If found, please return/mail to:
Pacific Bible College
409 Front Street
Medford, Oregon 97501 or

Name: _____________________________________________

____________________________________________________

Phone: _____________________________________________

____________________________________________________

Email Address: _______________________________________

____________________________________________________

Student Responsibility for Catalog & Handbook Policies

All students are responsible to read the PBC Catalog & Handbook and follow its policies/procedures. Enrollment is your agreement that you will abide by PBC's policies. The catalog is also available online at www.pacficbible.com.

About this Catalog

Release date: 7/8/15. The purpose of this catalog/handbook is to give an overview of Pacific Bible College. It contains specific policies, procedures and requirements related to admissions, academics and cost. This catalog/handbook is not a legal document. Every effort is made to have accurate information at the time of publication. Dates, policies and programs are subject to change following appropriate institutional approval.

This school is a non-profit corporation and is authorized by the State of Oregon to offer and confer the academic degrees described herein, following a determination that state academic standards will be satisfied under OAR 583-030. Inquiries concerning the standards or school compliance may be directed to the Office of Degree Authorization, Higher Education Coordinating Commission, 775 Court St NE, Salem, Oregon 97301.

Pacific Bible College is a candidate for accreditation with the Commission on Accreditation of ABHE. Association of Biblical Higher Education, 5850 T.G. Lee Blvd., Ste 130, Orlando, FL 32822, 407.207.0808.
Dear PBC Student:

Welcome to Pacific Bible College ("PBC"). You and your discipleship in Christ are why we exist. Our small college strategically leverages its resources to minimize the financial cost of post secondary education while maximizing your academic, spiritual, and for many, professional training. We believe in developing a synergistic relationship with each student whereby God uses us to transform you for his purposes and you also help Him transform PBC towards a more effective academic institution.

Our mission is to provide a biblically focused education that equips students in character, leadership, and service to impact the church, community and world for Jesus Christ. This is capsulized in our motto Kingdom Think whereby we train students to effectively apply critical thinking sourced from a biblical world view in all areas of one’s life. From our mission flows our key values to equip our students to become:

1) Biblically competent
2) Academically proficient
3) Spiritually Cultivated
4) Culturally engaged servant leaders

These values form the foundation of our ethos and into this community you have been called and placed. We are excited for you and expectant on how God will use you to influence us. Welcome and may God richly transform and mature you through your participation in our mission.

Your Servant,

Mike Robinson
President
## Academic Calendar

### Fall Semester 2015—2016
- **Registration Opens**: July 6
- **Orientation**: August 28
- **First day of school**: August 31
- **Close of registration**: September 4
- **Last day to add classes**: September 4
- **Last day to drop courses without a fee**: September 4
- **Labor Day-no classes**: September 8
- **Last day to add classes with instructor permission**: September 11
- **Last day to withdraw from any course (10 weeks)**: November 6
- **Thanksgiving vacation (no classes)**: November 26—27
- **End of semester**: December 11

### Spring Semester
- **Registration Opens**: November 2
- **First day of classes**: January 4
- **Close of registration**: January 8
- **Last day to add classes**: January 8
- **Last day to drop courses without a fee**: January 8
- **Last day to add classes with instructor permission**: January 15
- **President’s Day (no classes)**: February 15
- **Last day to withdraw from any course (10 weeks)**: March 11
- **Spring Break (no classes)**: March 21—25
- **Good Friday (no classes)**: March 25
- **End of semester**: April 22

### Summer Semester
- **Registration Opens**: March 7
- **First day of classes**: May 9
- **Close of registration**: May 13
- **Last day to add classes**: May 13
- **Last day to drop courses without a fee**: May 13
- **Last day to add classes with instructor permission**: May 20
- **Memorial Day (no classes)**: May 30
- **Last day to withdraw from any course (10 weeks)**: July 15
- **End of semester**: August 19
TRUSTEE BOARD
CORPORATE OFFICERS
Stan Way
Chairman of the Board
David Gomez
Board Member
Tom Grimland
Board Member
Steve Holst
Board Member
Tim Jackle
Board Member
Mike Robinson
College President

ADMINISTRATION
Dennis Allen
Vice President Administration
Mary Neel
Administration Assistant
Dan Nicholas
Dean of Students
John Osbourn
Chief Academic Officer
Mike Robinson
College President

FACULTY
Dennis Allen
- Southern Oregon University—M.S., Education

Sandra Allen
- Southern Oregon University—M.S., Counseling, Curriculum & Instruction

Brian Boisen
- San Francisco Theological Seminary — M.Div
- Gordon-Conwell Theological Seminary — M.A., with emphasis in Church History
- Vanguard University — B.A., Biblical Studies

Rick Booye
- Western Seminary - D. Min
- Western Seminary — M.A., Exegetical heology
- Biola University — B.A., Biblical Studies

Victor Borchard
- Luther Rice Seminary — M.Div., Ministry
- Tyndale Theological Seminary — M.A., Biblical Studies
- Eastern Mennonite University — B.S., Summa Cum Laude
- North Idaho College — AA

Jody Bormuth
- Multnomah Biblical Seminary — M.P.A., Pastoral Ministry
- Southern OR College — B.S., Elementary Education
- 30+ years experience working with youth & women’s ministries

Deana Chadwell
- Southern OR University — M.A., Education
- University of Nebraska — B.S., English
- 28 years teaching English, writing curriculum, South Medford High School (Retired)

Bill Gallagher
- St. James School of Practical Theology
- Associate Pastor—Trail Christian Fellowship, Eagle Point, OR
Tim Maxwell  
- Pepperdine University—MA, Clinical Psychology  
- Multnomah University—M Div.  
- Lewis and Clark College—B.A. German and Russian  
- Oregon State University—B.A. Business/Accounting  

Matthew McAuliffe  
- Western Seminary—MA, Biblical and Exegetical Studies  
- Western Baptist College—B.S., Management & Communication  
- Associate Pastor—Trail Christian Fellowship, Eagle Point, OR  

John Osbourn  
- Tarleton State University—M.S., Liberal Studies  
- Austin Peay State University—B.S., Public Management  
- Embry Riddle Aeronautical University—B.S., Professional Aeronautics  

Terry Pruett  
- Western Conservative Baptist Seminary—M.A., Exegetical Theology  
- Alaska Bible College—B.A., Bible  
- Field Missionary—American Missionary Fellowship  

Ken Rensi  
- Southern OR University—5th year Teaching Credential  
- University of Dayton—B.S. Secondary Education  
- Instructor—Rogue River H.S. (Retired)  

Mike Robinson  
- Western Seminary—M.Div., Exposition  
- OR State University—B.S., Engineering Physics  

Mahabbat Snell  
- Southern Oregon University—M.S. Applied Psychology, Mental Health Counseling  

Barnabas Sprinkle  
- Fuller Theological Seminary—D.Min.  
- Columbia Theological Seminary—M.A. Divinity  
- Texas A & M University—MA, Organizational Communication  
- Trinity University—BA, Speech, Physics  

Christopher White  
- Prairie Bible College—A.A., Religious Studies  
- Associate Pastor—Trail Christian Fellowship, Eagle Point, OR  

ENDORSING ORGANIZATIONS  
- Arca Del Pacto, White City, OR  
- Cornerstone Christian Church, Medford, OR  
- Community Bible Church, Central Point, OR  
- First Baptist Church of Medford, Medford, OR  
- Gold Valley Fellowship, Gold Hill, OR  
- Hope Presbyterian Church, Rogue River, OR  
- InFaith, White City, OR  
- Mountain Christian Fellowship, Medford, OR  
- Phoenix Chapel, Phoenix, OR  
- Rogue Valley Fellowship, Medford, OR  
- Ruch Community Church, Ruch, OR  
- Talent Friends Church, Talent, OR  
- Trail Christian Fellowship, Eagle Point, OR  
- Westminster Presbyterian Church, Medford, OR  

PBC Catalog & Handbook 2015-16
Pacific Bible College Catalog & Handbook
2015 - 2016

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PBC Catalog & Handbook 2015-16
College Directory

Administration
Office Hours: M-W 9:00-4:00
Contact: Mary Neel
Email: mary.n@pacificbible.com
Phone Number: 541.776.9942
Fax Number:

Instructional Services
Office Hours: M-F 9:00 – 5:00
or by appointment
Contact: John Osbourn
Email: john.o@pacificbible.com
Phone Number: 541.776.9942

Student Services
Office Hours: May – August M-Th 9:00 - 4:00, September – April M-F 8:00 – 4:00
or by appointment
Contact: Daniel Nicholas
Email: daniel.n@pacificbible.com
Phone Number: 541.776.9942

Department Chairs
Department: Biblical Studies
Contact: Rick Booye
Email: booye@earthlink.net

Department: Counseling
Contact: Mahabbat Snell
Email: mahabbatt@yahoo.com

Department: General Education
Contact: Dee Chadwell
Email: shadyanna@dynamicarts.biz

Program Director
Associates of Biblical Studies
Contact: Matthew McAuliffe
Email: mattmca33@gmail.com

Library
Hours: Open during office hours and class times; librarian not always present.
Contact: Daniel Nicholas
Email: daniel.n@pacificbible.com
Phone Number: 541.776.9942

Student Accounts
Hours: Tu., 9:00-11:00
Contact: Lynnette Nelson
Email: Lynnette.n@pacificbible.com
Phone Number: 541.776.9942

The main office is located at 409 N Front St., Medford, OR 97501 with staff available to help students May – August M-Th 9:00 - 4:00 September – April M-F 8:00 – 4:00. Staff can help students with a variety of functions such as course registration and class schedules, registration changes (add/drop), change of major declaration, transfer questions, concurrent registration, transcripts, and veteran's benefits. Note all class registration is done online via Populi. Student login can be accessed from our web site at www.pacificbible.com.

Program Director
Associates of Biblical Studies
Contact: Matthew McAuliffe
Email: mattmca33@gmail.com

Library
Hours: Open during office hours and class times; librarian not always present.
Contact: Daniel Nicholas
Email: daniel.n@pacificbible.com
Phone Number: 541.776.9942

Student Accounts
Hours: Tu., 9:00-11:00
Contact: Lynnette Nelson
Email: Lynnette.n@pacificbible.com
Phone Number: 541.776.9942

The main office is located at 409 N Front St., Medford, OR 97501 with staff available to help students May – August M-Th 9:00 - 4:00 September – April M-F 8:00 – 4:00. Staff can help students with a variety of functions such as course registration and class schedules, registration changes (add/drop), change of major declaration, transfer questions, concurrent registration, transcripts, and veteran's benefits. Note all class registration is done online via Populi. Student login can be accessed from our web site at www.pacificbible.com.
Mission Statement
Pacific Bible College is a Christ-centered learning community committed to equipping students to become biblically competent, academically proficient, spiritually cultivated, and culturally-engaged servant leaders.

Motto
Training students to Kingdom Think.

Vision
PBC is a biblical community established to academically instruct disciples of Jesus Christ to become kingdom thinkers and doers in every area of their lives. This vision has the following identifiable areas:

- Provide Associate of Biblical Studies degree for ministerial work and a Certificate of Christian Ministry for either self-enrichment or lay ministry
- Provide Associate of Applied Science in Christian Counseling to biblically equip graduates to counsel with a Christian foundation
- Provide practical oriented and biblically-based academic programs and classes to train students for effective and loving influence in all areas of their lives:
  - facilitating student transfer to most four-year institutions of higher education
  - grounding students in biblical understanding and expression of Christ's kingdom affecting all areas of their lives.
- Assist local churches in edification of the Body of Christ through academics to promote maturity and unity among local churches comprising the Rogue Valley
- by partnering with local churches and Christian organizations for community outreach activities.
- Practice knowledgeable Christian love in the Rogue Valley.

Values
The community of PBC strives to exercise the following core values at every level/opportunity:

- Biblical competence
- Academic proficiency
- Spiritual cultivation
- Culturally engaged servant leadership

Means
PBC uses the following key resources to create and sustain an organization oriented to achieve the mission and vision.

Faculty that provides academic and personal biblical mentorship to help build students who are:

- Mature in the Christian faith
- Academically qualified
- Kingdom oriented
- Biblically grounded
- Application-focused, both in their personal faith and teaching
- Intentionally mentoring in all interactions with the students.

