergraduate students who have not previously earned a bachelor's or graduate degree.

Federal Supplemental Educational Opportunity Grants (FSEOG)

Federal Supplemental Educational Opportunity Grants are awarded to students with exceptional financial need. Priority is given to Federal Pell Grant recipients.

Direct Loan Program

Federal Direct Stafford Student Loans and Direct Parent Loans for Undergraduate Students (PLUS) are available to qualifying students. Federal Direct Stafford loan amounts are based on

the current grade level. Need-based Stafford loans are subsidized (interest is paid by the federal government). For unsubsidized Stafford loans, interest is charged on the loan from time the funds are disbursed. Repayment of Stafford loans is deferred until six months after a student graduates, ceases to be enrolled at least half time, or withdraws from school. Federal Direct Parent Loans for Undergraduate Students (PLUS) are available to parents of dependent undergraduate students. Eligible parents may borrow up to the difference between the annual estimated cost of attendance and other financial aid received by the student.

Federal Work Study

Federal Work Study provides employment to eligible students. Students are compensated for actual hours worked.

Satisfactory Academic Progress (SAP) for Title IV Financial Aid

Federal regulations mandate that institutions of higher education establish minimum standards of satisfactory academic progress (SAP) for students receiving Title IV (federal) financial aid.

Satisfactory academic progress is comprised of three evaluative standards: (1) A student must achieve and maintain a minimum GPA (Qualitative); (2) demonstrate he/she is making progress towards the completion of his/her degree by earning a minimum number of credits hours each semester (Pace); and (3) complete his/her degree within a specified period (Time Frame).

Students receiving federal aid are evaluated at the end of each academic term. Failure to maintain SAP standards will result in the loss of federal financial aid eligibility. The current SAP policy is available in the Office of Financial Aid or on financial aid policy section on SEBC's website.

Institutional Financial Aid and Outside Scholarships

In order to be automatically considered for institutional funds, students must submit a FAFSA online at www.fafsa.gov by April 1 of each academic year. Renewal of institutional aid is not automatic. All outside scholarships must be reported to the Office of Financial Aid and may reduce previously awarded institutional or federal aid.

RETURN OF FINANCIAL AID

Official Complete Withdrawal

Withdrawal's impact on a student's financial aid depends on when the withdrawal is initiated and the type of financial aid received. In all cases, financial aid must be recalculated. Also, complete withdrawal may negatively affect Satisfactory Academic Progress.

- If the semester has not yet begun, and the student cancels registration, financial aid for the semester will also be canceled.
- If the student signs a Withdrawal Request form after classes begin, but before Census, the student will be required to return any non-Title IV aid received for the semester. The Office of Financial Aid will also recalculate Title IV aid based on the Federal Return of Title IV Formula.
- If the student signs a Withdrawal Request form after Census but before the 60% point of the semester (see Financial Aid Calendar for dates) has lapsed, the student will not be required to return any non-Title IV aid received for the semester. However, the Office of Financial Aid will recalculate Title IV aid based on the Federal Return of Title IV Formula.
- If the student signs a Withdrawal Request form after the 60% point of the semester (see Financial Aid Calendar for dates) but before the end of the semester, the student will not be required to return any financial aid received for the semester.

Unofficial Complete Withdrawal (Dropping Out)

If a student stops attending classes and does not initiate an official withdrawal, the student will receive no passing grades for the semester and will incur significant financial penalties, including full or partial cancellation of the financial aid received for the semester. Because of this, it is

critical that the student initiate an official withdrawal prior to the end of the semester and keep mailing and e-mail addresses current.

At the conclusion of each semester, the Office of Financial Aid will review grades. If a student has not passed any courses (received all grades of W, I or F), the Office of Financial aid will attempt to document the last date of attendance. If the last date of attendance cannot be documented, the mid point of the term will be used as the withdrawal date in the calculation for recalculation of Title IV aid based on the Federal Return of Title IV Formula.

Military Withdrawal

If a student must completely withdraw due to military activation, the student must immediately contact the Office of Financial Aid. By doing so, the student may receive some regulatory relief in the recalculation of financial aid eligibility and the calculation of tuition and fee charges.

Return of Title IV Aid Formula

Federal Title IV aid is recalculated based on the number of days attended. The percentage of unearned aid to be returned is equal to the number of days remaining in the semester divided by the number of calendar days in the semester. If a student signs a Withdrawal Request form after the 60% point in the semester, the student has earned 100% of the aid received for that semester. The date of withdrawal is counted as a completed day. Scheduled breaks of more than 4 consecutive days within a semester are excluded. Federal Work-Study is not considered.

If a return of Title IV aid is required, SEBC will return the unearned portion of Title IV financial aid funds to the federal programs on behalf of the student. Any return of financial aid funds made by the college on behalf of the student will be charged to the student's account. Payment for these charges are due on demand. Please pay SEBC directly for these charges; not the U.S. Department of Education.

If a student is eligible for a post-withdrawal disbursement, the student will be sent a letter of notification of eligibility, which must be returned within 14 days from the date of the notice, or the offer will be rescinded.

Title IV Financial Aid will be returned in the following order:*

1. Federal Unsubsidized Stafford Loans
2. Federal Subsidized Stafford Loans

3. Federal Perkins Loans
4. Federal PLUS Loans
5. Federal Pell Grants
6. Academic Competitiveness Grant
7. National SMART Grant
8. FSEOG
9. Federal TEACH Grant
10. Iraq and Afghanistan Service Grant

**Please Note:* Federal Work-Study is Title IV aid but is not considered in the Return of Title IV Formula. However, in ALL complete withdrawal cases, the student must discontinue employment under the Federal Work-Study Program after the date of withdrawal.

SCHOLARSHIPS

Southeastern Bible College uses its scholarship program as a means to equip students for Christian living and service worldwide. The College actively seeks and rewards those students who demonstrate academic excellence and leadership promise.

Scholarship awards cover the direct cost of attending the College (tuition, room and board, and books) unless otherwise noted. If other financial assistance, when combined with the institutional award, exceeds the direct costs of College expenses, then the institutional scholarship disbursement will be reduced accordingly.

All scholarships are limited to eight (8) semesters per recipient. Students who maintain satisfactory progress and demonstrate financial need are eligible for a renewal consideration, subject to reapplying for assistance and not exceeding the eight (8) semester limit.

- **Academic Scholarships** recognize and reward students of exceptional promise and achievement.
- **SEBC Grants** are need-based scholarships awarded on a first come, first serve basis to returning students according to certain criteria as listed on the SEBC Grant Application.

- **Church Matching Grant Program** features a match of support with a sponsoring church up to a maximum of \$500 from the College per year.
- **Endowed Scholarships:** Over the years friends of Southeastern Bible College have funded endowment scholarships in order to assist students in obtaining a biblically-based College education. Applications for endowed scholarships are available on the SEBC website or in the Office of Financial Aid. The following is a list of those endowments:
- **Frank Barker Jr. Endowed Scholarship** is for students who aspire to work in full-time to work in full-time ministry careers.
- **Founders Endowed Scholarship** honors the founders and trustees of SEBC, particularly members of the Gordon Cecil Berry family. It is to be awarded to further the founders' original goal to provide a *working knowledge of the inspired Word of God and the ability to use that knowledge in Christ's service.*
- **Alden and Georgetta Gannett Scholarship** is for students called of God to Christian ministry and from families engaged in vocational ministry.
- **Ralph and Glenna Dee Jones Scholarship** is for students who exhibit a high degree of commitment to the pursuit of Christian service and ministry.
- **Rowe/Belcher Endowed Scholarship** is for students pursuing a biblical higher education.
- **Bonda Robinson Endowed Scholarship** is for deserving students at SEBC. Priority shall be given to students from Addison, Alabama and from Cullman, Walker or Winston counties in Alabama.

Contact the Financial Aid Office at 205-970-9216 for more information and specific requirements and deadlines for all scholarships. Scholarship awards are based on the accuracy of information in the financial aid file at the time of awarding and the availability of funds.

STUDENT LIFE

Spiritual Formation

Spiritual formation is the process of being transformed into the image of Christ. It is marked by belonging to Christ (John 3:16, John 17:3-26), learning of Christ (Ephesians 4:20), and pursuing a life of service rooted in love for God and neighbor (Philippians 2:1-11, Luke 10:30-37).

This process is rooted in God's grace (1 Corinthians 15:10) and is dependent upon an ongoing engagement with Christ the Savior through participation in His truth (John 17:17), His Church, and His world. It begins with the gift of salvation and continues through the gracious provision of the Holy Spirit's indwelling presence and spiritual empowerment (Titus 3:5-6). It is shaped and inspired by the positive principle of *love* and not by the legal principle of *thou shalt not*. It is consummated by God's future resurrection and glorification of His children. (Romans 8:31-39)

God's grace is fully revealed and received through Jesus Christ. Therefore spiritual formation is intensely Christological in nature and involves both individual and corporate dimensions.

It begins in a personal encounter with God through an appropriation of God's forgiveness through faith in the good news of salvation through Christ, and continues as the believer cooperates with the indwelling Holy Spirit, who cultivates the believer's spiritual growth within the context of engagement with a community of believers.

To help foster a community where spiritual formation is encouraged, SEBC is committed to pursuing the following Spiritual Formation goals:

Goal #1: SEBC will expose students to the gospel, the good news of salvation in and through Christ.

Goal #2: SEBC will expose students to Scriptural truth regarding the nature of "spirituality" or "being spiritual."

Goal #3: SEBC will help students understand the importance of knowing the truth as the foundational requirement for inward and outward conformity to Christ.

Goal #4: SEBC will emphasize that continual involvement in a local congregation is the primary context established by Christ for accomplishing spiritual formation.

Goal #5: SEBC will help students understand that love for God and neighbor is the essential motivation behind doing good works that merit God's approval.

Chapel

Chapel provides opportunity for exposure to varied worship traditions, for speakers to challenge us to explore the depths of our faith, and for the building of our community through a shared experience. Chapel is also a time for information, both to gather information and to disseminate information. Chapel is a non-academic requirement for graduation. Therefore, chapel is required of all degree-seeking students. See the *Student Life Handbook* for further details and requirements.

Service Learning

Service Learning supports the mission of SEBC by providing a practical opportunity to apply classroom knowledge, to develop skills which will help meet career goals, and to serve other people. Service Learning is a non-academic requirement for graduation. See the *Student Life Handbook* for further details and requirements.

Local Church Involvement

The College believes that active participation in the regular services of a local church is essential to the student's spiritual maturity. Therefore, SEBC expects its students to commit to and faithfully attend a local church of their choice.

Student Development/College Lifestyle

Students, faculty and staff are actively involved in a mutual effort to build and maintain a Christian community where the development of Christian maturity is both possible and encouraged. In order to maintain an environment that encourages spiritual growth, SEBC has provided the *Student Handbook*. The *Student Handbook* communicates the lifestyle standards which support the purpose and community life at SEBC. In the development of the standards, the college seeks to assist in the personal growth and development of

students by creating an environment that emphasizes wholesome attitudes, healthy habits, responsible citizenship, and the development of constructive interests and skills. SEBC expectations and standards are based on the following:

- *Scripture*. SEBC expects students to abide by biblical absolutes which do not vary with time, culture, or human interpretation. As Christians we also have a responsibility to choose a lifestyle that will be appropriate in our culture and consistent with Biblical Principles.
- *Legal Authority*. SEBC expects students to abide by all local, state and federal laws.
- *Community Standards*. Within the SEBC community we have reasonable expectations and standards which contribute to the common good of the community and seek to foster growth in the individual student's life.

A student's enrollment at SEBC constitutes an agreement that the student will accept his/her responsibility as a member of the college community and that he/she will abide by its standards with a spirit of cooperation. For a copy of the *Student Handbook*, please contact the Student Life Office at 205-970-9240.

Student Organizations

SEBC supports and seeks to foster healthy student organizations as a means of promoting student involvement, developing leadership skills, and providing a voice for the students. Student organizations and leaders also foster the mission of SEBC among the student body. Recognized student organizations meet the qualifications set forth by the Student Senate constitution.

Student Concerns

SEBC readily acknowledges the ability of students to contribute to the solving of problems or difficulties that they may experience while part of this community. Therefore, an open-door policy exists throughout the institution through which students may voice their concerns, suggestions and needs. Grievances of academic nature (e.g., grades, attendance, program policies) should be addressed in writing to the Academic Curriculum Committee. All other non-academic matters may be brought to the attention of the faculty, student life, and administration by completing a *Non-Academic Grievance Form* (available in the Student Life Office).

Tobacco, Alcohol/Drugs

SEBC is a tobacco free, alcohol free, drug free environment. SEBC's complete Alcohol/Drug and Tobacco Policy is published in the Student Handbook.

Weapons and Fireworks

No weapons and fireworks are permitted on campus at any time. Student vehicles, backpacks and dorm rooms may be subject to search.

STUDENT SERVICES

On-Campus Housing

SEBC is committed to the pursuit of spiritual and relational development. Therefore, SEBC purposes to provide a quality on-campus housing experience that fosters both spiritual and relational development. On-campus housing is available for single, traditional students under the age of 30.

Health Services and Insurance

The Student Life Office gathers and maintains the required immunization records of each accepted SEBC student. The Student Life Office will make referrals for students needing assistance with professional medical care. Proof of insurance is required prior to registration. The College provides an insurance plan for students who do not provide proof of health insurance. Students are responsible for all medical costs not covered by insurance.

Communication Resources

E-Mail

Student Life issues all students an email account with SEBC. The SEBC e-mail account is considered the official e-mail for the student while a student at SEBC. Students are responsible for official information sent to their SEBC e-mail account and are expected to check their account regularly.

Post Office

All fulltime traditional students are issued a student mailbox during registration. A mailbox key deposit is collected during registration and refunded upon the completion of the school year or at semester when a student leaves mid-year. Incoming mail should be addressed as follows:

Student's Name
SEBC Box Number
2545 Valleydale Road
Birmingham, AL 35244

Disability Support Services

Students needing accommodations may contact Paul Roberts, Equity Service Coordinator by phone 205-970-9221, email proberts@sebc.edu, or by mail at 2545 Valleydale Road, Birmingham, AL 35244.

Library

The Gannett-Estes Library at SEBC contains over 80,000 volumes (including eBooks) and is constantly being expanded to meet the growing needs of all departments of the College. The Library also has access to periodicals in both print and electronic format and a music CD collection. Included in the collection are a children's section and a special collection of older materials. Computers equipped with Internet access, online databases, and word processing programs are available for in-house research. The Library uses the Library of Congress cataloging system, and the catalog is accessible through the SEBC web site (www.sebc.edu). For the visually impaired, an enlarger is available for use.

Students may log into the Alabama Virtual Library from the SEBC computers or anywhere within the State of Alabama. The web site is <http://www.avl.lib.al.us/databases/college.html>

ACADEMICS

ACADEMIC CALENDAR

The SEBC academic calendar follows a semester system with two regular semesters (Fall and Spring) in which traditional day classes are offered. In addition:

- A limited May Session is offered
- *ACHIEVE* Adult Education classes are offered in the evenings at various locations according to a nontraditional semester schedule (See *ACHIEVE* program details under Biblical Studies Department).

Fall 2012

July 7	ACHIEVE Orientation/Placement Testing
July 9	ACHIEVE Registration
July 9	ACHIEVE Classes Begin
July 24	ACHIEVE Last Day for Drop/Add with Full Refund
August 10-13	RA Training
August 14-17	Student Leadership Training
August 16	Dorms Open
August 17	New Student Orientation
August 20	New Student Placement Testing
August 20-21	Registration
August 22	First Day of Classes
August 29	Last Day for Drop/Add with Full Refund
September 3	Labor Day Holiday
October 11-12	Fall Break
October 22-24	Special Lectures on C.S. Lewis
October 23	Day of Prayer (No classes before noon)
Nov. 13-30	Early Advising for Spring '13
November 21-23	Thanksgiving Holidays
December 7	Last Day of Classes
December 10-13	Examinations
December 18	ACHIEVE Classes End

Spring 2013

January 5	ACHIEVE Orientation/Placement Testing
January 7	ACHIEVE Registration
January 7	ACHIEVE Classes Begin
January 15	Dorms Open
January 16	New Student Orientation
January 17	New Student Placement Testing
January 17-18	Registration
January 21	Martin Luther King Jr. Holiday
January 22	First Day of Classes
January 22	ACHIEVE Last Day for Drop/Add with Full Refund
January 29	Last Day for Drop/Add with Full Refund
February 25-26	Missions Conference (No classes before noon)
March 18-22	Spring Break
March 27	Day of Prayer (No classes before noon)
March 29	Good Friday Holiday
April 16-May 3	Early Advising for Fall '13
May 3	Last Day of Classes
May 6-9	Examinations
May 10	Commencement
May 13-May 31	May Semester
May 27	Memorial Day Holiday
June 18	ACHIEVE Classes End

ACADEMIC POLICIES

Academic Discipline Policy

1. Academic Warning

A student whose cumulative GPA falls below the required minimum at the end of the semester will be placed on Academic Warning for the following semester and be required to enroll in ORI1310 Study Skills. (Enrollment is not required if the student has already passed ORI1310 Study Skills.)

