

academic catalog



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INTERNATIONAL THEOLOGICAL SEMINARY

ACADEMIC CATALOG 2019 - 2020

INTERNATIONAL THEOLOGICAL SEMINARY

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Tel (626) 448-0023, Fax (626) 350-6343

www.itsla.edu

FOREWORD

This catalog does not constitute a contract or enrollment agreement, nor does it constitute a statement of conditions of contract between the student and this institution. Rules regarding admission policies, scholarship or grants, graduation requirements, student conduct and other aspect of the institution's operations are subject to change. The institution reserves the right to adopt, amend or repeal rules and policies that apply to students. However, the relationship of the individual student to this institution is governed by applicable state education regulations.

Please refer to your "Enrollment Agreement" for specific terms under which you are enrolled. Should it be necessary that changes may be required either by the Bureau for Private Postsecondary Education of the State of California (BPPE), or by The Commission on Accrediting of the Association of Theological Schools in the United States and Canada (ATS), or by the Asian Theological Association (ATA), the changes in the content of this catalog will be posted on ITS website and on the bulletin boards.

NON-DISCRIMINATORY POLICY

This institution is committed to providing equal opportunities to all applicants to programs. No discrimination shall occur in any program or activity of this institution on the basis of race, color, national origin, sex, age or disability. Please direct inquiries regarding this policy to the President of the International Theological Seminary (ITS).

Effective Dates of this Catalog: 1 September 2019 – 1 September, 2020

A MESSAGE FROM THE PRESIDENT

International Theological Seminary is a truly unique place in many ways. Located in the San Gabriel Valley in Southern California, the Seminary is a portal to diverse cultures and peoples. When you step into our building, you will see many different faces and races who have come together with one common goal: serving God, serving local communities, and serving the global church.

We are here to serve the Church of Christ that spans every continent in the world. Since its inception 35 years ago, International Theological Seminary has focused on training pastors and leaders for the Majority World. With over 1,000 graduates, the influence of International Theological Seminary can be felt in countries like Tanzania, Nigeria, Thailand, Indonesia, Korea, China, and the United States. A seminary does not need to be big in order to impact the world for the Kingdom of God. The global church needs trained and committed disciples of Christ who are anchored in their spiritual and cultural roots and who adapt to the changing global context with intercultural sensitivities and communication skills. International Theological Seminary is the right training ground for those who seek this type of discipleship.

We also place an emphasis on serving local communities. The global mission is possible only when we bring about transformation in communities where we belong, live, and minister. Need for this transformation is especially great in countries from which our students come from, as many of their communities suffer from poverty, corruption, and environmental damage. Our graduates are naturally inclined to take the Gospel and live it out in their communities holistically. However, the community focus of the Seminary's mission extends beyond the Majority World--to our own backyard, North America. The greater Los Angeles area is where God has placed International Theological Seminary to be. We, the faculty, staff, students, and board members would like to minister to diverse ethnic communities in the Los Angeles area and other cities. Thus, we extend our invitation to all of you who have a heart for ministry in the Majority World or in communities in the US and Canada.



I hope to see you on campus sometime in the near future, whether it be for a simple visit, to audit a class or to pursue a degree.

Being part of this diverse community even for a short period of time will surely reward you with the amazement for God's rich gift for His creation, deep appreciation of Christ's love for all humanity, and witness of the Spirit's moving and working in every culture and people.

I invite you to this exciting adventure.

Sincerely in Christ,

A handwritten signature in black ink, appearing to read "James S. Lee". The signature is fluid and cursive, with a large initial "J" and "L".

James S. Lee, Ph.D.

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ABOUT INTERNATIONAL THEOLOGICAL SEMINARY

VISION AND MISSION

International Theological Seminary (ITS) vision is to see the liberating and redeeming Good News of Jesus Christ being proclaimed all over the world among all nations and all people until Christ's coming. Our mission is to equip and train future seminary teachers, community leaders, and pastors, who can help transform local communities into vibrant places of worship, mission and justice.

INSTITUTIONAL GOALS

1. ITS exists to respond primarily to the pressing needs and challenges of the churches in the Majority World countries by providing theological education and ministry skills to students who serve these areas; and secondarily, to train leaders for immigrant churches in North America.
2. ITS strives to develop spiritually and biblically sound leadership for students' home countries and churches in the Majority World.
3. ITS encourages students who come from a wide variety of backgrounds to gain knowledge of other cultures not only to broaden their ministry perspectives but also to prepare themselves for possible partnership in global ministries.
4. Because of its conviction that spiritually and biblically sound leadership must be paired with academic integrity, ITS seeks academic excellence from its students and faculty.

CORE VALUES

The following core values express values that are strongly believed in and consequently, these values drive the ministry at ITS:

- A. **EVANGELICAL BELIEF:** Though we have a particular doctrinal persuasion, we are inclusive by welcoming people of differing evangelical persuasions to the ITS community.
- B. **INTERNATIONAL STUDENTS:** We value students from Africa, Asia and Latin America and who qualify to study at ITS. Our focus is primarily international in scope.
- C. **HOLISTIC TRAINING:** We value the holistic development of godly leaders – cognitive, affective, behavior and skills. We value knowing and experiencing God in all areas of life.
- D. **LOCAL CHURCHES:** We value partnering churches at home and abroad to provide students and the necessary resources to train and encourage students.
- E. **SERVANT LEADERSHIP:** We value leadership that combines leading with visionary direction, and serving with a focus on the well-being of the ITS community.
- F. **TEAMWORK:** We value working together recognizing the contribution of individuals in the ITS community who share common values and goals.

OUR IDENTITY

WE ARE INTERNATIONAL

The students, staff, faculty, and board members of International Theological Seminary (ITS) are people from all over the world. No single national group predominates at ITS. The multi-ethnic and multi-national settings of ITS allow no one to have minority feelings based on race, sex, or even socio-economic status. This international aspect of ITS was well described by Dr. John H. Kromminga, the late President Emeritus of the seminary, when he once wrote about ITS as follows: “Where all are aliens, none are aliens.” ITS is proud that, from its founding in 1982 until now, it has faithfully maintained its commitment to the very first word in the school name “International.”

ITS affirms its student body as the greatest asset of the school, which is comprised of students from diverse countries. Although the students are diverse ethnically, it is important to emphasize that they are bound together by a common purpose. The student body is a genuine epitome of

the expression “Unity in Diversity.” Students accept one another in love, peace, and gentleness. “An Intercultural Experience” is not a subject of study at ITS but daily life.

WE ARE REFORMED

ITS welcomes and admits students from different backgrounds representing a broad cross-section of denominational affiliations. The Seminary, however, teaches, follows, and guards the essentials of the Reformed faith, because the ITS community believes that the Reformed theology most accurately represents the teachings of the Bible. While emphasizing the tradition of the Reformed faith, ITS does not forget that the world is changing rapidly; and there are so many diverse needs to be met in the churches today. In order to respond appropriately to the world and churches, ITS endeavors through spiritual and academic programs to combine the teaching of the inerrant Word to all matters pertaining to today’s Christian life.

WE ARE MISSION-ORIENTED

The statement that ITS is a mission-oriented seminary is an entirely correct description of the school. Nevertheless, it is hoped at the same time that no one would misperceive the Seminary as a place to train future missionaries. ITS is a graduate theological school that prepares qualified men and women biblically and culturally for the Lord and His churches worldwide. The curriculum of ITS is in the standard theological mode of Reformed seminaries. That ITS is mission-oriented is rather a philosophical description of the institution and its founding community. The key founding idea of ITS was a mission strategy to communicate the gospel in Majority World countries by providing advanced theological education to students from the countries where such education was not readily available due to lack of adequate theological institutions or official policies. This mission strategy was the driving force in founding the seminary, and it still remains as the same force in the operation of the school. In an effort to achieve its goal more effectively, ITS requires all students from Majority World countries a pledge to return to their countries upon completion of study so that they may serve the Lord there. This requirement affirms that ITS is strongly and uniquely mission-oriented.

WE ARE INDEPENDENT AND MULTI-DENOMINATIONAL

ITS is an independent, multi-denominational and multi-ethnic theological institution, that determines its own educational, admissions, and doctrinal standards, and has its own Board of Trustees. ITS is authorized under Federal law to enroll nonimmigrant alien students.

WE ARE SMALL-SIZED

The following description of ITS may sound apologetic for being small, but its intention is to provide an accurate understanding of the school operation. Some seminaries remain small for various reasons. A more common reason for small seminaries would be the low influx of new students each year. ITS is clearly one of those small seminaries in the U.S. but not because of the small number of applications it receives. In recent years, more than one hundred applications are annually received by the Admissions office. These applications come from a wide variety of nationalities and several continents, seeking admission into one of the four degree programs (MA, MDiv, ThM, and DMin). In comparison to the average size of ITS student body (about 100), the number of annual applications should be considered astounding.

Although it is an incongruous notion that an international institution remains small, ITS has to keep the size of its student body small to maintain an equilibrium between the quality of its teaching and financial assistance for students. It is truly remarkable that, being almost entirely dependent upon the generosity of donors from its beginning, ITS has produced more than 800 graduates who are currently serving the Lord all over the world as pastors, teachers, missionaries, evangelists, Christian leaders, and in other capacities.

Due to the school policy to maintain a small-sized student body, the Admissions committee is forced to be highly selective in the annual application review. As for admission, three aspects of an applicant are considered important to receive priority in admission. They are spiritual maturity, ministerial experience, and potential to be an effective church leader.

STATEMENT OF FAITH

Each member of the board, faculty, and staff of the seminary is required to subscribe to the following statement of faith which serves as the standard of faith and practice of the ITS community:

We believe that the Bible is God's infallible written Word, uniquely inspired by the Holy Spirit, written without error, and that it is the supreme and final authority in all matters on which it speaks.

Instructed by these Holy Scriptures, we believe in the triune God, Creator, Redeemer, and Sanctifier; in the atoning death and victorious resurrection of Jesus Christ and His return to judge the living and the dead; and in forgiveness of sin, and the resurrection of the body, and the life everlasting.

We believe that Jesus Christ is the head of the Church, which is His body, composed of all those whom He has gathered to himself by his Word and Spirit since the beginning of the time, and that we are members of this Church. To this Church He has given the commission to go into all the world and make disciples of all nations.

We hold that this teaching is faithfully reflected in the Westminster Confession, Belgic Confession, and Heidelberg Catechism.

HISTORY OF ITS

In early 1970s when the number of Korean immigrants increased in Los Angeles area, some Korean church leaders in the area commonly felt an immediate need to establish schools to train men and women for the rapidly sprouting Korean churches among the immigrants. Dr. John Eui-Whan Kim, a church historian, seminary professor, and successful pastor, was one of those church leaders. Unlike his peers, however, who went on their ways to open schools to provide theological education only for Korean-Americans using their mother tongue, Dr. Kim was inspired by the dream of world mission and decided to found a seminary for international students from Majority World countries. His intense desire to launch such a unique theological seminary was motivated by the conviction that trained national church leaders would be far more effective in many tasks to which foreign missionaries were normally assigned, such as evangelism, church growth, church planting, and others. After sharing his desire with the elders of his church and ensuring support from some of them, his dream was effectuated in founding International Theological Seminary in 1982 as a venture of faith. From the beginning of the seminary until today, the core philosophy of the seminary, which is the training of church leaders from Majority World countries, remains unchanged.

THE PRESIDENTS

Dr. John E. Kim briefly served as president from 1982 to 1984, when Dr. John H. Kromminga, the former president of Calvin Theological Seminary in Grand Rapids, Michigan, was appointed the second president in 1984. Dr. Kromminga served as president until 1990. Dr. Kim resumed the presidency and served from 1990 to 1995. Due to his acceptance of the invitation to be the president of Chong Shin University in Seoul, Korea, Dr. Joseph Tong was appointed the fourth president of ITS in 1995. Under his leadership from 1995 to 2008, a number of notable advances

were made, among which were receiving the full accreditation by the ATA (Asia Theological Association) in 1998 and the full accreditation by the ATS (Association of Theological Schools in the US and Canada) in 2006. After Dr. Tong’s retirement from ITS in 2008, Dr. See Nam Kim was appointed to serve as the fifth president from June 2008-December 2009. Due to Dr. Kim’s resignation, Elder Calvin Lee, a board member, was appointed by the board as Interim President between January 2010 and May 2010. Since June 2010, Dr. Mel Loucks has been serving as the sixth president of ITS. Dr. James Lee is the current president. He began his term in January 2014.

PAST AND PRESENT LOCATIONS AND DESCRIPTION OF FACILITIES

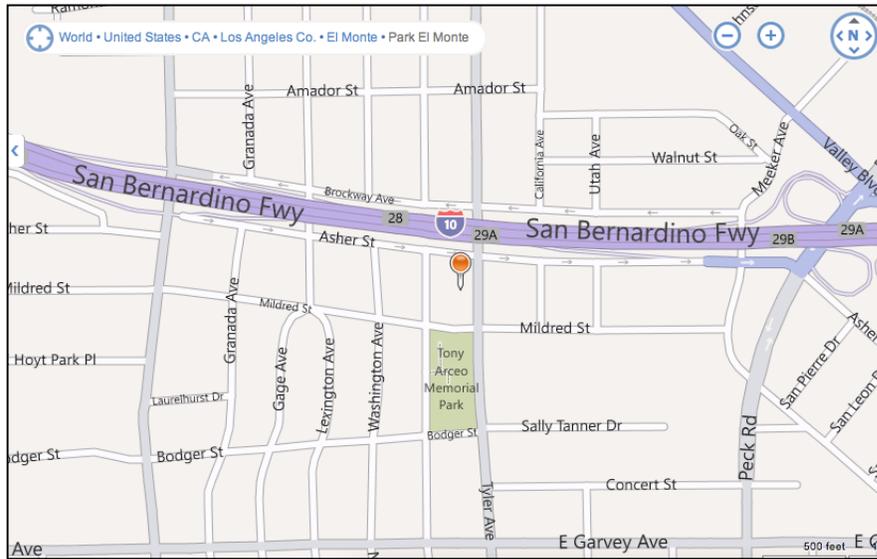
ITS campus has been relocated four times since its founding, each time moving within a radius of 25 miles of Los Angeles downtown area:

1982–1989	Housed in the building of the US Center for World Mission 1539 East Howard Street, Pasadena, CA 91104
1989–1992	332 South Virgil Avenue, Los Angeles, CA 90020
1992–1994	3215–3225 North Tyler Avenue, El Monte, CA 91731
1994–2003	1600 Wilshire Blvd., Los Angeles, CA 90017
2003–2019	3215–3225 North Tyler Avenue, El Monte, CA 91731
2019 – present	540 E Vine Ave, West Covina, CA 91790

All classes are held at 540 E Vine Ave, West Covina, CA 91790.