Relationships with accredited four-year institutions to facilitate student transfer by:

- Engaging and developing the following to establish relationships:
  - viable curriculum
  - articulation agreements with selected institutions
  - faculty
  - infrastructure
  - student services
- Sustaining relationship through successful student degree completions at both PBC and four-year institutions

Philosophy of Student Development
PBC seeks to participate in the education of mindful Christians who proactively "Kingdom Think" about all experiences, relationships, and challenges of life, thus learning to love and think as Jesus instructs, and exercise His kingdom realities in all walks of life. In order for this proactive mandate to be accomplished we believe students at PBC should grow into being Biblically grounded by:

- Academic study of the Word of God to expand the student's knowledge of who God is as revealed in Scripture and center student's worldview on this essential reality
- Development of a life-long spiritual discipline of academic biblical study.

Theologically oriented by:

- Integrating one's knowledge of the Lord into an ever-expanding portrait of the personal and transcendent God of the Bible who is redeeming all of creation through Christ and His people
- Developing what we call "Kingdom Think," which influences all areas of the student's life.
Doctrinal Statement of Pacific Bible College

Article 1. Scripture
We believe in the plenary, verbal inspiration of Scripture. By this we mean that the Holy Spirit inspired the thoughts and wording of the text while using the vocabulary and syntax available to the human author. The result is authoritative as to instruction, infallible as to truth, and inerrant as to facts which it teaches (1 Cor. 2:13; 2 Tim. 3:16-17; 2 Pet. 1:20-21).

Article 2. Godhead
We believe in one triune God, three in person and one in essence - Father, Son, and Holy Spirit. All members of the Godhead are equal in power, glory, attributes and perfections. (Matt. 28:19, 1 Pet. 1:2, Col. 2:8-9, 2 Cor. 3:17)

Article 3. Person and Work of Jesus Christ
We believe that the second Person of the Godhead took on human flesh permanently without in any way ceasing to be the eternal God. He was conceived of the Holy Spirit, born of the Virgin Mary and grew in normal human life, experiencing human death on the cross. He arose bodily on the third day and was seen by hundreds of people over the following 40 days, after which he ascended bodily into heaven where He is exalted at the right hand of the Father and where He exercises the ministry of High Priest, Intercessor, and Advocate (John 1:1-5, 14; Col. 2:8-9; Heb. 9:24; 7:25; 1 Jn. 2:1-2). We believe that Jesus Christ's death on the cross was a substitutionary atonement for our sins and that his resurrection from the dead assures his people of eternal, resurrection life (Luke 1:35; Rom. 3:24-25; 8:34; 1 Pet. 1:3-5). We believe that Jesus Christ will return physically to this earth at the close of this age to judge the earth and establish His Kingdom (Acts 1:9-11; 1 Thess. 4:13-18).

Article 4. Mankind
We believe that humanity was created in the image and likeness of God, but that through Adam's sin became alienated from God. This alienation involved a change in man's nature and destiny, producing both physical and spiritual death as a consequence of God's judgment. Man is desperately in need of rescue from this condition of alienation and judgment (Gen. 1:25-27; Rom. 3:22-23; 5:12-21; Eph. 2:1-3, 12).

Article 5. Holy Spirit
We believe that the Holy Spirit is the third Person of the Godhead. In the present age He indwells and anoints Christian believers, baptizing them into the Body of Christ and sealing them for the day of redemption. Every believer in Christ is commanded to be filled with the Spirit and to walk in the Spirit (Rom.8:9; 1 Cor.12:12-14; Gal.5:16-25; Eph.1:13-14; 5:18-20).

Article 6. Salvation
We believe that eternal salvation is a free gift bestowed by God in grace and received by man through vibrant faith in Christ Jesus. This true faith issues in works congruent with eternal life and the character of God. (Eph.2:8-10; Titus 2:11-14)

Article 7. The Church
We believe that the Church is a spiritual organism composed of all born-again believers in Jesus Christ irrespective of their social, denominational or cultural affiliations (Eph.1:22-23; 5:25-27; 1 Cor.12:12-14).

Article 8. The Eternal State
We believe in an eternal and irrevocable judgment of the lost and blessedness of the saved. These states are both conscious and everlasting (Mark 9:43-48; Rev.20:15; 22:3-5, 11).

Conclusions: We believe that as Christians it is our duty to think, speak and live in such a way as to fulfill the Great Commission (Matt. 28:18-20) and the Great Commandment (Jn. 13:34-35). We realize that upon some points of doctrine not listed herein, there exists intramural debate among genuine Christians. We further realize that we serve a diverse body of believers with varying emphases and styles. Our desire is to promote Christian learning and ministry in an atmosphere of unity, mutual love, and loyalty to Christ. We seek to be gracious and tolerant where there is disagreement between theological perspectives.
AUTHORIZATION, ACCREDITATION, AND ARTICULATION AGREEMENTS

ODA - Office of Degree Authorization (Oregon State Authorization)

This school is a nonprofit corporation authorized by the state of Oregon to offer and confer the academic degrees described herein, following a determination that the state academic standards will be satisfied under OAR 583-030. Inquiries concerning the standards or school compliance may be directed to the Office of Degree Authorization, 775 NE Court St, Salem, Oregon, 97301. http://oregonstudentaid.gov/oda-degree-authorizationacademic-programs-approved.aspx.

Accreditation

Pacific Bible College is a candidate for accreditation with the Commission on Accreditation of ABHE. Association of Biblical Higher Education, 5850 T.G. Lee Blvd., STE 130, Orlando, FL 32822, 407.207.0808.

Articulation Agreements

PBC currently has articulation agreements to facilitate credit transfer with the following institutions:

- Multnomah University
- Corban University
- New Hope Christian College (formerly Eugene Bible College)
- Northwest Christian University
- Simpson University
- Oak Hills Christian College

ADMINISTRATION

Campus Location

PBC is located in the Rogue Valley. The administrative office, classrooms, and library are located at 409 N. Front St in Medford, Oregon. Each semester, class schedules are posted in local churches.

Transferability

PBC is presently a two-year college, and the courses taken may be transferred to other institutions on a case-by-case basis.

Inclement Weather Policy

PBC’s weather policy will follow Medford Public Schools’ inclement weather policy. Weather reports can be found on the Medford Public Schools website at http://www.medford.k12.or.us/. Weather announcements are also made on KDOV radio at 91.7 FM. On rare occasions when PBC vacations or breaks are different from Medford Public Schools, listen to the radio for a specific report on PBC.

PBC follows the Medford Public Schools system only when they are closed because of inclement weather but not other reasons that do not affect PBC (i.e. heating problems, etc.). Evening classes will be decided separately by PBC and the information will be available by noon at the main switchboard. During special events, PBC will follow the public schools’ policy unless an announcement is made. PBC encourages students to use wisdom when deciding to drive from their home should the weather be more inclement at their place of residence.

Liability for Personal Items

The College does not accept responsibility for damage to or loss of personal property on its premises. Please keep cars locked and valuables out of sight.

ADMISSIONS

Admission Requirements

Full Acceptance

Admission to Pacific Bible College is predicated on the student’s ability to successfully complete one of our four programs as well as showing an exemplary Christian lifestyle. Full acceptance to PBC requires each of the following:

- High School Transcripts with graduation date, GED, or an equivalent credential issued from outside the United States
- High School GPA of 2.5 or higher
- Scores in the 40th percentile or higher on a nationally recognized standard test OR a minimum score of 3 on Math and English Smarter Balanced tests for applicants who attended high school in the state of Oregon
- Spiritual Life recommendation completed by student’s pastor
- Completed application with attached 500 word testimony
- Agreement with the Statement of Faith
- Meeting with an academic advisor

Provisional Acceptance

Applicants who fail to meet the GPA or Standard Test requirement are encouraged to meet with an academic advisor to discuss provisional acceptance. Provisional status will be removed upon the completion of 12 credit hours with a GPA of 2.3 or higher and no grades lower than a C.
Admission Procedures
1. Request for your official high school and college transcripts to be sent directly to PBC
2. Request for your SAT (or other nationally recognized standard test) scores to be sent directly to PBC
3. Submit your application initially from our website, http://pacificbible.com/wp/apply. You will be prompted to pay your admission fee at this time. This will allow the Admissions staff of PBC to contact you and answer any questions you have and provide guidance and support through the Admissions process. (Please note a student needs to be admitted before registering for classes.) You will receive online instructions to complete your admissions based on the information you submit.
4. Submit Spiritual Life Recommendation form
5. Submit a 500 written word testimony
6. Meet with an academic advisor. You will have an opportunity to submit a matriculation agreement during this meeting.

Financial Qualification
1. During the formal admission process, the student’s financial status is reviewed. Arrangements can be made to meet particular circumstances and needs.
2. A non-refundable application/admission fee is required at the time of requesting an application. This is $50 for credit students and $30 for audit/self-enrichment students.
3. Tuition costs for in-state, out-of-state and international: $150/credit and $150/unit for audit students

General Refund Policy
1. Refunds for tuition only will be pro-rated according to the day the student withdraws from class versus the total semester days. The refund schedule may be adjusted for short sessions.
2. All fees are non-refundable.
3. Refunds will be paid within 30 days of written notice of class withdrawal. It is the student’s responsibility to submit the written notice to the PBC office. Students who withdraw from a class without proper written notice are not eligible for refunds.
4. Tuition refunds are prorated up to 10 weeks into the semester. After 10 weeks no refunds are issued.

VA Students
The Associate of Applied Science in Christian Counseling, Associate of Biblical Studies, and Certificate in Christian Ministries offered by PBC are approved by the Oregon State Approving Agency for the education and training of veterans and other eligible persons. Veterans or dependents of veterans who plan to attend PBC must be formally admitted into either the Associate of Applied Science in Christian Counseling or Certificate in Christian Ministry program. (A student who wishes to receive VA benefits should contact the PBC administrative office.) All registration expenses are the responsibility of the student and students should be prepared to follow standard PBC procedures regarding payment of their account while they wait for VA funding. Veterans receiving GI Bill benefits while attending Pacific Bible College are required to submit transcripts from any previous education or training for evaluation, granting of prior credit, and shortening of the length of the program. Veterans still must adhere to the college’s maximum amount of credits that can be transferred: 33%.

Veteran’s Refund
The Pacific Bible College Veterans Refund Policy complies with CFR 21.4255. In the event the Veteran or eligible person fails to enter the course, withdraws, or is dismissed at any time prior to completion, any unused portion of tuition, fees, and other charges is refunded. Any amount in excess of $10 of the formal admission application fee is subject to prorating. The amount charged will not exceed the exact prorated portion of total charges. The length of the completed portion of the course will be prorated over its total length, and the exact proration will be determined by the ratio of the number of days of instruction completed by the student, to the total number of instructional days in the course. Refunds are made within 40 days of the last date of the student’s attendance.

Transfer Students
Pacific Bible College works one-on-one with each applicant to evaluate their prior credit, looking for potential transfer opportunities. Transfer credit evaluation begins once your admissions application is complete.

Assessment of Prior Credit
Students desiring to get transfer credit towards their PBC degree program requirements must submit appropriate documentation for such credit as part of the admission process. Previous academic credit is evaluated on a course-by-course basis. Acceptable transfer work will be recorded on the PBC transcript. If courses are not applicable to the student’s degree program at PBC, they will be considered as electives in excess of minimum degree requirements. The level of credit (100 or 200 level) is determined by evaluation of the courses at PBC. The student must arrange to have official transcripts sent to our registrar. Transcripts that have been in the possession of a student are not considered official.
Transfer credit may be granted under the following conditions:

1. Appropriate coursework completed with a grade of C or above will be accepted.
2. PBC accepts college-level academic coursework from regionally accredited two- or four-year colleges and universities. In addition, credits earned at institutions listed as degree-granting institutions in the Accredited Institutions of Postsecondary Education (AIPE) as published by the Council for Higher Education Accreditation (CHEA) will be considered for transfer credit. Academic credit is accepted without regard to the date that the course was completed.
3. Academic coursework from colleges outside the United States or those that do not meet any of the definitions above are evaluated on a case-by-case basis.
4. Transfer credit cannot exceed 33% of the designated PBC degree.
5. Awarding of credits is based on semester/quarter equivalency calculation.
6. PBC has sole discretion in determining which and how many transfer credit hours will be accepted toward degree requirements.