2. Academic Probation

If the student does not raise his/her cumulative GPA to the required minimum during the semester of Academic Warning, the student is placed on Academic Probation for the following semester. Students on Academic Probation must retake all failed courses in the Core Curriculum or courses required in his/her particular program at the first available offering.

3. Continuation of Academic Probation

If for the probationary semester the student's grade point average is above the academic status scale (1.75 for freshmen or 2.0 for all other students), but the cumulative average is still below the academic status scale, the student will be continued on academic probation.

4. Academic Suspension

If the student does not raise his/her semester GPA to the required minimum during the semester of Academic Probation, the student is placed on Academic Suspension for one semester and must reapply before resuming study at the College. When the student is readmitted to the College after suspension, he/she is placed on Academic Probation.

Academic Recovery Policy

The Academic Recovery Policy allows readmission to certain students who have been dropped from SEBC because of academic failure. The Academic Recovery policy is applied in the following manner:

1. The student must have a GPA history that, under normal academic policy, required that the individual be permanently dropped from SEBC.

2. The prospective student must file a Petition for Declaration of Academic Recovery with the Vice President for Education/Provost.
3. The student's transcript will indicate that Academic Recovery was granted.
4. The student will be readmitted on Academic Probation and will abide by the restrictions set forth for Academic Probation status.

When these conditions for Academic Recovery are met, all previous grades of "C" or below are forgiven and are not to be used for determining the student's continuation in College or graduation from SEBC.

Academic Integrity Policy

A key principle integrated into the philosophy of education at SEBC is that students develop spiritual as well as academic integrity. Integrity is an essential element of spiritual maturity, one of the three core elements in the College's mission statement. It is the responsibility of both students and instructors to maintain academic and professional integrity, as well as to refuse to participate or allow any form of scholastic dishonesty. This includes plagiarism, cheating, lying, and any form of scholastic dishonesty. This institution views academic integrity as part of a Christian's character and a key element in the graduation process at Southeastern Bible College.

Procedure for Dealing with Academic Dishonesty

1. First Offense

It is the faculty member's responsibility to hold students accountable. While developing a trusting environment is encouraged, students should not be given the opportunity to commit acts of academic dishonesty. An example of this might be allowing students to take an unsupervised closed book examination.

Accusations by a faculty member that a student has engaged in scholastic dishonesty should be made in private and any investigation should be as discreet as possible. During an examination, the faculty member may remove any unauthorized materials and/or ask the student suspected of inappropriate behavior to move to another location.

The faculty member should meet privately with the student to discuss the issue of suspected scholastic dishonesty. The student should be informed of the nature of the meeting and given enough notice to prepare for the meeting. At the meeting, opportunity should be given to the student to respond to the allegations and to present evidence in defense. However, the student should not be forced to comment.

If the faculty member decides that an offense has occurred, the assignment will be given a numerical score of zero. The faculty member has the prerogative to either have the student repeat the assignment (any subsequent numerical grade should be no higher than the minimum passing score for the assignment) or record the zero as the student's permanent grade for that assignment. Additionally, the faculty member will complete a *Reporting Academic Dishonesty* form and submit a copy to the VP Ed/Provost, the student in question, and keep a copy for his/her own records. This form will be kept on file in the office of the VP Ed/Provost for the duration of the student's tenure at this institution.

If the student disputes the decision of the faculty member, the student may appeal in writing to the VP Ed/Provost within seven days. The VP Ed/Provost will conduct a hearing along with the Dean of Student Life and an additional faculty member appointed by the VP Ed/Provost. The faculty member, student, and any additional personnel may be brought into the hearing for the sake of supporting the evidence. The VP Ed/Provost will rule on the appeal in consultation with the other people conducting the hearing. If the student's appeal is granted, the form submitted by the faculty member will be destroyed and appropriate actions taken to restore the student's grade. Otherwise, the form will continue on file in the VP Ed/Provost's office as a statement of first offense of Academic Dishonesty.

If the student disagrees with the ruling of the VP Ed/Provost, an appeal may be made in writing to the President of the College within seven days. The President will conduct an investigation as is deemed appropriate and issue a written statement to the student and VP Ed/Provost. The decision of the President will be final. If the President is the faculty member involved in the appeal, the President may delegate another person to serve as the final authority.

2. Second Offense

The above mentioned procedures should be followed because the faculty member may or may not be aware of previous episodes. If the faculty member decides an offense has occurred, the VP Ed/Provost will become aware of the matter through the reporting form or when the student appeals the decision. At the point that the VP Ed/Provost becomes aware that this is the second offense, the student and faculty member will be summoned to give an account of the situation.

If the accusations are upheld or validated, the student will be placed on Probation for Academic Dishonesty by the VP Ed/Provost for the remainder of their time at SEBC. Any future occurrences of academic dishonesty will result in the immediate dismissal of the student from the school, upon validation of the occurrence. The student has the right to appeal all decisions to the President of SEBC following the procedure listed above.

3. Third Offense

The faculty member should follow the procedure listed above because the faculty member may or may not be aware of previous episodes. At the point that the VP Ed/Provost is made aware of the offense and it is substantiated as the student's third offense, the student will be dismissed from school. As in all situations, the student has the right to appeal to the President following the procedure listed above.

Class Attendance Policy

Because classroom participation is an important part of the student's educational experience, class attendance is highly valued and encouraged. A student who misses four or more weeks of a class will receive a failing grade unless the student withdraws from the class. A student absent for less than four weeks will have the grade adjusted according to the following formula:

A student may miss the equivalent of two weeks of class without penalty. Subsequently, each *hour* missed will lower the student's grade by two gradations (e.g., a grade of *B+* will become a *B-*). Three tardies equal one hour's absence. Class absences due to attending College-sponsored events (ACSI Convention or other event specifically pre-approved by the VP for Education/Provost) are excused. Students are allowed to make up the work

missed. However, it is the student's responsibility for approaching instructors to inquire about work to be made up during these absences, or else they will be penalized.

Scenario 1:

A student is in a 3-hour course that meets Monday only. She misses 2 class sessions (the equivalent of 2 weeks): no penalty. She misses one more class session. The 3 additional hours of absence lower her grade 6 gradations: her grade of B- becomes a D-.

Scenario 2:

A student is in a 3-hour course that meets on Monday and Wednesday. He misses 4 class sessions (the equivalent of 2 weeks): no penalty. He misses one more class session (1.5 hours), final grade moves down 2 gradations: his grade of B+ becomes a B-. He misses one more class session (another 1.5 hours, for a total of 3 hours). His final grade moves down 6 gradations: his grade of B+ becomes a D+.

Conference Attendance

Students are encouraged to attend every conference offered by SEBC, even though they may not have a class at the scheduled conference time. If they do have a class that is cancelled for the conference session, then the student is required to be at the conference and an absence from the conference would constitute a class absence. The annual Missions Conference is planned specifically for students as a means to relate their lives to the Great Commission. It is designed as a major educational facet of the training and preparation for each student's life and future ministry. When classes are cancelled during the conference hours, students are to attend the conference during the times they would otherwise be in class or chapel.

Course Load Policy

A full-time student takes a minimum of 12 credit hours per semester. The normal academic load at SEBC is about 15 credit hours each semester. The student is not to exceed a maximum load of 18 semester hours without the following:

1. A cumulative GPA of 2.0
2. Permission of the student's program advisor

Extracurricular Activities

Students participating in extracurricular activities must maintain the minimum cumulative GPA (1.75 for freshmen or 2.0 for all other students) to remain in these activities. Individual departments of the College may require higher cumulative GPAs for participation.

Student Grievance Policy

The student grievance policy that appears in full in the SEBC Student Handbook is designed to resolve grievances of students who feel that they have a disputable issue that has not been properly resolved. To request a copy of the *SEBC Student Handbook*, please contact the Student Life Office at 205-970-9240.

Severe Weather Policy

SEBC will always close due to inclement weather whenever the Jefferson State Community College, Shelby-Hoover Campus announces that they are closed. SEBC may or may not make a separate announcement. Jefferson State Community College, Shelby-Hoover Campus notifications are posted at the following web address: www.jscc.cc.al.us/closings/index.aspx.

During times that Jefferson State Community College, Shelby-Hoover Campus is not in session, the decision will be made by the VP for Operations, who holds the ultimate decision regarding College closings. Announcements will be made as follows:

- A message will be sent through our SchoolCast Emergency System;
- Announcements will be made on TV station ABC 33/40 and radio station 93.7 WDJC; and
- A recorded message can be heard by calling 205-970-9292.

Family Educational Rights and Privacy Act of 1974 Policy

Southeastern Bible College complies with the provisions of FERPA, which relates to that section of Public Law 93 380 (H.R. 69) entitled “Protection of the Rights of Parents and Students.” This policy is available upon request in the Registrar’s Office and is published each Fall and Spring semester in the Student Handbook.

STUDENT RESPONSIBILITIES

Each student must assume complete responsibility for complying with the guidelines and regulations set forth in the Academic Catalog and the Student Handbook. It is the student’s responsibility to select the courses that will lead to the achievement of his/her educational objectives and for satisfying prerequisites for any course to be taken. It is also the student’s responsibility to consult with his/her academic advisor to plan a program of study.

Failure to read the Academic Catalog and the Student Handbook does not excuse a student from the policies and procedures described therein. Personal factors, illness, or contradictory advice from any source are not acceptable grounds for seeking exemptions from the policies and procedures. All stated polices are subject to change without prior notice.

The College assumes no responsibility for misinterpretation by a student of policies and procedures presented in the Academic Catalog, the Student Handbook or other official documents. Any questions concerning the information in the Academic sections of the catalog should be addressed to the Vice President for Education/Provost, and questions concerning information in the Student Handbook should be addressed to the Dean of Student Life.

ENTRANCE TESTING

All incoming students must take the Compass placement test and the ABHE Bible Content Pre-test. Students must take the tests prior to seeing their advisor for registration. The test must be taken regardless of how many or what type of classes the student intends to take. Exemptions are based only on transfer credits and on ACT subtest scores.

Students may see the Registrar or the Coordinator for Institutional Effectiveness to find out more information about testing and test exemptions.

Failure to Take Placement Tests Prior to Registration

New students who do not complete the placement test prior to registration will be given through the add/drop period to complete the test. If they fail to do so, the student will be considered to need remedial math and English (and be subject to the prevailing registration policies regarding remedial courses). This ruling would stand until the student: a) successfully completes the remedial courses, b) completes the test or c) provides transcripts from other institutions or ACT scores that meet the placement test exemption policy.

Retesting Policies for Compass

In accordance with ACT retest recommendations Southeastern Bible College only retests, “(1) when factors other than ability are believed to have influenced the previous test and (2) when the scores obtained from earlier testing are no longer believed to reflect the student’s ability.”

Examples of acceptable reasons for retesting include but are not limited to misrepresented ability, including illness, lack of motivation, significant change in ability, and test margin or error.

Once a student enrolls, he may retake the test one time during a two year period.

Perspective students testing prior to registration week and enrollment may retest once per semester.

Additional retests must be requested in writing and will be decided on an individual basis.

Policies for SEBC Placement Exam for Students with Disabilities

Students must identify their disability and request accommodations prior to the testing period. A reminder to do so will be placed on the placement test notification. Accommodations will be provided in accordance with the Equity Committee. Accommodations will be as follows:

Visual Impairment – Students requiring large print testing will take the COMPASS by use of a magnifying screen. The test will be administered individually in the Institutional Effectiveness Office. The student will be allowed breaks every hour to allow eyes to rest.

Blindness – Students will take the Braille edition of the ASSET. The College will then convert the ASSET score to a COMPASS score for placement.

Attention Deficit Disorder – Students requiring ADD or ADHD accommodations will take the COMPASS in an individually administered test session. Periodic breaks will be allowed.

Physical Handicaps – Students will take COMPASS by means of proctor-assisted entry of student responses (preferably by their own state provided assistant). Periodic breaks will be allowed.

Dyslexia – Students will take the COMPASS in an individually administered test session. The student may have a proctor read the test and assist in response entry (preferably by their own state provided assistant).

ACADEMIC REQUIREMENTS AND PROCEDURES

English Requirements

Students pursuing any degree or diploma from SEBC must demonstrate their ability to write on the college level. Turabian is the SEBC uniform writing format. Students transferring credit from another college may attempt to validate up to 6 credit hours of English Composition, contingent upon transcript verification. Any student in a program must complete English Composition ENG1330 with a passing grade and must earn at least a “C” in English Composition ENG1331. On the recommendation of two or more faculty members, students who exhibit unacceptable writing performance may be required to successfully complete ENG0300 English Review.

Minimum Grade Point Average Requirement

Freshman students (those who have successfully completed fewer than 30 semester hours, including transfer hours) must maintain a cumulative GPA of at least 1.75. Students who have successfully completed 30 semester hours must maintain a cumulative GPA of at least 2.0.

Acceptance into Programs

Each department (Arts and Sciences, Biblical Studies, and Education) has its individual criteria for acceptance into its programs; e.g., the minimum GPA required may vary from program to program. The student may not apply for formal admission into a Bachelor’s level program until

the sophomore year. The student must see the advisor of the program he/she wishes to enter for requirements and approval for admission into the program.

Changing Programs

A student who wishes to change degree programs must first obtain a Request to Change Program form from the Registrar and follow the procedures on the form. The student must be accepted (per above process) into the new program and must adhere to the program requirements of the most recent catalog.

Evaluation of Students by Registrar and Advisor

Each student is evaluated by the Registrar and by his/her Advisor each semester. This evaluation is essential for advancement from one classification to another and for continued progress in the academic program.

Non-Academic Requirements

Non-Academic requirements for full-time students include Service Learning and Chapel attendance, including spiritual formation groups. For more details, see the *Student Handbook*.

Student Participation in Assessment Surveys/Testing

In accordance with accreditation and Department of Education mandates and in an effort to provide students with high quality biblical education, SEBC conducts a series of surveys and tests. SEBC requires students to participate in tests and requests students to participate in surveys, contributing with utmost effort. SEBC will use the results of the assessment tests and surveys to improve the educational experience for current and future students.

Withdrawal from the College

A student desiring to withdraw from the College at any time must first obtain an official withdrawal form from the Registrar's Office. If a student leaves the College without completing this process, the permanent record will show a grade of "F" (failure) in all courses for that term. Once the withdrawal form is submitted to the Registrar's Office, the student's instructors will be contacted to determine when the student last attended a class or participated in an academic activity. The last date of attendance/academic activity will be recorded as the student's withdrawal date.

No student who withdraws from the College for any reason is entitled to a transcript of credits until his/her financial obligations have been satisfied with the Business Office, Student Life Office, Library and Financial Aid Office.

The Administration of the College may request a student to withdraw from the College at any time for unsatisfactory conduct or for failure to abide by College regulations. Withdrawals may require the repayment of financial aid and could negatively impact the student's eligibility to receive financial aid in the future. *See this catalog's Financial Aid section for more details.*

Readmission to the College

A former student who withdrew from SEBC before graduating and wishes to return to the College must be readmitted under the catalog requirements in effect at the time of the student's re-admittance. (See Re-Entry Acceptance under Admissions Application Procedure in this catalog.)