The seminary campus is located in the city of West Covina, CA, occupying a wide church campus with the mixed-use permit. The facilities consist of 6 mid-size classrooms, library, computer lab, student lounge, cafeteria, kitchen, chapel room, and several offices for administrative staff.

ITS classrooms are air-conditioned and equipped with whiteboard, desks, chairs, and projectors for classroom presentation. The library is complete with tables and space suitable for study and research for students and faculty. Adjacent to the library are a computer lab with several computer terminals and a reading room with a collection of academic journals and newspapers.



ITS' facilities are equipped with appropriate equipment for administrative and instructional purposes, complete with copiers, computers, and file cabinets for staff and all the standard equipment and supplies for each classroom. Parking is available in the parking area around the campus building and on the street.

ITS is utilizing the MOODLE program to encourage students to continue learning and interacting with other students outside classroom instructions. Teaching materials vary, from printed lecture, videos and movies, PowerPoint and online forum.

ADMINISTRATIVE OFFICERS AND STAFFS

President:	Dr. James Lee
Vice President for Academic Life:	Dr. Priscilla Adoyo
Vice President for Operations & Finance and Director of Admission:	Rev. Zhao Hui Yang
Vice President for Student Life:	Dr. Premkumar Dharmaraj
Dean of Chinese Program:	Dr. Monica Lau Kao
Interim Registrar:	Ms. Letty Chen
Librarian:	Ms. Susan Liu
Bookkeeper:	Ms. Jane Li
Information Technology Director:	Rev. Rei Eusebio
Assistant to the President and Director of Admission:	Ms. Ei Meren Acierto

BOARD MEMBERS

EXECUTIVE BOARD

POSITION	NAME	RESIDENCE	PROFESSIONAL AFFILIATION
Chair	Jim Conner	Arcadia, CA	Senior Pastor of Arcadia Community Church
Secretary	Eddie Rigdon	Pasadena, CA	Founder of Water Is Life, Inc.
Vice-Chair	Manoch Jangmook	Bangkok, Thailand	President of Bangkok Bible Seminary
Ex-Officio	James Lee	South Pasadena, CA	President of ITS
	Moon Park	Los Angeles, CA	President of California International University
	Joseph Tong	Alhambra, CA	President Emeritus of ITS
	Christina Wee	New York, NY	Educator
	Freda Cheung	Alhambra, CA	President of WCCM
	Lee Merritt		Former VP Finance of Fuller Seminary

GENERAL BOARD

Barnabas Mtokambali	Morogoro, Tanzania	General Superintendent of Assemblies of God Africa
Kyu Sam Han	Seoul, Korea	Senior Pastor Choong-Hyun Church in Korea
Evan Ellsworth	Los Angeles, CA	Financial Advisor of Credit Suisse Securities
Steve Choi	Brea, CA	Senior Pastor of Crossway Church
Yun Gil Lee	Laguna Woods, CA	Pastor Emeritus of Binnerri Church
Frank Tranzow	Arcadia, CA	Independent Venture Capital and Private Equity Professional
George Kefalas	Laguna Beach, CA	Owner of G. M. Kefalas Investments President Emeritus
Dean Thompson	Pasadena, CA	Louisville Presbyterian Theological Seminary
Ranjeet Guptara	Altadena, CA	Vice President of Wells Fargo Wealth Management

CONSULTING BOARD

NAME	PROFESSIONAL AFFILIATION
Phil Eaton	President Emeritus of Seattle Pacific University
Janet Wells	Former Executive Director of the Pasadena Pops Orchestra and the Los Angeles Children's Chorus
Pin Tai	CEO and President of Cathay Bank
Eusig Kim	Pastor of Healing Church
Mel Loucks	Professor Emeritus of International Theological Seminary
Young Hoon Lee	Senior Pastor of Yoido Full Gospel Church in Seoul, Korea

ACCREDITATION

ITS is a graduate theological institution accepting students of any race, color, national, and ethnic origin. ITS is a private nonprofit institution licensed to operate by the Bureau for Post-Secondary Private Education (BPPE) of the State of California to issue advanced theological degrees since October 30, 1988.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

In 2006, ITS was accredited by the Commission on Accrediting of the Association of Theological Schools in the United States and Canada (ATS) and the following degree programs are approved:

- Master of Arts (Theological Studies)
- Master of Divinity
- Master of Theology
- Doctor of Ministry

The Commission contact information is:

**The Commission on Accrediting
of the Association of Theological Schools in the United States and Canada**

<http://www.ats.edu/member-schools/international-theological-seminary>

10 Summit Park Drive
Pittsburgh, PA 15275
USA
Telephone: 412-788-6505
Fax: 412-788-6510
Website: www.ats.edu

In 1998, ITS was accredited by Asia Theological Association. The Association's contact information is:

Asia Theological Association

<http://www.ataasia.com/united-states-america/international-theological-seminary>

54 Sct Madrinan St
Quezon City 1103 Philippines
Telephone: +632-410-0312 +632-410-0312
Website: www.ataasia.com
<http://www.ataasia.com/>

ITS does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, or has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

LIBRARY FACILITIES

ITS library holdings are up to approximately 46,042 volumes including the ethnic books, with about 80 current periodicals. Side by side with the English-language holdings, library has collections of 7,000 volumes of Chinese and Korean-language theological works. ITS has two online databases, the *ProQuest* religion, which provides 170 full text journals and ATLA. ITS is a member of the American Theological Library Association (ATLA) and Southern California Area

Theological Library Association (SCATLA), Online Computer Library Center (OCLC) and an affiliate member of Statewide California Electronic Library Consortium (SCELC).

ITS students have access to the libraries of other seminaries in the area through their identification cards and the cards issued by the Southern California Area Theological Library Association (SCATLA).

LIBRARY PROCEDURES

LOCATING MATERIALS

Book search is made through the use of computer catalog. Search can be by author, title, keyword, or subject in bib-base, on our computer catalog. Periodicals are arranged alphabetically by title in the periodical department. Back issues are located in storage. (Ask the librarian)

CHECKING OUT MATERIALS.

Valid library card is required to checkout/renew books.

Maximum number of items is 8 books for current students and 5 books for non-current students.

Circulation books may be checked out for two weeks and may be renewed once unless there is no-hold restriction on the material. Renewal through the phone is acceptable.

Any overdue fine on checked out material must be paid before the item can be renewed.

Videotapes may be checked out (maximum 2 copies) for two days. Overdue charge is \$1.00/tape/day. Overdue period in excess of one month is considered as lost. Lost video material will incur \$50 replacement charge.

Audio may be checked out (maximum of 1 set) for one week. Overdue period in excess of one month is considered as lost. Lost audio material will incur a \$50 replacement charge.

CD may be checked out (maximum of 2 copies) for two days. Overdue charge is \$1.00/CD/day. Overdue period in excess of one month is considered as lost. Lost CD material will incur \$50 replacement charge.

OVERDUE FINES AND LOST MATERIALS

Fines: overdue books are charged at \$0.50/ book per day to the maximum replacement cost of books. Lost books must be replaced with the same or similar materials, plus charge of \$30.00 per soft cover item or \$50.00 per hard cover item. Three-month overdue is considered as lost. Past due items or unpaid fines in excess of one month will result in revocation of borrowing privileges until the issue is resolved.

REFERENCE BOOKS, RESERVED BOOKS AND PERIODICALS

These resources are strictly for on-site use only and not to be taken out of the library. However, special arrangement can be made for materials to be checked out overnight (to be returned the next morning by 9.50). Library items for on-site use (not to be checked out) should be left on the desk or in the assigned bookcase for re-shelving purposes.

LIBRARY CONDUCT

Silence should be observed. Mobile phones must be set to silent mode. Students are expected to remove all litter from tables and desks they have been using. Keep the library clean at all times. No food or drink is allowed inside the library.

COMPUTER LABORATORY

The ITS computer lab provides approximately twelve up-to-date pc work stations capable of word processing and basic email and internet applications, as well as theological and biblical research. The lab is located within the library, has the same open hours. In addition to the general library usage regulations, students should take time to understand and follow the guidelines for computer usage which follow. These regulations apply to the use of any computers belonging to the school, whether on campus or in the dormitories.

SYSTEM MODIFICATIONS

No one, with the exception of Computer Service Personnel, is allowed to make any hardware or software modifications to the current computer work station, including, but not limited to the following actions:

- Installing any program
- Deleting any program

- Changing system preferences or options
- Changing internet preferences or options
- Clicking “yes” to internet dialogue boxes asking to install programs.

If a student wishes to use a certain program which is not installed on the computers, he or she may petition the system administrator to include it on the list of installed programs. The decision to accept or reject this petition will be based on the necessity and utility of the program as well as overall security considerations.

USAGE LIMITS

In order to make the facilities available to all, students are asked to be reasonable and sensitive in their use of the lab computers. If others are waiting, then work processing and quick email checking, for example, would take precedence over extended internet sessions.

QUESTIONABLE AND PROHIBITED INTERNET SITES

The internet makes available a wide variety of materials, some of which fall into the categories of the illegal or morally reprehensible, or against the Christian life expectations of ITS, or a combination of two or more of the above. Students are expected not to use the internet in such ways. Any student found to have done so will be expelled permanently from the computer lab and also subjected to the appropriate school disciplinary procedures.

STUDENT LIFE AND SERVICES

CHAPEL AND PRAYER TIME

Worship and prayer meetings are part of ITS family daily schedule. The chapel times play an important role in molding Christian characters and promoting unity among students, staff and faculty. Student life at ITS is evaluated based on his/her participation in chapel services and small group prayer meetings. Chapels are held on Tuesday and Thursday mornings. Local pastors,

faculty visiting alumni are invited to speak at the chapel. Students are given opportunity to lead worship, preach and sing in their mother tongues to share with others the diverse cultural aspects of Christian worship.

SMALL GROUP PRAYER MEETINGS AND RETREAT

Every Wednesday, faculty, staff and the entire student body are formed into small groups to spend time in prayer. Small groups meet to nurture one another with their testimonies and to pray for concerns shared among them.

STUDENT GRIEVANCES

1. ACADEMIC GRIEVANCES.

Students who have an academic complaint are encouraged to contact the instructor directly to resolve the complaint. In the event that this contact does not resolve the academic complaint, the student is encouraged to make an appointment with the Vice-President for Academic Affairs so that the complaint may be officially registered and solutions discussed. Students who have serious grievances should submit his/her complaint in writing to the Vice-President for Academic Affairs. The Administrative Council (President, Vice-President for Academic Affairs, Vice-President for Students Life and Vice-President for Operations and Finance) shall discuss and act on the matter in its next available meeting. A written response will be developed and forwarded to the student within ten days after the meeting. The decision of Administrative Council is final. Issues regarding questions and disputes about grades must be finalized within two weeks of the issuance of the grades.

2. NON-ACADEMIC GRIEVANCES.

- a. Among students. Whenever a grievance among students arises, a 3-fold process will be utilized:
 - Students are expected to settle the grievance among each other.
 - If the grievance among the students is unable to be resolved, the grievance is to

be taken and addressed by the members of the Student Executive Council (EXCO). After making their decision, they will address the involved students.

- If the student grievance is still not resolved, the grievance will be taken to the Vice-President for Student Life who will make a final decision to resolve the grievance.

b. With staff and/or faculty.

Whenever the student has a grievance with a staff and/or faculty member, the student should put the grievance in writing and present the written grievance to the Vice-President for Student Life. He/she will subsequently take the letter of grievance to the Administration Council who will respond to the grievance by communicating with both the staff and/or faculty member and the student(s) in an appropriate manner to resolve the grievance.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, by calling telephone number (888) 370 -7589 toll-free or by fax (916) 263-1897, or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov.

HOUSING

ITS provides housing **only** for single students. The space is limited, so it is a first-come first-serve basis. ITS dormitory rental rates are listed by quarter person base on the number of occupancy. Rates are subject to change. Since all dormitory rooms are first-come, first-serve basis, students are encouraged to look for roommates before applying for a particular dorm.

There are adequate housing facilities within 2-mile radius from the physical location of the seminary. Prices are ranging from \$ 650 - \$1,200 per month.

Renting a room - \$650 - \$800 per month (including utilities except phone)

One bedroom apartment - \$1000- \$1,200 per month

Two-bedroom apartment - \$1,300 - \$ 1,600 per month

ITS has no responsibility to find or assist a student in finding housing

Married students who come with their family must secure their own housing. Due to immigration requirements, students on F-1 visa may not arrive earlier that one month prior to

the beginning of classes, but married students must plan to secure housing one month before the beginning of Fall Quarter. If they have children, they should plan even earlier.

HEALTH INSURANCE

All full-time students are required to have health care coverage. The seminary does not pay for health insurance. The student is responsible in securing health insurance for himself, and for family members living with him.

EMPLOYMENT

Immigration laws **do not allow** international students to work while studying in the United States without USCIS authorization. Full-time students who suffer from economic hardship *may* apply for a work permit from the government after completing one full academic calendar year of study. ITS does not guarantee nor promise jobs for students.

THE STUDENT BODY

The student body of the seminary is an international community of future church leaders. A large number of countries are usually represented in the student body (e.g., Bangladesh, Brazil, Cambodia, Cameroon, China, Egypt, El Salvador, Ethiopia, Ghana, Hong Kong, India, Indonesia, Japan, Jordan, Kazakhstan, Korea, Laos, Malaysia, Micronesia, Myanmar, Nepal, Nigeria, Palau, Peru, the Philippines, Russia, Rwanda, Singapore, Sudan, Taiwan, Tanzania, Thailand, Uganda, USA, Vietnam, and Zaire). The rich fellowship among the students encourages them to expand the Kingdom of God to the ends of the earth. God's goodness to ITS is displayed in the ministries of ITS graduates. ITS graduates in previous years have filled leadership positions upon return to their home countries to serve their churches.