The transfer student’s records (transcripts, etc.) will be evaluated according to the rules and regulations as described in the catalog and in accordance with PBC policies in effect at the time of the student’s admission to a degree program. After evaluation, the student will be notified that an official evaluation has been completed and will be provided the details of all applicable transfer credit that has been accepted by the college.

Veterans and American Council on Education (ACE) Credit
PBC will generally follow the recommendations of the American Council on Education (ACE) for courses listed in the National Guide to Educational Credit for Training Programs and the Guide to the Evaluation of Educational Experiences in the Armed Forces. Students must provide appropriate documentation to verify they have completed the work or training experience that is designated by ACE for college credit.

National Career Readiness Certificate (NCRC) Credit
PBC awards 3 elective credits for students who have completed the NCRC and achieved Silver Level or higher based on the ACE recommendation for college credit.

Credit for Prior Learning (CPL)
Students can earn credit toward Field Ministry I & 2 (FM101, FM202) based on previous documented service in ministry. Students wishing to get credit for their prior learning in an applicable ministerial experience should notify an academic advisor. Students will need to accomplish the following to request and be evaluated for CPL:

1) Provide documented proof of the experience for which they are requesting credit.
2) Write a paper in accordance with the standards specified by the Biblical Studies Department Chair that explains how their experience meets the outcomes for the designated Field Ministry course. Participate in a follow-up review panel/interview overseen by the Department Chair for Biblical Studies as an oral defense of their written assignment. At the completion of their oral defense, the student will be notified within 7 working days of the status of their credit award or non-award. Students will still be obligated pay 50% of full-tuition for each credit awarded.

College Level Examination Preparation (CLEP)
PBC will accept the minimum scores recommended by the American Council on Education (ACE) on all exams offered by College Level Examination Preparation (CLEP) for the award of academic credit. PBC’s academic credit awards for CLEP are on page 16.

Advance Placement (AP) and International Baccalaureate (IB)
PBC awards academic credit for AP/IB based on the credit recommendations from Oregon’s AP/IB Workgroup convened by Oregon’s Higher Education Coordinating Commission. PBC’s academic credit awards for AP/IB are on page 17.

Home School Students
Home-schooled students who are considered juniors or seniors with a grade point average of 3.0 or higher are eligible to take PBC courses as a part of their home school curriculum. Contact PBC student services for information on how to enroll.
## Tuition & Fees

A one-time admission fee of $50 for credit students and $30 for audit students is due upon the submission of the online application.

Tuition is $150 per credit/unit for in-state and out-of-state students.

<table>
<thead>
<tr>
<th>CLEP Exam</th>
<th>Exam Score</th>
<th>PBC max credit awards</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Government</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>American Literature</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>Analysis &amp; Interpretation of Literature</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>Biology (formerly General Biology)</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>Calculus</td>
<td>50 &amp; above</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Calculus with Elementary Functions</td>
<td>50 &amp; above</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Chemistry (formerly General Chemistry)</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>College Algebra</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>College Algebra-Trigonometry</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>College Composition</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>College Composition Modular **</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>College Mathematics</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>English Composition (with or without Essay)</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>English Literature</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>Financial Accounting</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>French/French Language (Levels 1 and 2)</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>Freshman College Composition</td>
<td>50 &amp; above</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>German/German Language (Levels 1 and 2)</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>History of the United States I: Early Colonizations to 1877</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>History of the United States II: 1865 to the Present</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Human Growth &amp; Development</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Humanities</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>Information Systems &amp; Computer Applications</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Introductory Business Law</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Introductory Psychology</td>
<td>50 &amp; above</td>
<td>PSY201</td>
</tr>
<tr>
<td>Introductory Sociology</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Natural Sciences</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>Precalculus</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Principles of Accounting</td>
<td>50 &amp; above</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Principles of Macroeconomics</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Principles of Management</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Principles of Marketing</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Principles of Microeconomics</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Social Sciences &amp; History</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>Spanish</td>
<td>50 &amp; above</td>
<td>6 SCH (elective)</td>
</tr>
<tr>
<td>Trigonometry</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Western Civilization I: Ancient Near East to 1648</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Western Civilization II: 1648 to Present</td>
<td>50 &amp; above</td>
<td>3 SCH (elective)</td>
</tr>
</tbody>
</table>

*SCH - Semester Course Hour*
<table>
<thead>
<tr>
<th>AP Exam</th>
<th>Exam Score</th>
<th>PBC max credit awards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art-History</td>
<td>4+</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>Art-Studio</td>
<td>4+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Biology</td>
<td>4+</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Calculus AB</td>
<td>3</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Calculus AB</td>
<td>4+</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>3</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>4+</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Chemistry</td>
<td>4+</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Chinese Language &amp; Culture</td>
<td>3+</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Computers Science A</td>
<td>4+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>English Language &amp; Comp</td>
<td>3+</td>
<td>WR121</td>
</tr>
<tr>
<td>English Literature &amp; Comp</td>
<td>3+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>3+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>French Language &amp; Culture</td>
<td>3+</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>German Language &amp; Culture</td>
<td>3+</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Government (U.S.)</td>
<td>4+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>History (European)</td>
<td>3</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>History (U.S)</td>
<td>4+</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>History (World)</td>
<td>3</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>History (World)</td>
<td>4+</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Human Geography</td>
<td>3+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Japanese Language &amp; Culture</td>
<td>3+</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Macro Economics</td>
<td>3+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Micro Economics</td>
<td>3+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Music Theory</td>
<td>4+</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>Physics 1: Algebra based</td>
<td>4+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Physics 2: Algebra based</td>
<td>4+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Physics C - Mechanics</td>
<td>4+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Physics C - Elect &amp; Magn</td>
<td>4+</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Psychology</td>
<td>3+</td>
<td>PSY101</td>
</tr>
<tr>
<td>Spanish Language &amp; Culture</td>
<td>3+</td>
<td>8 SCH (elective)</td>
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<tr>
<td>Spanish Literature &amp; Culture</td>
<td>3+</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Statistics</td>
<td>4+</td>
<td>3 SCH (elective)</td>
</tr>
</tbody>
</table>

**SCH - Semester Course Hour**

**Advanced Placement Course Credit**

<table>
<thead>
<tr>
<th>IB Exam</th>
<th>PBC max course awards for Standard Level Exam Score of 5 or higher</th>
<th>PBC max course awards for Standard Level Exam Score of 5 or higher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology</td>
<td>3 SCH (elective)</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Business Management</td>
<td>3 SCH (elective)</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3 SCH (elective)</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Computers Science</td>
<td>3 SCH (elective)</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>Dance</td>
<td>3 SCH (elective)</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>Economics</td>
<td>3 SCH (elective)</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Environmental Systems and Societies</td>
<td>3 SCH (elective)</td>
<td>N/A</td>
</tr>
<tr>
<td>Geography</td>
<td>3 SCH (elective)</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Global Politics</td>
<td>3 SCH (elective)</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>History: Africa</td>
<td>N/A</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>History: Americas</td>
<td>N/A</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>History: Asia/Oceana</td>
<td>N/A</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>History: Europe &amp; Middle East</td>
<td>N/A</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>History: Medieval EuropeanIslamic World</td>
<td>3 SCH (elective)</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>History</td>
<td>3 SCH (elective)</td>
<td>N/A</td>
</tr>
<tr>
<td>Language A: Literature (English)</td>
<td>WR121</td>
<td>WR121, 2 SCH (elective)</td>
</tr>
<tr>
<td>Language A: Language &amp; Literature (English)</td>
<td>WR121</td>
<td>WR121, 2 SCH (elective)</td>
</tr>
<tr>
<td>Language A: Language &amp; Literature (other than English)</td>
<td>3 SCH (elective)</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Language B: (all languages except English)</td>
<td>3 SCH (elective)</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Literature and Performance (English)</td>
<td>3 SCH (elective)</td>
<td>N/A</td>
</tr>
<tr>
<td>Literature and Performance (Spanish &amp; French)</td>
<td>3 SCH (elective)</td>
<td>N/A</td>
</tr>
<tr>
<td>Classical Languages</td>
<td>3 SCH (elective)</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Film</td>
<td>3 SCH (elective)</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Info Tech in a Global Society</td>
<td>3 SCH (elective)</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Marine Science</td>
<td>3 SCH (elective)</td>
<td>N/A</td>
</tr>
<tr>
<td>Math Studies</td>
<td>3 SCH (elective)</td>
<td>N/A</td>
</tr>
<tr>
<td>Mathematics</td>
<td>4 SCH (elective)</td>
<td>5 SCH (elective)</td>
</tr>
<tr>
<td>Further Mathematics</td>
<td>N/A</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Music (Solo, group or composition)</td>
<td>3 SCH (elective)</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Philosophy</td>
<td>3 SCH (elective)</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Physics</td>
<td>3 SCH (elective)</td>
<td>8 SCH (elective)</td>
</tr>
<tr>
<td>Psychology</td>
<td>PSY201</td>
<td>PSY202, 1 SCH (elective)</td>
</tr>
<tr>
<td>Social &amp; Cultural Anthropology</td>
<td>3 SCH (elective)</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Sports, Exercise, &amp; Health Science</td>
<td>3 SCH (elective)</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>Theater</td>
<td>3 SCH (elective)</td>
<td>3 SCH (elective)</td>
</tr>
<tr>
<td>Visual Arts</td>
<td>3 SCH (elective)</td>
<td>4 SCH (elective)</td>
</tr>
<tr>
<td>World Religions</td>
<td>3 SCH (elective)</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**SCH - Semester Course Hour**

**International Baccalaureate (IB) Course Credit**

PBC Catalog & Handbook 2015-16
STUDENT SERVICES - ENROLLMENT

New Enrollees
Upon receiving an offer of admission, applicants will be prompted to contact the PBC office and schedule an appointment with an academic advisor or dean. At this appointment, the applicant will complete and sign a Matriculation Agreement and receive the Financial Disclosure Statement. The advisor will then activate the new student’s Populi account and register the student for the semester. Subsequent registration for classes in following semesters will be performed online by students themselves, not by the advisor/registrar.

Full and Part time Students
A full-time course load is defined as registration for 12 or more credit hours in a single semester. Anything less is considered part-time students should be aware that full-time students may be more eligible for benefits such as scholarships and/or academic honors than part-time students.

Degree Progress
Associate of Biblical Studies (ABS) and Associate of Applied Science in Christian Counseling (AASCC) degrees are both made up of 64 credit hours. This means that a full time student taking 12 credits per semester can expect to complete an ABS/AASCC between two and two and a half years (cut this in half for the Certificate of Christian Ministries [CCM] at 32 credit hours). Part-time students are encouraged to enroll consistently in subsequent semesters so as to display continual progress toward completing their program.

Dean’s List
Each semester, students who maintain a satisfactory GPA and demonstrate consistent progress toward completion of a terminal degree program will be eligible for honorary placement on the Dean’s List. Minimum criteria are as follows:

- The student must maintain a cumulative GPA of 3.30 or higher.
- The student must be enrolled full time or complete a total of 12 credit hours in residency through consecutive fall-spring/spring-fall terms.
- The student must also be in compliance with PBC’s student conduct policy.

Among those students eligible for recognition on the Dean’s List, there will also be a high honor conferred on those students who maintain a cumulative GPA of 3.69 or higher, along with demonstrating a special commitment to PBC and its mission through extracurricular engagement.

Graduation Requirements
Students must petition the (Dean of Students) in the fall semester of the school year they anticipate to graduate. Student Services will then confer with Faculty Department Head/Program Director to confirm eligibility for graduation.

A student will be awarded his/her program degree/certificate if he/she satisfies the program’s course requirements listed in the catalog for the year they declared their program and attended without interruption. The student must have a GPA of 2.0 or better. Two thirds of the required courses must be completed at PBC to satisfy the residency requirements. Formal admission is required.