CURRICULUM POLICIES

Change in Curriculum

The curriculum at SEBC is being studied and revised continuously. Therefore, this catalog cannot always reflect the current features of every program. Changes in requirements, course offerings and class schedules may occur subsequent to the printing of this catalog. Course offerings are subject to change at any time.

Transferred Courses as Substitutes for Required Courses

A course higher than our required courses may be transferred in as a substitute for our required course if the conditions of such a substitution meet with these accreditation standards: (1) it is a college course; (2) it is at least equal or above our course; and (3) the course content is consistent with our College mission statement.

Class Assignments and Exams

The instructor is in charge of his/her class at all times. Assignments and regulations made by the instructor must be diligently followed. Course assignments, examinations and normal class participation should be completed as required by the instructor. Permission to make up quizzes and major exams is not automatic; late tests will be administered only for absences excused by the instructor. The final decision in such matters is left to the individual course instructor.

Incomplete Course Work

When a student's coursework is not completed by the end of the semester, a grade of Incomplete (I) will be given if the instructor approves an extension. The incomplete course work must be made up within six weeks after the end of the semester. If the work remains incomplete after this time, the course grade will be changed from I to F (failure).

Adding/Dropping and Withdrawal from a Course

Adding or dropping a course can be done during the first week of a semester. A student who wishes to add/drop a course should first consult with the Registrar for required procedures. Courses may be dropped with a full refund during the first week of a semester and with no reflection on the student's transcript. A student may withdraw from a course up until the last day of class. The transcript will indicate a W for withdrawal from the course with no impact to the student's overall GPA. There is no refund of course charges after the first week of a semester.

Repeating Courses

A student may repeat any course. When a course has been retaken, the most recent grade becomes the official grade for the course and is computed into the GPA. The first grade remains on the transcript, but it is not computed into the student's GPA. The course must be repeated at SEBC and cannot be transferred in from another college. When a course is retaken, the student must pay tuition again at the current tuition rate.

Independent Studies

Independent study courses are courses in which most or all of a course is done outside of the classroom environment and employ paper-based and electronic media to administrate accountability and learning. A student may be given the opportunity to complete an independent study if one of the following criteria has been met:

- The student is a graduating senior and the course needed has not been available and will not be offered before graduation.
- The College made an error in scheduling which prevented the student from taking a required course before graduation.
- The College cancelled a class that the student needed in order to complete his/her graduation requirements.
- The student's advisor failed to place a student in a required course.

It should be noted that an independent study will be granted only if the course is available through one of our published independent studies (found in the Registrar's office) or the course instructor has agreed to develop an independent study for the individual student. In the event that an independent study is not available, the student's advisor may approve a course substitution. If a student fails a course, chooses not to take a course or drops a course when it is offered (e.g. because of a scheduling inconvenience), the College is not responsible to offer an independent study. The fee for an independent study is listed in the financial section of the catalog.

Auditing Classes

Classes may be audited (attended without receiving credit hours). Auditing a course is intended primarily for those desiring to take a course for personal or ministry enrichment and not needing credit hours toward a degree. Auditing students are not required to submit papers or take examinations. No grades will be given to auditors, and attendance for auditors will not be checked. An auditor is not allowed to change to credit status after beginning the class. However, a student may change from credit status to audit status within the first four weeks of the semester. The required form must be obtained from the Registrar for the change. There will be no refund of course charges. (See Admissions for application procedure and Financial Information for audit tuition cost)

TRANSCRIPTS/RECORDS

Recording and Release of Grades

The grades earned each semester are recorded on the student's transcript by the Registrar. Final semester grades are sent to the student's mailbox on campus at the end of the Fall semester and are mailed to the student's permanent address following the Spring semester.

Amendment of Education Records

The student has a right to request amendment of his/her education records if it is believed they are inaccurate or misleading. The process is according to FERPA guidelines. If the student wishes to request such an amendment in the educational records, he/she should consult with the Registrar concerning the process.

Obtaining Transcripts

An SEBC academic transcript of credit may be obtained from the Registrar by written request in accordance with FERPA requirements. The first transcript will be issued without charge. Additional transcripts can be requested for a fee of \$5.00 per transcript. Transcripts will not be issued if a student has any outstanding bills with any office of the College. Official transcripts cannot be issued on a FAX machine. Official transcripts are issued to third parties (anyone other than the student) upon receipt of a written request signed by the student.

CLASSIFICATION OF STUDENTS

Students are classified at the beginning of each semester as follows:

Fulltime:	Enrolled for 12 hours or more
Part-time:	Enrolled for 11 hours or less
Auditor:	Enrolled but taking a class(s) for no credit
Special Status:	Accepted under regular conditions but not enrolled in a degree program
Freshman:	Completed less than 30 semester hours
Sophomore:	Completed at least 30 semester hours
Junior:	Completed at least 60 semester hours
Senior:	Completed at least 90 semester hours

GRADING SYSTEM

<u>Grade</u>	<u>Percentage</u>	<u>Quality Points per Credit Hour</u>
A superior	100-95	4.0
A- superior	94-93	3.7
B+ good	92-91	3.3
B good	90-87	3.0
B- good	86-85	2.7
C+ average	84-83	2.3
C average	82-79	2.0
C- average	78-77	1.7
D+ poor	76-75	1.3
D poor	74-72	1.0
D- poor	71-70	0.7
F failure	69 -0	0.0
I Incomplete		P Pass
AU Audit		W Withdrew
S Satisfactory		R Course that was Repeated
U Unsatisfactory		

GRADUATION REQUIREMENTS

General Requirements for Graduation

It is the desire of SEBC that each student who graduates from the College would give evidence of strong Christian character in his/her life. Each program has a specific number of hours as stated in the catalog that the student must complete in order to receive a Bachelor of Arts Degree, an Associate of Arts Degree, or a one-year Diploma. All course work and final exams must be completed for students to participate in the graduation ceremonies. Graduating seniors should apply for graduation by October 31st in the semester before they plan to graduate. Candidates for a Bachelor's Degree must fulfill the following requirements:

1. Complete a minimum of one year (or its equivalent) of resident study, spending at least the final 30 hours in residence at the College.
2. Complete the required semester hours of academic credit in his/her program.
3. Take a minimum of 25% of their total academic hours through SEBC.

4. Possess a cumulative grade point average of at least 2.0.
5. Fulfill all Service Learning requirements in accordance with stated policies.
6. Fulfill all Chapel attendance requirements in accordance with stated policies.
7. Take the ABHE Bible Content Post-Test for assessment purposes. The College requires this examination for all graduates.

Application for Graduation

Application for graduation should be made to the Registrar by October 31st prior to the date of expected graduation. Once application for graduation is made, an academic program cannot be changed.

Graduation Attendance

All students are encouraged to attend Baccalaureate and Commencement ceremonies. Graduating students are required to attend all scheduled chapel services, rehearsals and events for Baccalaureate and Commencement.

Denial of Graduation

The College reserves the right to deny graduation to any student whose attitude and deportment are contrary to the testimony, doctrine, or standards of the College. Graduating seniors are required to take the ABHE Bible Content Post-Test prior to Commencement. The student must meet all financial obligations to the College in full before graduation.

SCHOLASTIC HONORS

Valedictorian/Salutatorian

The class Valedictorian and Salutatorian will be chosen toward the end of the Spring semester from students graduating that semester with a bachelor's degree. The student with the highest GPA will be the Valedictorian, and the student with the second highest GPA will be the Salutatorian, assuming these students meet the following criteria:

- The student must be graduating Summa Cum Laude
- The student must have taken a minimum of 90 credit hours at SEBC

(If there are not two students who meet the criteria, the minimum hours required will be dropped in increments of 5 until at least two students qualify.)

Exceptional Scholarship Honors

Exceptional scholarship is recognized at Commencement of those graduating with bachelor degrees who have achieved cumulative grade point averages as follows:

- o Summa Cum Laude: 3.8 - 4.0
- o Magna Cum Laude: 3.5 - 3.79
- o Cum Laude: 3.2 - 3.49

Delta Epsilon Chi Honor Society

The faculty nominates a limited number of graduating seniors (no more than 7% of the graduating class) for membership in Delta Epsilon Chi, the honor society sponsored by the Commission on Accreditation of the Association for Biblical Higher Education that gives final approval of the nominees. To be eligible, a graduating senior must have earned a minimum 3.3 cumulative GPA and manifested good Christian character and leadership ability. A certificate of recognition is presented at Awards Chapel at the end of the Spring semester.

Who's Who Among Students in American Universities and Colleges

Each Spring semester, the faculty nominates a limited number of junior and senior class students to membership to Who's Who Among Students in American Universities and Colleges. Criteria used are scholarship, leadership, and Christian character. A certificate of recognition is given at Awards Chapel at the end of the Spring semester.

Dean's List

Each semester students who successfully completed 12 or more hours with a GPA of 3.5 – 4.0 for the semester will be placed on the Dean's List, and it is posted outside the Registrar's office.

Honors List

Each semester students who successfully completed 12 or more hours with a GPA of 3.2 – 3.49 for the semester will be placed on the Honors List, and it is posted outside the Registrar's office.

DEGREES, MAJORS, MINORS

Bachelor of Arts Degree

SEBC offers a Bachelor of Arts Degree with a major in Bible and Theology. A second major in Christian Thought and History may be obtained through the Arts and Sciences Department. A second major in Elementary Education may also be obtained through the Education Department. A major in Leadership Ministries is offered in the *ACHIEVE* Adult Education program.

The Arts and Sciences Program

This program includes a second major in Christian Thought and History. A minor in Biology is also available in the Arts and Sciences Program.

The Biblical Studies Program

In addition to the Bible and Theology major, the Biblical Studies Program offers minors in

- Biblical Studies (Degree Completion)
- Christian Ministries
- Intercultural Ministries
- Pre-Seminary/Pastoral Ministries

The Church Education Program

This program offers minors in offers minors in

- Children's Ministries
- Counseling Ministries
- Youth Ministries

The Elementary Education Program

This program provides a second major in Elementary Education, in addition to the Bible and Theology major.

The *ACHIEVE* Adult Education Program

SEBC offers a Bachelor of Arts degree in Leadership Ministries through the *ACHIEVE* Adult Education Program only. (See Academic Departments that follow for further details on *ACHIEVE*)

Associate of Arts Degrees

SEBC offers Associate of Arts degrees through the following three programs:

- The AA in Leadership Ministries is offered through the *ACHIEVE* Adult Education Program.
- The AA in Biblical Studies is offered through the Biblical Studies Program.
- The AA in Biblical Studies – Deaf Ministry Track - is offered through the Biblical Studies Program.
-

Diploma in Biblical Studies

The Diploma in Biblical Studies is offered as a one-year course of study under the Biblical Studies Program.

Degree Completion

Degree completion may be accomplished through traditional classes in the Biblical Studies Program or through the *ACHIEVE* Adult Education Program.

ACSI Bible Specialist Certification

Students graduating from SEBC with a four-year degree may also choose to pursue the Association of Christian Schools International (ACSI) Bible Specialist Certification for the K-12 classroom. Students interested in pursuing this certification must complete the following:

- Initial advising session with Department Chair of Education
- 36 semester hours of biblical studies
- ACSI Christian Philosophy of Education requirement (ELED1230 Foundations of Education)
- Seven hours of electives (recommended by SEBC) (ELED2120; ELED3130; ELED3520)
- Bachelor's Degree from an ACSI recognized college (SEBC)

COURSE NUMBERING SYSTEM

Letter Prefixes

The letter prefix for course numbers designates the academic discipline as follows:

ACHIEVE Adult Education (ACV)

Department of Arts and Sciences

Apologetics and Philosophy (APOL and PHIL)

Biology (BIO)

Chemistry (CHM)

Computer (CIS)

Health and Physical Education (HLTH; PHED)

History (HIST)

English (ENG)

Math (MTH)

Orientation (ORI)

Psychology (PSY)

Science (SCI)

Speech (SPCH)

Department of Biblical Studies

Biblical Studies (BIB)

Biblical Languages (LANG)

Christian Ministries/Pastoral Ministries (CM) (PASM)

Theology (THEO)

Intercultural Ministries (ICM)

Deaf Ministries (DML)

Department of Education

Elementary Education (ELED)

Church Education (CHED)

Children's Ministries (CHMN)

Counseling Ministries (COUN)

Music (MUSI)

Youth Ministries (YTMN)

Student Life Courses

Service Learning (SL)

Course Numbers

The first digit following the letters in course numbers signifies the class year:

1st digit signifies the class year:

1 = 1st year (Freshman Course)

2 = 2nd year (Sophomore Course)

3 = 3rd year (Junior Course)

4 = 4th year (Senior Course)

0 = institutional credit or review course

3rd digit signifies the number of credit hours in the course

Example of course numbering: *THEO1321 Foundations of Biblical Doctrine*

THEO = Theology course

1st Digit "1" = freshman course

3rd Digit "2" = 2 credit hours

CORE CURRICULUM

Arts and Sciences Core

In addition to preparing our students biblically, SEBC believes that students must be well-trained in the disciplines of the world in which we live. Therefore, students at SEBC receive a quality education in the liberal arts in addition to biblical studies. Our goal is that students learn to articulate a God-centered understanding of the physical, social, and intellectual milieu of Western culture. The degree programs include the following 36-hour Arts and Sciences Core:

CIS1330 Introduction to Computers	3 hours
ENG1330 English Composition I and ENG1331 English Composition II	6 hours
HIST2130 Western Civilization 1 or HIST2230 Western Civilization 2	3 hours
MTH2131 College Algebra or MTH2231 Geometry	3 hours
PHIL3131 Intro to Philosophy or PHIL3531 History of Philosophy I or PHIL3532 History of Philosophy II	3 hours
PSY2132 General Psychology	3 hours
SPCH1331 Oral Communication	3 hours
Health and Physical Education Elective	1 hour
History Elective	3 hours
Literature Elective (non-composition)	3 hours
Fine Arts Elective	2 hours
Science Elective	<u>3 hours</u>
	36 hours

Biblical Studies Core

As a Bible college, Southeastern embraces a distinct philosophy of education that prioritizes the Bible as an essential component in the educational process. Therefore, all four-year programs include the following 32-hour Biblical Studies Core designed to provide a basic biblical foundation for faith and practice, while also supplying the other disciplines of learning as a means to integrate human knowledge with God's revelation in Scripture.

BIB1330 Bible Overview	3 hours
BIB1332 Hermeneutics 1	3 hours
BIB2131 Narrative Art in the Gospels	3 hours
BIB2331 Hermeneutics 2	3 hours
BIB3132 Pentateuch	3 hours
BIB3220 Bible Introduction	2 hours
BIB3230 Romans	3 hours
THEO1321 Foundations of Bib Doctrine	2 hours
THEO2130 Theology 1	3 hours
THEO2230 Theology 2	3 hours
THEO3120 Theology 3	2 hours
THEO3220 Theology 4	<u>2 hours</u>
	32 hours

ACADEMIC DEPARTMENTS, PROGRAMS AND COURSE REQUIREMENTS

DEPARTMENT OF ARTS AND SCIENCES

Mission

In addition to an understanding of Scripture and theology, Christ-centered living also requires an understanding of humanity and of creation, and the possession of skills requisite for critical thinking and effective communication. Therefore, every degree program at Southeastern Bible College requires students to successfully complete a core of Arts and Sciences courses (see Arts and Sciences Core Curriculum). The Department supervises the development and quality of these core courses as well as a major in Christian Thought and History and a minor in Biology. The major in Christian Thought and History is designed for students desiring a deeper grasp of the knowledge and skills provided by the College's core curriculum. The Arts and Sciences Department's mission is to equip graduates with knowledge and skills that will allow them to successfully apply Scripture and theology in their engagement with their culture and thereby stimulate faithful praxis in all their cultural endeavors.

Goals:

1. Graduates of the Arts and Sciences Department will be prepared for graduate studies.
2. Graduates of the Arts and Sciences Department will demonstrate an appropriate level of knowledge in lifetime learning skills.
3. Graduates of the Arts and Sciences Department will demonstrate ability to think Christianly within the Arts and Sciences.