CAREER DEVELOPMENT

PERSONAL DEVELOPMENT PLAN (PDP)

The Personal Development Plan (PDP) is a tool for assessing student's ability and skills in integrating theological education and previous ministerial experiences into future ministry. It is designed to guide students to set goals and develop action plans to prepare for their future

ministry. A quarterly “Peer Evaluation” under the supervision of the Vice President for Student Life is conducted.

STUDENT ADVISING AND MENTORING SERVICES

Every graduate student is assigned under the mentorship of a resident professor at the beginning of the program. For a ThM or DMin student, a mentor guides a student in developing his/her curriculum related to his/her concentration. The mentor also serves as the thesis or dissertation advisor.

PRACTICAL TRAINING SERVICES

Under the office of the VP for Student Life, international students with F-1 visa are given the opportunity to be exposed to Christian churches here in the USA by connecting them to local Christian churches and mission ministries. ITS has partnered with nearby Christian Churches so students will have the experience to be involved in weekly church ministries such as worship leading, Bible study leading, choir, children, youth and adult ministries as volunteers.

CHAPEL SERVICE AND PRAYER TIME

ITS provides a chapel for students’ personal use for devotions and prayer. The school as a community meets for fellowship and worship every Tuesday and Thursday during the Quarter.

STUDENT GOVERNMENT

Each school year the student body selects a Student Body President and Chaplain. The work of the Student Body President involves service to the student body in various capacities, including representation of the student opinion before the Faculty and Administration, organizing student activities, and coordinating students' involvement. Students are strongly encouraged to participate in student government, especially the various student activities that are offered. The Chaplain is responsible to prepare and organize the monthly chapel services in consultation with the VP for Student Life.

ACADEMIC INFORMATION

GENERAL STANDARDS FOR ADMISSION

ITS is a graduate theological school. All applicants are required to have earned a regular B.A. degree or its equivalent from an accredited institution before applying for admission into the master's programs of the seminary. Specific prerequisites for admission are found under each degree program in this catalog.

In considering applicants, the seminary assigns a balanced importance to academic ability and commitment to leadership among Majority World churches. Accordingly, every applicant is required to submit the official transcripts, academic and ecclesiastical recommendations, and an application with a statement of commitment. Overseas students must pledge to return to their homelands and churches when they have completed their degree programs.

It should be understood that admission to ITS depends on Christian experience, spiritual growth, call to service and gifts for ministry, as well as the academic record of the applicant. Men and women of God are qualified for Christian ministry by moral character as well as by academic achievement. They are characterized by compassion for individual persons, by sensitivity to the needs of the total community, by a burden that the whole of God's will be obeyed on earth, by a readiness to accept correction, by a desire for moral growth, and above all, by personal integrity.

ITS admits students of any race, sex, color, national, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the seminary. It does not discriminate on the basis of race, sex, color, national, or ethnic origin in the administration of its educational policies, scholarships and grant programs, and other seminary-administered programs.

ADMISSION PROCESSING PROCEDURES

1. PRELIMINARY PROCESS:

Complete the application form online for consideration. The admission process will begin when all necessary documents are submitted. The Admissions Office will only review applications from January to early August for fall admissions.

A non-refundable application fee of US\$50 for the MA and MDiv programs, and US\$100 for ThM and DMin programs must be sent with the completed application. Application forms can be downloaded from the school website (www.itsla.edu).

2. NOTIFICATION AND ISSUANCE OF THE I-20 FORM

a) Upon the decision of Admission Committee, the Director of Admissions shall immediately mail the following documents to the applicant:

Official Admission Letter

An I-20 Form issued by authorized personnel, if needed.

Notice of scholarship or grant award, if any, together with the attached conditions on the awarding of scholarship.

A standard form of Intent to Enroll

3. LETTER OF INTENT TO ENROLL

Applicants admitted to the program should sign the standard form of Intent to Enroll and mail back to the Admissions Office within a designated period of time.

APPLICATION DEADLINE

The deadline for international applications is March 15 each year. MA and MDiv applications are screened and processed once a year prior to the beginning of Fall Quarter. ThM and DMin applications are processed every quarter except for Spring Quarter. International applications for ThM and DMin programs should be received no later than 90 days before a quarter to begin the study.

For those who are in the US, who either have valid visa, or do not require a student visa, admission may be granted throughout the year. It is required, however, that local applications must be received by the Admissions office no later than 60 days before a quarter to begin the study.

NON-NATIVE ENGLISH SPEAKERS (TOEFL)

Non-native English speaking applicants are required to submit TOEFL score. The minimum TOEFL scores are 500 (paper-based), 220 (computer-based), and 84-85 (internet-based). The TOEFL ID of International Theological Seminary is CA0575.

The TOEFL requirement is waived if applicant is pursuing non-English degree program such as Chinese or Korean. He/she is not allowed to cross enroll in the English program without passing TOEFL exam. Furthermore, the TOEFL requirement is waived if the applicant, with the certification from the last school attended and completed the latest degree program in English language with GPA of 3.0 or B and higher. Non-submission of TOEFL will result in a probationary status. A minimum TOEFL score is required to continue the study.

The International Theological Seminary offers its educational programs in three languages known as ITS-English Program, ITS-Chinese Program and ITS-Korean Program. Students are accepted to the latter two (2) programs when either Korean or Chinese is their first language. These students come to the United States from their respective country of origin with F-1 visa. The International Theological Seminary does not offer ESL program

REQUIRED FORMS FOR ADMISSION FOR ALL ACADEMIC PROGRAMS

Since all admission materials submitted to the seminary will remain in its possession, any original document or certificate which cannot be reissued must be submitted along with a photocopy. Applicants are normally required to submit the following to the Admissions Office in order to be considered for admission:

- a. Application for Admission
- b. A \$50(MA. & MDiv), \$100 (ThM & DMin) nonrefundable application fee
- c. One photo
- d. Official transcript(s) from all post-secondary schools attended
- e. Three references
- f. Personal Testimony
- g. Statement of Commitment
- h. Statement of Financial Support
- i. TOEFL score
- j. Other materials if relevant for admission

Notice to Prospective Students:

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

“FULL COURSE STUDY LOAD” FOR F-1 VISA STUDENTS

International Theological Seminary is an educational institution that provides advanced theological education to students particularly from the Majority World. As part of the admission process, when all necessary documents are reviewed and admission is granted by the Admission Committee, the Director of Admissions immediately mails the notice of admission and an 1-20 Form is signed by ITS authorized personnel in order to process the F-1 visa.

A student with F-1 status is required to maintain “full course study load” in order to maintain his/her status. A student with F-1 status is expected to finish the degree he/she is accepted within the specified length of study period as follows:

“FULL COURSE STUDY LOAD” FOR F-1 STUDENTS

MA	16 units per quarter to complete the program in two (2) years
MDiv	16 units per quarter to complete the program in three (3) years
ThM	12 units per quarter to complete the coursework and thesis in two (2) years

DMin 15 units per quarter to complete the coursework and dissertation in two (2) years

DURATION OF F-1 VISA FOR STUDENTS WRITING THESIS/DISSERTATION

1. A thesis or dissertation should be completed within three (3) quarters.
2. A fourth Quarter Extension for the Thesis/Dissertation (excluding summer) is subject to penalty which will be categorized as “extension penalty.”
3. 1-20 Extension is only for six (6) months. Every application has a fee. (See office for scheduled payment. It may increase without notice.)
4. Maximum extension in writing a thesis/dissertation is TWO (2) quarters. A student may be advised to finish the thesis/dissertation in his/her home country. He/she may return for graduation.
5. SEVIS allows students to return home for research and be away from school for *no more than 120 days*.

GRADUATING STUDENTS IMMIGRATION COMPLIANCE

A student with F-1 visa is allowed to carry less than the minimum units in the last quarter of the last year of study. The minimum full-time study load for the four degree programs of ITS is as follows:

MA 12 units per quarter

MDiv 12 units per quarter

ThM 9 units per quarter

DMin 10 units per quarter

All F-1 students are subject to annual academic review. A student who fails to maintain the required cumulative GPA of 2.67 (B-) for MA and MDiv and 3.0 (B) for ThM and DMin is on academic probation for one (1) quarter. A notice of Academic Probation is issued by the Registrar. Failure to raise the GPA above the required level may result in dismissal from the seminary. Upon the recommendation of the Faculty members, a letter of dismissal due to

“Academic Incompetency” will be issued to the student signed by the VP for Academic Affairs.
“Academic Incompetency” will be noted in student’s 1-20 (SEVIS).

GRADING POLICY

GRADE SYSTEM

Letter grades are used with the following numerical values for the purpose of computing the grade point average:

Excellent		Good		Average		Poor		Failure	
A+	4.00 (100)	B+	3.33 (88-91)	C+	2.33 (76-79)	D+	1.33 (64-67)	F	0.00 (0-55)
A	4.00 (96-99)	B	3.00 (84-87)	C	2.00 (72-75)	D	1.00 (60-63)		
A-	3.67 (92-95)	B-	2.67 (80-83)	C-	1.67 (68-71)	D-	0.67 (56-59)		

POLICY ON INCOMPLETE GRADES

A student, for reasons of documented illness or other hardship, may request an extension of the due date for course work. The professor, with the concurrence of the VP for Academic Affairs, may give an “I” grade for the course. This grade is temporary and the student will be given up to the end of the next quarter to complete the course requirements. If at the end of the agreed time frame the “I” grade is not removed, it will automatically change to “F”. The grade will appear as such on the permanent record.

When a student receives an “F” grade, the course will have to be repeated if it is needed to fulfill course requirements which include core courses and concentration requirements for a degree program. An “F” grade is counted in computing the current and cumulative GPA until a new grade is given for the course. However, “F” grade will appear as such on the permanent record.

TRANSFER OF CREDIT

Requests for transfer of credit will be reviewed only after a student has applied for admission into a degree program at ITS. The maximum credits that may be transferred from another accredited institution to ITS may be up to 20% of total number of units required for the Master of Divinity and Master of Arts in Theological Studies Programs. A maximum of 30% of the total number of credits may be transferrable for Master of Theology and Doctor of Ministry programs at ITS, excluding thesis or dissertation.

Courses to be considered for transfer must have been completed successfully at another institution with a grade B or higher towards any ITS accredited degree program.

ADVANCED STANDING

Award of credit for prior experiential learning is quite extraordinary which is not yet practiced in the seminary. However, accrediting agencies such as the Association of Theological Schools in United States and Canada (ATS) allows each institution to exercise discretion on this matter within the general policy as follows:

A student granted advanced standing may be exempted from some courses but not reducing the total number of academic credits required for the degree. The term “advanced standing” is distinct from transfer of credits. Advanced standing refers to student’s competence when no transcripts of graduate credit is presented. If advanced standing is granted with credit on the basis of appropriate evaluation, not more than 20% of the total credits required for a degree.

ITS POLICY ON ADVANCED STANDING

ITS grants “award of credit for prior experiential learning” to an outstanding, exemplary and promising student with more than 15 years of successful church or mission ministry from his/her home country. Proper certification of ministerial experience from one’s home country and recommendation from leadership are required for a student who requests an evaluation for “award of credit for prior experiential learning.” Upon the recommendation of the Faculty, a student may be awarded for “award of credit for prior experiential learning” up to a maximum of 20% of the total number of required units for the degree. Advanced standing is only for the Master of Divinity program.

However, the “award of credit for prior experiential learning” may be granted to a Doctor of Ministry student by administering necessary written and oral examinations by the advanced standing committee. Awarded credits not more than 20% of the total required units excluding

dissertation will be recorded in the transcript with a notation Passed (ADS) without counting toward GPA.

PROCEDURE ON ADVANCED STANDING OR AWARD OF CREDIT FOR PRIOR EXPERIENTIAL LEARNING

- a) The student should file a request for the “Award of Credit for Prior Experiential Learning” evaluation to VP for Academic Affairs office. Certification of ministerial experience from one’s home country and recommendation from his/her home country leadership should be filed together with the request form.
- b) The VP for Academic Affairs shall appoint the members of the Advanced Standing Committee consisting of a mentor and two other faculty members. This committee appointed for this particular student will also serve as the dissertation committee.
- c) The Advanced Standing Committee (ASC) will administer the necessary written and oral examinations as the basis for evaluation. Upon passing the examinations, the ASC and the VP for Academic Affairs will decide the number of “award of credit for prior experiential learning” of not more than 20% of the total number of required units for the degree excluding the units for the dissertation of a DMin student.
- d) ASC will recommend a student to Faculty members for certification. “Award of credit for prior experiential learning” will be forwarded to the registrar for recording with a notation Passed (ADS) without counting toward the GPA.
- e) A student granted the “award of credit for prior experiential learning” shall pay 50% of the tuition fee for the awarded credit. A student has the right appeal for re-evaluation.

TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT ITS

The transferability of credits you earn at ITS is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in Master of Arts in Theological Studies, Master of Divinity, Master of Theology and Doctor of Ministry is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational

goals. This may include contacting an institution to which you may seek to transfer after attending ITS to determine if your credits or degree will transfer.

AUDITING

Students may apply for admission to credit courses on a non-credit or audit basis. Applicants must meet all applicable admissions requirements. In order to audit a class, the student has to obtain the permission of the VP for Academic Affairs, complete the necessary registration, and pay a non-refundable fee (\$100 per course) for each course. The fee is refundable only if the instructor does not approve the class attendance of the audit student. A grade of "AU" will be given to denote an audit. Students must declare their intention to audit a class at the time of registration.

An audit student who wants to take a course for credit is subject to the academic policy of the seminary, including tuition and class assignments. A course may be changed from Audit to Credit no later than the end of the **third week** of the quarter.