STUDENT SERVICES - REGISTRATION

Registration Procedures
Registration dates are included in the academic calendar published online. Currently enrolled students will have the opportunity to register early for the following semester. Usually registration begins the first Monday of July, November, and March for fall, spring, and summer semesters respectively. Registration information is sent in official school electronic mailings that include procedures for registering.

Eligibility for registration is announced through the office. New students must have been fully accepted through the admissions process. Previous students must have met all school financial obligations for any previous semester and must be in good standing before registering.

Students may attend and receive credit only for classes for which they have registered. The official class roster in Populi is the only basis an instructor has for counting a student as present in his class.

Auditing
Auditing a class is allowed once a student has been admitted through the admissions process. When registering online for classes, choose the audit column instead of credit column. The student does not need to turn in work when registered as an audit student because they are not receiving credit.

Class and Employment Load
Every student faces a challenge to balance the time demands created by classes, employment, ministry, family and relationships. Student Services welcomes opportunities to discuss these demands and help students develop a workable schedule.

Because of the importance of having a balanced lifestyle, class load is limited to 18 hours. Students who
want to take more than 18 hours must meet with the
Academic Dean for approval.

**Course Cancellation Policy**
The college makes an effort to offer any course required
for a program, but may cancel a class if there are fewer
than five students enrolled.

**Registration Changes**
The student makes the following changes online via
their student account:

- Updating of contact information
- Adding or dropping a class up to the first week
  of class

The student must submit a Student Status Change form
for the following:

- Changing from audit to credit or vice-versa
- Withdrawal from a class

**Withdrawal from Classes**
A withdrawal from a course during weeks two through
ten of the semester will be noted with a “W”
(withdrawal) on the transcript. No withdrawals are
accepted after the tenth week of the semester.

If a student does not withdraw from a course by the end
of the tenth week of the semester, but stops attending
the course, the student will receive the grade earned.

A student may request to switch to audit status in a
course by submitting the ‘Class Changes Status’ form.

Requests for all adjustments to a student's status in a
course must be submitted to the Dean of Students by
the end of the tenth week of the semester.

All approved adjustments to a student's status in a
course will be completed in their Populi record by the
Dean of Students and forwarded to PBC's bookkeeper.

Students who desire to complete the course during a
future semester will be required to register and pay the
current tuition for the course.

**Withdrawal from School**
Students who desire to completely withdraw from
Pacific Bible College should contact the Dean of
Students. (Students who depart the school for longer
than one year will be required to follow the current
catalog at the time of their readmission.)

**STUDENT SERVICES - TRANSCRIPT REQUESTS**

**Transcript Services**
Students may request an official sealed transcript to be
sent to any school or business by submitting a
transcript request form and paying the fee of $5.00 per
transcript. Contact Student Services for a request form.

**STUDENT SERVICES – STUDENT RECORDS**

**Family Educational Rights and Privacy Act (FERPA)**
PBC follows the Family Education Rights and Privacy
Act (FERPA) of 1974 in regard to educational records.
FERPA is a Federal law that is administered by the
Family Policy Compliance Office (Office) in the U.S.
Department of Education (Department). 20 U.S.C. §
1232g; 34 CFR Part 99. FERPA applies to all educational
agencies and institutions (e.g., schools) that receive
funding under any program administered by the
Department. PBC accumulates data and keeps records
in order to plan educational activities that meet the
needs of students and to effectively advise and counsel
them. Student records are used to promote instruction,
guidance and educational progress. FERPA provides for
the protection of student records.

**Notification of Student Rights under FERPA**
Students have the following rights under FERPA:

1) The right to inspect and review their
   education records and the right to seek to
   amend those records.

2) The right to consent to disclosure of
   personally identifiable information from the
   records (except in certain circumstances), and
   the right to file a complaint with the Office
   regarding an alleged failure by a PBC to
   comply with FERPA.

3) A student who believes the contents of their
   education records are inaccurate or
   misleading, or a violation of privacy or other
   rights has the right to a hearing to challenge
   the contents. PBC will normally comply with
   requests to inspect records within 14 working
days but in no case more than 45 days from
   the date of request. For information regarding
   review of official records or to challenge the
content of those records, students may contact the administration.

Definition of “School Official” and “Legitimate Education Interest”
School Official - Any school official who needs information about a student in the course of performing instructional, supervisory, advisory, or administrative duties for PBC has a legitimate educational interest.

Legitimate Educational Interest - It means the demonstrated need to know by those officials of an institution who act in the student's educational interest, including faculty, administration, student employees, clerical and professional employees, and other persons who manage student records information.

Definition of Directory Information
Under FERPA, PBC can non-consensually disclose personally identifiable information from a student's education records when such information has been appropriately designated as "directory information". "Directory information" is defined as information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. PBC considers the following to be "directory information":

1. Name, address, and telephone number
2. Declared Major
3. Dates of enrollment
4. Degrees and awards received
5. Participation in official recognized college activities and sports
6. Academic credit information
7. Email address
8. Photograph
9. Student ID (institutional user ID)

This information may be released without the student's written consent unless the student requests a directory exemption through the registrar.

STUDENT SERVICES - ACADEMICS COUNSELING

Faculty Office Hours
Faculty members are available one office hour per week for students outside of the classroom. Contact your faculty member for an appointment.

Advising and Tutoring
The Dean of Students is available to advise you with your progression towards degree completion. Contact Student Services to schedule an academic advising appointment.

If you feel you need extra help outside of the classroom, contact the Dean of Students for an appointment.

STUDENT SERVICES – TECHNOLOGY POLICY

Computers
Students at PBC have access to the Internet and an online listing of library research materials through various student access computers on campus. These computers permit personal documents to be stored on USB removable media. It is each student’s responsibility to ensure the safety and security of personal data.

Students are expected to have an up-to-date version of anti-virus software installed on their computer. PBC is not responsible for any virus, any hardware or software problems, or offensive downloaded material. Student’s personal computers should also be kept up to date with all the latest operating system and application security patches. Thumb drives should be scanned for viruses before attaching to our computers.

Printers
The library’s printer has a USB cord available for students to hook up to their laptops. The students’ computers should auto-detect and load the drivers for the printer if the laptop is online. Each copy costs five cents. Two sided papers are 10 cents.

Wireless Internet
Wireless internet access is available throughout the building. Please be advised that setting up a personal wireless access point is not allowed. Students that violate this policy by installing their own wireless access point will have their internet access terminated.

All internet activity is traceable. E-mail and internet use should be in keeping with good practices and the general mission of PBC. PBC cannot guarantee that messages or files are private or secure. The school may monitor and record usage to enforce its policies, and may use information gained in this manner for disciplinary and/or criminal proceedings in accordance with PBC’s disciplinary standards and procedures, as explained in the Disciplinary Process section of the Student Handbook (page 27).

Computer Lab
PBC’s computer lab is to provide an on-site workspace for students in need of word-processing software,
internet access, or otherwise basic digital technology for accessing data pertinent to assigned coursework and research.

Student-accessible campus technology exists primarily for academic use and as a provision for those students who lack requisite technology at home for the completion of coursework. As such, non-academic use of computer lab devices is generally not permitted, and PBC asks all users to keep personal non-academic use to a minimum and only as needed. The installation of any new software, programs, or insecure data is not allowed, nor is downloading of any non-text digital media (movies, music, etc.). All users are to note that our handbook policy on student conduct applies to how one appropriates any PBC-owned device or any personal device connected to the PBC network. Those students discovered to be in violation of acceptable standards of conduct or engaged in illegal activities will be disciplined accordingly.

1. Food and drink may not be opened or consumed in the computer lab. Coffee thermoses, paper cups, water bottles, etc. should be left on a table reserved for these purposes inside the lab.
2. Copying and printing costs 5 cents per page. When printing or making copies, the Student Services office will be consulted to complete the transaction.
3. Access of non-academic-related media (movies, games, etc.) is not permitted. Limited and reasonable non-academic personal use is allowed on PBC devices (email, some social networking, etc.). However, users will defer to students whose need is more immediate.
4. PBC cautions against accessing private information such as bank accounts or sensitive email correspondence on PBC devices. If a user is going to leave a computer temporarily unattended, CTRL+ALT+DELETE must be used to lock down the device.
5. During busy hours, Student Services reserves the right to limit student use of devices as deemed appropriate. Students may reserve a computer at any time by contacting Student Services. Reservations are limited to one hour each and may not be scheduled consecutively.

Populi
All students are assigned a Populi username once they are admitted. Students will create their own password and must not share it with anyone. Students are responsible for keeping their contact information up-to-date. Student login is available at www.pacificbible.com. In their Populi account, students will be able to enter class discussions, register for courses, review their transcript and degree audit, download class syllabi and other files the teacher has loaded, track assignments, view grades, and make online payments.

E-mail
Once admitted, the college uses students’ primary e-mail address for all campus communications, class related faculty/student correspondence, and other information distribution. Students are responsible for checking their e-mail on a regular basis.

STUDENT SERVICES – FACILITIES

Library
The Pacific Bible College Library offers more than 3,000 books and a number of electronic subject databases as learning resources to help you in your studies. Access to the library catalog (for books) and electronic magazine articles is available on the “Academics” page of PBC’s website. Just click on “Library” to see links to the book catalog and magazine articles. Also on this page is a link to “Library Guides.” These guides will help you use the library; it is suggested that you start with the guide called “Library 101.”

Books may be checked out at the circulation desk. To check out a book, print the date, your name, and the barcode number of the book in the “Honor Roll.” Hint: the barcode number of the book is an 8-digit number, beginning with the digits 3000, usually on the first page inside the front cover. Occasionally, it will be on the back cover of the book. When checking a book out, you need to print only the last four digits (omit the 3000). This is an honor system; books not checked out will be considered stolen. Here are some circulation rules:
1. Reference books may not be checked out. (a copy machine is available in the library for your use).
2. All other books may be checked out for 28 days.
3. There are no fines for late books (but by returning books promptly, you will demonstrate responsible use).
4. Books that are not returned, or lost, will incur a fee equal to the value of the book.

When finished with a book, just place it in the “Return” basket by the circulation desk; library staff will re-shelve it. To avoid mis-shelving, you may also place reference or other books that you have consulted in the basket.

Please see the “Library Guides” for additional help—or you may consult Daniel, PBC’s research assistant.

Lost and Found
The lost and found is located at the Campus Office. Found items should be turned into the Campus Office during business hours: Monday through Wednesday from 9:00 am to 4:00 pm. Items are kept for 30 days from the date received. Unclaimed items are either
discarded or donated to charity. PBC is not responsible for the condition of any items received in lost and found and reserves the right to dispose of leftover food or offensive items before the 30-day period is complete.

Bulletin Board
PBC has one large bulletin board in the main hallway. This space is exclusively for PBC to publicize its own current news, events, and services. In addition, there is bulletin board space available in the main classroom for students and faculty to promote approved articles, ministries, and non-PBC-related extracurricular events. Flyers or other postings on the board that have not been approved by Student Services will be removed immediately regardless of content. Priority will be given to PBC-related information, higher education opportunities and community events related thereto, as well as select non-academic classifieds and advertisements.

STUDENT SERVICES - VOCATION AND MINISTRY

Career Counseling
It is a part of PBC’s mission to assist students in obtaining gainful employment whereby the student is able actively and practically to apply the lessons of their coursework and earned degrees. Student Services will advertise known job openings, both secular and church-affiliated, which are pertinent to ABS and AASCC graduates through Populi and on the school’s bulletin board. Students desiring practical experience and counseling on a given career path are encouraged to inform PBC through Student Services so as to be referred to appropriate avenues of employment and professional enrichment.

Vocations and Ministry
In PBC’s effort to serve the local body of believers, we specialize in training and preparing students for active ministry roles, both at the professional and volunteer levels. Many PBC faculty are, or have been, pastors in the surrounding community. Students seeking formation for pastoral ministry are encouraged to cultivate an intentional relationship with their own pastor or with those of their instructors at PBC who possess the relevant experience. Student Services is able to help students in their search for a mentor, as well as aid students in discerning their vocation to ministry, pastoral or otherwise.