Arts and Sciences Program

The Arts and Sciences Program is intended for men and women who desire to deepen their ability to engage in informed Christian reflection about God's creation and human life within it. Graduates of the program receive a double major, one in Bible and Theology and the other in Christian Thought and History. The first major provides students with a biblical point of reference for cultural engagement. The second major enhances critical thinking skills and

furnishes knowledge of the philosophical and historical contexts that shape the world we inhabit - the world within which we seek to love God and incarnate the Christian faith.

Goals:

1. Graduates of the Arts and Sciences Department will be ready to enter graduate studies.
2. Graduates of the Arts and Sciences Department will demonstrate an appropriate level of knowledge in lifetime learning skills within their area of study.
3. Graduates of the Arts and Sciences Department will be able to demonstrate a Christian worldview within the Arts and Sciences

Christian Thought and History Major

Biblical Studies

34 hours

Biblical Studies Core	32 hours
ICM1321 Evangelism	2 hours

Arts and Sciences Core

36 hours

Christian Thought and History

33 hours

APOL2130 Introduction to Apologetics	3 hours
PHIL2430 Logic and Critical Thinking	3 hours
PHIL3135 Introduction to Ethics	3 hours
PHIL3531 History of Philosophy 1	3 hours
PHIL3532 History of Philosophy 2	3 hours
Philosophy Elective	3 hours
Apologetics Elective	3 hours
HIST3134 Ancient Christianity	3 hours
HIST3234 Modern European Christianity	3 hours
HIST4133 Christianity in America	3 hours
HIST4233 Special Topics in History	3 hours

Open Electives

25 hours

Total

128 hours

Biology Minor

The Arts and Sciences Department offers a minor in Biology. The minor consists of 22 hours of science coursework. It is designed to provide the student with a basis of scientific knowledge, training in lab methodology, and a perspective on scientific discovery integrated with a biblical view of God's creation. The coursework in the Biology minor is rigorous. Students who complete the minor will be better equipped to engage the culture regarding scientific activity and better equipped to pursue further studies in biology. Successful completion of the Biology minor, in conjunction with the completion of a major course of study, results in a Bachelor of Arts Degree in the student's major(s) and a minor in Biology. The minor comprises the following 22 hours of coursework:

BIO2130 Anatomy and Physiology	3 hours
BIO2110L Anatomy and Physiology Lab	1 hour
BIO2230 Cell and Molecular Biology	3 hours
BIO2210L Cell and Molecular Biology Lab	1 hour
BIO2630 Taxonomic Survey of Organisms	3 hours
BIO2610L Taxonomic Survey of Organisms Lab	1 hour
CHM2630 Inorganic Chemistry	3 hours
CHM2610L Inorganic Chemistry Lab	1 hour
CHM3630 Biochemistry	3 hours
BIO4630 Molecular Biology	3 hours

DEPARTMENT OF BIBLICAL STUDIES

Purpose

The Department of Biblical Studies is the heart of our College, providing a biblical foundation for every academic program. Our desire is to provide the greatest opportunity for Christian growth and professional development so that we may be faithful stewards of the joys and responsibilities received through Christ. To accomplish this, our Biblical Studies Department prioritizes three essential tasks: instructing, equipping, and integrating.

Mission and Goals

The purpose of the Biblical Studies Department is to prepare graduates to enter theology based ministries including missions, pastoral ministries, and Bible teaching.

Goals:

1. The Biblical Studies Department will produce graduates who are biblically literate.
2. The Biblical Studies Department will produce graduates who are theologically literate.
3. The Biblical Studies Department will produce graduates who are hermeneutically literate.

Biblical Instruction

Our Bible department recognizes Scripture's fundamental position in Christian education and seeks to incorporate this educational philosophy into all our programs. Biblical instruction in both doctrine and Christian maturity are merged just as they are in Scripture, thus providing students with a foundational understanding of faith and practice. Furthermore, instruction is provided in a setting of respect, love and tolerance. This academic environment creates a context and pattern for mature, informed and edifying interaction among individuals within our college family and our neighboring communities.

Equipping

The second purpose of the department is to help students recognize their own desires and abilities so that they may confidently pursue a career direction. By combining biblical instruction with personal ministry skills, our department equips students for effective and meaningful Christian service at home and abroad.

Personal Integration

Thirdly, we believe that the final product of our departmental pursuit must be the ongoing integration of Scripture into every discipline of life and knowledge. As we are exposed to the truth of God's Word, we must be compelled to respond appropriately with obedience to God and grace towards others. Our department strives to deploy scriptural ideals resulting in a holistic Christian worldview with both the liberties and restrictions therein. Only then can we responsibly contribute to the Church and society.

***ACHIEVE* Adult Education Program**

Mission and Goals

The Achieve Adult Education Program under the Department of Biblical Studies endeavors to facilitate adult students' personal aspirations for leadership as they pertain to career ministries. To accomplish this, Achieve prioritizes three essential tasks: instructing, equipping, and integrating.

Goals:

1. Graduates will manifest leadership skills in career ministries.
2. Graduates will be able to apply biblical principles to career ministry.
3. Graduates will be able to communicate biblical principles to others in career ministries.

Bachelor of Arts Degree in Leadership Ministries

(Adult Education Degree Completion)

The Bachelor of Arts in Leadership Ministries is a 128-hour *ACHIEVE* Adult Education program that combines a well-rounded Biblical Studies curriculum with broad-based leadership courses. This program is designed to equip students with a strong scriptural foundation and key leadership skills that can be used in a variety of ministry contexts. Students who enroll in this degree completion program must be at least 25 years of age and be able to transfer in a minimum of 45 credit hours (but no more than 90 credit hours) from another institution. Full details about this program may be found in the *ACHIEVE* Adult Education Program Handbook.

Biblical Studies Courses

34 hours

ACV1731 Interpreting Scripture I	3 hours
ACV1730 Introduction to Scripture	3 hours
ACV1724 Survey of Evangelism	2 hours
ACV1721 Introduction to Theology	2 hours
ACV2733 The Gospels	3 hours
ACV2732 Interpreting Scripture II	3 hours
ACV2736 Trinitarianism	3 hours
ACV2737 Soteriology	3 hours
ACV3720 Bibliology	2 hours
ACV3722 Eschatology	2 hours
ACV3723 Ecclesiology	2 hours

ACV3734 Survey of the Pentateuch	3 hours	
ACV3735 Survey of Romans	3 hours	
Leadership Ministries Courses		18 hours
ACV4734 Christian Leadership and Ethics	3 hours	
ACV4725 Communication in Leadership	2 hours	
ACV3733 Principles of Conflict Resolution	3 hours	
ACV4731 Small Group Leadership	3 hours	
ACV3730 Introduction to Teaching the Bible	3 hours	
ACV4720 Discipleship and Ministry	2 hours	
ACV4723 Principles of Leadership	2 hours	
Arts and Sciences Courses		36 hours
ENG1330 English Comp 1	3 hours	
ENG1331 English Comp 2	3 hours	
HIST2130 Western Civilization 1 or HIST2230 Western Civ 2	3 hours	
PHIL3131 Introduction to Philosophy or PHIL3531 History of Philosophy I	3 hours	
MTH2131 College Algebra	3 hours	
SPCH 1331 Oral Communication	3 hours	
PSY2132 General Psychology	3 hours	
CIS1330 Introduction to Computers	3 hours	
Science Elective	3 hours	
Literature Elective	3 hours	
History Elective	3 hours	
Health & Physical Education Elective	1 hours	
Humanities/Fine Arts Elective	2 hours	
Open Electives		<u>40 hours</u>
Total		128 hours

Associate of Arts Degree in Leadership Ministries

The Associate of Arts in Leadership Ministries is a 71-hour *ACHIEVE* Adult Education Program that combines a well- rounded Biblical Studies curriculum with broad-based leadership courses. Students who enroll in this program must be at least 25 years old. Full details about this program may be found in the *ACHIEVE* Program Handbook.

Biblical Studies Courses		34 hours
ACV1731 Interpreting Scripture I	3 hours	
ACV1730 Introduction to Scripture	3 hours	
ACV1724 Survey of Evangelism	2 hours	
ACV1721 Introduction to Theology	2 hours	
ACV2733 The Gospels	3 hours	
ACV2732 Interpreting Scripture II	3 hours	
ACV2736 Trinitarianism	3 hours	
ACV2737 Soteriology	3 hours	
ACV3720 Bibliology	2 hours	
ACV3722 Eschatology	2 hours	
ACV3723 Ecclesiology	2 hours	
ACV3734 Survey of the Pentateuch	3 hours	
ACV3735 Survey of Romans	3 hours	
Leadership Ministries Courses		13 hours
ACV4734 Christian Leadership and Ethics	3 hours	
ACV3733 Principles of Conflict Resolution	3 hours	
ACV3730 Introduction to Teaching the Bible	3 hours	
ACV4720 Discipleship and Ministry	2 hours	
ACV4723 Principles of Leadership	2 hours	
*ACV4725 Communication in Leadership	3 hours	
*ACV4731 Small Group Leadership	3 hours	
*Optional for AA Degree		
Arts & Sciences Courses		24 hours
ENG1330 English Comp 1	3 hours	
ENG1331 English Comp 2	3 hours	
MTH2131 College Algebra	3 hours	
SPCH1331 Oral Communication	3 hours	
PSY2132 General Psychology	3 hours	
CIS1330 Introduction to Computers	3 hours	
Fine Arts Elective	3 hours	
History Elective	3 hours	
Total		71 hours

Bachelor of Arts in Biblical Studies Program

Successful completion of the four-year Biblical Studies Program results in a Bachelor of Arts Degree in Bible and Theology. The semester hours and minimum course requirements are listed with the individual minors as follow:

Biblical Studies Minor (Degree Completion)

Students in the four-year Biblical Studies Program may choose the Biblical Studies Minor. The Biblical Studies Minor is a 128-hour program offering the basic core of Biblical Studies and Arts and Sciences courses. It is designed for the student who is seeking degree completion or for those who desire to add a biblical foundation to coursework completed at other institutions. The Biblical Studies Minor requires students to have a minimum of 45 hours of transfer credit from another institution and can transfer in up to 90 credit hours. (Some core courses can be accepted from approved institutions.)

Students entering this program with intentions of pursuing vocational coursework from another institution may complete their vocational credits later in their program at SEBC. A Bachelor of Arts Degree in Bible and Theology with a Biblical Studies Minor will be conferred upon all those who complete this program comprised of the following coursework:

Biblical Studies		39 hours
Biblical Studies Core	32 hours	
Bible Electives	5 hours	
ICM1321 Evangelism	2 hours	
Arts and Sciences Core		36 hours
Open Electives		<u>53 hours</u>
Total		128 hours

Christian Ministries Minor

Students in the four-year Biblical Studies Program may choose the Christian Ministries Minor. This 128-hour program offers a well-rounded Biblical Studies curriculum combined with the Arts and Sciences core. With the addition of basic communication/presentation courses, this program is designed to equip students with basic ministry skills that could be used in a variety of professional and lay Christian services. It is designed for students not pursuing the mission field. A Bachelor of Arts Degree in Bible and Theology with a Christian Ministries Minor will be conferred upon all those who complete this program comprised of the following coursework:

Biblical Studies		53 hours
Biblical Studies Core	32 hours	
Bible Electives	12 hours	
Sr Biblical Studies Seminar	3 hours	
ICM Electives	6 hours	
Arts and Sciences Core		36 hours
Ministry Skills		31 hours
PASM2230 Homiletics 1	3 hours	
ICM1321 Evangelism	2 hours	
CHED4521 Group Dynamics	2 hours	
APOL2130 Introduction to Apologetics	3 hours	
PHIL3135 Introduction to Ethics	3 hours	
PHIL2430 Logic and Critical Thinking	3 hours	
CHED2131 Technology & Learning	3 hours	
CHED4720 Biblical Principles of Leadership	2 hours	
CM4620 Internship	2 hours	
CM3620 Practicum	2 hours	
CHED3130 Teaching the Bible	3 hours	
APOL3431 Apologetics and Other Faiths or APOL2530 Worldviews/Contem Culture	3 hours	
Open electives		<u>8 hours</u>
Total		128 hours

Pre-Seminary/Pastoral Ministries Minor

Students in the four-year Biblical Studies Program may choose the Pre-Seminary/Pastoral Ministries Minor. This minor is a four-year, 135-hour program offering a broad Biblical Studies and Arts and Sciences curriculum designed to equip future pastors and teachers for graduate-level training in biblical studies. A Bachelor of Arts Degree in Bible and Theology with a Pre-Seminary/Pastoral Ministries Minor will be conferred upon all those who complete this program comprised of the following coursework:

Biblical Studies		67 hours
Biblical Studies Core	32 hours	
Biblical Studies Electives	9 hours	
Senior Biblical Studies Seminars	6 hours	
ICM1321 Evangelism	2 hours	
LANG2130 Elementary Greek I	3 hours	
LANG2230 Elementary Greek II	3 hours	
LANG3130 Intermediate Greek I	3 hours	
LANG3230 Intermediate Greek II	3 hours	
LANG4130 Hebrew 1	3 hours	
LANG4230 Hebrew 2	3 hours	
Arts and Sciences		62 hours
Arts and Sciences Core	36 hours	
Arts and Sciences Electives	8 hours	
Literature Elective	3 hours	
History Elective	3 hours	
History of Christianity Elective	3 hours	
APOL2130 Introduction to Apologetics	3 hours	
PHIL3135 Introduction to Ethics	3 hours	
PHIL2430 Logic and Critical Thinking	3 hours	
Open Electives		<u>6 hours</u>
Total		135 hours

Intercultural Ministries Minor

Students in the four-year Biblical Studies Program may choose the Intercultural Ministries Minor. This is a four-year, 135-hour program designed to prepare students for Christian service in a variety of community contexts, both foreign and local. The program allows students to either pursue a more traditional missions curriculum in preparation for overseas ministry or coursework that would lead to participation in local ministries. A Bachelor of Arts Degree in Bible and Theology with an Intercultural Ministries Minor will be conferred upon all those who complete this program comprised of the following coursework:

Biblical Studies		59 hours
Biblical Studies Core	32 hours	
Bible Electives	13 hours	
Greek (or approved foreign language)	12 hours	
ICM1321 Evangelism	2 hours	
Arts and Sciences Core		36 hours
Ministry Skills Core		15 hours
PASM2230 Homiletics 1	3 hours	
APOL3431 Apologetics and Other Faiths	3 hours	
APOL2530 Worldviews and Contemporary Culture	3 hours	
ICM1320 Introduction to World Missions	2 hours	
ICM4121 Cultural Anthropology	2 hours	
CHED1220 Introduction to Church Education	2 hours	
ICM Electives		15 hours
Open Electives		<u>10 hours</u>
Total		135 hours

Associate of Arts in Biblical Studies Program

The Associate of Arts in Biblical Studies Program is a two-year, 65-hour, program offering basic Biblical Studies and Arts and Sciences courses for those who wish to acquire a foundational knowledge of Scripture with the added benefit of general education courses. The Associate of Arts Degree in Biblical Studies will be conferred upon all those who complete the following coursework:

Biblical Studies		34 hours
Biblical Studies Core	32 hours	
ICM1321 Evangelism	2 hours	
Arts and Sciences		24 hours
MTH2131 College Algebra	3 hours	
ENG1330 English Composition 1	3 hours	
ENG1331 English Composition 2	3 hours	
PSY2132 General Psychology	3 hours	
CIS1330 Introduction to Computers	3 hours	
SPCH1331 Oral Communication	3 hours	
History Elective	3 hours	
Humanities/Fine Arts Elective	3 hours	
Open Electives		<u>7 hours</u>
Total		65 hours

Diploma in Biblical Studies Program

The Diploma in Biblical Studies is a one-year, 32-hour program that offers 18 hours of select coursework and 14 hours of Biblical Studies electives. The program is designed to provide a basic biblical and theological foundation for personal enrichment, thereby increasing opportunities for lay ministry. Each student will work closely with an academic advisor to determine the biblical studies electives most beneficial for that student.

Biblical Studies Select Courses	18 hours
Biblical Studies Electives	<u>14</u> hours
Total	32 hours

DEPARTMENT OF EDUCATION

Purpose

A clear understanding of Scripture, combined with the ability to creatively and effectively communicate truth to individuals of all ages, is the primary focus of the Department of Education. As individuals study and meditate upon God's Word, the arts and sciences should be mastered so that students develop a Biblical appreciation and response to our culture and the world at large. In order to fulfill these objectives, the Department of Education has established three areas of primary concentration: spiritual, intellectual, and professional growth.

