

Grace & Truth Christian University



STUDENT HANDBOOK & COURSE CATALOG

2024 – 2025



From the President

“And the [instructions] which you have heard from me along with many witnesses, transmit and entrust [as a deposit] to reliable and faithful men who will be competent and qualified to teach others also.”

2 Timothy 2:2 AMP

Welcome to Grace & Truth Christian University where the Holy Spirit is the Chief Instructor. He so graciously imparts His wisdom and truths into the minds, hearts, and spirits of His people.

You are about to embark upon a spiritual journey that will not only tantalize your human intellect, but more importantly, expand both your spiritual and biblical knowledge and understanding of the Almighty God. With an unquenchable appetite to learn and study the Word, you will be enlightened, equipped, and *Empowered Through Excellence* to go forth and fulfill the call of ministry that God has ordained for your life.

May God’s blessings continually be upon you throughout your Christian journey. The faculty and staff are available to assist you in helping you attain your educational goals.

In His Service for Christian Education,

Thomas L. Dozier, Ph.D.

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Statement of Faith

We believe that all Scripture, both Old and New Testament, is given by divine inspiration of God, and is the inerrant revelation of God to man.

We believe that there is one true living God who has revealed Himself as Father, Son, and Holy Spirit.

We believe that all living creatures were created by God, and without God there is no creation.

We believe in the virgin birth of Jesus Christ (Mary being with child of the Holy Spirit), and that He is the Son of God and the Son of man.

We believe that Jesus came to save men from the penalty of sin by offering Himself as a sacrifice for the sins of the world. Jesus' blood is the atonement which makes salvation available to those who believe in Him.

We believe that those who trust the Lord Jesus Christ and are baptized will be saved. Belief is the inward acceptance of Christ, and baptism is the outward testimony of belief.

We believe in the sanctifying power of the Holy Spirit who indwells the child of God (the Christian believer), enabling him to live a life of holiness.

We believe that man is subject to bodily death as a result of the original sin. The soul and spirit do not die, but immediately after death enter into a conscious state of happiness or misery according to the character he possessed, to be accepted or rejected of Jesus Christ as Lord and Savior.

We believe in the resurrection of the saved (unto eternal life) and the lost (without Christ to eternal damnation).

We believe in the imminent return of our Lord and Savior Jesus Christ and the Church being taken away with Him as His glorious bride.

We believe the redemptive work of Christ on the cross provides healing for the human body in answer to believing prayer.

Accreditation

We are accredited through the Transworld Accrediting Commission International (TACI). For over 20 years, TACI has accredited and assisted Biblical theological schools, seminaries, universities, colleges, and institutes throughout the world. They provide supervision for over 100 member institutions, including major denominations and well-known world-wide ministries, in 23 states within the USA and 6 countries.

TACI is a professional, federally recognized, non-profit church educational organization whose philosophy is to demonstrate accountability to the consuming public for education obtained in non-traditional evangelical educational institutions. This accountability is demonstrated by institutions that are accredited by TACI, having documented evidence of compliance with TACI standards of structure and governance, material resources, policies, faculty, and curriculum.

Grace & Truth Christian University has been authorized to operate and award degrees by the Florida Department of Education, Commission for Independent Education (CIE), in accordance with Chapter 1005, Section 1005.06(1)(f), Florida Statute.

As a Christian University, we offer academic programs designed to equip students who recognize the call of God on their lives.

TACI Contact: 231 E. Alessandro Blvd, Suite A-210
Riverside, California 92508-6039 USA
Office Location: 9085 California Avenue
Riverside, California 92503 USA