Ordination
PBC does not ordain for the ministry but provides the academic foundation for the process needed for study and entrance toward ordination.

STUDENT SERVICES - FINANCIAL SERVICES

Student Accounts
Students are encouraged to review their accounts in their Populi record, but may inquire about their finances in the main office which is located at 409 N Front Street, Medford. Currently the bookkeeper is available to meet with students Tuesday mornings. Students may call the office to confirm the bookkeeper’s schedule.

This office will help students with:
1. Payments: Cash, checks, Visa, MasterCard, and Discover are accepted for all payments.
2. Refunds: All refunds for tuition will be issued within two to six weeks depending on the nature of the reimbursement.
3. Students have 24/7 access to their account standing via our online college management system Populi.

Payment Schedule
Students will typically be billed during the second week of the semester. All accounts are due in full at the time of billing. You may request a payment schedule from Student Services. Note: a payment schedule will include that all debt is to be paid in full before the semester ends. If your debt is delinquent, a lock will be placed on your account.

STUDENT SERVICES – FINANCIAL AID

Scholarships
PBC has some generous donors who give to our general scholarship fund. There are minimum qualifications required. To apply, contact Student Services.

Financial Aid
The Associate of Applied Science in Christian Counseling, Associate of Biblical Studies, and Certificate in Christian Ministries offered by PBC are approved by the Oregon State Approving Agency for the education and training of veterans and are eligible for use of G.I. Bill benefits.

PBC programs are not currently eligible for federal financial aid. However, we are in the process now of applying for financial aid eligibility with the goal of being eligible in 2016.
STUDENT SERVICES - CAMPUS LIFE

Student Leadership Council
Extracurricular involvement at PBC is highly encouraged among students. Those who wish to take active part in governing student life, as well as representing students to faculty, staff, and administration, are encouraged to become a member of the Student Leadership Council. Students who commit to a permanent Council position are expected to maintain good academic and financial standing with PBC. Council meetings are open to all students and faculty regardless of standing.

Special Events
On occasion, PBC will host special extracurricular events. These may be academic or non-academic in nature. Student Leadership Council will be the typical facilitator in events planned and executed by the Council itself. Otherwise, students are encouraged to assist in hosting and representing PBC whenever possible. Students are especially encouraged to attend extracurricular lectures and academic conferences when the opportunity arises.

Personal / Pastoral Counseling
PBC acknowledges and appreciates that students must always carefully manage a balance between academic growth, psychological health and spiritual formation. Those students who feel they require personal or pastoral counseling from appropriate resources may inform their Dean of Students and will be referred accordingly.

Health Insurance
PBC does not cover, nor offer, health insurance. All students need to provide their own health insurance. PBC assumes no financial responsibility for student injuries (either on or off campus), illnesses, hospitalization, or dental care.

Non-discrimination Policy
It is the policy of Pacific Bible College not to discriminate on the basis of race, color, national origin, gender, age or disability in admissions and access to, or treatment or employment in its programs or activities.

Students with Disabilities
In keeping with the Americans with Disabilities Act, PBC shall provide reasonable academic adjustments or accommodations necessary to afford equal opportunity and full participation in all programs for qualified students with professionally verified disabilities. To schedule a consultation, contact the Student Services.

STUDENT PERFORMANCE AND EXPECTATIONS

Class Attendance
PBC believes that regular class attendance is essential to a student's education. Any student who is absent the first day of school without notifying the instructor or office staff will be administratively dropped from that class. Individual professors will determine specific attendance requirements and acceptable excuses for their classes. The syllabus for each class will state these requirements. For any absence, it is the student's responsibility to contact his/her instructors for class excuses and to make arrangements for any work that was missed.

- Students are responsible for class content when absent, whether excused or not
- The instructor may not deny credit for the course based solely on attendance unless the student has missed more than 25% of the class.

Writing Standard
Students are expected to submit papers using the college’s MLA standard for research papers unless otherwise noted in the class’ syllabus.

Final Examinations
Dates for final examinations are announced in the class syllabus and unless otherwise noted, will be held during the last regular class period of the semester.

Under rare circumstances, the professor may excuse a student to leave school early. This gives permission to the student to take examinations early. This is done only in very unusual circumstances (as defined by the professor), and the student must receive permission from each professor affected by the change. If the student is absent because of excused illness (as defined by the professor) arrangements with his/her professor must be made to make up the examination during finals week.

At the scheduled final exam period for each class, all semester assignments are due unless otherwise noted by the professor. No work may be submitted after final examinations unless a student qualifies for an incomplete grade. If there is no final exam and the class does not meet during the final exam period, all assignments are due at the last class.

Grade Performance and Academic Probation
Grading at PBC provides for evaluation of student performance by letter grades and points. A formally admitted student at PBC must maintain a cumulative GPA of “C” or better. A student with
performance below "C" on his/her cumulative GPA will be placed on probation for the subsequent 12 units. During this probationary period the student’s GPA should be "C" or better in order to lift the probation and continue taking classes. The probation will be lifted when the cumulative GPA is "C" or better. Non-attainment of the "C" average while in the process of taking the 12 probationary units shall result in removal from admitted student status.

**Grading**

Good academic standing requires a grade point average of 2.0 on all PBC course work. Standards of probation are designed to help students examine their objectives and progress in school. In cases of poor scholarship, students are encouraged to consult with professors, deans, or Student Services.

Grades for written work are typically based on completeness and accuracy of assigned work, scholarship, grammar, spelling, appearance, adherence to specification, and promptness.

The class grading percentage break down is:

- **A** = 91-100%
- **B** = 81-90%
- **C** = 71-80%
- **D** = 61-70%
- **F** = 0-60%

**Incomplete Coursework**

A professor may record a course grade of Incomplete if a student fails to complete required coursework because of extenuating circumstances such as an extended illness, accident, or family emergency. To qualify for an Incomplete, students must have successfully completed at least 50% of course requirements. To request an Incomplete, a student must petition their instructor(s), who will then file an Incomplete Grade Contract with Student Services. The request for an Incomplete must be made at least seven days before the end of the semester. The terms of any Incomplete Grade Contract may allow no more than one year from the date of the contract for the student to complete required coursework. Faculty reserve the right to deny any request for an Incomplete prior to the filing of the contract.

A grade of I (Incomplete) is no indication of the caliber of work completed. If the work assigned is not completed within the allotted grace period, the Incomplete will be changed to the grade earned based on completed assignments with a zero for uncompleted assignments.

**Late Class Assignments**

The professor is responsible for establishing his/her class policy for late assignments up until the time of the final exam in his/her class and will list the policy on the course syllabus.

**Repeating a Course**

Repeating a course to improve the cumulative GPA is permitted at PBC. The higher grade will be recorded and the lower grade will be canceled. The student taking this option is reminded that the repeating of a course requires registration and payment of tuition.

**Grade Reports and Unpaid Debt**

Any unpaid debt to the college should be paid in full before the end of the semester. Official transcripts will not be issued as long as fines or charges are owed. Students will also have their Populi record locked so they cannot register for any other class until the debt is paid in full. Interest will not be charged on tuition and other similar overdue accounts. In addition to fines, disciplinary action may be taken in cases of continued financial irresponsibility.

**Grade Appeal Procedures**

A student who feels that his or her grade is below what was expected should discuss this with the instructor. This also applies to points given for participation in class, attendance, and grades on papers, projects, and tests.

If the student feels that he or she has been rewarded unjustly, he or she should make an appointment with the Dean of Students. The Dean of Students shall attempt to resolve the issue in an informed manner by contact with the instructor and the student. If the student still feels that he or she was unjustly graded, that student has further recourse to the Academic Dean.

The student has a final appeal by the Formal Hearing process outlined in the disciplinary policy.

**Academic Standing and Financial Aid**

A student’s progress must be satisfactory to maintain eligibility for federal or institutional financial aid.

**SAFETY**

**Public Safety (Campus Security)**

In emergencies, students should first call 911 and then notify the college staff. In many situations, PBC personnel can typically be notified and respond before the city police. Emergencies can be reported directly to Public Safety 24-hours a day by anyone. The Safety Policy and Clery Report are made available to students online or a hardcopy per request.
Weapons
Guns are prohibited from all PBC property and by law must be kept at least 1,000 feet from the campus per Oregon Revised Statutes (ORS) 166.360 (Definitions) and ORS 166.370.

Weapons such as firearms, decorative swords, knives with blades over four inches, nun-chucks, firecrackers, brass knuckles, throwing stars, and other potentially harmful devices are not allowed on campus. Students may be dismissed from school if they have any of these items on campus. PBC reserves the right to determine the safety factor of such items. All violations will be reported to Dean of Students, or law enforcement – whichever is deemed appropriate.

PBC reserves the right to dispose of any weapon left or abandoned after this period of time. PBC is required by law to keep all firearms off of the campus. Paintball guns, air soft guns and similar devices may be mistaken as a firearm and prohibited at all times on campus.

Open Flames and Water
Due to fire regulations, open flame lamps, candles, and incense burning are not allowed at any time in any campus building.

Water is not to be thrown or sprayed in or from any campus building. Violations will result in payment for any damages, and disciplinary action will depend on the extent of the violation.

Safety Equipment
Fire extinguishers, sprinklers, hall pipes, fire doors, smoke detectors, fire alarms, and other safety equipment must not be tampered with in any way. Misuse or tampering with such equipment will result in a $25 to $250 fine, plus any cleaning charges.

STUDENT DISCIPLINES/CONDUCT

Spiritual Life Development
Spiritual development is of critical importance to PBC, and students are encouraged and expected to be committed to this endeavor through multiple opportunities.

1. Class requirements. Most classes will require assignments applicable to spiritual development.
2. Chapel. PBC intermittently holds chapel and students are encouraged, not required, to attend. This is reflective of our high level of student employment and no campus dormitory.
3. Special events. Occasional outside speakers will be presented on campus to promote both academic and spiritual growth of students. Also prayer meetings and community service events occur. Attendance is again encouraged but not required.
4. Personal devotions. Each student is expected to practice daily devotions that can be integrated with class work when appropriate. Recognizing that this cannot be rigidly monitored and enforced, we promote community and maturity by trusting the integrity of the student to fulfill this.
5. Church attendance. Each student is expected to be in regular attendance at a local church. The integrity of the student is trusted for compliance.

Church Attendance and Affiliation
Pacific Bible College expects every student to affiliate with an evangelical church and to participate in the church through faithful attendance at weekly services.

Christian Service
The basic objective of PBC is to train men and women to exercise love in every arena of their lives, exercising Kingdom realities in a fallen world. To facilitate this, we must offer more than just classroom teaching. Practical training in real life situations teaches many aspects of the Christian life that a textbook never can. The study of truth and the integration of that truth in life must go hand in hand. Teaching without practical experience produces an incomplete education.

All students are required to practice love in the greater Rogue Valley, where the student puts into action the academic and spiritual ideas being studied in class. At PBC this is formalized in our Field Ministry program. Each student will take a Field Ministry Class, FM 101 for freshmen and FM 102 for sophomores that customizes this practice to their skills, aptitudes, experience, and program. This program is directed by an adjunct faculty member. See the Catalogue for more information and applicable program requirements to your chosen area of study.

Academic Freedom
The students of Pacific Bible are freely encouraged to engage in the pursuit of truth and its application to life. Students have the following fundamental rights:

- To investigate and research various disciplines of knowledge
- To express their views without fear of censure, reprisal, or dismissal
Academic freedom is essential to the free pursuit and advancement of truth and fosters the uncovering of truth in an unimpeded manner. It is truly critical to the mission of collegiate education. All students, whether full-time or part-time, are given this basic right.

Academic freedom is subject to the following limitations:

- One’s articulations expressing academic freedom must not disrupt or interfere with other academic duties.
- Expressions must be relevant to classroom discussion.

**Academic Honesty**

Scripture is clear in its commands concerning the need for honesty and integrity in all things. This certainly applies to the academic community. Honesty and integrity are essential for learning and accomplishing educational goals. Without them, a fair evaluation for all students is impossible.