Spiritual: Essential to each program within the department is the focus on Biblical instruction combined with practical application. A biblical worldview is further strengthened as students are required to integrate Scripture across a wide range of academic subject areas. Academic instruction as well as interaction with the Body of Christ creates an atmosphere where spiritual growth is developed and strengthened within the context of Christian devotion and unity.

Intellectual: Critical thinking skills that include knowledge, comprehension, application, analysis, synthesis, and evaluation are emphasized throughout the academic as well as practical experience components within each departmental program. Students are required to process information obtained from coursework and/or personal research at a variety of cognitive levels. This allows students to draw and expand upon a strong, diversified knowledge base with regards to their particular areas of study. The implementation of a wide range of teaching methodologies, as well as an awareness of the developmental stages of individuals, are also key elements within each program of study.

Professional: Genuine love for others, combined with a servant's heart, was demonstrated through the perfect example of Jesus Christ. Faculty and staff within each departmental program are responsible for providing learning environments where diversity is respected, ethical conduct is exhibited, and moral principles are upheld. Likewise, students are expected to display these professional qualities as they interact with the College family, community, and other educational settings. Opportunities for professional faculty and student development are encouraged through academic conferences, field trips, and small group mentoring.

DEPARTMENT OF EDUCATION PROGRAMS

Church Education Program

The Church Education Program is a four-year program that gives the student a broad introduction into ministry in a local church or parachurch organization. It is designed to prepare some students to go directly from college into church or parachurch educational ministries; and for other students, it provides a solid undergraduate basis for graduate studies. The student receives a major in Bible and Theology with an area of concentration from one of the following minors: Counseling Ministries, Children's Ministries, or Youth Ministries. Each minor focuses on specific ministry needs and/or age group.

Mission and Goals

The mission of the Church Education Program of Southeastern Bible College, as it relates to the overall mission of the College, is to prepare students to enter fields of service in Christian schools and churches. Specifically, these fields include children's ministry, youth ministry, and counseling ministry.

Goals:

1. Graduates of the Church Education Program will develop a Christian philosophy of education/ministry.
2. Graduates of the Church Education Program will be aware of the various age level characteristics within their ministry context.
3. Graduates of the Church Education Program will be able to determine their personal strengths and identify the influence of these strengths on future ministries based on spiritual gift and personality inventories.

Evangelical Training Association

In addition to the Bachelor of Arts Degree, graduates of the Church Education Program are eligible to receive the Christian Education Diploma certifying that they have met standards set by the Evangelical Training Association (24 semester hours) as preparation for vocational Christian Education. Graduates may qualify to receive the ETA Teacher's Diploma upon completion of 14 hours of specified required courses as directed and approved by the Church Education Supervisor. Successful completion of Church Education Program results in a Bachelor of Arts Degree in Bible and Theology. The minimum course requirements and required semester hours are listed with the individual minors that follow:

Children's Ministries Minor

Students in the Church Education program may choose to add the Children's Ministries minor to their coursework. This minor will prepare the student for ministry to children from birth to sixth grade. The Children's Ministries courses focus on the biblical principles, methodology, and effective implementation of successful ministries to children in a local church. Successful completion of this 132-hour program results in a Bachelor of Arts degree with a major in Bible and Theology and a minor in Children's Ministries. This area of study is comprised of the following coursework:

Biblical Studies		40 hours
Biblical Studies Core	32 hours	
ICM1321 Evangelism	2 hours	
Bible Electives	6 hours	
Arts and Sciences		43 hours
Arts and Sciences Core	36 hours	
PSY2232 Human Growth/Dev	3 hours	
APOL2130 Intro to Apologetics	3 hours	
Phys Ed Elective	1 hour	
Children's Ministries Courses		18 hours
Church Education		16 hours
CHED1220 Intro to Church Ed	2 hours	
ELED3130 Educational Psychology	3 hours	
CHED3130 Teaching the Bible	3 hours	
CHED4120 Marriage and the Family	2 hours	
CHED4520 Prin/Prac of Discipling	2 hours	
CHED4521 Group Dynamics	2 hours	
CHED4720 Bib Principles of Leadership	2 hours	
Open Electives		<u>15 hours</u>
Total		132 hours

Counseling Ministries Minor

Students in the Church Education Program may choose the Counseling Ministry Minor. This minor is designed to prepare students for graduate studies in counseling, psychology, or a related field. Through a combination of Bible and Theology courses, Arts and Sciences courses, counseling courses, as well as some skill-based courses, students are exposed to a holistic concept of Bible-based counseling. The importance of the spiritual and emotional health of the student is also emphasized through counseling courses, as well as requiring the student to enter personal counseling sessions as a practicum requirement. In order to be accepted for the Counseling Ministries Minor, the student, after the completion of 60 semester hours, must request an interview with the counseling advisor. As part of the interview process, the student must take, at his/her own expense, a Minnesota Multiphasic Personality Inventory (MMPI). The results will be made available to the counseling advisor before a decision is made to accept the student into the minor. Successful completion of this 130-hour program results in a Bachelor of Arts degree with a major in Bible and Theology and a minor in Counseling Ministries. This area of study is comprised of the following coursework:

Biblical Studies		38 hours
Biblical Studies Core	32 hours	
ICM1321 Evangelism	2 hours	
ICM4122 Cultural Anthropology	2 hours	
New Testament Elective	2 hours	
Arts and Sciences		45 hours
Arts and Sciences Core	36 hours	
SCI2130/2110L Anatomy & Physiology/Lab	4 hours	
PSY4421 Abnormal Psychology	2 hours	
PSY2232 Human Growth & Development	3 hours	
Church Education		11 hours
CHED1220 Intro to Church Ed	2 hours	
ELED3130 Educational Psychology	3 hours	
CHED3520 Adult Dev/Ministry	2 hours	
CHED4520 Prin/Prac of Discipling	2 hours	
CHED4720 Bib Prin of Leadership	2 hours	
Counseling Ministries Courses		28 hours
Open Electives		<u>8 hours</u>
Total		130 hours

Youth Ministries Minor

Students in the Church Education program may choose to add the Youth Ministries minor to their coursework. This concentration is designed to lay the foundation for successful long-term ministries with junior and senior high school students. Through two practicum and several academic courses, students choosing this minor will learn how to program and implement a cutting edge youth ministry. Successful completion of this 132-hour program results in a Bachelor of Arts degree with a major in Bible and Theology and a minor in Youth Ministries. This area of study is comprised of the following coursework:

Biblical Studies		40 hours
Biblical Studies Core	32 hours	
ICM1321 Evangelism	2 hours	
Bible Electives	6 hours	
Arts and Sciences		43 hours
Arts and Sciences Core	36 hours	
PSY2232 Human Growth/Dev	3 hours	
APOL2130 Intro to Apologetics	3 hours	
Physical Education Elective	1 hour	
Youth Ministries Courses		18 hours
Church Education		16 hours
CHED1220 Intro to Church Ed	2 hours	
ELED3130 Educational Psy	3 hours	
CHED4520 Prin/Prac of Discipling	2 hours	
CHED3130 Teaching the Bible	3 hours	
CHED4120 Marriage and the Fam	2 hours	
CHED 4521 Group Dynamics	2 hours	
CHED 4721 Bib Prin of Leadership	2 hours	
Open Electives		<u>15 hours</u>
Total		132 hours

Elementary Education Program

The Elementary Education Program is a 140-hour program designed to train elementary classroom teachers for a variety of educational settings. Academic coursework, as well as practical field experiences, are combined so that students are prepared to teach K-8 subject areas with an understanding of the age level characteristics for each group. Students must also develop a written Christian philosophy of education as part of the ACSI (Association of Christian Schools International) certification requirements. SEBC students who successfully complete the Elementary Education Program will graduate with a double major in Bible and Theology and Elementary Education. They will also receive their initial teaching certificate in elementary education (K-8) from the Association of Christian Schools International (ACSI). Students who graduate from our Elementary Education Program may pursue initial teacher certification with the State of Alabama by successfully completing a Master's Degree in Elementary Education from an out-of-state college or university that is state approved or NCATE approved. In addition, students pursuing Alabama state certification must also meet all Alabama State Department testing and background requirements.

Mission and Goals

The mission of the Elementary Education program is to prepare men and women through academic coursework and field experience to receive ACSI certification and teach in K-8th grade Christian schools.

Goals:

1. Graduates of the Elementary Education Program will demonstrate the ability to teach in an elementary classroom.
2. Graduates of the Elementary Education Program will receive ACSI Certification.
3. Graduates of the Elementary Education Program will receive a passing grade on the Praxis examination.

A Bachelor of Arts Degree with a major in Bible and Theology and a major Elementary Education will be conferred upon all those who complete the Elementary Education Program consisting of the following coursework:

Bible and Theology

Core Curriculum

32 hours

34 hours

ICM1321 Evangelism or ICM Elective	2 hours	
Arts and Sciences		54 hours
Arts/Sciences Core (minus Philosophy)	33 hours	
BIO2230 Cell and Molecular Biology & Lab	4 hours	
BIO2130 Anatomy and Physiology & Lab	4 hours	
SCII231 Physical Science: Astronomy & Physics	3 hours	
MTH1231 College Math	3 hours	
MTH2231 Geometry	3 hours	
PSY2232 Human Growth/Dev	3 hours	
Health & Physical Ed elective	1 hour	
Education		52 hours
All Elementary Education Courses	46 hours	
CHED2131 Technology and Learning	3 hours	
CHED3130 Teaching the Bible	3 hours	
Total		140 hours

COURSE DESCRIPTIONS

ACHIEVE Adult Education Courses

These courses (with ACV prefix) are for ACHIEVE students only.

ACV1721 Introduction to Theology **2 hours**

Introduces the student to the essential evangelical doctrines that form a coherent theological understanding and a Christian worldview.

ACV1724 Survey of Evangelism **2 hours**

Presents a definition of the Gospel's mandate and message as well as selected principles and methods of personal and institutional delivery.

ACV1730 Introduction to Scripture **3 hours**

Provides a broad chronological framework from which to understand the events, characters and doctrines of Scripture.

ACV1731 Interpreting Scripture I **3 hours**

Examines the general principles of studying Scripture as accomplished through the steps of observation, interpretation, and application.

ACV2732 Interpreting Scripture II **3 hours**

Provides an introduction to biblical genres, literary devices, and their accompanying interpretive affect upon the understanding of biblical texts (Prerequisite: ACV1731).

ACV2733 The Gospels **3 hours**

Examines the four Gospels with a view to survey the ministry, death and resurrection of Jesus.

ACV2736 Trinitarianism **3 hours**

Introduces the student to the doctrines of the Trinity and the attending attributes of the Father, Son and Holy Spirit (Prerequisite: ACV1721).

ACV2737 Soteriology **3 hours**

Introduces the student to the biblical presentation of humanity, sin and salvation (Prerequisite: ACV1721).

ACV3720 Bibliology **2 hours**
Introduces the student to the doctrines of inspiration and canonization. The historical transmission of the Bible through translations will also be surveyed (Prerequisite: ACV1721).

ACV3722 Eschatology **2 hours**
Surveys the biblical doctrines of human destiny and the specific future events that will realize God's plans to conquer evil (Prerequisite: ACV1721).

ACV3723 Ecclesiology **2 hours**
Surveys selected topics concerning the doctrines of the universal and local church, especially its identity and responsibilities (Prerequisite: ACV1721).

ACV3730 Introduction to Teaching the Bible **3 hours**
Overviews principles of teaching and learning as they relate to the effective communication of Scripture (Prerequisites: ACV1731, ACV2733).

ACV3733 Principles of Conflict Resolution **3 hours**
Presents Christ-oriented methods to resolve conflict in churches, organizations, and relationships in the spirit of God's grace and truth.

ACV3734 Survey of the Pentateuch **3 hours**
Provides an overview of the first five books of the Old Testament. Special attention is given to the Abrahamic and Sinai covenants (Prerequisite: ACV1730).

ACV3735 Survey of Romans **3 hours**
Introduces the student to Paul's letter to the Romans. Attention is directed to the text's view of the human condition and God's remedy through Christ (Prerequisites: ACV1730, ACV1731, ACV2732).

ACV4720 Discipleship and Ministry **2 hours**
Explores theories of discipleship and practical steps in developing a philosophy of biblical discipleship.

ACV4731 Small Group Leadership **3 hours**
Provides insight into group formation and processes. Presents practical methods for fostering small group environments within a church education context.

AC V4723 Principles of Leadership

2 hours

Reviews basic leadership characteristics and skills needed for effective leadership including influence, integrity, vision, problem solving, and staff development.

ACV4725 Communication in Leadership

2 hours

Introduces the concepts of effective oral and written communication, including functioning in teams and other organizational settings as well as interpersonal exchanges.

ACV4734 Christian Leadership and Ethics

3 hours

Reviews theoretical and practical problems of moral conduct and proposes solutions with an emphasis upon the nature of ethics, values, rights, obligations, and opportunities

ACV3610 Directed Study

1 hour

This course is designed to offer the student the opportunity to add elective Bible hours to a program or course. This course will follow the regular academic calendar and requires pre-approval from the course instructor. The subject and requirements will be determined by the instructor.

DEPARTMENT OF ARTS AND SCIENCES COURSES

HIST, APOL, PHIL, BIO 3610 Directed Study

This course is designed to offer the student the opportunity to add Arts and Sciences elective hours to a program or course. This course will follow the regular academic calendar and requires pre-approval from the course instructor. The instructor will determine the subject and requirements.

Apologetics and Philosophy Courses

APOL2130 Introduction to Apologetics

3 hours

A study of the defense of the Christian faith. Topics discussed will include apologetic methodology, arguments for God's existence, miracles, evidence for the deity and resurrection of Jesus, and responses to several major objections to the Christian faith.

APOL2530 Worldviews and Contemporary Culture **3 hours**

A survey of the major worldviews in their contemporary cultural expression and their implications for human existence, meaning, and value. Special emphasis will be placed on the integration of the Christian theistic worldview into the various spheres of human life.

APOL3431 Apologetics and Other Faiths **3 hours**

A theological and apologetic critique of the major world religions and pseudo-Christian cults, including Judaism, Islam, Hinduism, Buddhism, Roman Catholicism, Latter Day Saints, Jehovah's Witnesses, the New Age Movement, and the Word-Faith Movement.

APOL3530 Apologetics and the Bible **3 hours**

A study and defense of the historical reliability, inerrancy, and divine authority of the Bible. The course will focus on giving responses to major objections to the reliability and authority of the Bible, including the challenge of contemporary historical Jesus research.

APOL4631 Special Topics in Apologetics **3 hours**

A concentrated study of a selected topic or person related to Christian apologetics (Prerequisites may apply).

PHIL2430 Logic and Critical Thinking **3 hours**

A study of the methods and principles of sound reasoning. The course will discuss the nature of arguments and how to evaluate them. Topics will be covered such as deduction and induction, quantification theory, fallacies, and procedures for testing validity.

PHIL3131 Introduction to Philosophy **3 hours**

A general survey of major philosophical issues with evaluation from a Christian perspective. Topics discussed may include the nature of philosophy, the existence of God, the mind/body problem, free will and determinism, the theory of knowledge, and ethics.

PHIL3135 Introduction to Ethics **3 hours**

A study and evaluation of various ethical systems from a Christian perspective, and the application of a Christian system of ethics to important moral issues.

PHIL3531 History of Philosophy I: Ancient and Medieval **3 hours**

A survey of the major philosophers and their ideas from the Ancient Greek period to the Medieval period. Attention will be given to the historical interaction between philosophy and the Christian faith.

PHIL3532 History of Philosophy II: Modern and Contemporary **3 hours**

A survey of the major philosophers and their ideas from the Modern period to the present. Attention will be given to the historical interaction between philosophy and the Christian faith.

PHIL4632 Special Topics in Philosophy **3 hours**

A concentrated study of a selected topic or person in the field of philosophy. (Prerequisites may apply).

Computer Courses

CIS1330 Introduction to Computers **3 hours**

This course is designed to orient students to PC-compatible computers. The course includes a study of basic computer hardware, MS Windows with command prompt commands, word processing software, and an introduction to spreadsheet software.