INDEPENDENT STUDY

Taking courses through independent study is strongly discouraged. Therefore, requests for an independent study are reviewed and granted under special circumstances by the VP for Academic Affairs. The MA and MDiv students are allowed one independent study per quarter during the **last year** of study only. ThM and DMin students are allowed to enroll **one** independent study per quarter to a maximum of two (2) courses. After obtaining an agreement between a professor and student, an independent study course may be conducted by means of assigned reading and reading report (MA and MDiv 1200 pages; ThM and DMin, 2800 pages); writing a paper (MA and MDiv 20 pages; ThM and DMin 35-40-page quality research paper); and/or an examination. A student taking an Independent study should meet at least four times with the professor for discussion. In the four degree programs, the maximum credit hours which can be taken through independent study are as follows:

MA	2 courses (6-8 credit hours)
MDiv	3 courses (9-12 credit hours)
ThM	2 courses (maximum of 6 credit hours)
DMin	2 courses (maximum of 10 credit hours)

ACADEMIC PROBATION

GPA AND ACADEMIC PROBATION

A student may be placed on academic probation if the student's cumulative GPA does not meet the required level [2.67 (B-) for MA and MDiv programs and 3.0 (B) for ThM and DMin programs]. A student placed on academic probation is required to raise his/her GPA in the following quarter above the minimum GPA. Failure to raise GPA above the required level may result in dismissal from the seminary.

READMISSION

No period of time is specified before students who have been dismissed for poor academic performance are eligible to petition for readmission. The Admissions Committee, however, will readmit a student only when there is clear evidence that the difficulties previously encountered have been overcome and that eventual completion of degree requirements can reasonably be expected.

LEAVE OF ABSENCE

Regular class attendance is expected in every course. Absence from class for a legitimate reason will be excused by the professor if the reason is reported to him/her promptly. When a student's absence from the campus is due to illness or some other causes, he/she is expected to notify the Department Dean or the VP for Academic Affairs promptly of such absence and its cause. Leave of absence can be granted under extraordinary circumstances.

COMMENCEMENT

Commencement exercises are held once each academic year at the end of the third quarter. All students who are eligible to receive degrees are expected to participate in the commencement ceremony. If a student is unable to be present at the ceremony, he/she must petition the faculty to receive the degree *in absentia*, giving the reason for his/her inability to attend the commencement ceremony.

REQUEST FOR TRANSCRIPT AND DIPLOMA

Prospective graduates must process their "clearance" no later than the last day of classes of the last quarter in order to participate in the commencement exercises. Neither a diploma nor a final transcript will be released to a student until his/her financial obligations to the seminary are paid

in full. For student who received grant or Mission Partnership Scholarship and “Pledge to Return” to his/her country, diploma and transcript will be released if a graduate with debt has returned to his/her country and had served at least for three years. (See scholarship and application process).

DEGREE PROGRAMS

GENERAL REQUIREMENTS FOR ALL PROGRAMS

The ITS academic programs are designed to equip men and women mainly from Majority World countries, who are committed to the Lord and his Church, and who are eager to learn. The seminary uses a quarter system in which there are three main terms in one academic year (Fall, Winter, and Spring). To encourage international students to complete their programs sooner than the normal study period and return to their home countries, elective courses are offered during the summer (in June and July) and winter (December).

BIBLE KNOWLEDGE TEST

Passing the Bible Knowledge Test is required of all students at ITS before completion of their programs. The purpose of the test is to measure students’ comprehensive knowledge of the Bible. Although the test is a requirement for graduation, all new students are encouraged to pass it as early as possible during their study at ITS. The Bible Knowledge Test is administered twice during each academic year. Students are encouraged to take the test in their second year. If the examination is failed two times, a student whose last score was in the proximity of passing may request the VP for Academic Affairs to give him/her another attempt.

PERSONAL DEVELOPMENT PLAN

The “Personal Development Plan” is a tool for assessing students’ ability and skills in integrating theological education and previous ministerial experiences into future ministry. It is required for

all students. It is designed to guide the students to set goals and develop action plans to prepare for their future ministry. A quarterly evaluation under the supervision of the Vice President for Students Life is conducted. An annual “Personal Development Plan” is also required in the annual review of scholarship.

PERSONAL QUALIFICATIONS

In order to evaluate the personal qualifications of each applicant, the seminary requires:

1. An autobiography by the applicant including an indication of love for and commitment to Christ and His church, a statement of personal faith, a statement of understanding and sense of calling to the Christian ministry, a summary of ministry experience, and an assessment of personal qualifications and gifts for ministry.
2. A recommendation by the church concerning the applicant’s personal qualifications, demonstrated gifts and genuine potential for ministry.
3. Three references using the forms provided in the application package.

ATTENDANCE POLICY

Class attendance is mandatory. All students are expected to attend classes regularly and punctually. Normally, three absences constitute a failing grade and three tardy is equivalent to one absence, but the professor has the full authority to determine appropriate consequences.

No unexcused absence is allowed. Excused absences are given only for sickness or a family crisis. A student may ask for an excuse prior to the class by explaining the circumstances and providing a plan of how she/he will take full responsibility to make up the work (by recording the lecture and discuss the content with another student).

If illness or other emergencies require you to drop one or more classes, or withdraw from school, notify the seminary office immediately. This is especially important for international students.

THE GOALS OF THE THEOLOGICAL PROGRAMS

The goals of the theological curriculum are as follows: 1) Students are expected to demonstrate good scholarship in the field of Biblical, Theological, Church History and Ministry Studies

measured by objective testing; 2) good Christian citizenship measured by adherence to Christian code of good conduct, integrity and commitment to seminary's policies, standards and activities; 3) and ultimately good ministry measured by the ability of its graduates to adapt Christianity in their own churches and culture. ITS offers theological educational Programs - MA, MDiv, MTh and DMin in three languages – English, Korean and Chinese.

PLACEMENT OF GRADUATES

Majority of students who attend ITS are sent to the seminary by their respective churches or organizations and are required to return to their ministries upon completion of their studies. ITS therefore does not provide placement services for its graduates.

RETENTION OF ACADEMIC RECORDS

As soon as international student arrives in the USA, Admission Director forwards all documents to Registrar. All documents submitted during the admission process are ITS property. All academic documents will stay in student's file as academic permanent record. To ensure safety of all records, ITS maintains another copy of all students record outside the campus in a bank safety deposit.

Original transcripts shall be released by the school on request by the student through the office of the Registrar.

The fee for an original transcript is \$20.00

DEGREE PROGRAMS

BASIC PROGRAM ORIENTED TOWARDS MINISTERIAL LEADERSHIP

GENERAL ACADEMIC QUALIFICATIONS FOR ADMISSION:

MASTER OF DIVINITY AND MASTER OF ARTS IN THEOLOGICAL STUDIES

In order to apply to the MDiv and MA programs, applicants must have earned a regular bachelor's degree (BA) or its equivalent from an accredited institution with GPA of 2.5 or B- and higher and at least a two (2) year minimum church ministry. Applicants who have graduated from an unaccredited college will be considered on a case-to-case basis. Students who do not meet the admission standard such as GPA and at least a two (2) year minimum church ministry involvement may be accepted under probationary status.

MASTER OF DIVINITY PROGRAM

DESCRIPTION:

The Master of Divinity (MDiv) is a three-year program designed primarily for persons desiring to prepare themselves for the ordained ministry. The graduates are expected to serve as pastors in a church setting, functioning as leaders in the Christian community

This program seeks to integrate a classical Reformed theological curriculum with variety of ministerial skills. The curriculum of the MDiv program aims at competency in biblical languages, biblical exegesis, historical and theological perspectives as core courses and the choice of concentration on a specific ministry such as Pastoral Ministry, Missions and Evangelism and Educational Ministry. The curriculum attempts to integrate theological education with the student's own cultural context.

PROGRAM LEARNING OUTCOMES (PLOS):

1. Upon completion of this program the student will:
2. Demonstrate an introductory graduate-level understanding of the Bible and ability to exegete and communicate the Bible accurately;
3. Articulate reformed theology and identify its distinctiveness;
4. Demonstrate an understanding of the historical impact of the reformed faith in the life of the church; and
5. Develop a Christian worldview; understand the particularity of the cultural context, and apply biblical principles to a changing world, community, and individuals;

6. Exhibit growth in Christian maturity as evidenced by of deeper knowledge of self and God and a deeper love for God, His Word, His church, and people through the practice of a lifestyle that reflects the fruit of the spirit;
7. Apply biblical perspectives regarding church leadership and administration to the cultural context in which the student will minister;
8. Demonstrate an understanding of transformational teaching principles and Bible teaching skills; and
9. Promote church health through missions, evangelism, discipleship, education and church growth.

ACADEMIC QUALIFICATIONS FOR ADMISSION

A student seeking admission to the MDiv program must do so in obedient response to God’s call to ministry through His Word and Spirit. Christ gives gifts to His Church, and the New Testament teaches that all believers are so endowed (1 Peter 4:10). Nevertheless, among believers there are found some with gifts which single them out for ordination as ministers of the Word. An applicant’s call, therefore, must include a personal inner conviction created in the heart, mind, and conscience by God’s Spirit, and also a communal endorsement through a body of believers who can testify to the gifts for ministry possessed by an applicant. The central task of International Theological Seminary is the nurturing of those gifts for ministry.

In order to apply to the MDiv program, applicants must have earned a regular bachelor’s degree (BA) or its equivalent from an accredited institution with GPA of 2.5 and higher. Applicants who have graduated from an unaccredited college will be considered on a case-to-case basis. Students who do not meet the admission standard such as GPA and at least a two (2) year minimum church ministry involvement may be accepted under probationary status.

CURRICULUM: TOTAL 126 UNITS

PART I: MASTER OF DIVINITY CORE COURSES (81 UNITS)

Division	Code #	Course Title	Units
Biblical Languages (22 units)			
	BH 101	Hebrew I	4
	BH 102	Hebrew II	4

	BH 103	Intro to OT Exegesis	3
	BG 101	Greek I	4
	BG 102	Greek II	4
	BG 103	Intro to NT Exegesis	3
Biblical Studies (24 units)			
	OT 101	Pentateuch OR Samuel and Kings	4
	OT 102	Prophets I OR Prophets II	4
	OT 103	Psalms OR Wisdom Books (or)	
	OT 104	Biblical Theology	4
	NT 101	NT I (Synoptic Gospels)	4
	NT 102	NT II (Acts and Pauline Epistles)	4
	NT 103	NT III (Johannine Writings, Catholic Epistles) (or)	
	NT 104	NT Theology I	4
Church History (12 units)			
	CH 101	Church History I (Early to Medieval)	4
	CH 102	Church History II (Reformation to Awakening)	4
	CH 103	Church History III (Modern & Major Church)	OR
	CH 104	Global Church History	4
Systematic Theology (16 units)			
	ST 101	Hermeneutics and Prolegomena	4
	ST 102	Doctrine of God and Man	4
	ST 103	Doctrine of Christ and Salvation	
	ST 104	Doctrine of the Holy Spirit, Church and Last Things	4
Philosophical and Ethical Theology			
	PT 101	Apologetics	3
	ET 101	Christian Ethics and Social Problems	4
	Total Units of Required Courses		81 units

PART II: REQUIRED COURSES FOR EACH EMPHASIS

MASTER OF DIVINITY – PASTORAL MINISTRY EMPHASIS (21 UNITS)

Preaching

PR 101	Homiletics	3
PR 102	Expository Preaching	3
PR 103	Senior Preaching	3

Pastoral Ministry

PM 101	Pastoral Theology & Ministry	4
PM 102	Pastoral Care and Counseling	4
PM 103	Leadership and Administration	4

MASTER OF DIVINITY – MISSIONS EMPHASIS (12 UNITS)

Mission and Evangelism

ME 101	Cultural Anthropology	4
ME 102	Biblical Theology of Mission	4
ME 103	Urban Ministry and Evangelism	OR
ME 104	Church Growth	4

MASTER OF DIVINITY – CHRISTIAN EDUCATION EMPHASIS (12 UNITS)

Educational Ministry

EM 101	Foundations of Educational Ministry	4
EM 102	Life Span Development & Learning	4
EM 103	Effective Teaching & Learning	

PART III ELECTIVES FOR MASTER OF DIVINITY*

Master of Divinity - Pastoral Ministry Emphasis	24
Master of Divinity - Missions Emphasis	33
Master of Divinity – Christian Education Emphasis	33

*These elective courses are offered as combined classes with Doctor of Ministry. All elective courses are 3 units each unless specified.

DISTRIBUTION OF THE MASTER OF DIVINITY REQUIRED COURSES (SEE APPENDICES)

GRADUATION REQUIREMENTS FOR THE MASTER OF DIVINITY PROGRAM

Candidates for the Master of Divinity degree will have met the following requirements for graduation:

- 1) Completed all course requirements a total of 126 units with minimum grade point average of 2.67 (B-), and with no grade below 1.67 (C-).
- 2) A grade below C- is not counted toward a degree. Any core course with a grade of C- is not counted towards the degree and must be repeated.
- 3) Successfully passed the Bible Knowledge Test.
- 4) Submitted a “Quarterly Personal Development Plan”
- 5) Settled all financial obligations with the ITS Administrative office.
- 6) The MDiv program is normally a 3-year program with “Full Course Study Load” which is required for F-1 visa students. All requirements for the degree should be completed within the maximum of five (5) years from the time of matriculation.

MASTER OF ARTS IN THEOLOGICAL STUDIES

DESCRIPTION

The Master of Arts program is a two (2)-year program designed for men and women who desire to engage seriously in religious studies at the graduate level but who do not desire ordination to the professional ministry. Three (3) emphases (or concentrations) are offered within the MA curriculum in order to meet the individual interests and needs of students: Biblical Studies, Mission and Evangelism, and Christian Education.

Master of Arts in Theological Studies graduates are expected to be able to serve churches or parachurch organizations as a director of particular programs but not in the capacity as a pastor.

ACADEMIC QUALIFICATIONS FOR ADMISSION

In order to apply to the MA program, applicants must have earned a regular Bachelor's degree (BA) or its equivalent from an accredited institution with GPA of 2.5 and higher. Applicants who have graduated from an unaccredited college will be considered on a case-to-case basis. Students who do not meet the admission standard such as GPA and at least a two (2) year minimum church ministry involvement may be accepted under probationary status.

MA IN THEOLOGICAL STUDIES - BIBLICAL STUDIES EMPHASIS (BSE)

PURPOSE OF THE PROGRAM

This program track is designed for students whose purpose of study is to prepare themselves to pursue a higher degree in biblical, historical, or theological studies.