Academic dishonesty involves such things as:

- Plagiarism, which is claiming the work of others as one’s own without specific acknowledgment. Making minor changes in wording does not make the work one’s own.
- Submission of the same, or essentially the same, work in more than one course without prior consent of all professors involved.
- Submission of work completed earlier as new work.
- Submission of work as one’s own which has been significantly edited by another person.
- Allowing another student to use one’s work for an assignment or helping another student in any way to be dishonest.
- Giving or receiving unauthorized test information prior to the examination.
- Using unauthorized sources for answers during an examination.

Academic dishonesty is a serious offense. Penalties for dishonesty may include such consequences as a failing grade for the assignment or exam, lowered course grade and loss of course credit. When a faculty member becomes aware of a significant violation, he/she is encouraged to consult with Student Services to consider the appropriateness of further disciplinary action. Discovery or disclosure of dishonesty in a prior semester does not allow for an assignment or exam to be made up and will result in course grade reductions or course failure.

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**STUDENT CONDUCT**

**Overview**

Because PBC is a tight-knit community built on biblical principles and comprised of growing individuals, the Student Conduct process exists to channel misconduct into redemptive and educational outcomes. A student who intentionally or unknowingly violates PBC’s code of conduct will follow the judicial process involving meeting directly with the Student Services and a third party. As this process is relational in nature, our hope is to foster growth in the individual while protecting the health of the community. The following statement was agreed upon in each student’s initial application: “As a student of Pacific Bible College, I will seek to live the Christian life in accordance with accepted practices and above all to be pleasing to the Lord Jesus Christ.”

PBC seeks to serve students who have come to a saving knowledge of Christ Jesus and are living a lifestyle reflective of that commitment. It is expected that PBC students will conduct themselves in a manner congruent with mature Christian discipleship. This means exemplary behavior in moral, ethical and interpersonal dimensions of life.

Students are expected to dress in a manner appropriate to our community and the activity the student is attending. Immodest, suggestive or socially violent clothing (clothing with violent, sexually explicit, racially bigoted or verbally abusive art or words on it), may cause the student to be excused from the class or activity at the discretion of the teacher or administrator in charge at the time.

Loss of privileges, specific disciplinary requirements, or separation from the college may be imposed on any student whose conduct on or off campus adversely affects the academic community, particularly as it shows failure to accept responsibility for the welfare of other persons. Fundamental kinds of Misconduct which may lead to suspension or dismissal are as follows:

- Any form of sexual immorality (pre-marital sex, extra-marital sex, homosexual activities).
- Physical or verbal abuse, intimidation, or harassment of another person or group of persons.
- Deliberate or careless endangerment, tampering with safety alarms or equipment; violation of specific safety regulations; failure to render reasonable cooperation in any emergency; possession or use on campus of firearms, knives (excepting non-spring pocket knives), other weapons, explosives, or fireworks.
- Obscene, indecent or grossly inconsiderate behavior; exposure; exposure of others to
highly offensive conditions; disregard for the privacy of self or others; instruction from any college official or faculty member to discontinue or modify any action which is judged disruptive.

- Use or possession of open containers of alcoholic beverages on campus.
- Obstruction or forcible disruption of regular college activities, including teaching, research, administration, campus services, discipline, organized events and operation and maintenance of facilities; interference with the free speech and movement of academic community members; refusal to identify oneself when requested or to obey any other lawful instruction from any college official or faculty member to discontinue or modify any action which is judged disruptive.
- Failure to comply with the lawful directions of any college official, staff member, or student employee who is acting in performance of duties of position or is explicitly assuming responsibility on behalf of the college in the absence of a particular official. (Emergency orders may supersede some written regulations. Students who receive orders which they consider unreasonable, although not illegal, must obey them at the time and may bring a formal complaint later against the issuing staff members, by writing to the office.)
- Deliberate incitement of others to commit any of the acts prohibited above; involvement as an accessory to any of the prohibited acts by providing assistance or encouragement to others engaged in them or by failure to separate oneself clearly from a group in which others are so engaged when there is sufficient time and opportunity.
- Dishonesty, including provision of false information, alteration or misuse of documents, plagiarism and other academic cheating, impersonation, misrepresentation, or fraud.
- Use, sale, or possession of illegal stimulants, intoxicants or drugs.
- Theft, abuse, or unauthorized use of personal or public property, including unauthorized entrance into college facilities, possession of stolen property, and littering.

**DISCIPLINARY POLICIES**

**Overview**
The following are the stages of degrees of the disciplinary procedures utilized by PBC.

**Complaint**
The first official phase of discipline is a written complaint against a student by a teacher or administrator of Pacific Bible College. The Chief Academic Officer (CAO) will review the infraction, submitted in writing, and decide if an informal hearing is needed.

**Informal Hearing**
If the CAO decides that the infraction warrants further steps, a personal interview with the affected student(s) will be held to ascertain the facts surrounding the complaint.

The CAO may, at that time, either dismiss the case entirely, or proceed with any of the following steps:

On Notice: A written plan of assistance is developed to correct the infraction within a reasonable length of time. The student or person will sign the document and treat the document as an agreement. This stage can result in the continuation of school or work. Determination will be made as to whether the person needs outside assistance to cope with the behavior.

Probation Stage: A plan of assistance is generated by the CAO plus one faculty member. This stage shall contain periodic checks by the CAO. The CAO shall determine the termination of probation.

Suspension/Dismissal Stage: Suspension and/or dismissal will result if there is no satisfactory progress as determined by the CAO or if a single, but very serious violation warrants it.

Disciplinary action may take one of these forms:

- Brief suspension—removal from school for one to five days
- Suspension—removal from school and campus for one or two terms
- Indefinite suspension—removal from school and campus until specific conditions are met
- Dismissal—permanent removal from school

**FORMAL HEARING**
If a student charged with an infraction does not think he/she has received fair treatment in the process, he or she may ask for a closed formal hearing. A closed formal hearing will be a private gathering of the accused student and an ad hoc Appeals Committee composed of the President of the College, the CAO, two faculty members and two student members (student members must be officially enrolled in the degree program and currently taking classes). The student members shall be
chosen by the committee faculty members. This committee will review the relevant catalog stipulations and the accusation against the student. They will determine by simple majority vote whether to overturn the Academic Dean's original judgment on the matter.

The decision or recommendation of this committee shall be final. No further appeal is possible. In the event of a deadlock, or the inability of the committee to come to a decision, the President of the College will give a decision which may not be challenged beyond this point. Written minutes of the above meeting shall be kept on record and a brief notice of the committee’s findings put in the accused student’s file.

STUDENT GRIEVANCE PROCEDURES
Overview
The Student Grievance Procedure provides a way for students to seek resolution to decisions, conditions, and practices of Pacific Bible College, its faculty and staff, which they allege are a violation of published college policies and procedures. As students pursue their educational goals, they will be treated with professionalism and respect by college employees (referred to herein as "staff"). An alleged violation may be referred to as a "grievance" hereon. Students shall not be retaliated against for filing a grievance.

Students will attempt to resolve alleged violations with the staff member who is directly involved. Should a staff member directly involved in facilitating the resolution procedure be the object of an alleged violation or formal grievance, the college president will appoint a replacement. It is intended that alleged violations be resolved at any point in the process when the parties involved can agree on a resolution. All documentation submitted or created during the resolution process shall follow established filing procedures.

Students with a grievance shall follow the procedures and time-lines outlined below:

1. Direct Resolution. The student discusses the grievance with the college staff member who is directly involved and attempts to find resolution within a timely manner. The student may choose to be accompanied by a support person. The student must state a proposed resolution. If no resolution is reached then proceed to the next step in the process.

2. Resolution with immediate supervisor. If the grievance is not resolved directly with the college staff member, the student discusses the grievance and seeks a resolution with the staff member’s immediate supervisor. The student may choose to be accompanied by a support person during these discussions. The student must provide a written explanation of the grievance and a proposed resolution. Appropriate written documentation will be maintained by the immediate supervisor and established filing procedures will be followed. If no resolution is reached then proceed to the next step in the process.

3. Resolution with the Dean of Students. If the issue is not resolved with the staff member’s department head, the student may seek resolution with the Dean. Appropriate written documentation will be maintained by the Dean and approved filing procedures will be followed. Within seven (7) working days of notification of the student grievance, the Dean will contact the parties involved, and attempt to clarify the issue and arrive at a solution which is mutually satisfactory to the student and employee. During the Dean’s investigation, the persons involved may include a representative or other support person with first-hand knowledge of the issue. If resolution is reached, the Dean will summarize the resolution in writing for the student grievant and college employee and follow established filing procedures.

5. Appeal Process. If resolution is not reached, the student has the right of final appeal of the issue to the Chief Academic Officer (CAO) of PBC. The final appeal process requires the student to prepare and deliver a written appeal request to the CAO within seven (7) working days after the Dean gives notice to the student of the result of the investigation. The written appeal request must include an explanation of why the issue remains unresolved and provide the proposed remedy to the grievance.

Within ten (10) working days of receiving the student appeal, the CAO will review the grievance, investigation process, and proposed resolutions. The review may include, but not be limited to, an interview of the student grievant, college staff member and/or other involved parties. The CAO will report their findings and conclusions to the student grievant, college staff member(s) involved, and the Dean with a written and signed document. Established filing procedures will be followed.
ACADEMIC PROGRAMS

Mission Statement
Pacific Bible College is a Christ-centered learning community committed to equipping students to become biblically competent, academically proficient, spiritually cultivated, and culturally engaged servant leaders.

In support of this, we have designed our academic programs by incorporating a comprehensive curriculum to prepare students for the pastorate, lay ministry, career, or to begin their academic career with sound biblical education. In addition, we encourage non-program students to take classes for credit to receive the full benefit of each course or at least audit classes for personal enrichment.

Oregon State Authorization
ODA (Office of Degree Authorization) This school is a non-profit corporation and is authorized by the State of Oregon to offer and confer the academic degrees described herein, following a determination that state academic standards will be satisfied under OAR 583-030. Inquiries concerning the standards or school compliance may be directed to the Office of Degree Authorization, Higher Education Coordinating Commission, 775 Court St NE, Salem, Oregon 97301.

http://oregonstudentaid.gov/oda-degree-authorization-academic-programs-approved.aspx

Accreditation
Pacific Bible College is a candidate for accreditation with the Commission on Accreditation of ABHE. Association of Biblical Higher Education, 5850 T.G. Lee Blvd., Ste 130, Orlando, FL 32822, 407.207.0808.

Articulation Agreements
PBC currently has articulation agreements to facilitate credit transfer with the following institutions:
- Corban University
- Multnomah University
- New Hope Christian College formerly Eugene Bible College
- Northwest Christian University
- Oak Hills Christian College
- Simpson University

Associate of Biblical Studies
The Associate of Biblical Studies program provides professional training for the pastorate. Course work provides academic study of the Bible, an integrated Systematic theology, and practical tools to effectively minister in daily life.

Recognizing the primacy of the Holy Spirit’s ministry in producing a true minister of God, the Church as a whole seeks to cooperate with, and contribute towards, that labor by its purposed efforts in offering godly, biblical instruction to disciples hoping to enter into ministry, whether congregational, cross-cultural or parachurch in nature. The ABS degree offered by Pacific Bible College seeks to cultivate and equip Servant-Shepherds to the Body of Christ with the intention that by its completion the graduate will be able to...