English Courses

ENG0300 English Review **No Credit**

This course is required for students whose scores on a placement test indicate a need for further study of English grammar and basic writing. These students must take this course as a prerequisite for ENG1330 and ENG1331. This course has a writing lab requirement.

ENG1330 English Composition 1 **3 hours**

This course is designed to develop skills in expressive and expository writing, and in critical reading. It will concentrate on writing based on experience, reflection, rhetorical analysis, and argumentation. It also will help the student to use a computer to prepare documents.

ENG1331 English Composition 2 **3 hours**

This course is designed to develop skills in reading, analyzing, and writing arguments, including writing from research. Students learn how to follow a prescribed style manual for documentation and how to avoid plagiarism.

ENG2430 and ENG2530 English Literature 1 and English Literature 2 3 hours each

This course constitutes a two-semester survey of British Literature from the fifth century to the present. Attention is given to the artistry of the major authors' works, the manner in which these works reflect and respond to the prevalent world views, and how Christians are to respond to these works (Prerequisites: ENG1330, ENG1331).

ENG3430, ENG3530 American Literature 1 and American Literature 2 3 hours each

This course constitutes a two-semester survey of American Literature from the Colonial period through the present. Attention is given to the artistry of the major authors' works, the manner in which they reflect and respond to contemporary events and ideas, and how Christians can thoughtfully respond to these works (Prerequisites: ENG1330, ENG1331).

History Courses

HIST2130; HIST2230 Western Civilization I and Western Civilization II 3 hours each

A survey of the course of civilization emphasizing significant persons, events, ideas, and movements in the historical epochs of Western culture.

HIST2234 United States History to 1877 3 hours

A survey tracking the development of US history from its colonial roots to the end of Reconstruction and emphasizing significant persons and events that shaped American culture.

HIST3134 Ancient Christianity 3 hours

A survey tracing Christianity's history from its emergence within Judaism through the papacy of Gregory I (590-604) with an emphasis upon leading persons, events, and movements.

HIST3234 Modern European Christianity 3 hours

A survey tracing Christianity's history from the Protestant Reformation to the present that highlights the Reformation, Counter Reformation, modern religious liberalism, and the development of twentieth century religious pluralism.

HIST4133 Christianity in America 3 hours

A survey of Christianity's history in America beginning with European colonization that highlights significant themes, events, leaders, and places special emphasis upon the development, dominance, and post-Civil War erosion of evangelical Protestantism's hegemony in the United States.

HIST4233 Special Topics in History**3 hours**

A concentrated study of a selected person, event, or movement within the history of Western civilization.

Health and Physical Education Courses**HLTH1110 Personal Fitness****1 hour**

Explores all of the components of health-related fitness. These include cardio-respiratory fitness, muscular strength and endurance, flexibility, and body composition. The course examines exercise and nutrition from a biblical standpoint, specifically the dietary code for healthy living (Meets for 2 class hours weekly).

PHED1510 Recreational Activities**1 hour**

Designed to develop skills in various recreational activities. These activities may include racquetball, pickle ball, badminton, tennis, golf, or other options (Meets 2 class hours weekly).

PHED1511 Team Sports**1 hour**

Introduces students to rules and basic skills involved in team sports (Meets for 2 class hours weekly).

PHED1512 Individual Sports**1 hour**

A course designed to introduce students to rules and basic skills involved in individual sports (Meets for 2 class hours weekly).

Math Courses**MTH1231 College Math****3 hours**

Designed for those working toward teacher certification in Elementary Education or as an elective in any other program. It presumes little prior knowledge of mathematics and is presented in a semi-programmed work text format that allows students to proceed at one's own pace.

MTH2131 College Algebra**3 hours**

Taught in a discussion and demonstration format, this course covers variables, linear and polynomial equations, and graphing (Prerequisite: MTH1231 or permission of instructor).

MTH2231 Geometry**3 hours**

Designed for those working toward teacher certification in Elementary Education or as an elective in any other program. Taught in a discussion and demonstration format that covers geometric proofs, right triangles, and areas of geometric figures (Prerequisite: MTH1231 or permission of instructor).

Orientation Courses**ORI1310 Study Skills****1 hour**

This is a foundational course designed as a review of basic study methods, learning styles, and research skills. (This course is required for those on academic warning. Other students not required to take this course must get permission from his/her advisor before enrolling in the course.)

ORIO301 College Life Skills**No credit**

A 1-hour noncredit required course for all first-time SEBC students. The course must be completed during the student's first semester and passed within the first year of attendance. The purpose of the course is to enhance learning, personal growth, satisfaction and retention of students new to the College by giving them the tools they need to succeed and graduate from our institution.

Psychology Courses**PSY2132 General Psychology****3 hours**

A general introduction to the science of psychology, which studies human motives, thinking, emotions, and actions, along with the general assumptions and teachings about the nature of man.

PSY2232 Human Growth and Development**3 hours**

A study of the developmental processes from birth to death. Special emphasis will be given to the growth and development of the elementary school child in the biophysical, psychosocial, cognitive and spiritual domains (Prerequisite: PSY2132)

PSY4421 Abnormal Psychology**2 hours**

A study of disorganized personalities. This course examines some of the most common mental, emotional, and behavioral disorders that interfere with personal independence (Prerequisite: PSY2132).

Science Courses

BIO2130 Anatomy and Physiology **3 hours**

This course involves a study of organ systems and general anatomy, including a basic study of human anatomy and physiology. *(Formerly SCII230 Biology 2)*

BIO2110L Anatomy and Physiology Lab **1 hour**

This laboratory course explores anatomical structures in animal and human systems. The cellular makeup and the physiology of body systems are examined. Dissections (real or virtual) are used to enhance the understanding of body systems. Lab exercises typically take 1 ½ to 2 hours. *(Formerly SCII210L Biology 2 Lab)*

BIO2230 Cell and Molecular Biology **3 hours**

This course involves a study of the molecular and cellular components of living things, integrating principles of biology common to all living things. Emphasis will be given to the issue of molecular origins. *(Formerly BIO1130 Biology 1)* (Prereq: SCII131)

BIO2210L Cell and Molecular Biology Lab **1 hour**

This laboratory course explores the cellular and molecular structures and functions of living things. Biochemical and genetic processes are examined. Laboratory exercises (real or virtual) are used to enhance the understanding of cell activities. Lab exercises typically take 1 ½ to 2 hours. *(Formerly BIO1110L Biology 1 Lab)* (Prereq: SCII131)

BIO2630 Taxonomic Survey of Organisms **3 hours**

This course involves a study of the broad array of living organisms, concentrating on their current taxonomic classification, relational characteristics, and ecological space occupied. The course will explore the evolutionary explanation for the origin of organisms. *(Formerly SCI2630 Biology 3)*

BIO2610L Taxonomic Survey of Organisms Lab **1 hour**

This laboratory course will involve two or more field trips to museums, zoos, botanical gardens, and aquariums. The field trips will require at least two full Saturdays to accomplish the trips and assigned tasks. (The student must check with the instructor before enrolling in the class for the dates for the field trips so that there are no schedule conflicts.) *(Formerly SCI2630L Biology 3 Lab)*

BIO4630 Molecular Biology**3 hours**

This course covers the molecular functions and products of the cell. Emphasis is given to DNA structure and function, gene structure and function, regulation of transcription and translation, and synthesis of macromolecules. (Prerequisite CHM3630 Biochemistry or permission of Instructor)

CHM2630 Inorganic Chemistry**3 hours**

This is a survey course covering general chemistry. Emphasis is given to the facts, principles, and theories of general chemistry including math operations, matter and energy, atomic structure, symbols and formulas, nomenclature, the periodic table, bonding concepts, equations, reactions, stoichiometry, gas laws, phases of matter, solutions, pH and equilibrium reactions.

CHM2610L Inorganic Chemistry Lab**1 hour**

This laboratory class explores matter and its composition, structure, and reactions. Laboratory exercises enhance the understanding of atomic and molecular activities. Lab exercises typically take two to three hours. (To be taken in conjunction with CHM2630 Inorganic Chemistry lecture).

CHM3630 Biochemistry**3 hours**

This course covers the chemistry common to living organisms. Emphasis is given to the structure and function of biomolecules including amino acids, carbohydrates, lipids, and nucleotides; structure and function of proteins, membranes and nucleic acids; metabolism, bioenergetics and regulatory mechanisms. (Prerequisite CHM2630/CHM2610L Inorganic Chemistry/Lab or permission of instructor)

SCI1131 Physical Science: Chemistry and Geology**3 hours**

This course involves a study of basic physical science principles, emphasizing chemistry and geology. This course includes a study of geological formations. (*Formerly SCI3130 Physical Science 1*)

SCI1231 Physical Science: Astronomy and Physics**3 hours**

This course involves a study of basic physical science principles, emphasizing physics and astronomy. This course includes telescopic observations and may require evening classes (*Formerly SCI3230 Physical Science 2*) (Prerequisite: MTH2131 Algebra or MTH2231 Geometry or by permission of instructor).

Speech Courses

SPCH1331 Oral Communication

3 hours

The basic aim of this course is the development of public speaking skills. Stress is placed upon speaker confidence, vocal clarity, verbal pace, body language, outline formulation, and the reduction of detracting mannerisms. Special emphasis is also given to interpretive Bible reading and to beginning skills related to teaching, preaching, and interpersonal communication.

DEPARTMENT OF BIBLICAL STUDIES COURSES

BIB, THEO, PASM, ICM 3610 Directed Study

This course is designed to offer the student the opportunity to add a Biblical Studies/Theology elective hours to a program or course. This course will follow the regular academic calendar and requires pre-approval from the course instructor. The instructor will determine the subject and requirements.

Bible Courses

BIB, THEO, ICM 3610 Directed Study

1-3 hours

This course is designed to offer the student the opportunity to add elective Bible hours to a program or course. This course will follow the regular academic calendar and requires pre-approval from the course instructor. The subject and requirements will be determined by the instructor.

BIB1330 Bible Overview

3 hours

Providing a basic chronological summary of the biblical narrative, this course emphasizes the central characters, events, and doctrines that shape the Christian faith.

BIB1332 Hermeneutics 1

3 hours

A foundational course designed to introduce the student to biblical prose literature and its subgenres. Attention will be given to the recognition of literary devices, narrative agenda and personal application (Formerly BIB1331 Inductive Bible Study). (Prerequisite: BIB1330).

BIB2130 Life of Christ**3 hours**

Examines the life of our Lord by placing the events recorded in all four gospels in reasonable chronological order. Attention is placed on items as they relate to the redemptive plan of God and the background materials that pertain to events in the Savior's life (Prerequisite: BIB1330).

BIB2131 Narrative Art in the Gospels**3 hours**

An exposition of Matthew, Mark, Luke, and John that takes into account literary techniques employed by each author to communicate the theological message of each book and that also addresses selected synoptic issues. (*replaces BIB2130 Life of Christ as Bible Core Course*)

BIB2331 Hermeneutics 2**3 hours**

A foundational course designed to introduce the student to biblical poetic literature and its subgenres. Attention will be given to the recognition of poetic devices, both structural and linguistic, and personal application.

BIB2520 Galatians**2 hours**

An expository, analytical and practical examination of this Epistle with attention given to Paul's defense of his apostleship, the message of justification by faith, and Christian liberty (Prerequisites: BIB1330, BIB1332, BIB2331).

BIB2521 I Corinthians**2 hours**

An expository, analytical, and practical examination of the Epistle with attention given to church discipline, Christian liberty, spiritual gifts (Prerequisites: BIB1330, BIB1332, BIB2331).

BIB2720 Intertestamental Period**2 hours**

A detailed study of the historical biographical and cultural background of the 400 silent years between the closing of the Old Testament and the opening of the New Testament. Emphasis will be given to the significant events in the development of the nation of Israel as it relates to the temple, the land, and the people (Prerequisite: BIB1330).

BIB2721 Disciplines of the Christian Life**2 hours**

This class explores the Christian life in light of its key developmental elements such as prayer, worship, Scripture-reading and lifestyle choices. In view of these matters, this course seeks to identify and discern between specific biblical instruction and practical wisdom so that the student can reflectively consider his/her life as it relates to these topics.

BIB2730 The Bible as Literature **3 hours**

Examines the various literary forms within the Christian canon. The special qualities of each literary genre will be discussed with the critical, interpretive and applicational issues that accompany these literary categories.

BIB3130 Genesis **3 hours**

Introduces the student to the first book in the canon of Scripture in which all that follows has its beginning. The course consists of an exegetical and expositional explanation of the book. Attention is given to the issues of young earth creation and a global flood (Prerequisite: BIB1330).

BIB3131 Old Testament Synthesis **3 hours**

Provides a synthesis of the entire Old Testament. Each book is examined in light of its historical setting. The student is given an overall picture of the Old Testament politically, socially, and religiously.

BIB3132 Pentateuch **3 hours**

A theological and literary introduction to the first five books of the Old Testament. Attention is given to the Sinai Covenant and its implications for the rest of Scripture (Prerequisite: BIB1330).

BIB3133 Acts **3 hours**

Designed to acquaint the student with apostolic, Christianity in its origin, progress, methods, and goals. The book of Acts, together with supplementary reading, student projects, class discussion, and lectures, provides the basis of this study (Prerequisite: BIB1330).

BIB3220 Bible Introduction **2 hours**

Examines the authority of the Christian Scriptures along with the issues of ancient text forms and canonization. The course will also address translational philosophies, modern translations and the “gender accuracy” issue (Prerequisite: THEO1321).

BIB3230 Romans **3 hours**

Consists of an exegetical and expositional study of Romans. Through examining Paul’s doctrinal treatise on the doctrine of salvation, relevant issues such as condemnation, justification, sanctification, and practical Christian living are discussed (Prerequisites: BIB1330; BIB1332).

BIB3231 New Testament Synthesis**3 hours**

Provides a synthesis of the entire New Testament. Each book is considered in relation to its immediate historical setting, the other books of the New Testament, and the entire Bible as it unfolds God's plan of salvation.

BIB3420 Matthew**2 hours**

An exposition of the gospel of Matthew, covering its background, theme, and lines of thought through verses, chapters, and sections. Doctrinal significance, solutions to areas of difficulty, and relevant practical application will be emphasized (Prerequisites: BIB1330, BIB1332, BIB2331).

BIB3431 Wisdom and Poetry**3 hours**

Introduces Old Testament wisdom literature and examines the books of Psalms, Job, Proverbs, Ecclesiastes, and Song of Solomon. Attention is placed on understanding the purpose and message of each book; utilizing the rules of hermeneutics associated with interpreting wisdom literature; understanding wisdom literature as the authoritative Word of God; and applying wisdom literature to life today (Prerequisite: BIB1330).

BIB3422 Minor Prophets**2 hours**

Offers a literary, biographical, and historical survey of Hosea through Malachi with attention given to exposition and application (Prerequisite: BIB1330).

BIB3530 Kings and Chronicles**3 hours**

Examines the biblical presentation of Israel's divided monarchy, with a special minor upon King Solomon's reign. This course also highlights the historiographic, thematic, and theological characteristics unique to each book (Prerequisites: BIB1330, BIB1332).

BIB3730 Hebrews**3 hours**

An expositional study of the book of Hebrews giving attention to the historical background, themes, and theological issues of the book. Special consideration will be given to the relevant and appropriate application (Prerequisites: BIB1330, BIB1332, BIB2331).

BIB4120 Daniel**2 hours**

A detailed study of the historic, biographical, and prophetic material in Daniel. Correlation is made between Daniel and the prophetic material of Matthew 24 and Revelation. God's program for the Gentiles and Israel is discussed (Prerequisites: BIB1330, BIB1332).

BIB4220 Isaiah**2 hours**

Reviews the historical background of Isaiah's time and his prophetic response to the major issues, trends, and nations of the age. Proceeding with a verse-by-verse exegesis of selected chapters, it also pursues an in-depth review of the book's eschatology and major doctrines (Prerequisite: THEO3120).

BIB4420 Pastoral Epistles**2 hours**

An exegetical and expositional study of 1 and 2 Timothy and Titus. Attention is given to the organization, development, and protection of the local church (Prerequisites: BIB1330, BIB1332, BIB2331).