PROGRAM LEARNING OUTCOMES (PLOS)

Upon completion of this program the student will:

- 1) Demonstrates competencies in biblical languages, exegesis and interpretation of the Old and New Testaments;
- 2) Have the ability to explain the origin and tradition of the Reformed faith through Church history and Systematic Theology.

CURRICULUM FOR MA IN THEOLOGICAL STUDIES – BIBLICAL STUDIES (82 UNITS)

PART I REQUIRED CORE COURSES (70 UNITS)

Division	Code #	Course Title	Units
Biblical Languages (22 Units)			
	BH 101	Hebrew I	4
	BH 102	Hebrew II	4
	BH 103	Intro to OT Exegesis	3
	BG 101	Greek I	4

	BG 102	Greek II	4
	BG 103	Intro to NT Exegesis	3
Biblical Studies (24 units)			
	OT 101	Pentateuch OR Samuel and Kings	4
	OT 102	Prophets I OR Prophets II	4
	OT 103	Psalms OR Wisdom Books OR	
	OT 104	Biblical Theology	4
	NT 101	NT I (Synoptic Gospels)	4
	NT 102	NT II (Acts and Pauline Epistles)	4
	NT 103	NT III (Johannine Writings, Catholic Epistles)	OR
	NT 104	NT Theology	4
Church History (8 Units)			
	CH 101	Church History I (Early to Medieval)	4
	CH 102	Church History II (Reformation to Awakening)	4
Systematic Theology (16 units)			
	ST 101	Hermeneutics and Prolegomena	4
	ST 102	Doctrine of Man and God	4
	ST 103	Doctrine of the Christ and Salvation	4
	ST 104	Doctrine of the Holy Spirit, Church and Last Things	4
Ethical Theology			
	ET 101	Christian Ethics & Social Problems	4

PART II ELECTIVES 12 UNITS

Distribution of Courses- Biblical Studies Emphasis (See Appendices)

GRADUATION REQUIREMENTS FOR MASTER OF ARTS (BIBLICAL STUDIES EMPHASIS)

Candidates for the Master of Arts degree will have met the following requirements for graduation:

1. Completed all course requirements a total of 82 units with minimum grade point average of 2.67 (B-), and with no grade below a 1.67 or C-.
2. Successfully passed the Bible Knowledge Test.
3. Submitted the “Quarterly Personal Development Plan.”
4. Settled all financial obligations with the ITS Administrative office.
5. The MA program is normally a 2-year program with “Full course Study Load” which is required for F-1 visa students. All requirements for the degree should be completed within four (4) years from the time of matriculation.

MA IN THEOLOGICAL STUDIES - MISSION AND EVANGELISM EMPHASIS (MEE)

PURPOSE OF THE PROGRAM

This program track is designed for students whose purpose of study is to prepare themselves to serve the Lord and His church in the mission field or to pursue a higher degree in this field of interest.

PROGRAM LEARNING OUTCOMES (PLOS)

Upon completion of this program the student will:

1. Demonstrate moderate competence in one biblical language (either Greek or Hebrew);
2. Be able to apply his/her deeper knowledge of mission and evangelism as the knowledge of Biblical, historical and theological studies.

CURRICULUM FOR MA IN THEOLOGICAL STUDIES – MISSIONS EMPHASIS (82 UNITS)

Part I Required Basic Courses (59 Units)

Division	Code #	Course Title	Units
Biblical Language (11 units)			
	BH 101	Hebrew I	4
	BH 103	Intro to OT Exegesis	3
		OR	
	BG 101	Greek I	4
	BG 102	Greek II	4
	BG 103	Intro to NT Exegesis	3
Biblical Studies (24 units)			
	OT 101	Pentateuch OR Samuel and Kings	4
	OT 102	Prophets I OR Prophets II	4
	OT 103	Psalms OR Wisdom Books	OR
	OT 104	Biblical Theology	4
	NT 101	NT I (Synoptic Gospels)	4
	NT 102	NT II (Acts and Pauline Epistles)	4
	NT 103	NT III (Johannine Writings, Catholic Epistles)	
		OR	
	NT 104	NT Theology	4
Church History (8 units)			
	CH 101	Church History I (Early to Medieval)	4
	CH 102	Church History II (Reformation to Awakening)	4
Systematic Theology (12 units)			
	ST 101	Hermeneutics and Prolegomena	4
	ST 102	Doctrine of God and Man	4
	ST 103	Doctrine of the Christ and Salvation	
		OR	

	ST 104	Doctrine of the Holy Spirit, Church and Last Things	4
Ethical Theology			
	ET 101	Christians Ethics and Social Problems	4

Part II Required Core Courses (12 units)

Mission and Evangelism

ME 101	Cultural Anthropology	4
ME 102	Biblical Theology of Mission	4
ME103	Urban Ministry & Evangelism OR	4
ME 104	Church Growth	4
ME 105	Cross-Cultural Ministry	4
ME 106	Contemporary Evangelism	4

Part III Electives Courses (11 units)

Combined classes with

ThM and DMin could be considered three (3) units elective, unless specified otherwise.

Distribution of Courses - Mission and Evangelism Emphasis (See Appendices)

GRADUATION REQUIREMENTS FOR MASTER OF ARTS (MISSION AND EVANGELISM)

Candidates for the Master of Arts degree will have met the following requirements for graduation:

1. Completed all course requirements a total of 82 units with minimum grade point average of 2.67 (B-), and with no grade below 1.67 (C-).
2. Successfully passed the Bible Knowledge Test.
3. Submitted the "Quarterly Personal Development Plan."
4. Settled all financial obligations with the ITS Administrative office.
5. MA program is normally a 2-year program with "Full Course Study Load" which is required for F-1 visa students. All requirements for the degree should be completed within four years from the time of matriculation.

MA IN THEOLOGICAL STUDIES - CHRISTIAN EDUCATION EMPHASIS (CEE)

PURPOSE OF THE PROGRAM

This program track is designed for students whose purpose of study is to prepare themselves to serve the Lord and His church in the field of educational ministry or to pursue a higher degree in this field of interest.

PROGRAM LEARNING OUTCOMES (PLOS)

Upon completion of this program the student will:

- 1) Demonstrate moderate competency in one biblical language (either Greek or Hebrew);
- 2) Apply deeper knowledge of Christian education as well as the knowledge of biblical, historical, and theological studies.

CURRICULUM FOR MA IN THEOLOGICAL – CHRISTIAN EDUCATION EMPHASIS CEE (82 UNITS)

Part I Required Basic Courses (59 units)

Division	Course	Unit
Biblical Language	(11 units)	
	BH 101 Hebrew I	4
	BH 102 Hebrew II	4
	BH 103 Intro to OT Exegesis	3
	OR	
	BG 101 Greek I	4
	BG 102 Greek II	4
	BG 103 Intro to NT Exegesis	3
Biblical Studies (24 units)		
	OT 101 Pentateuch OR Samuel and Kings	4
	OT 102 Prophets I OR Prophets II	4
	OT 103 Psalms OR Wisdom Books	OR
	OT 104 Biblical Theology	4
	NT 101 NT I (Synoptic Gospels)	4

	NT 102	NT II (Acts and Pauline Epistles)	4
	NT 103	NT III (Johannine Writings, Catholic Epistles)	
		OR	
Church History (8 units)	NT 104	NT Theology	4
	CH 101	Church History I (Early to Medieval)	4
	CH 102	Church History II (Reformation to Awakening)	4
Systematic Theology (12 units)	ST 101	Hermeneutics and Prolegomena	4
	ST 102	Doctrine of God and Man	4
	ST 103	Doctrine of the Christ and Salvation	4
		OR	
	ST 104	Doctrine of the Holy Spirit, Church and Last Things	4

Part II Required Core Courses in MA in Theological Studies – Christian Education Emphasis
(12 units)

	EM 101	Foundations of Christian Education	4
	EM 102	Life Span Dev. And Learning	4
	EM 103	Effective Teaching and Learning	
		OR	
	EM 104	Educational Programs of the Church	4
	EM 105	Spirituality and Christian Education	4
	EM106	Youth Education	4

Part III Electives (11 units)

Combined classes with DMin. and ThM are three (3)-unit elective courses, unless specified.

DISTRIBUTION OF COURSES- CHRISTIAN EDUCATION EMPHASIS (CEE) (SEE APPENDICES)

GRADUATION REQUIREMENTS FOR MASTER OF ARTS (CHRISTIAN EDUCATION EMPHASIS)

Candidates for the Master of Arts degree will have met the following requirements for graduation:

1. Completed all course requirements a total of 82 units with minimum grade point average of 2.67 (B-), and with no grade below 1.67 (C-).
2. Successfully passed the Bible Knowledge Test.
3. Submitted the “Quarterly Personal Development Plan.”

4. Settled all financial obligations with the ITS Administrative office.
5. MA program is normally a 2-year program with “Full Course Study Load” which is required for F-1 visa students. All requirements for the degree should be completed within four years from the time of matriculation.

ADVANCED PROGRAMS

GENERAL ACADEMIC QUALIFICATIONS FOR ADMISSION FOR DOCTOR OF MINISTRY AND MASTER OF THEOLOGY

Applicants for the ThM and DMin programs must possess the minimum degree (MDiv) from an accredited institution or its equivalent with GPA of B (3.0) or higher and have a minimum of three (3) years pastoral church ministry experience and/or seminary/college teaching experience. Applicants who have the MA degree also will be considered for admission, but, if admitted, they will be required to complete the MDiv equivalent program (48 units) first before taking either the ThM or DMin course.

ADVANCED PROGRAM ORIENTED TOWARDS THEOLOGICAL RESEARCH AND TEACHING: MASTER OF THEOLOGY

DESCRIPTION

The Master of Theology (ThM) program is a two-year program designed for persons who aspire to teach whether in the church or at an academic institution. This program is for persons who already completed MDiv degree or its equivalent from a recognized theological schools.

PROGRAM GOALS

The goals of Master of Theology program are:

1. to equip students with advanced biblical, theological and academic knowledge and research skills in their area of specialization for teaching and research in theological higher education and the Christian community;
2. to prepare students for further study at the PhD or ThD level.

PROGRAM LEARNING OUTCOMES (PLOS)

Upon completion of this program, the student will:

1. Demonstrate an advanced knowledge in their chosen field of study;
2. Demonstrate advanced research skills evidenced by conducting research and writing in their chosen field of study;
3. Exhibit teaching competence evidenced by applying major theories of learning and the essential components of effective teaching and assessment; and
4. Exhibit spiritual maturity evidenced by integrating personal learning and growth into program activities.

ADMISSION REQUIREMENTS

Applicants for the ThM program must possess the MDiv degree from an accredited institution or its equivalent with GPA of B (3.0) or higher and have a minimum of three (3) years pastoral church ministry experience and/or seminary/college teaching experience. Applicants who have the MA degree also will be considered for admission, but, if admitted, they will be required to complete the MDiv equivalent program (48 units) first before taking ThM courses.

REQUIREMENTS FOR THE DEGREE

1. During the first quarter of study, students should choose the area of study in which they plan to concentrate. ThM students will be required to write a thesis (six units) on an approved topic in their area of study. ITS offers four major areas of concentration for the ThM program:
 - a. Biblical Studies (OT or NT)
 - b. Historical Theology (Church History)
 - c. Theological Studies (Systematic Theology or Philosophical Theology)
 - d. Practical Theology (Christian Education, Mission, Evangelism, Pastoral Theology)
2. After choosing the area of study, students are required to take at least five courses in their area of concentration and two courses in Systematic Theology.
3. The completion of the ThM program requires a total of 39 units. There are prerequisites for each concentration which are not counted towards the total number of units. (See details below)

4. All ThM students must maintain a grade point average of 3.0 or higher.
5. An examination in a research language, theological Aramaic, theological French, or ecclesiastical Latin may be required if it is necessary to the student's area of research.
6. If the program is followed on a full-time basis, the coursework and thesis can normally be completed in two (2) years. A student holding an MA degree may be allowed to complete all the requirements in three years, including the MDiv equivalent program which is 48 units.
7. All requirements for the ThM degree must be completed within a maximum of five (5) years from the time of matriculation.

DISTRIBUTION OF COURSES FOR MASTER OF THEOLOGY WITH CONCENTRATIONS (39 UNITS)

All prerequisites are not counted towards the degree program.

MASTER OF THEOLOGY IN BIBLICAL STUDIES

Part I Prerequisites: (100 level)

1. Completed Master of Divinity or MA plus equivalent of 48 units
2. Basic Biblical Languages (Either Hebrew or Greek languages equivalent to 11 quarter units)
3. Research Formatting (2 quarter units)
4. Bible Knowledge Test (waived for 2nd degree program at ITS)

Part II Required Courses: (500 level): 24 units

- | | |
|--|----------|
| 1. Research Methodology – One (3-unit course) | 3 units |
| 2. Core Courses or Concentration - Five (3-unit courses) | 15 units |
| 3. Systematic Theology - Two (3-unit course) | 6 units |

Part III Elective Courses: (500 level) –Three (3-unit courses) 9 units

Part IV Thesis or Research Writing: Six (6) units 6 units

MASTER OF THEOLOGY IN THEOLOGICAL STUDIES

Part I Prerequisites: (100 level)

1. Completed Master of Divinity or MA plus Equivalent of 48 units
2. Basic Systematic Theology (12 units) or Church History (12 units)
3. Research Formatting (2 quarter units)
4. Bible Knowledge Test (Waived for 2nd degree Program at ITS)

Part II Required Courses: (500 level): 21 units

1. Research Methodology – One (3 unit course): 3 units
2. Core Courses or Concentration - Six (3 unit courses): 18 units

Part III Elective Courses: (500 level) - Four (3 unit courses): 12 units

Part IV Thesis or Research Writings- Six (6) units: 6 units

MASTER OF THEOLOGY IN HISTORICAL THEOLOGY/CHURCH HISTORY:

Part I Prerequisites: (100 level)

5. Completed Master of Divinity or MA plus Equivalent of 48 units
6. Basic Systematic Theology (12 units) or Church History (12 units)
7. Research Formatting (2 quarter units)
8. Bible Knowledge Test (Waived for 2nd degree Program at ITS)

Part II Required Courses: (500 level): 24 units

3. Research Methodology – One (3-unit course): 3 units
4. Core Courses or Concentration - Five (3-unit courses): 15 units
5. Systematic Theology - Two (3-unit courses): 6 units

Part III Elective Courses: (500 level) -Three (3-unit courses): 9 units

Part IV Thesis or Research Writings- Six (6) units: 6 units

MASTER OF THEOLOGY IN PRACTICAL THEOLOGY

Part I Prerequisites: (100 level)

1. Completed Master of Divinity or MA plus Equivalent of 48 units
2. Research Formatting (2 quarter units)
3. Bible Knowledge Test (Waived for 2nd degree program at ITS)

Part II Required Courses: (500 level): 27 units

1. Research Methodology - Two (3-unit courses): 6 units
2. Core Courses or Concentration - Five (3-unit courses): 15 units
3. Systematic Theology - Two (3-unit courses): 6 units

Part III Elective Courses (500 level) -Two (3-unit courses): 6 units

Part IV Thesis or Research Writing - Six (6) units: 6 units

COURSES

1. Each Master of Theology course requires 30 clock hours of class lecture, interaction and discussion. One-quarter unit requires 50 minutes per week of Student and Faculty interactions.
2. All 500-level courses are open to ThM students.
3. Elective courses listed in the class schedule are open to ThM students.
4. ThM students' attendance of 100-level courses is subject to the approval by the VP for Academic Affairs.
5. The ThM course may be offered as a modular course. A modular course should include the following three components:
 - a) Each course requires 30 clock hours of discussion, lecture and student-faculty interaction
 - b) An assigned reading of no less than 2,400 pages to be completed before or after attending the classroom session.
 - c) A project growing out of the reading and class work, leading to a final written report of no less than 35 pages is required for evaluation.