1. Model Christ by demonstrating...
   a. Growth in discipleship
   b. Godly ethical behavior
   c. Pursuit of academic excellence
   d. Compassion in community

2. Minister Effectively able to...
   a. Comfort and encourage
   b. Clarify and counsel
   c. Mediate and resolve
   d. Nurture and restore

3. Teach Faithfully able to...
   a. Proclaim the Gospel fruitfully
   b. Affirm the truth of Scripture
   c. Interpret and exegesis God’s Word accurately
   d. Articulate and explain Biblical principles clearly

4. Lead Lovingly able to...
   a. Mentor and guide in discipleship
   b. Correct and admonish in discipline
   c. Protect and defend in doctrine
   d. Analyze critically and resolve creatively in difficulty

Bible & Theology

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>BI 101</td>
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<td>New Testament Survey</td>
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<td>BI 202</td>
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<tr>
<td>TH 110</td>
<td>Bibliology &amp; Hermeneutics</td>
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PBC Catalog & Handbook 2015-16
TH 120  God, Christ, Holy Spirit  3
TH 210  Man, Sin & Salvation  3
TH 220  Ecclesiology & Eschatology  3

**General Studies**  18
CO 101  Fundamentals of Speech  3
CO 203  Homiletics  3
PH 101  Worldview & Biblical Reality  3
SS 204  Gender, Marriage, Family Systems  3
WR 121 Intermediate College Writing  3
WR 122 Advanced College Writing  3

**Ministry Studies**  14
FM 101  Field Ministry I  2
FM 201  Field Ministry II  2
HS 101  Church History Survey  3
SF 101  Spiritual Formations  2
SF 201  Vocational Ministry Training  2
SS 203  Christ in Culture  3

**Electives**  11

**Total Requirements**  64

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**Associate of Applied Science in Christian Counseling**

The Associate of Applied Science in Christian Counseling is a terminal/transitional program designed to prepare counselors who are capable of providing counseling with individuals, couples and families, under the organizational supervision of local churches and other agencies or an excellent application-based preparation for a baccalaureate program in Psychology, Social Work, Missions, Ministry and other care-giving related areas.

Christian Counseling:
- Provides assistance and guidance in resolving personal, social or psychological problems upon biblical principles.
- Provides guided practical application of principles and theories in psychology and social sciences.
- Applies critical thinking towards the integration of theological precepts and the exercising of counseling activities.

Through academic study and extensive counseling activities, these specific objectives will be accomplished:

1. Equip students with knowledge and skills to counsel in the church and for outreach to the community.
2. Develop practical counseling strategies through the study of biblical, theological and psychological foundations.
3. Provide guided practical application of principles and theories in real-life settings to help integrate theory with the realities of life.
4. Promote growth in Christian maturity demonstrated through effective interpersonal relationships.

**Bible/Theology**  15
BI 101 Old Testament Survey  3
BI 102 New Testament Survey  3
TH 110-C Bibliology and Hermeneutics  2
TH 120-C God, Christ, Holy Spirit  2
TH 210-C Man, Sin & Salvation  2
TH 220 Ecclesiology & Eschatology  3

**Counseling**  21
CS 101 Counseling Field Experience  3
CS 105 Christian Counseling I  3
CS 106 Christian Counseling II  3
CS 206 Helping Relationship/Skills Survey  3
CS 207 Group/ Family Counseling  3
FM 102 Counseling Practicum  2
FM 202 Counseling Practicum  2
FM 203 Counseling Practicum  2

**General Studies**  14
CO 101 Fundamentals of Speech  3
CO 203 Spiritual Formations I  2
SS 204 Gender, Marriage and Family Systems  3
WR 121 Intermediate College Writing  3
WR 122 Advanced College Writing  3

**Psychology**  12
CS 103 Life Span Development  3
CS 205 Abnormal Psychology  3
PS 201 General Psychology  3
PS 202 Theories & Systems of Psychology  3

**Open Electives**  2

**Total Requirements**  64

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PBC Catalog & Handbook 2015-16
Foundations Program
The Foundations program provides a Bible-based, two-year general studies curriculum transferable to accepting four-year institutions. Course work balances biblical study, systematic theology, ministry work, and general studies to prepare the student for baccalaureate work at other institutions and life-long kingdom discipleship.

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<tr>
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<td>PS 201 General Psychology</td>
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<td>SS 201 Cultural Anthropology</td>
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<td>HS 101 Church History</td>
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<td>SF 101 Spiritual Formations</td>
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Certificate in Christian Ministries
The Certificate in Christian Ministries program provides a one-year intensive and comprehensive academic study to train the student for general ministry work. This program also fulfills the first year requirements for the Associates of Biblical Studies program.

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<tbody>
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<td>Total Requirements</td>
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Self-Enrichment Program
The adult enrichment program is designed for the Christian man or woman seeking to expand the depth of his/her knowledge and faith about God, His Kingdom plan for their lives, and practical ways of exercising His love in all areas of life.

- Biblical-based curriculum oriented to application
- Aid personal spiritual growth in a disciplined study environment
- Opportunity to study under excellent faculty
- Classes can be taken for audit or credit
- Able to transfer into degree program if appropriate
- Flexible class schedule including evening classes
This course will explore His life and teachings as presented in the four theological biographies of Matthew, Mark, Luke, and John. It will also examine ways we may study these books for further understanding, including genre, literary framework, use of the Hebrew Scriptures, and each book’s individual characteristics. The overall goal is for students to know Jesus better through Scripture.

**BI 203 Hebrews and General Epistles**  
3 credits  
Hebrews reveals how life in the Kingdom is grounded deeply in Christ’s work as High Priest. The General Epistles work out many of the practical implications of this new Kingdom life we share as the community of the King. This course will survey these books, presenting the literary structure, the theological implications, and the practical application to our present world. Most of the class time will be spent in the text of Scripture.

**BI 204 Romans**  
3 credits  
St. Paul’s epistle to the Romans is, according to many scholars, the most important single theological treatise in the New Testament. Though it is certainly a pastoral letter, yet it is also a rich and comprehensive doctrinal treatment of the gospel. One commentator refers to it as “The Gospel According to Paul.” This 3-unit survey course will take the student through the entire text of Romans, examining the flow and direction of Paul’s argument, the development of his gospel thought, and the application of that thought for Christians today both individually and as a community.

**CE 205 Introduction to Biblical Archeology**  
3 credits  
This study will focus on the relationship between the Bible and Archaeology. Utilizing the complete array of sources available to the modern archaeologist, we will examine the main narratives of the Biblical story, book by book and period by period to see how archaeology documents, illuminates, reconstructs, and testifies about the Bible as history and tradition. Emphasis will be placed upon learning the context of Scripture in order to foster stronger Biblical interpretation as an aid to its application for ministry, scholarship and personal spiritual growth.

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**COURSE DESCRIPTIONS**

**Course Abbreviations**
- BI: Biblical Studies  
- CE: Christian Education  
- CO: Communications  
- CS: Counseling  
- FM: Field Ministry  
- GK: Greek  
- HS: History  
- MJ: Music  
- PH: Philosophy  
- PS: Psychology  
- SF: Spiritual Formations  
- SS: Social Science  
- TH: Theology  
- WR: Writing

**Course Numbering**
- 100 Level—Entry level or 1st year classes  
- 200 Level—Advanced or 2nd year classes

**BI 101 Old Testament Survey**  
3 credits  
This course will survey the entire Old Testament (Genesis to Malachi) recognizing a chronological progression that runs through the heart of it. We will look at the structure and content, historical settings, and theological importance of each book. Scriptures written concurrently with the central progression of God’s relationship with the people of Israel will be discussed with respect to how they inform, or "support”, God’s movement through the Old Testament. Along the way we will discuss the events and other information with the knowledge and understanding that they point to the redemptive work of Christ on the cross.

**BI 102 New Testament Survey**  
3 credits  
This course will survey the entire New Testament, looking at the Gospels (Matthew, Mark & Luke & John) with respect to how they relate to one another as well as the content they possess. The remainder of the books will be addressed primarily on individual basis. We will examine the historical settings, theological significance and overall importance of each book. Along the way we will discuss Old Testament connections to New Testament events/ideas, the radical nature of early church around which the books were written, and how it all points to - or stems from - the redemptive work of Christ on the cross.

**BI 202 The Gospels**  
3 credits  
The life and teachings of Jesus Christ and his inaugurated Kingdom are central to the Christian faith.
CO 101 Fundamentals of Speech
3 credits
Verbal communication is a God-given gift that benefits from training and practice in all areas of life. This course examines aspects of communication such as listening, self-concept, self-disclosure, conflict resolution, and nonverbal communication. This course will observe, analyze, and apply concepts of interpersonal communication in relational contexts including friendships, family, church, and work.

CO 201 Public Speaking
3 credits
Public speaking is a learned skill applicable both ministerially and in the professional arenas. This course offers the student necessary training to effectively and persuasively communicate in the public speaking forum. Building on skills learned in CO 101, students learn content, organization, and delivery of informative and extemporaneous speeches.

CO 203 Homiletics
3 credits
This course will equip the student to use their solid hermeneutic Bible study methods in producing consistent Biblically accurate teaching/preaching which results in the continuing maturation of God’s church as people who know God intimately though His Word and live that out in their daily lives. Throughout this course we will engage in exercises which hone this skill in light of the need to respect the authority of ALL scripture, continually keep the intended audience in mind, and deliver the sermon with proper decorum. Additionally, we will analyze sermons from those who have gone before us, such as Jonathan Edwards, George Whitfield, etc.

CS 101 Counseling Field Experience
3 credits
This course provides observational, shadowing, and direct exposure to a variety of counseling settings and occupations. Course will cover specific ethics and confidentiality required in specific settings as well as expected behaviors. Goal of course is to provide students with a realistic view of counseling to compare/contrast to their perceived view.

CS 103 Life Span Development
3 credits
The study of psychological theories of human growth in the physical, cognitive, emotional, moral, and social domains: the usefulness of developmental theory for construction methodology integrated with Biblical thought to be implemented in counseling and ministry.

CS 105 Christian Counseling I
3 credits
Within a Biblical foundation Christian Counseling I focuses on basic counseling skills such as Discerning, Encouraging, Listening, Confronting, and understanding Personality Types. In addition to skill building, this course also establishes the foundations of Ethics and Confidentiality necessary for the professional counselor. Actual practice of counseling skills will be in and out of class. This course is foundational and required to enroll in Counseling Practicum courses.

CS 106 Christian Counseling II
3 credits
Christian Counseling II will focus on the dilemmas and issues that Christian Counselors most frequently encounter. There are two parts to the 15 week course. Part I and II will focus on walking with the client through both relational concerns as well as spiritual understandings of how God works through our pain. Some of the sessions included in this class are Tough Love Decisions (Boundaries) in Relationships, Growing Through Divorce, Blending Families, Remarriage Issues and Step-parenting. In addition we’ll address The Parent/Teen Dynamic, Accepting Life’s Losses, Discerning God’s Will with the Client and the Powerful Difference between True Guilt and False Guilt.

CS 205 Abnormal Psychology
3 credits
This course explores a wide variety of psychological disorders, where students will learn the presenting symptoms, criteria, possible causes and treatments for each disorder discussed. A variety of class activities, such as a small group exercises, videos, case studies - are going to be integrated in the class to understand each mental disorder. Additionally, clinical assessment, diagnosis and treatment of abnormal behavior will be briefly discussed. By the end of this course, students are expected to increase their knowledge, critical thinking and integrate their Christian faith in the study and understanding of abnormal psychology.
CS 206 Helping Relationship/Skills Survey
3 credits
This course provides seminars with intense study in specific subjects with interactive exercises. The idea behind this course is to familiarize students more extensively with the methodology of their chosen subject and also to allow them to interact with examples of the practical problems that always occur during counseling work. Subjects may include the following:
- Crisis and Abuse Intervention (6 hours)
- NLP skills: Learn to read body language (6 hours)
- Premarital Counseling (6 hours)
- Alcohol and other Addiction Treatment (6 hours)
- Social Skills for Severe Mental Illness People (6 hours)
- Child and Adolescence Counseling (6 hours)
- Death and Grief Counseling (6 hours)
- Ethics (6 hours)

CS 207 Group/Family Counseling
3 credits
The Group Counseling course is designed to offer students preparing to enter a helping profession with an understanding of group/family theory, and understanding of the types of groups used in group counseling, and the experience of being a member in a counseling group/family. The course focuses on methods, problems, and leadership skills in working with a group. Includes ethics.

FM 101 Field Ministry I
2 credits
Theology without application contradicts biblical teaching and is counterproductive to Kingdom work. This course is designed to engage the student in outreach work in the Rogue Valley under the supervision of Pacific Bible College faculty. Mentorship and structured events are provided to enable the student to begin understanding and applying biblical love, enabling the student to begin actualizing Jesus’ commandment to love one another.