BIB4530 Revelation**3 hours**

Consists of a detailed exegetical and expositional study of the book of Revelation. Various alternative approaches of study and problem passages are discussed (Prerequisites: BIB1330, BIB1332).

BIB4730 New Testament Seminar**3 hours**

Provides an advanced interaction with New Testament studies. This senior-level course emphasizes higher levels of comprehension and research resulting in an overall integration and demonstration of Christian thought (Prerequisites: BIB2130, BIB3220, BIB3230, THEO1321, THEO2130, THEO2230, THEO3120, THEO3220).

BIB4731 Old Testament Seminar**3 hours**

Provides an advanced interaction with Old Testament studies. This senior-level course emphasizes higher levels of comprehension and research resulting in an overall integration and demonstration of Christian thought (Prerequisites: BIB3130, BIB3220, THEO1321, THEO2130, THEO2230, THEO3120, THEO3220).

Biblical Language Courses**LANG2130 Elementary Greek 1****3 hours**

The first semester of the Greek language sequence. A study of the basic principles of Biblical Greek for students who have not had Greek nor need an extensive review of the language (Prerequisites: ENG1330, ENG1331).

LANG2230 Elementary Greek 2**3 hours**

The second semester of the Greek language sequence. A continuation of the basic principles of Biblical Greek for students who have not had Greek nor need an extensive review of the language. The course will include translation work in the Gospel of John during the latter part of the year (Prerequisites: ENG1330, ENG1331, LANG2130).

LANG3130 Intermediate Greek 1**3 hours**

The third semester of the Greek Language sequence. Focuses on translation, building of a Greek vocabulary, consideration of syntactical principles, and the use of these in developing a comprehensive exegetical method (Prerequisites: LANG2130, LANG2230).

LANG3230 Intermediate Greek 2**3 hours**

The fourth semester of the Greek Language sequence. An introduction to exegetical procedures and practice of exegesis in selected epistles. Attention will be given to content, authors' styles and the epistles' characteristics. The student will be assisted in the development of a systematic exegetical method (Prerequisites: LANG2130, LANG2230, LANG3130).

LANG4130 Hebrew 1**3 hours**

The first semester of the Hebrew language sequence. An introduction to basic Hebrew grammar. This course will review the basic principles that govern noun and verb forms while also building a basic vocabulary.

LANG4230 Hebrew 2**3 hours**

The second semester of the Hebrew language sequence. A continuation of basic Hebrew grammar. This course will review the basic principles that govern noun and verb forms while also building a basic vocabulary. The student will also be exposed to the basic language tools that will aid further study (Prerequisite: LANG4130).

Theology Courses**THEO1321 Foundations of Biblical Doctrine****2 hours**

This course provides an introduction to the major areas of Bible doctrine. It is designed to present the essential truths of Christianity in a clear and concise format that can be easily learned and understood.

THEO2130 Theology 1**3 hours**

Introduces the student to theology proper as organized by systematic and philosophical theology. Careful consideration is given to divine attributes, Trinitarianism and perspectives on the nature of divine sovereignty (Prerequisite: THEO1321).

THEO2230 Theology 2**3 hours**

Introduces the biblical doctrines of Angelology, Anthropology, Hamartiology, and Soteriology. Special attention is given to the nature of divine sovereignty as it pertains to salvation and perseverance (Prerequisites: THEO1321).

THEO3120 Theology 3**2 hours**

Designed to survey eschatology, including an examination of God's prophetic plan involving the Rapture, Judgment Seat of Christ, Tribulation, Second Coming to the earth, Millennium, Eternal state, etc. Attention is given to the diversity of interpretive methods and the pretribulational, premillennial approach (Prerequisite: THEO1321).

THEO3220 Theology 4**2 hours**

Surveys selected topics in Ecclesiology. Attention will be given to the identity and character of the New Testament Church, the ordinances, forms of local church government, and biblical leadership roles (Prerequisite: THEO1321).

THEO4730 Theology Seminar**3 hours**

Provides an advanced interaction with theological studies. This senior-level course emphasizes higher level of comprehension and research resulting in an overall demonstration and integration of Christian thought (Prerequisites: THEO1321, THEO2130, THEO2230, THEO3120, THEO3220, BIB3220).

Christian Ministries/ Pastoral Ministries Courses**PASM2230 Homiletics I: Ministry Communication****3 hours**

Designed to further develop the public speaking skills for those preparing for lay ministry. Recognition is given to the variety of speaking and teaching opportunities available to Christian men and women today (Prerequisites: BIB1330, BIB1332, BIB2331 and SPCH1331).

PASM3130 Homiletics 2

3 hours

Designed to develop the fundamentals of sermon construction and preparation. Further attention is given to personal attitude and readiness (Prerequisites: SPCH1331, BIB1332, BIB2331, PASM2230).

PASM3230 Homiletics 3

3 hours

Designed to provide further proficiency in vocational preaching. Attention will be given to the development of sermon types (Prerequisites: BIB1332, BIB2331, SPCH1331, PASM2230, PASM3130).

PASM3520 Biblical Theology of Ministry

2 hours

This course challenges the student to develop a personal philosophy of ministry and a grasp of key ministry factors such as integrity, excellence, prioritization and perseverance, based on a careful examination of the biblical theology of ministry.

CM3620 Christian Ministries Practicum

2 hours

Exposure and observation of local church or Parachurch ministry in an appropriate service area. Students will be supervised by the program supervisor and a field instructor.

PASM3620 Pastoral Practicum

2 hours

Offers ministry experience in an appropriate service area. Students will be supervised by the program supervisor and a field instructor.

CM4620 Christian Ministries Internship

2 hours

Supervised field-based training in local church or parachurch ministry that allows the student to experience ministries related to his/her professional minor. This ministry experience, although varied, would involve planning, implementation, and supervision.

PASM4620 Pastoral Internship

2 hours

Supervised field-based training in a local church pastoral ministry that exposes the student to ministries related to his professional minor.

Intercultural Ministries Courses

ICM1320 Introduction to World Missions

2 hours

Presents the basis for World Missions as given in the Old and New Testaments. The course gives consideration to the missionary call and places stress upon the biblical response to universalism and syncretism. It surveys basic needs and opportunities, selected ministries, and key trends of World Missions.

ICM1321 Evangelism

2 hours

This course entails a biblical approach to the meaning of the Christian witness through a believer's faithfulness to the evangelistic mandate. It proceeds with an in-depth review of evangelism's meaning, message, principles, and practices. Emphasis is placed on how one may evangelize through personal witness, team activity, and the local church.

ICM2430 World Religions and Cults

3 hours

A study of major cults and religions of the contemporary world, especially as they constitute a challenge to Christian Missions. Considers the historical development, philosophical system, major tenets, evaluation in the light of Biblical revelation, and counsel concerning missionary work among adherents of selected religious systems.

ICM2431 Race, Culture and the Church

3 hours

This course will focus upon the opportunities and challenges of living and ministering in a multicultural/ethnic society. The histories of major American minority groups will be surveyed with an aim to enhance understanding and contributions in light of diversity. Students will develop a biblical perspective on the issues of race and unity.

ICM2433 Hispanic Culture and Ministries

3 hours

Surveys the different Hispanic cultures in the United States. Items such as food, manners, traditions, time, basic values and relationships will be covered. The student will also explore existing and future opportunities for service to these communities.

ICM2520 Missionary Life**2 hours**

A practical study of missionary life and ministry. Surveys the procedures involved in becoming a missionary candidate and reaching the selected field of service. Emphasis is placed upon the missionary's personal and family life, the education of his/her children, the relationships to one's home church, parachurch organization, fellow missionaries, nationals, and the adjustments related to cross-cultural living.

ICM2530 Challenges of Local Missions in the 21st Century**3 hours**

This course is designed to acquaint the student to realities in the practice of missions to urban and suburban communities in the 21st Century. This course will broaden the student's understanding of the major issues and trends that challenge the church's involvement in local missions to these areas. The Birmingham Metropolitan area will be used as the laboratory to enhance their understanding. Specific attention will be given to the development of a theological rationale for the practice of local missions.

ICM2731 Conversational Spanish**3 hours**

This course presents the basic linguistic elements of Spanish for the purpose of building relationships, creating ministry opportunities, and bridging cultural gaps. As a secondary goal, this course offers insight into communication, social expectations, and lifestyles within Hispanic communities.

ICM3430 History and Philosophy of Missions**3 hours**

Designed to develop insights regarding the strengths and weaknesses of missions throughout history with an analysis of the missions movement from apostolic times to the present. While building a sound philosophy of missions, it seeks to discern ways of creative response to the trends of missions today.

ICM3520 Cross-Cultural Communication**2 hours**

Entails a study of the essence of Biblical evangelism and the effective communication of the evangelistic message. It proceeds with analyses of selected patterns of present-day evangelism and communication strategies. Emphasis is placed upon designing and implementing evangelistic and communication strategy through local churches and parachurch organizations.

ICM3531 Cross-Cultural Adaptation**3 hours**

An introduction to the experiential challenges of living and working in a culturally foreign environment. Explores the processes of culture shock, cultural adaptation, reentry stress and third-world cultural identity development.

ICM3532 The Urban Context**3 hours**

Examines relational, religious and economic issues facing metropolitan communities. This course identifies the trends, shifts and future outlooks for development and ministry opportunities.

ICM3533 Urban Ministries**3 hours**

This course identifies appropriate strategies for Christian ministries in an urban context. Special emphasis will be placed upon student awareness and involvement in local urban ministry opportunities for the purposes of investigation, evaluation of their effectiveness to reach their targeted mission and vision goals. This course also puts emphasis on providing students with opportunities for personal involvement in a chosen urban ministry program.

ICM3730 Chaplain Ministries**3 hours**

Designed to introduce the student to various issues and opportunities associated with chaplaincy. This course will examine the broad philosophy of practice and ministry tactics while identifying the recipients of these ministries as communities with particular needs. The course will also address the logistics and legalities of chaplaincy.

ICM3731 Contextualized Evangelism**3 hours**

This course is designed to broaden the student's awareness of local community contexts with regard to strategies and methods of personal evangelism. Time will be given to developing the practical skills and habits needed to effectively share one's faith in each environment considered. (Prerequisite: ICM1321 Evangelism)

ICM4120 Missions Area Study**2 hours**

Designed to engender in-depth knowledge of a selected type of ministry. It proceeds with the intensive study of an area of learner interest. Course research relates to the history, geography, culture, economy, political structure, religious problems, and trends that affect mission work.

ICM4121 Cultural Anthropology**2 hours**

An overview of the origins and nature of cultures and the processes of cultural invention, contact, diffusion and acculturation. The course includes a study of material culture, social life, government and law, art and religion.

ICM4220 Applied Missionary Anthropology**2 hours**

A study of the application of anthropological techniques to missionary activity and problems in view of a Biblical orientation. An approach is made to practical, societal problems of the missionary among cross-cultural groups and to seeing how anthropology helps to solve these (Prerequisite: ICM4121).

ICM4520 Church Planting and Development**2 hours**

Reviews the Divine will, provisions and procedures for extending the church worldwide. Surveys are made of selected churches, home and foreign, to determine why they succeeded or failed. Principles and tools for evaluating the various types of church growth are introduced. The course will include projects devised to aid the learner in the discovery, analysis, and institution of church growth dynamics.

ICM4521 Contemporary Issues in Missions**2 hours**

A study of the major issues, events, trends, and problems related to modern missions. Selected contemporary books and articles on missions will be critically evaluated. Also includes an analysis of communism, nationalism, and apostate ecumenism insofar as each calls for the creative response of evangelical missionary outreach.

ICM4620 Missions Practicum**2 hours**

Concerns practical missions service under the direction of host supervisors and the program advisor. Ministries in and through the local church and/or missions agency will provide entry-level experience for the missions trainee.

ICM4621 Missions Internship**2 hours**

Designed to sharpen missions-related ministry skills under the guidance and requirements of mission agency personnel and the program advisor. The internship involves the student in securing church partnership, prayer backing, funding, and ministry experience.

DEPARTMENT OF EDUCATION COURSES

CHED, CHMN, COUN, YTMN 3610 Directed Study

This course is designed to offer the student the opportunity to add Church Education elective hours to a program or course. This course will follow the regular academic calendar and requires pre-approval from the course instructor. The instructor will determine the subject and requirements.

Church Education Courses

CHED1220 Introduction to Church Education **2 hours**

Introduces the student to the total field of church education from the perspective of a church leader. The student discovers the place of education in the local church and is guided through the various educational ministries. The student is to be introduced to the basics of teaching and working with children, youth, and adults through a Christian educational ministry.

CHED1420 Drama in Ministry **2 hours**

A performance course designed to provide students with a general knowledge of dramatic elements in a ministry setting. General aspects including character development and production elements will be explored with a focus on creative arts ministry. Various in-class performances will be required, as well as at least one public performance in chapel or an off-campus site.

CHED2131 Technology and Learning **3 hours**

Surveys technologies available for aiding teachers in instruction and management of the classroom. The student learns the basics of several computer-based programs and is introduced to trends in educational technology (Formerly CHED2131 Materials & Media).

CHED2130 Introduction To Women's Ministry **3 hours**

An introductory course exploring the philosophies of women's ministries and the unique needs and contributions of women.

CHED2720 Church Education Curriculum Development **2 hours**

A survey of the basic concepts that undergird curriculum development in the church's educational ministry. The course provides a foundation for: (1) analyzing, evaluation and writing curriculum materials used within the local church, and (2) determining the effectiveness with which these materials are employed. Objectives, methods, materials, and activities used by all denominations and independent presses will be compared and evaluated.

CHED2731 Spiritual Formation through the Arts**3 hours**

This course will explore the natural connections between spiritual formation and the arts. Various mediums of art and how they have supported growth towards Christ-likeness will be studied and experienced. This course will research the understanding of how the arts can strengthen one's personal relationship with Christ as well how the arts have been used throughout church history to enhance teaching and training.

CHED3130 Teaching the Bible**3 hours**

Presents the pedagogical principles of teaching and learning as they relate to the communication of the Word of God. Individual skill in the application of these principles is developed through lesson planning and practice.

CHED3430 Personal Growth and Ministry**3 hours**

The course is designed to develop an understanding that the well being of ministry leaders greatly impacts ministry itself. Students in a small group setting will explore, with the guidance of a licensed counselor or psychologist, family of origin dynamics, personality styles and traits, burnout, addiction risks, self-care strategies, and the necessity of grace and forgiveness. (3 hrs)

CHED3520 Adult Development and Ministry**2 hours**

Introduction to a biblical philosophy for teaching adults. Begins with a study of characteristics and needs of adults covering the life span from young adulthood to senior adulthood. Also teaches the practical application of meeting adult needs biblically.

CHED4120 Marriage & Family**2 hours**

Designed to present the Biblical goal of the Christian home, the roles of each member of the family unit, and examination of the problems of Christian family life and the relationship of the home to the church. Representative units of study include: developing a Christian lifestyle for marriage, meaningful family worship, Biblical principles of finances and child training education.

CHED4520 – Principles and Practices of Discipling**2 hours**

Provides an opportunity for the student to focus in on the subject of making disciples. The student will begin with a study of the meaning of discipleship and move through a philosophy of building a Biblical discipling ministry.

CHED4521 Group Dynamics**2 hours**

Presents the theory and practice of the group process which is so important to the work of church education in the areas of leadership, counseling, fellowship, and teaching. Deals with group formation and maintenance and especially emphasizes ways in which spiritual growth can be fostered by small group environments.

CHED4611 Independent Study in Church Education**1 hour**

Allows the student to study areas of personal interest not covered in other courses in church education. The student will be working closely with the course instructor. This course stresses the need for creative, high quality work (By approval of instructor).

CHED4620 Church Education Internship**2 hours**

Supervised training in educational ministries of a local church or Parachurch organization which exposes the student experientially to various types of ministry appropriate to their professional minor. Students are placed with experienced Christian educators for instruction and practical on-the-job training. Internship in special ministries may be arranged in some cases. (Open to program majors only after completing the junior year; consult with the department chair early in the junior year to arrange for this course.)

CHED4720 Biblical Principles of Leadership**2 hours**

Focuses on the basic skills needed in being an effective leader including time management, planning, organizing, leading and evaluating. Through practical exercises, the student is helped to become an effective, positive leader and administrator (Formerly titled CHED 4522 Organization /Administration).