THESIS PROCEDURE FOR MASTER OF THEOLOGY

As the final requirement for graduation, ThM students must present an academic thesis for approval. The thesis is the culmination and the last requirement for completion of the ThM program. The writing of the thesis includes: the proposal which must be approved by a faculty mentor and one faculty reader; the thesis which must orally defended; and formatting and binding of the thesis. (For details, refer to *Guidelines in Writing A Proposal and Thesis*. This will be given to the student at the time of registering for thesis writing).

GRADUATION REQUIREMENTS FOR MASTER OF THEOLOGY PROGRAM

Candidates for the Master of Theology degree will have met the following requirements for graduation:

1. Completed all course requirements a total of 33 units of coursework plus 6 units thesis. with minimum grade point average of 3.0 (B), and with no grade below B-.
2. Successfully pass the oral defense of the thesis.
3. Submitted two (2) final copies of the thesis for printing
4. Pass Research Language requirements (Biblical Studies concentration)
5. Successfully passed the Bible Knowledge Test
6. Settled all financial obligations with the ITS Administrative office
7. Master of Theology program is normally a 2-year program with “Full course Study Load” which is required for F-1 visa students. All requirements for the degree should be completed within a maximum of five (5) years from the time of matriculation. B. Advanced Program Oriented Towards Ministerial Leadership: Doctor of Ministry

DESCRIPTION

The ITS Doctor of Ministry (DMin) program is a 2-3 year program with its primary emphasis on an integration of academic resources and practical ministry. It is a combination of in-ministry and on-campus studies designed to foster growth in skills and personal qualities essential to ministerial excellence. This program is designed with the specific objectives to meet the needs

of ethnic churches in America and in Majority World churches. The program is open to ministers of all denominations who qualify for admission.

PROGRAM GOALS

At ITS the Doctor of Ministry degree is the highest professional degree designed for those who are in full-time pastoral ministry. The goals of DMin program are: 1) to equip a pastor with the necessary ministry skills to achieve a higher level of competence in ministry than that achieved in the MDiv program; 2) to foster spiritual maturity necessary for effective ministry.

PROGRAM LEARNING OUTCOMES (PLOS)

Upon completion of this program, the student will:

1. Demonstrate the ability to integrate sound biblical and theological foundations, social science research, and modern day ministry strategies into student's practice of ministry.
2. Demonstrate advanced scholarship through research and writing
3. To provide students with ministry skills applicable to contemporary culture.
4. To cultivate in students a renewed awareness of calling and ministry through critical reflection

PROGRAM DESIGN

Due to the fact that some of ITS DMin students are full-time ministers from the Majority World, D Min courses are offered in two modes: regular courses in the quarter system and modular courses in one or two weeks to accommodate active pastors or missionaries in ministry.

Normally, all DMin courses are five-unit courses.

1. All 500-level courses are open to DMin students.
2. Elective courses listed in the class schedule of each quarter are open to DMin students.
3. DMin students' attendance of 100-level courses is subject to the approval by the VP for Academic Affairs
4. A total of 55 units must be completed for the DMin degree:

DMin courses are offered as modular courses which should include the following three components:

1. Each course requires 30 clock hours for lecture, interaction, and discussion.
2. An assigned reading of no less than 2,400 pages to be completed before or after attending the classroom session.
3. A project growing out of the reading and class work, leading to a final written report of no less than 35 pages is required for evaluation.

DISTRIBUTION OF COURSES REQUIREMENT FOR DOCTOR OF MINISTRY (55 UNITS)

Each Doctor of Ministry course is equivalent to 5 quarter units. One quarter unit is 50 minutes per week for 10 weeks of Student-Faculty classroom interaction. Each course requires 30 clock hours of interaction through lecture, discussion and other classroom activities.

Prerequisites:

These courses are not counted towards the degree program

Completed Master of Divinity **OR**

M.A plus 48 units of MDiv Equivalent

Research Paper Formatting (2 quarter unit equivalent)

Bible Knowledge Test (Waived for 2nd degree Program at ITS)

Required Courses: Total 55 units

Research Methodology - Two(3 unit course)	6 units
Practical Studies Concentration – Five (5 unit course)	25 units
Required Theology Course - one (5 unit course)	5 units
Elective Courses: Two (5 unit course)	10 units
Dissertation:(project paper) -	9 units

DISSERTATION PROCEDURE FOR THE DOCTOR OF MINISTRY

The dissertation is the culmination and the last requirement for completion of the DMin program. Although students are allowed to write on diverse topics, they are strongly advised to develop a project relevant to his/her own ministry, and evaluate the outcomes of the project. The writing of the dissertation includes: the proposal which must be approved by a faculty mentor and two faculty readers; the dissertation which must orally defended; and formatting and binding of the dissertation. (For details, refer to *Guidelines in Writing A Proposal and Dissertation*. This will be given when you registration writing.)

GRADUATION REQUIREMENTS FOR DOCTOR OF MINISTRY

Candidates for the DMin degree must meet the following requirements for graduation:

1. Completed all course requirements a total of 46 units of coursework plus 9 units of dissertation) with minimum grade point average of 3.0 (B), and with no grade below B- counting toward the degree.
2. Successfully passed the Bible Knowledge test.
3. Successfully written and defended his/her project dissertation and finalized the format of the dissertation to the satisfaction of the librarian.
4. Submitted two (2) final copy of dissertation for printing
5. Settled all financial obligations with ITS Administrative Office.
6. Doctor of Ministry program is normally a 2-year program with “Full course Study Load” which is required for F-1 visa students. All requirements for the degree should be completed within a maximum of five (5) years from the time of matriculation.

MASTER OF DIVINITY: EQUIVALENT PROGRAM

Biblical Languages

If the student did not complete Hebrew and Greek courses in his/her MA program, the two biblical languages must be included in the required 48 units for the MDiv Equivalent program.

Division	Code	Course Title	Unit
Biblical Languages	BH101	Hebrew I	4

22	BH102	Hebrew II	4
	BH103	Introduction to Old Testament Exegesis	3
	BG101	Greek I	4
	BG102	Greek II	4
	BG103	Introduction NT Exegesis	3

	Division	Code	Course Title	Unit
	Biblical Studies			
24		OT101	Pentateuch	4
		OT102	Prophets I or II	4
		OT103	Psalms or Wisdom Books OR	4
		OT 104	OT Exegesis	
		NT101	NT I	4
		NT102	NT II	4
		NT103	NT III OR	4
		NT 104	NT Theology & Exegesis	
	Church History			
12		CH101	Church History I: Early and Medieval Church History	4
		CH102	Church History II: Reformation to the Great Awakening	4
		CH103	Church History III: Modern Church and Major World Church History	4
	Systematic Theology			
16		ST101	Hermeneutics and Prolegomena	4
		ST102	Doctrine of God and Man	4
		ST103	Doctrine of Christ and Salvation	4
		ST104	Doctrine of the Holy Spirit, Church and Last Things	4
	Philosophical Theology	PT101	Apologetics	3

3

Pastoral Ministry	PM101	Pastoral Theology & Ministry	4
11	PM 102	Pastoral Care and Counseling	4
	PM103	Leadership & Administration	4
Electives			
Total			48

COURSE DESCRIPTIONS

Letters and numbers are used to designate courses in terms of the departments and levels. The departments are designated with letters in the following way:

BG	Biblical Greek
BH	Biblical Hebrew
CH	Church History
EL	English Language
EM	Education Ministry
ET	Ethical Theology
ME	Mission and Evangelism
NT	New Testament
OT	Old Testament
PM	Pastoral Ministry
PR	Preaching
PT	Philosophical Theology
ST	Systematic Theology
TE	Theological English
TG	Theological German
TH	Theology
TL	Theological Latin

100–200 Graduate level courses (MA and MDiv)

500–600 Academic or professional doctoral level courses (ThM and DMin)

The descriptions of the following courses serve as a framework and defined scope of study expected for each course while encouraging freedom in scholarship by the professors.

MASTER OF DIVINITY AND MASTER OF ARTS IN THEOLOGICAL STUDIES

ENGLISH AND RESEARCH LANGUAGE COURSES

(These courses are offered when necessary.)

EL 101 **Remedial English I** **2 units**

This is a specifically designed course to assist students from non-English speaking countries to meet basic requirements in English reading and writing competency. This is a required course for students who have not met the TOEFL requirement.

EL 102 **Remedial English II** **2 units**

This is a continuation of EL 11, a required course for students who do not pass the English comprehensive examination administered by the Office of Academic Affairs.

EL 103 **Corrective English I** **2 units**

This course is designed to assist students from non-English speaking countries to improve their reading skills. Prerequisite: EL 11 and EL 12 or passing the English Comprehensive examination.

EL 104 **Corrective English II** **2 units**

This is a sequel to EL 13, which is designed to help students from non-English speaking countries improve their writing and conversational skills in English.

TE 101 **Theological English I** **2 units**

This is a course designed for students from non-English speaking countries, whose last degree is not in theology. The purpose is to help students understand basic theological terms and concepts. Basic bibliography for theological research may be provided.

TE 102 **Theological English II** **2 units**

A continuation of TE 11 taught by different teachers to expose students to various theological terms.

TG 101 **Theological German I** **2 units**

An introductory course for the basic elements of German grammar to prepare students for theological reading in German.

CHURCH HISTORY

CH 101 Church History I: Early and Medieval Church History 4 units

This course is a study of the most important historical events, the people in Church history, and the tracing of the development of Christian doctrine from the post-apostolic fathers to the beginning of the Reformation (30 A.D. to 1500 A.D.) and the inter-facing relation and challenges of religion and politics.

CH 102 Church History II: Reformation to the Great Awakening 4 units

This course is the study of the historical development of Christian movement from the 15th century to the end of the 18th century- the Great Awakening. The course seeks to provide theological foundations in understanding history in the perspective of “God’s fullness of time” for events and significant reformers that impacted the churches then and to assist students in understanding and evaluating the historical events and individuals that influenced or challenged the norm of the time. Prerequisite: CH I

CH 103 A Church History III: Modern Church and Major World Church History 4 units

A survey of the shaping of the modern movements and churches from the 19th century through the 20th century, and a study of the rise and development of Christian churches in non-western world. Prerequisite: CH II

CH 103B Eastern Church Movement 4 units

This course is the study of the historical development of Christianity in the Majority world with emphasis on the geographical spread of Christianity. Attention will be given on important factors such as - religious, political, and social, that impacted the so-called “shift of Christian movement.” In view of the fundamental truth of “God’s fullness of time” the study provides historical context of factors that have been impacting Christians in our modern times.

CH 104 Theology of Reformation (Elective) 3 units

A concentrated study of the world of major theological thought of the Reformation and its significance in the progress of Christianity and civilization.

CH 105 Background of the New Testament (Elective) 3 units

A historical and social study of the Second Temple period in which the New Testament was born. Special attention is given to the cultural and social situation of Graeco-Roman Mediterranean society.

OT 503 **Old Testament Theology** **3/5 units**

A study of central themes of the Old Testament. It also covers a survey of various approaches to the Old Testament theology. Emphasis is given to the understanding of God, prophets, and priests in the Old Testament.

OT 504 **Proverbs** **3/5 units**

A book study to understand the main themes of Proverbs and the literary form and background of sayings. Special attention is given to the position of Proverbs in the OT Wisdom Books, characteristics of each collection, and typological understanding of Wisdom in the Christian context.

OT 505 **Isaiah** **3/5 units**

A study of Isaiah to understand the book in a theologically unified way. Special attention is given to distinctive theological themes and the messianic message of the book.

OT 506 **Old Testament Exegesis** **3/5 units**

A detailed interpretive study of a selected book or passages of the Old Testament for the purpose of increasing the student's reading and exegetical ability in Hebrew.

OT 507 **Dead Sea Scrolls and the Bible** **3/5 units**

A survey of the findings in the Judean desert, especially in Qumran area, with attention to the settlers, their religious lifestyle, the scrolls from the eleven caves, and their relevance for the study of the Bible. Emphasis is on the religious aspects of the Qumran community from the third century BC to the first century AD.

OT 508 **A Selected Topic in Old Testament Studies** **3/5 units**

A concentrated study of a selected topic in the Old Testament. The professor shall determine the requirements, and the course will be conducted by means of reading, lecture, and research in a seminar setting.

OT 509 **Independent Study in the Old Testament** **3/5 units**

A student can petition for an independent study on a subject of his/her interest. Offering an independent study is subject to the agreement of an instructor and the approval of the Academic Dean. The student must be aware of the maximum units which can be taken through independent study in a degree program.