FM 102 Counseling Practicum
2 credits
The major emphasis is that counselors-in-training be able to move outside of their own frame of reference into the frame of reference of the counselee. The student/counselor endeavors to see the world as the counselee sees it. Therefore, student/counselors are required to experience their own 8 session of individual counseling, and 8 sessions of group counseling (any groups: self-help groups, psycho educational, etc.) Includes ethics.

FM 201 Field Ministry II
2 credits
Jesus’ commandment to, “love one another as I have loved you,” the basis of FM 101, is further developed. This supervised course places students in a dual role of expressing love to those in the community, as well as mentoring their FM 101 peers who will join them in the outreach programs. During this second period of outreach, the student experiences deeper experiential knowledge and relationships through the practice of Christian love.

FM 202 Counseling Practicum
2 credits
This course is designed to provide supervised counseling experiences for students preparing to work in the community. Students will provide direct counseling services to counselees, participate in weekly supervision and training sessions, write and present SOAP notes; personally review all videotaped sessions, present cases for supervision by faculty and peers, learn to supervise peer counselors. Total hours: 100 min. face-to-face counselees contact.

FM 203 Counseling Practicum
2 credits
This course is designed to provide supervised counseling experiences for students preparing to work in the community. Students will provide direct counseling services to counselees, participate in weekly supervision and training sessions, write and present SOAP notes; personally review all videotaped sessions, present cases for supervision by faculty and peers, learn to supervise peer counselors. Total hours: 100 min. face-to-face counselees contact.

GK 101 Introduction to Biblical Greek
3 credits
This course is designed to introduce students to the fundamentals of Koine Greek, the Greek of the New Testament. The primary objective of the course is to learn the essentials of Greek grammar in order to read
the Greek New Testament. You will learn the Greek Alphabet, declensions of nouns, and be introduced to verbs.

**HS 101 Church History Survey**  
3 credits  
History is part of God’s general revelation to mankind and as such has value to the believer in learning wisdom and living charitably among the wider Body of Christ. This course will provide the student with an overview of the major events, personalities, and movements of the Christian Church from its beginnings at Pentecost to the present day. Attention will also be given to the major trends and philosophical shifts in secular history that have either shaped the Church or were shaped by the Church.

**HS 102 Early Church History**  
Credits 3  
History is part of God’s general revelation to mankind and as such has value to the believer in learning wisdom and living charitably among the wider Body of Christ. This course will provide the student with an overview of the major events, personalities, and movements of the Christian Church from its beginnings at Pentecost (c.30 AD) to the rise of the Medieval Papacy at the end of the Classical period (c.600 AD). Attention will be given to the character of the church in the first centuries, the origins of the Christian monastic movement, the development of Canon and Christological doctrine through Patristic consensus and the Ecumenical Church Councils as well as the changes wrought by the rise of the Byzantine Empire and the Latin Church in Rome.

**HS103 Medieval Church History**  
3 credits  
The 5th century collapse of the Roman Empire in the West ushered in an era long misidentified as the “Dark Ages”. Contrary to popular understanding, the millennium we know today as the Middle Ages was a formative period of growth, not only for the Church, but also for the Christian culture which became largely synonymous with Western Civilization. This course will examine the development of that culture as it was shaped by new dynamics in theology, philosophy and Christian praxis, just as it was by the pressures of encroaching peoples, cultures and ideologies. Spiritual, cultural, academic and even technological changes, originating in the Middle Ages, still exert a profound influence on contemporary life. Our examination of these elements offers a deeper understanding of the Christian Faith in the modern world, as well as the God who created them both.

**HS 201 American Church History**  
3 Credits  
This class presents a survey of major events and personalities associated with the development of the church in America. Puritan antecedents and the changes they underwent with the coming of the Enlightenment Era will be examined. Evolution in the Christian interface with indigenous peoples will be contrasted with American participation in global missions. Civil struggles with slavery, industry, depression and World War will offer opportunities to analyze the responses of the Christian Faith community to obstacles effected by changing theologies, values and social paradigms. The challenges of modeling Christ in an increasingly "post-Christian" culture will be explored as well.

**IS 101 Introduction to Cross-Cultural Witness (Missions)**  
3 credits  
This course is an introduction to the study of Cross-Cultural Witness (Missions) as presented in the Bible and practiced by followers of Jesus Christ in Church history; especially in the past several centuries. Selected biblical passages will be studied to understand God’s mandate for His Church. Special attention is given to the critical importance of culture in human societies and its relevance for communicating the Christian message. Basic issues of anthropology and sociology will be discussed in this context.

**MU 101 Beginning Guitar & Worship**  
2 credits  
This two-unit course is designed for the beginning guitar player who is interested in learning the basics of worship guitar while growing deeper into the heart of worship. Commitment to daily practice and keeping up with the reading and writing assignments is another critical component.

**MU 201 Intermediate Guitar & Worship**  
2 credits  
This two-unit course is designed for the intermediate guitar player who already has a solid grasp of basic chords and scales but wants to expand their knowledge and technique while learning more about the power and
purpose of worship from a Biblical perspective. Daily practice and keeping up with the reading and writing assignments are essential components for success in this class.

PH 101 Worldview and Biblical Reality
3 credits
Worldview is the Operating System used by every human mind that has ever lived. As the cumulative outcome of our experience, beliefs, assumptions and choices, our worldview is the lens through which we perceive, ponder & interpret every sense impression and thought we experience. Most worldviews are taken for granted by their possessors, only rarely being subjected to examination of any kind. It is incumbent however, upon each believer to investigate his or her worldview in relation to its Biblical foundation as well as to it’s ability to answer the inquiries of logic and reason. This course will provide the student with just such an opportunity, by examining the development of Western philosophy, the nature of worldview and the methods of logic and apologetic associated with a reasoned defense of the Christian faith.

PS 201 General Psychology
3 credits
This course is designed as an introduction to the field of psychology and the scientific study of human behavior and mental processes. It will provide an introduction into the major principles and theories of human psychology. We will provide an introduction into the major principles and theories of human biology of the mind, a basic understanding of the function of the nervous system, learning, sensation and perception, cognition, intelligence, consciousness, motivation, normal and abnormal behavior, psychological testing, emotion, stress, health, and social relationships.

PS 202 Theories & Systems of Psychology
3 credits
A comparative survey of contemporary theories and their etymology from the field of psychology as they relate to the human condition. Primary goal is to develop Christian-based thought, through which to filter theories and systems, for assimilation into Christian counseling and ministry.

SF 101 Spiritual Formations
2 credits
Spiritual formation is the accumulative effect that individuals, events and processes have had on us in conjunction with our responses to them. This course is designed to examine these elements and how we can maximize them for the Kingdom of God. Spiritual formation is more than just what happens to us but what we allow God to do through us.

SF 201 Vocational Ministry Training
2 credits
Christian vocational ministry presents unique challenges and training. This course will provide the student with an introduction to the dangers, difficulties and obstacles common to vocational ministry, as well as the methods, techniques and precautions best suited for their prevention or correction. While self-examination will be emphasized, attention will also be given to time-management, effective prioritization, and biblical principles of administration in application to professional ministry.

SS 203 Christ in Culture
3 Credits
Humans are designed by God to be in community, and cultural diversity is a reflection of His diversity. This course is a systematic and comparative study of the nature of human societies and how they function. The student will be cognitively and experientially exposed to different cultures to prepare them for the cultural diversity of the 21st century, as well as being able to practice Christian love cross-culturally.

SS 204 Gender, Marriage, Family Systems
3 credits
God’s original design and purpose for mankind has remained the same since Genesis 1 and 2. He created male and female for relationship with Him and each other, forming the environment to marry and form a family unit, the foundational basis of society. This course will inductively study the Biblical theologies of this and comparatively analyze secular offerings. The student will access a complementary gender view as well as theologically grasp God’s plan, purpose and blessing in a marriage and family unit.

TH 110 Bibliology and Hermeneutics
3 credits
The Evangelical Christian holds the Bible as God’s revelation of His reality to all men and as such, it is foundational to all we know and experience. This course begins your journey to learn and apply theological thinking through academic study of the Bible. A survey
of the languages, canonicity, and transmission of the Bible is presented, followed by its claims about inspiration and authorship. Interpretive methods, practice of the grammatical/historical method, and instructions on usage of critical thinking in one’s personal biblical understanding and application will also be covered.

**TH 110-C Bibliology and Hermeneutics**  
2 credits (This class is only open to the Counseling Program students)  
The Evangelical Christian holds the Bible as God’s revelation of His reality to all men and as such, it is foundational to all we know and experience. This course begins your journey to learn and apply theological thinking through academic study of the Bible. A survey of the languages, canonicity, and transmission of the Bible is presented, followed by its claims about inspiration and authorship. Interpretive methods, practice of the grammatical/historical method, and instructions on usage of critical thinking in one’s personal biblical understanding and application will also be covered.

**TH 120 God, Christ, and the Holy Spirit**  
3 credits  
This is a systematic theology course that covers the Christian doctrine of God, Christ, and the Holy Spirit. In this course we examine the biblical evidence for God’s personhood, his nature and attributes, the Trinity, the dual nature of Christ, and the person and work of the Holy Spirit. As we work our way through the historical and biblical importance of these doctrines, we seek to experience the Lord’s presence and power more deeply. Our main text is of course the Bible itself, though there is significant collateral reading.

**TH 120-C God, Christ, and the Holy Spirit**  
2 credits (This class is only open to the Counseling Program students)  
This is a 2-credit course in systematic theology on the doctrine of God, Christ, and the Holy Spirit specifically tailored for the Counseling Track Students at Pacific Bible College. The difference between this class and the 3-credit TH120 version is that in this class there is no final paper and there are no written responses to the collateral reading. We will spend most of our class time in the text of Scripture seeking to understand the historic Christian perspective on the Person and work of God.

**TH 210 Man, Sin, and Salvation**  
3 credits  
A study of Christian doctrine which develops a student’s personal integrated theology. Systematic study of man (anthropology), sin (hamartiology), and salvation (soteriology), and atonement will be covered. Each doctrine is reviewed historically and biblically with emphasis on critically applying the doctrine in one’s faith by integrating the student’s mind, heart, and knowledge of God into a coherent system that can be clearly communicated and exercised.

**TH 210-C Man, Sin, and Salvation**  
2 credits (This class is only open to the Counseling Program students)  
A study of Christian doctrine which develops a student’s personal integrated theology. Systematic study of man (anthropology), sin (hamartiology), and salvation (soteriology), and atonement will be covered. Each doctrine is reviewed historically and biblically with emphasis on critically applying the doctrine in one’s faith by integrating the student’s mind, heart, and knowledge of God into a coherent system that can be clearly communicated and exercised.

**TH 220 Ecclesiology and Eschatology**  
3 credits  
A study of Christian doctrine which develops a student’s personal integrated theology. Systematic study of the church (ecclesiology) and end times (eschatology) are covered. Each doctrine is reviewed historically and biblically with emphasis on critically applying the doctrine in one’s faith by integrating the student’s mind, heart, and knowledge of God into a coherent system that can be clearly communicated and exercised.

**WR 110 Intro to Poetic Expression**  
3 credits  
This course will introduce the main concepts of both poetic theory and poetic technique. It will cover a wide expanse of poetry from ancient Hebrew poetry to modern American poetry and will include instruction in how to read and write poetry in a variety of genre. This course is a broad immersion in the appreciation and production of poetry.
**WR 121 Intermediate College Writing**  
3 credits  
This course will concentrate on improving vocabulary, writing technique, basic research and organization of abstract thought. It will use as models some of the best 20th and 21st-century non-fiction writing, both Christian and secular. As Christians, we must be prepared to write about our beliefs with articulate precision and as students we need to be able to write well in other classes; this class will assist you in reaching this goal.

**WR 122 Advanced College Writing**  
3 credits  
Writing 122 addresses the core of using language to write persuasively by presenting an overview of the history of English, a study of logical fallacies, and methods of rhetorical and cause & effect research writing. This course will require daily journal writing, at-home reading, and the writing of two major research papers.
Map of PBC and Jackson County Library—Medford

Pacific Bible College
Office, Classes and Library
409 N Front Street
Medford, OR 97501

Jackson County Library—Medford
205 S Central
Medford, OR 97501
541-779-3246
http://www.jcls.org/branch-medford.html
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