Children's Ministries Courses**CHMN2130 – Introduction to Children's Ministry****3 hours**

Presents an introduction to the local church ministry to children. Students will learn the biblical and practical principles necessary to create a successful ministry in any size church in any culture. This class answers the questions: "Why do we do what we do?" "How can I be assured of success?" and "How can I measure the results of my ministry."

CHMN2530 Foundations of Children's Ministries**3 hours**

Introduces the student to the church time ministries of a local church from nursery through sixth grade. Focusing on the methodology of ministry, students will understand the goals of ministry, problems to be expected, and methods that assure success. Students will learn how to teach the content, values, and principles of the Bible to all age groups.

CHMN3430 Outreach in Children's Ministries**3 hours**

Provides the tools necessary for ministries that are outside the usual church time events. Students will learn to effectively plan camps and retreats, direct children's choirs, organize special events that bring children into the church and help them develop their talents and gifts. Students will also learn how to publicize their ministries..

CHMN3530 Discipleship of Children**3 hours**

Designed to prepare children's pastors and workers to help children grow in Christian maturity. Students will learn the principles of discipleship and learn how to train parents to disciple their children.

CHMN4330 Children's Ministries Practicum I**3 hours**

The student will assist in a local youth ministry for a minimum of 30 hours during the semester. An exposure to children's ministries of the local church, students will participate in each ministry, observing the programs, methods, and purposes. The student will gain an onsite understanding of the problems and challenges of ministry in an actual church setting.

CHMN4332 Children's Ministries Practicum 2**3 hours**

The student will assist in a local youth ministry for a minimum of 30 hours during the semester. The student will complete a ministry project in a local church. With the help of the instructor, the student will create clearly defined ministry goals and will take the project to completion, carefully monitoring progress along the way (Prerequisite: CHMN4330).

Counseling Ministries Courses**COUN2130 Introduction to Counseling and Personality Theory****3 hours**

An overview of the historical, biblical, and theoretical foundations of counseling in the 21st Century. Christian and secular theories of counseling will be surveyed.

COUN3120 Counseling Ethics**2 hours**

An overview of ethical issues common to the counseling scenario. Legal and ethical guidelines established for counseling professionals will be examined (Prerequisite: COUN2130).

COUN3731 Marriage/Family/Child Counseling**3 hours**

An introduction to components of premarital, marital, child and family therapy (Prerequisite: COUN2130).

COUN3220 A Biblical View of Persons**2 hours**

A theological study of human nature and the image of God. Contrasted with alternate religious views of humanity, a biblical perspective will be established and applied to the analysis of counseling relationships. (Prerequisite: COUN2130)

COUN3230 Counseling Techniques and Practices**3 hours**

An introduction to basic techniques of counseling and active listening. Role play and self-discovery exercises will be utilized in this experiential course (Prerequisite: COUN2130).

COUN3310 Counseling Practicum I**1 hour**

The student must take 6 personal sessions with a professional counselor who is approved by the Counseling Ministries advisor. The experience of being the *client* will facilitate the student's ability to empathize with those he/she counsels in the future and will help identify areas and issues of strengths and weakness that could affect the student's counseling approach. It is the student's responsibility to pay for any and all counseling fees. Restricted to Junior and Senior level students (Prerequisite: COUN2130).

COUN3722 Group Counseling**2 hours**

A study of the biblical foundation from which the concepts of group theory and counseling spring. Students are introduced to contemporary group theory and the counseling process. Efficacy of various approaches is explored (Prerequisite: COUN2130).

COUN3733 Conflict Resolution**3 hours**

A study of biblical, Christ-oriented approaches to resolving conflict in churches, organizations, relationships, and families in the spirit of God's grace and God's truth. Nonreligious material, as well as concepts from other religions, are examined. (Prerequisite: COUN2130)

COUN3734 Theory and Practice of Helping Relationships **3 hours**

An overview of basic theory behind helping relationships, including practical steps to biblical change. The development and practice of counseling skills will be emphasized. (Prerequisite COUN2130) (Also recommended for the student who is not a counseling minor)

COUN4120 Crisis Counseling **2 hours**

An overview of crisis situations that require special attention such as suicidality, domestic violence, grief, and trauma. Specific techniques will be discussed. Emphasis will be placed on the self-care of the counselor in the face of secondary trauma and compassion fatigue (Prerequisite: COUN2130).

COUN4121 Statistics **2 hours**

An overview of statistical concepts as they apply to research of human behavior. Mathematical work will be required (Prerequisite: COUN2130).

COUN4130 Person of the Counselor **3 hours**

An experiential study of the integrity and all-around health of the counselor. Self-examination in the context of group discussion, personal process exercises, personality assessment, and formational reading will be emphasized. Guest speakers will address various topics (Prerequisite: COUN2130).

COUN4221 Experimental Design **2 hours**

An introduction to methods of scientific research, especially as they apply to the study of human behavior and issues relevant to the church and Christian living. Skills in conducting, evaluating, and summarizing research will be emphasized. APA format writing will be introduced (Prerequisite: COUN2130).

COUN4320 Counseling Practicum II **2 hours**

An onsite experience of gaining exposure to professional counseling and counseling organizations. The student is allowed to provide administrative services, but only observe counseling as it is provided by licensed clinicians. Sites must be approved by the Counseling Ministries advisor. Restricted to Senior level students (Prerequisite: COUN2130, COUN3120, COUN3310).

Music Courses

Applied Music – Voice, Piano, Guitar, or Other

1 hour

Basic performance technique will be explored as well as music fundamentals during private lessons.

Piano	Voice	Guitar & Other
MUSIS3115	MUSI3117	MUSI3119
MUSIS3215	MUSI3217	MUSI3219
MUSIS4115	MUSI4117	MUSI4119
MUSIS4215	MUSI4217	MUSI4219

MUSI1120 Foundations of Worship

2 hours

This course presents a historical survey of the development of music and worship in the church and a theological survey of music and worship as presented in Scripture. Through the survey, students will gain appreciation for music and worship by developing a philosophy of worship and aesthetics. Attention will also be given to developing and maintaining the heart of a worshiper. This course may count toward the required fine arts elective for all programs.

MUSI2520 Worship Leadership and Planning

2 hours

A course designed to prepare the student to organize a total church music program in any size church, and to keep such a program going effectively. This course includes discussion on the purpose of church music, personnel involved in church music and programs to follow.

MUSI3230 Music Appreciation

3 hours

This survey course is designed to help the student experience and appreciate Western Art Music from the Medieval Period to the present, as well as music from other cultures. This course may count toward the fine arts elective required for all programs.

MUSI3531 Music for Children and Youth

3 hours

This course is designed to prepare the student to engage children and youth in music in a variety of settings including church, school, or the mission field through multiple methods and materials.

Youth Ministries Courses

YTMN2132 Foundations of Youth Ministry

3 hours

In this course students will work through their personal call experience and perspective of youth ministry. Foundational topics and the impact they have include: the historical, biblical, theological and philosophical bases of youth ministry, youth culture, adolescent development, and the impact these issues have on youth ministry.

YTMN 2231 Counseling Youth and Families

3 hours

This course is designed to develop appropriate counseling skills for the ministry setting with adolescents and their families. Attention will be given to counseling theory and techniques, legal and ethical issues, and relevant issues facing youth today. (Prerequisite YTMN2132)

YTMN 2332 Youth Ministry Practicum I

3 hours

This practicum is designed to provide students with hands-on youth ministry experience either in a local church, camp ministry, or parachurch organization. Students will spend a minimum of 140 hours working with youth and assisting the youth pastor or supervisor. The goal is to expose the student to all facets of youth ministry and to confirm the student's interest, passion and readiness for youth ministry. Students will be required to meet on a weekly basis with both the campus supervisor and the on-site supervisor. (Prerequisite YTMN2132)

YTMN 3131 Advanced Issues in Youth Ministry

3 hours

The following issues will be addressed in this course: programming a balanced youth ministry; promoting and advertising events, planning retreats; mission trips; camps; budgeting and financial issues; building a ministry team; staff relationships; risk management; and methods of evaluation and follow-up. (Prerequisites YTMN2132, YTMN4230)

YTMN 4230 Comparative Philosophies of Youth Ministry

3 hours

This course is a study of current philosophies or models of youth ministry. The student will evaluate the effectiveness of current approaches and learn how to implement concepts from these philosophies into a youth ministry program. Students will also develop their own working model/philosophy of ministry. (Prerequisite YTMN2132)

YTMN 4331 Youth Ministries Practicum 2**3 hours**

The second of two courses that will give the students hands-on ministry experience either in a local church, parachurch organization or camp ministry. Students will spend a minimum of 140 hours at their ministry site. This course is designed as an educational experience, providing the student the opportunity to learn through observation and actual ministry experience under the joint supervision of the college faculty and experienced youth ministry veterans serving as mentors. The goal is to provide thorough practical training and preparation for full time ministry to youth. (Prerequisites YTMN 2132, 3131, and 2332)

YTMN4211 Senior Seminar**1 hour**

This course is designed to prepare the student for entry into a youth ministry position and the first few years of ministry. The course will cover the following issues: resume writing; interview process; leadership style; and roles within a team. The course will also review ministry philosophies and on-going issues within youth ministry. (Prerequisites YTMN2132, 4331)

Elementary Education Courses**ELED1230 Foundations of Education****3 hours**

A survey of historical, philosophical, sociological and psychological influences in American education, and includes the role of the school in American culture. A personal Christian philosophy of education is developed. Observation in local school classrooms is a basic part of this course.

ELED2120 Curriculum Development**2 hours**

Designed to expose education students to basic curriculum design. Emphasis will be placed on various types of curriculum design and study of procedures leading to sound curriculum change. Various curriculums including the Alabama courses of study will be examined, test construction will be studied and practiced; objectives will be described and written (Prerequisite: ELED1230).

ELED2530 Arithmetic Education**3 hours**

Designed to introduce the prospective teacher to the principles, methods, and materials of teaching mathematics in the elementary school. The major components of curriculum planning and implementation will be presented. The format of the course includes lecture, discussion, demonstration lessons, in-class presentations and use of mathematics materials, and participation in field observation experiences (Prerequisite: MTH1231).

ELED3130 Educational Psychology**3 hours**

An in-depth study of the human learning process. Educational theories, motivation, student diversity, learning styles, classroom climates, assessment and current issues in education will be discussed. Educational theories will be compared to Christian education philosophies (Prerequisites: PSY2132).

ELED3320 Elementary Education Practicum 1**2 hours**

Designed to give education majors experience in elementary schools by participation primarily in non-teaching responsibilities: aiding teachers by grading papers, copying work, supervising children, creating bulletin boards, and assisting in other ways by working with children (Prerequisite: at least 9 semester hours of methods courses.)

ELED3430 Reading Skills**3 hours**

Students are introduced to the basic concepts of the reading process by studying and using the major approaches to reading instruction (Intensive Phonics, Language Experience, Basal Reader, Linguistic, and Eclectic approaches including changed alphabets, words in color, and other means of individualizing instruction). Readiness, word recognition, and assessment of levels of comprehension are emphasized in lesson planning and practice teaching (Prerequisites: ELED1230, ELED2120, PSY2232).

ELED3520 Classroom Management**2 hours**

Designed to study management of time, space, paperwork, and student behavior. Classroom management theories, behavior modification and approach to discipline are some of the areas explored in depth (Prerequisite: ELED1230).

ELED3521 Literature for Children**2 hours**

A reading course in which the selection and evaluation of literature for the elementary school child is emphasized. Students are encouraged to make value judgments as to appropriate literature for the elementary classroom.

ELED3530 Language Arts**3 hours**

An extensive study of methods for teaching the areas related to language areas: listening, speaking, reading, writing and spelling. Emphasis will be on the practical application of the language arts in the curriculum. Lesson preparation and practice teaching are a vital part of this class (Prerequisites: ELED1230, PSY2232).

ELED3531 Teaching Methods 1**3 hours**

Emphasizes methodology for teaching science and social studies in the elementary classroom. Concepts and methods which enhance children's learning processes such as inquiry, discovery, cooperation and collaboration will be explored (Prerequisites: ELED1230, PSY2232).

ELED4230 Teaching Methods 2**3 hours**

Emphasizes methodology for teaching art, music, health and physical education in the elementary classroom. Concepts and methods which develop the total child through the use of interactive education processes will be explored (Prerequisites: ELED1230, ELED2120).

ELED4320 Elementary Education Practicum 2**2 hours**

Provides the opportunity to gain additional experience in school settings prior to actual Student Teaching experience. The student participates in teaching experiences such as tutoring, small group instruction, and in teaching whole classes in arrears in which methods course(s) has been or is being taken. Other duties may be assigned by the supervising teacher (Prerequisites: at least 20 hours of methods courses and ELED3320).

ELED4390 Student Teaching**12 hours**

Student involvement in the total learning situation of a local school under the supervision of the Department of Teacher Education and the local cooperation teacher. The competencies demonstrated by the student in the classroom will be used to evaluate the effectiveness of the teacher training program. This course requires the student's full time involvement for a twelve week period.

ELED4430 Introduction to Special Education**3 hours**

An introductory survey course describing various types of exceptionalities commonly encountered in classroom teaching. The course includes an analysis of physical, social, mental and emotional factors of students as well as techniques involved in screening for exceptionalities, referral, and teaching of exceptional children in the regular classroom setting.

Service Learning Courses

SL0301 Community Focus Service Learning **0 hours**

The student will volunteer with a community organization for 13 weeks, working approximately 3 hours per week. The student will engage with and serve the greater Birmingham community outside of a church setting.

SL0302 Free Elective Service Learning **0 hours**

The student will serve in an approved setting for 13 weeks, working approximately 3 hours per week. An approved setting will provide the opportunity to serve others, develop skills for future career goals, and/or provide a practical opportunity to apply classroom knowledge.

SL0303/0304 Program of Study Service Learning **0 hours**

Supervised field-based training in local church, parachurch ministry or community organization that allows the student to experience work (ministry related to his/her professional minor. This experience would involve planning, implementation, and supervision. The student is expected to complete a minimum of 39 hours over 13 weeks.

SL0309 Service Learning (*Provision for Older Service Learning Credit*) **0 hours**

Students locate churches, ministry organizations, mission agencies, etc., in which to serve. The experience is intended to offer exposure to leadership and responsibility. Minimum of 3 hours per week.

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DIRECTIONS TO CAMPUS

From Huntsville or Nashville:

Take I-65 South through Birmingham. Take the Valleydale Road Exit #247. Turn left on Valleydale Road. Go 2 ½ miles to 2545 Valleydale Road. Turn right into SEBC parking lot.

From Auburn or Sylacauga

Take 280 East toward Birmingham. Turn Left onto CR17S/Valleydale Road. Go 4.6 miles. Turn Left into parking lot.

From Memphis:

Take Highway 78 South into Birmingham. Take I-20E/59N one mile to I-65 South. Take I-65 South through Birmingham. Take the Valleydale Road Exit #247. Turn Left on Valleydale Road. Go. 2 ½ miles to 2545 Valleydale Road. Turn right into SEBC parking lot.

From Knoxville or Chattanooga:

Take I-75 South to Chattanooga. From Chattanooga, take I24 West to I-59 South. Take I-59 South into Birmingham to the I-459 interchange. Take I-459 S to the I-65 South (toward Montgomery) exchange. Take I-65 South, Exit 15, bearing left. Go to the Valleydale Road Exit #247. Turn left on Valleydale Road. Go 2 ½ miles to 2545 Valleydale Road. Turn right into SEBC parking lot.

From Montgomery or Mobile:

Take I-65 North towards Birmingham. Take the Valleydale Road Exit #247. Turn Left on Valleydale Road. Go 2 ½ miles to 2545 Valleydale Road. Turn right into SEBC parking lot.

From Atlanta:

Take I-20 West into Birmingham to the I-459 interchange. Take I-459 South toward Tuscaloosa to the I-65 South interchange, Exit 15., bearing left. Go to the Valleydale Road Exit #247. Turn left on Valleydale Road. Go 2 ½ miles to 2545 Valleydale Road. Turn right into SEBC parking lot.