PM 502**Soul Care****3/5 units**

An introduction to the church's pastoral care to individuals from the perspective of soul care, this course will examine the nature of soul care, and exploration of the soul and the means to foster personal growth in addition to some of the fundamental skills for soul care. Specific areas of soul care such as woundedness, addictive behavior and grief care will be examined so that a Christian worker can address individual's basic emotional, relational and spiritual needs.

PM 503**Team Building****3/5 units**

The shift from a “super leader” to effective teams is a global phenomenon that has impacted both the corporate world and the non-profit organizations including the Church of Jesus Christ. Thus, it is essential that today’s leader knows how to work effectively with others in order to accomplish all that God desires for each organization. Building teams and working well with teams are mandatory for church leaders. This regularly offered course explores the many facets of building teams and working with teams.

PM 504**Mentoring****3/5 units**

Mentoring is an informal training model, which has taken on a significant role in training of church leadership for several years. This course introduces the students to the essentials for the mentor model for training. Formal, non-formal and informal training models are introduced to form a backdrop from which the mentoring model can be analyzed. The nine types of mentoring influences (discipling, spiritual guide, coach, counselor, teacher, sponsor, contemporary model, historical model, and divine contact) are defined and taught in detail. Also, a constellation model of mentoring (upward, lateral and downward) is studied.

PM505**Managing and Resolving Conflicts****3/5 units**

This course will comprise an examination of the nature and function of conflict in Christian organizations. Theological reflection and spirituality will be integrated with social science theory and practice designed to equip Christian leaders to design and employ intervention strategies for managing conflict in Christian organizations. A predominate cause of conflict in the church is the abuse of power and an inability to design and employ effective change strategies. All change is conflictual and conflict resolution depends upon a readiness for change. A few basic types of conflict will be presented, along with tools and concepts for intervening in each one. The conflict types will be conflict in organizational settings, and family systems theory.

EM 505

Independent Study in Education Ministry

3/5 units

A student can petition for an independent study on a subject of his/her interest. Offering an independent study is subject to the agreement of an instructor and the approval of the Academic Dean. The student must be aware of the maximum units which can be taken through independent study in a degree program.

FINANCIAL INFORMATION

International Theological Seminary neither participates in Title IV nor receives any state nor Federal fund.

The International Theological Seminary Grants are provided to prospective students who demonstrate their promise and potential for leadership in the churches of their home countries. Grants are awarded to international students with F-1 status and students who are already serving ethnic churches in the United States. Grants of 50% tuition fee ONLY are given according to the needs of each student.

Generally, international students with F-1 visa are granted 50% tuition fee ONLY in the form of an interest-free forgivable loan. This loan will be automatically reduced by 20% for each year if a student returns home either serves a church or educational institution in his/her home country or in mission field after graduation from ITS. In order to receive tuition fee grant from ITS, every student is required to sign a "Statement of Commitment." However, when student does not keep his/her pledge to return to his/her countries after study, he/she will be obligated to pay back the full amount of grant he/she received throughout the study at ITS.

All grants are reviewed and renewed annually during the duration of the study within the designated program provided the recipient remains in good standing and must maintain an average GPA of 2.67 or B- for M.Div and M.A and an average GPA of 3.0 or B for ThM and DMin.

TUITION AND FEES

DESCRIPTION	FEE
Tuition	
Master of Arts in Theological Studies	\$250 per unit (total 82 units)
Master of Divinity	
Master in Theology	\$250 per unit (total 126 units)
	\$280 per unit (total 39 units, Thesis Route)
	\$280 per unit (total 41 units, Research Paper Route)
Doctor of Ministry	\$280 per unit (54 units)
Application Fee (non-refundable)	\$50.00 (MA & MDiv) one time \$100.00 (ThM & DMin) one time
Registration Fee (non-refundable)	\$40 per quarter
Late Registration Fee (non-refundable)	\$80.00
Course Materials (non-refundable)	\$10.00 per course
Audit Fee (non-refundable)	\$100.00 per course
Deferred Payment Plan Fee	\$25.00
Student ID Card: Original Issuance	free
Replacement	\$10.00
Transfer of Credits	No charge

Graduation Fee	
MA & MDiv	\$75.00
ThM & DMin	\$100.00
Official Transcript	\$10.00
Gown/Hood/Cap/Tassel Deposit (refundable)	\$350.00
I-20 Form: Original Issuance	Free
Each Subsequent Issuance	\$30.00
Each Endorsement	\$15.00
STRF Fee (non-refundable)	\$0.50 per \$1,000

ESTIMATED SCHEDULE OF TOTAL CHARGES

MA IN THEOLOGICAL STUDIES (2 YEAR PROGRAM)

82 units times \$250/unit	\$20,500
Other fees – (application, registration, graduation, etc)	\$700-800
Dormitory rental \$250/months times 24 months	\$ 6,000
Food and allowance	Varies
Total Estimated Amount	\$27,300 - \$30,000

MASTER OF DIVINITY (3 YEAR PROGRAM)

126 units times \$250/units	\$31,500
Other fees – (application, registration, graduation, etc)	\$700-800
Dormitory rental \$250/months times 36 months	\$ 9,000
Food and allowance	Varies
Total Estimated Amount	\$41,300 – 45,000

MASTER OF THEOLOGY (2 YEAR PROGRAM)

33 units times \$280/units	\$9,240
Thesis (6 units)	\$1,680
Other fees – (application, registration, graduation, thesis, etc)	\$1,500
Dormitory rental \$250/months times 24 months	\$ 6,000
Food and allowance	Varies
Total Estimated Amount	\$ 18,420 – 20,000

DOCTOR OF MINISTRY (2-YEAR PROGRAM)

46 units times \$280/units	\$12,880
Dissertation (9 units)	\$2,520
Other fees – (application, registration, graduation, dissertation, etc)	\$1,500
Dormitory rental \$250/months times 24 months	\$6,000
Food and allowance	Varies
Total Estimated Amount	\$22,900- 25,000

PAYMENT SCHEDULE

Tuition and other fees are payable at the time of registration. This is normally on the day before the beginning of classes for a quarter. Returning students who did not take advantage of Pre-registration during the previous quarter will be charged a late registration fee (\$80).

PAYMENT IN FULL

This means that students pay the whole amount of tuition and fees indicated on the registration paper at the time of registration.

INSTALLMENT PAYMENT PLAN

Students who want to pay tuition and fees in installments must pay one-third at the time of registration, one-third on the first day of the following month, and the final one-third on the first day of the next month. **Important: For students with the F-1 visa, non-payment will affect the**

“full load” requirement to maintain the visa. It will eventually result in the termination of one’s status at ITS. A notice will be sent to SEVIS.

POLICY FOR CONTINUING STUDENTS

Failure to keep accounts current will render students ineligible to attend classes or receive grades or transcripts. Students will not be permitted to register for courses for a new quarter unless all financial obligations to the seminary have been settled, or satisfactory arrangements have been made. *Important: For students with the F-1 visa, non-payment will affect the “full load” requirement to maintain the visa. It will eventually result in the termination of status at ITS. A notice will be sent to SEVIS.*

FINANCIAL AID, GRANTS AND SCHOLARSHIP

When the admission application is accompanied by a scholarship application, the scholarship committee shall decide on grants. Grants or Scholarship are for “Full-time” Students only.

TUITION FEE GRANT: 50% TUITION FEE ONLY

1. DESCRIPTION:

Since this seminary is fully dedicated to developing and training future church leaders for developing world, all prospective student are encouraged to demonstrate their promise and potential for leadership in the churches of their home countries. The grants are funded by mission-minded churches, mission organizations and individuals who are concerned for the strategic mission to the Majority World through ITS.

Grants are awarded to international students in the form of an *interest-free forgivable loan. This loan will be automatically reduced by 20% for each year if a student serves a church in his/her home country or in mission field after graduation from ITS.*

However, when students do not keep their pledge to return to their countries after study, they will be obligated to pay back the full amount of grant they have received throughout their study at ITS.

Grant application must be applied for at the time of application for admission (download admission documents online).

2. GROUNDS FOR GRANT AWARD

The following are considered as the bases for the awarding of grant.

- a. Individual financial needs;
- b. Ministerial experience and special merit;
- c. Mission strategy, demonstrated promises and potentialities for leadership in Majority World churches,
- d. Maintains 3.0 GPA or
- e. Designated funds

3. DURATION OF GRANT

All grants are renewed annually for the duration of the study within the designated program, provided the recipient remains in good standing and must maintain an average of 2.67 GPA or B- as stipulated on the conditions of the awarding of the grant. Renewal application must be submitted no later than May 1 of each year.

The maximum length of the duration of grant is two (2) years for MA , ThM and DMin and three (3) years for Master of Divinity. When additional courses are prerequisites for the degree, grant may be extended to a maximum of three (3) years. There is No GRANT for student who applies for second degree program right after graduation. In order to avail of an ITS grant, a student must return to his/her home country and serve at least 4 years.

Students must pay fee and tuition for any credit taken to repeat a course.

A. MISSION PARTNERSHIP SCHOLARSHIP: 100% TUITION FEE ONLY

Annually, 100% TUITION FEE only scholarship is awarded to in-coming new students who are highly recommended and sent by either their academic institution or denomination for further study in order to prepare for leadership responsibilities in their home country.

1. INITIAL QUALIFICATIONS FOR MISSION PARTNERSHIP SCHOLARSHIP:

- a. Submission of the Mission Partnership scholarship application together with “*Commitment to Return Home*” and a signed job contract with home mission, church or school.
- b. Minimum average of B+ or 3.5 GPA from the last school attended
- c. Certification Letter of ministry performance from either supervisor or pastor
- d. A signed agreement by the applicant and home mission or church/school indicating that after graduation from FIRST degree program, student should return home and will be absorbed by the denomination, school or church for ministry.
- e. Notification of the scholarship.
- f. An annual satisfactory performance review.

2. TERMS AND CONDITIONS FOR ITS MISSION PARTNERSHIP SCHOLARSHIP:

- a. There is *no automatic annual renewal of scholarship*. Mission Partnership scholarship is subject to an ANNUAL review.
- b. ALL Applicants should maintain "full course study load" prescribed in ITS time in order to qualify for Mission Partnership scholarship.
- c. Re-application for Mission Partnership Scholarship: Applicants should maintain a grade average of 3.5 GPA (B+) or higher and have submitted the “Personal Development Plan.”
- d. Recommendation from field ministry pastor or faculty to be considered for renewal.
- e. Deadline for scholarship application renewal: **On or before June 15.**

B. PRESIDENTIAL SCHOLARSHIP:

Every year ONE \$1000 Presidential scholarship will be given to a student who has the most financial need. To be qualified, a student must have a minimum of 3.5 GPA and is highly recommended by the supervising pastor or faculty. The recipient may be recommended by the faculty but the final decision will be from the president. This scholarship will be credited towards his/her tuition fee.

Awarding: Fall Quarter – Convocation Service

C. DEAN'S LIST SCHOLARSHIP:

Every year ONE \$1000 Dean's List Scholarship will be awarded to a student who exemplifies academic excellence, has the highest GPA but not lower than 3.80 GPA. The recipient should be voted by the faculty and recommended to Administrative Council for awarding. The scholarship will be credited towards the recipient's account. Awarding: Fall Quarter – Convocation Service

ALL Applications for renewal will be reviewed by the faculty and be recommended to Administrative Council for awarding. Recipients will be announced during the Convocation Worship Service. This academic scholarship is subject to fund availability.

D. WORK STUDY:

Limited availability. Upon the approval of the VP for Operations and Finance, a student is allowed to work between 6- 10 hours each week, depending on two factors: funding and work availability. Payments are automatically credited towards tuition fee. Submit application to the Office of the VP for Operations and Finance.

E. TEACHING ASSISTANTSHIP:

Limited availability. Upon the approval of the VP for Academic Affairs, Teaching Assistants (TAs) are allowed to work between 6-10 hours each week, depending on two factors, funding and work availability. Payments are automatically credited towards tuition fee. Inquire from the Office of the VP for Academic Affairs.

WITHDRAWAL AND CANCELLATION OF ENROLLMENT

WITHDRAWAL FROM COURSE OR CLASS

A student has the right to withdraw from course or class as long as it does not jeopardize his/her immigration “**full course study Load**” as **F-1 student**. If a student withdraws from course or class after the first week period, he/she will be charged tuition for the withdrawn course(s) according to the schedule for refunds listed in this catalog.

CANCELLATION OF ENROLLMENT

A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first week of the quarter. Withdrawal is possible without penalty thereafter only by special permission from the VP for Academic Affairs.

WITHDRAWAL OR ENROLLMENT CANCELLATION PROCEDURE

A student may withdraw or cancel his/her enrollment agreement by mail or in person with a written request, permanently or for a quarter.

- a) The Intend to Withdraw or Cancel Letter should be addressed to the VP for Academic Affairs.
- b) If the student has 1-20 provided by ITS, he/she should present an admission letter from another institution; or he/she should present an immigration paper showing change of status.
- c) Student's with F-1 status will be transferred upon the receipt of a copy of admission letter from another institution.
- d) Paperwork will be forwarded to the Registrar to process refund of tuition fee.
- e) For non F-1 students, he/she should proceed to the Registrar to process refunds on tuition according to the following schedule.
- f) No refund will be granted if a student leaves without officially withdrawing. No refund will be given to a student who leaves under discipline.

REFUND SCHEDULE

When refunds are granted, they will be prorated as follows

100%	Attendance through Monday of the second week
75%	Attendance to the end of the second week
50%	Attendance to the end of the third week
No refund	Attendance after the end of the third week.

California law stipulates that a student has the right to cancel his/her enrollment at any time during the cancellation period and receive a full refund of any money paid to an institution minus fee not to exceed \$100. A student also has the right to withdraw from his/her program at

any time. If a student chooses to cancel or withdraw, he/she must notify International Theological Seminary in writing. The withdrawal or cancellation will become effective as of the date the seminary approves it. If a student withdraws after the cancellation period, he/she may be entitled to a refund. This will be calculated in accordance with the school refund policy and the student will be notified.

STUDENT TUITION RECOVERY FUND (STRF)

A student must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following apply:

1. A student in an educational program, who is a California resident, or is enrolled in a residency program, and prepay all or part of his/her tuition either by cash, guaranteed student loans, or personal loans, and
2. Total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

A student is not eligible for protection from the STRF and therefore not required to pay the STRF assessment if either of the following applies:

1. Not a California resident, or are not enrolled in a residency program, or
2. Total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.

3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or the Division within 30-days before the school closed or, if the material failure began earlier than 30-days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act."

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

It is important that enrollees keep a copy of any enrollment agreement, contract, or application to document enrollment, tuition receipts or canceled checks to document the total amount of tuition paid and records which will show the percentage of the course which has been completed. Such records substantiate a claim for reimbursement from STRF, which, to be considered, must be filed within one year following school closure.

For further information or instruction, contact,

BUREAU FOR PRIVATE POSTSECONDARY EDUCATION

2535 Capitol Oaks Drive Suite 400
Sacramento, CA 95833

P.O. Box 980818, West Sacramento, CA 95798-0818.
P (916) 431-6959
F (916) 263-1897
Website: [www. bppe.ca.gov](http://www.bppe.ca.gov)

RESIDENT FACULTY

Pricilla Adoyo, DMiss

(2016 - present)

Professor of Peace and Reconciliation

MDiv, Nairobi Evangelical Graduate School of Theology

MA, Peacebuilding Eastern Mennonite University

DMiss, Fuller Theological Seminary

Premkumar Dharmaraj, PhD

(2008 - present)

Associate Professor of Mission and Evangelism

BD, Union Bible Seminary, India

ThM, Denver Baptist Theological Seminary

MA, Fuller Theological Seminary

PhD, Fuller Theological Seminary

Monica Lau, ThM, DMin

(2011-present)

Lecturer of Systematic and Historical Theology (*Chinese Program*)

MDiv, International Theological Seminary

ThM, International Theological Seminary

DMin, International Theological Seminary

James Seung-Hyun Lee, PhD

(2012 - present)

Associate Professor of Old Testament (*English and Korean Program*)

MDiv, Princeton Theological Seminary

Graduate Study in Theology, University of Munster (Germany)

PhD, Union Presbyterian Seminary

Joseph Tong, PhD

President Emeritus

(1984-present)

Professor Emeritus of Philosophical and Systematic Theology (*English and Chinese Programs*)

B.D. Calvin Theological Seminary

ThM Calvin Theological Seminary

PhD University of Southern California

ADJUNCT FACULTY

Dr. Katherine Ahn

Adjunct Faculty

Ph.D. Fuller Theological Seminary

Ms. Li Hua Gu

Adjunct Faculty

Th.M. International Theological Seminary

Dr. Peter Hintzoglou

Adjunct Professor of Greek Language

Doctorate of Pastoral Theology Fuller Theological Seminary

Dr. Christina Kang

Adjunct Faculty

Ph.D. Fuller Theological Seminary

Dr. Chul Won Kim

(Korean Program)

Adjunct Faculty

Ph.D. Fuller Theological Seminary

Jae Young Kim, ThM

Adjunct Faculty of Systematic Theology (*Korean Program*)

M.Div, Covenant Theological Seminary

Doctoral studies, Trinity Evangelical Divinity School

ThM studies, Calvin Theological Seminary

ThM, International Theological Seminary

Dr. Samuel Ling

Adjunct Professor of Systematic Theology (Chinese and English Programs)

M.Div. Westminster Theological Seminary

Th.M. Westminster Theological Seminary

Ph.D. Temple University

Dr. David McKinley

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M. Div. Winnipeg Theological Seminary
D.Min. Trinity International University
Th.D. University of Santo Tomas
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Dr. Jaretha Joy Palmer

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M.Div. Asian Center for Theological Studies and Mission
Th.M. Asian Center for Theological Studies and Mission
Ph.D. Fuller Theological Seminary
Email: joypalmer@itsla.edu

Dr. Ross Purdy

Adjunct Professor of Practical Theology and Church History
University of Stirling, Scotland: Ph.D. History (2016)
Princeton Theological Seminary: Master of Divinity (June, 1996)
California State University: B.A., Comparative Religions (1992)

Dr. Edmund Kun Chul Rhee

Adjunct Professor of New Testament
M.Div. Fuller Theological Seminary
Th.M. Fuller Theological Seminary
Ph.D. Fuller Theological Seminary

Dr. James Zo

Adjunct Professor of Missions (English and Chinese Program)
M.Div. Fuller Theological Seminary
Th.M. Fuller Theological Seminary
Ph.D. Fuller Theological Seminary

Dr. Robert Wyatt

Adjunct Professor of New Testament
M.A. Fuller Theological Seminary
Ph.D. University of Wales

VISITING FACULTY

Dr. Timothy Fearer

Visiting Professor of Old Testament
M.Div. Princeton Theological Seminary
Ph.D. Claremont Graduate University

Rev. Won-Mo Kang

Visiting Professor of Hebrew Language (Korean and English Program)
Th.M. in Old Testament, Graduate School of MTU, Seoul, Korea
M.A. Biblical Languages, PSR/GTU Berkeley (coursework completion)

Dr. Neal D. Presa

Visiting Professor of Practical Theology
B.A., University of California, Davis
Graduate Studies, Westminster Theological Seminary California
M.Div., San Francisco Theological Seminary
Th.M., Princeton Theological Seminary
M.Phil. Drew University
MBA, Missouri State University (expected 2022)
Ph.D., Drew University
Email: neal.presa@itsla.edu

Dr. Enoch Wan

B.A. Nyack College
M.T.S. Gordon-Conwell Theological Seminary
M.A., Ph.D. State University of New York

ACADEMIC CALENDAR 2019-2020

Aug. 21	Wed.	Faculty Work Day
Aug. 28	Wed.	Faculty-Staff Prayer Day & Work Day
Sept 2	Mon.	Labor Day (ITS is closed)

FALL QUARTER 2019

Sept.4	Wed.	Beginning of School Year Convocation at 10:00 a.m. (ALL Students)
Sept.4-5	Wed.-Thu.	Orientation for new students (English Test)
Sept 5	Thur.	Returning Students Registration
Sept 6	Fri.	New Students Registration (All School BBQ)
Sept. 9	Mon.	First day of Fall Quarter classes
Sept. 16	Mon.	Last day to add or drop classes
Oct.11	Fri.	Submission of Proposal for ThM & DMin students
Oct 23	Wed	Colloquium
Oct. 29	Tue.	ITS OPEN HOUSE
Oct. 30	Wed.	Bible Knowledge Test
Nov. 13-15	Wed.-Fri.	Registration for Winter Quarter
Nov. 15	Fri.	Last day of Fall Quarter classes
Nov.18-20	Mon. –Wed.	Final Examinations
Nov. 20	Wed.	Last day to submit all class assignments
Nov. 21–27	Thu-Wed	Faculty Reading Week
Nov. 28	Thu.	Thanksgiving Day
Nov. 28-Dec 1	Thu-Sun.	ITS is closed
Dec.2	Mon.	Grades Submitted
Dec 2 - 6	Mon-Fri	Fall Interim Session
Dec. 13	Fri.	Fall Quarter Grade Report

Dec.21-31	Sat.-Tue.	ITS Christmas break (Library is closed/Downtime)
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WINTER QUARTER 2020

Jan.1	Wed	New Year's Day (ITS is closed)
Jan.2	Thu	First day of Winter Quarter classes
Jan. 8	Wed.	Last day to add or drop classes
Jan 20	Mon.	MLK Day. Offices closed, classes on.
Mar. 2-4	Mon. -Wed.	Registration for Spring Quarter
Mar. 6	Fri.	Last day to submit Graduation request form
		Last day of Winter Quarter
Mar. 9-13	Mon. -Fri.	Final Examinations
Mar.13	Fri.	Last day to submit class assignments/Final draft of Thesis
Mar. 16-20	Mon.-Fri.	Faculty Reading Week
Mar. 14-22	Sat. -Sun.	ITS Spring Break
Mar.27	Mon.	Grades Submitted

SPRING QUARTER 2020

Mar. 23	Mon.	First day of Spring Quarter classes
Mar 30	Mon	Last day to add/drop classes
Mar 30	Mon.	Winter Interim & Winter Quarter Grade Report
Apr. 10	Fri.	Good Friday (ITS closed) Classes at discretion of Profs.
Apr. 12	Sun.	Easter Sunday
Apr.20-May1	Mon.-Fri	Oral Defense of ThM and DMin Students
May 12	Tue	ITS OPEN HOUSE
May 15	Fri.	Bible Knowledge Exams (1st yr and Graduating Students)
May 25	Mon.	Memorial Day (No classes)
May 29	Fri.	Submit Final draft of Personal Development Goals (MA & M.Div. Graduating Students only)
May 22	Fri.	Submission of Dissertation/Thesis for binding
May 29	Fri.	Due date for graduating students' Class Assignments.
		Last day of Spring Quarter classes
June 1-5	Mon. -Fri	Final Examinations (Application for Scholarship Review)
June 5	Fri.	Last day to submit class assignments
June 6	Sat.	COMMENCEMENT & Commissioning Service 2018
June 8-12	Mon. -Fri.	Faculty Reading Week
June 14	Mon.	Grades Submitted
June 22	Mon.	Spring Quarter Grade Report

SUMMER 2020

July 4	Sat	Independence Day (ITS is closed on July 3 Fri)
July 25-Aug 9	Sat.-Sun.	ITS Summer Break (Library is closed/Down-time)
Aug. 19	Wed.	Faculty Work Day
Aug. 26	Wed.	Faculty-Staff Prayer/Work Day

Appendix 1 Master of Divinity Distribution of Courses (Reduced Units)

DISTRIBUTION OF MASTER OF DIVINITY REQUIRED COURSES

Total Units = 126

First Year								
Fall			Winter			Spring		
BG101	Greek I	4	BG102	Greek II	4	BG103	Intro. to NT Exegesis	3
NT 101	NT I (Synoptic gospels)	4	NT102	NT II (Acts & Pauline Epistles)	4	NT103	NT III OR NT 104 NT Theology	4
ST101	Hermeneutics & Prolegomena	4	ST102	Doctrine of God & Man	4	ST103	Doc of the Christ and Salvation	4
PM101	Pastoral Theology & Ministry	4	PM102	Pastoral Care & Counseling	4	PM103	Leadership & Administration	4
Second Year								
Fall			Winter			Spring		
BH101	Hebrew I	4	BH102	Hebrew II	4	BH103	Intro. to OT Exegesis	3
OT101	Pentateuch OR Hist'l Books	4	OT102	Prophets I OR Prophets II	4	OT103	Psalms & Wisdom Books	4
EM101	Foundations of C.E	4	EM102	Life Span Dev. & Learning	4	EM103	Effective Teaching & Learning	4
ME101	Cultural Anthropology	4	ME102	Biblical Theo. of Mission	4	ME103	Church Planting & Evangelism	4
Third Year								
Fall			Winter			Spring		
PR 101	Homiletics	3	PR102	Expository Preaching	3	PR 103	Senior Preaching	3
CH101	Early & Medieval	4	CH102	Reformation & Awakening	4	CH103	Modern /OR CH104Global ch.	4
ST104	Doc. Of HS. Ch. & Last Things	4	PT101	Apologetics	3	ET 101	Christian Ethics & Social Issues	4

(Revised 2016)

NOTES

1. Total Number of units for Master of Divinity Program: 126 units
2. The Schedule of the Distribution of courses will not change.
3. Master of Divinity with concentration

PASTORAL MINISTRY

*Red Color – Required Courses**Yellow Color – Required Courses**Green Color – Elective**Blue Color – Elective**Option: ThM and DMin courses as elective for 3rd year MDiv*

MISSIONS

*Red Color – Required Courses**Blue Color – Required Courses*

Yellow Color – Elective

Green Color – Elective

Option: ThM and DMin courses as elective for 3rd year MDiv

CHRISTIAN EDUCATION

Red Color – Required Courses

Green Color – Required Courses

Yellow Color – Elective

Blue Color – Elective

Option: ThM and DMin courses as elective for 3rd year MDiv

Appendix 2. Master of Arts Distribution of Courses (Reduced Units)

DISTRIBUTION OF MASTER OF ARTS REQUIRED COURSES: 82 UNITS

Master of Divinity Equivalent: 48 units

First Year

Fall		Winter		Spring	
BG101 Greek I	4	BG102 Greek II	4	BG103 Intro. to NT Exegesis	3
NT 101 NT I (Synoptic gospels)	4	NT102 NT II (Acts & Pauline Epistles)	4	NT103 NT III OR NT 104 NT Theology	4
ST101 Hermeneutics & Prolegomena	4	ST102 Doctrine of God & Man	4	ST103 Doc of the Christ and Salvation	4
PM101 Pastoral Theology & Ministry	4	PM102 Pastoral Care & Counseling	4	PM103 Leadership & Administration	4
EM101 Foundations of C.E	4	EM102 Life Span Dev. & Learning	4	EM103 Effective Teaching & Learning	4
ME101 Cultural Anthropology	4	ME102 Biblical Theo. of Mission	4	ME103 Church Planting & Evangelism	4

Second Year

Fall		Winter		Spring	
BH101 Hebrew I	4	BH102 Hebrew II	4	BH103 Intro. to OT Exegesis	3
OT101 Pentateuch OR Hist'l Books	4	OT102 Prophets I OR Prophets II	4	OT103 Psalms & Wisdom Books	4
CH101 Early & Medieval	4	CH102 Reformation & Awakening	4	ET 101 Christian Ethics & Social Issues	4
PR 101/501 Hybrid	3	PR102/502 Hybrid	3	PR 103/503 Hybrid	3
EM 104 /504 Hybrid	3	EM105 /502 Hybrid	3	EM106 /506 Hybrid	3
ME105/505 Hybrid	3	ME105/505 Hybrid	3	ME106/506 Hybrid	3

CONCENTRATIONS

COLOR	BIBLICAL STUDIES	MISSIONS	CHRISTIAN EDUC	M.DIV EQV.
Teal	Required	One Language Rqd	One Language Rqd	Required
Red	Required	Required	Required	Required
Yellow	Elective	Elective	Elective	Elective
Green	Elective	Elective	Required	Elective
Blue	Elective	Required	Elective	Elective

INTERNATIONAL THEOLOGICAL SEMINARY

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