Email: office@transworldaccrediting.com

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Diplomas & Degrees

- ▼ **Academy Program Certificate**
Completion of 18 - 20 credit-hours
- ▼ **Audit Program Certificate**
Completion of 30 credit-hours
- ▼ **Diploma in Practical Theology**
Completion of first-year program or 30 credit-hours
- ▼ **Associate's Degree**
Completion of second-year program or 60 credit-hours
- ▼ **Advanced Diploma**
Completion of third-year program or 90 credit-hours
- ▼ **Bachelor's Degree in Theology, Christian Counseling, Christian Education, Church Administration, Ministry, Pastoral Ministry or New Testament Studies**
Completion of fourth-year program or 120 credit-hours
- ▼ **Master's Degree in Theology, Christian Counseling, Ministry, Pastoral Ministry or Christian Education**
Completion of a minimum of 36 graduate credit-hours above the Bachelor's Degree
- ▼ **Doctoral Degree in Ministry**
Completion of 45 credit-hours above the Master's Degree (D.Min.)
- ▼ **Doctor of Philosophy in Theology**
Completion of 60 credit-hours above the Master's Degree (Ph.D.)

Tuition

▼ LOW TUITION PHILOSOPHY

Grace & Truth Christian University has the philosophy that a quality, spiritual education that trains an individual for service to the Lord Jesus Christ should not leave that individual with oppressive financial debt.

This is another reason that we have not sought the very costly regional accreditation that leads to qualification for government-guaranteed student loans and other government programs. Institutions using such loans generally charge the maximum tuition allowable, leaving the student with a sizeable debt at the completion of their education. For those called to the ministry, it can be very difficult to obey God's calling with this type of debt lingering over their finances. Therefore, Grace & Truth Christian University elected a less-costly, independent accreditation through Transworld Accrediting Commission International (TACI).

Our approach is to provide the most affordable, quality, spiritual education that we can as a ministry to the Lord and to His servants.

▼ STUDENT LOANS

The policy of GTCU is to provide an in-house, interest-free, student loan in the form of a "pay-as-you-go" program rather than requiring the student to pay the full tuition at the beginning of each school year.

An advantage of the programs provided at GTCU is the flexibility of schedule. Students can finish their programs of study or achieve their educational goals over a period of time convenient to them. Their personal preferences, work schedules, and finances determine the speed at which they progress.

Students must pay for each course before attending class. If a student is unable to pay, he may not enroll or sit in the class. The student may resume taking classes once tuition is paid. There are no provisions for partial payments.

▼ MATERIAL FEE

This annual fee of \$100 covers the costs of shipping, books, graduation materials, etc. It is the policy of GTCU to collect this fee at the time of registration for the first class of the school year.

▼ ACADEMY PROGRAM ANNUAL TUITION

The cost of a full year of Academy Program at GTCU is \$720, payable in 6 installments of \$120 (\$40.00 per hour). Each installment includes tuition and primary textbook for each course.

Description	Hours	Cost
Tuition (includes books & fees)	18	\$ 720
= Totals	18	\$ 720

▼ AUDIT PROGRAM ANNUAL TUITION

The cost of a full year of Audit Program at GTCU is \$1180, payable in 9 installments of \$120 (\$40.00 per hour). Each installment includes tuition and primary textbook for each course, Ministry Practicum credits, and graduation fees. An annual material fee of \$100 is payable with the registration for the first class. AP credits may be converted to university credit by paying the additional GTCU tuition amount and completing the additional work requirements.

Description	Hours	Cost
Tuition (includes books & fees)	27	\$ 1080
+ Material Fee		\$100
+ Ministry Practicum	3	\$ 0
= Totals	30	\$ 1180

TUITION

▼ UNDERGRADUATE PROGRAM ANNUAL TUITION

The cost of a full year of undergraduate studies at GTCU is \$1,620. The cost is the same whether a student is working toward a Diploma, Associate's Degree, Advanced Diploma, or Bachelor's Degree. Tuition is payable in 9 installments of \$180 each (\$60.00 per credit-hour). Each installment covers tuition, the primary textbook cost for each course, Ministry Practicum credits, and graduation fees. An annual material fee of \$100 is payable with the registration for the first class.

Description	Credit-Hours	Cost
Tuition (includes books & fees)	27	\$ 1,620
+ Material Fee		\$100
+ Ministry Practicum	3	\$ 0
= Totals	30	\$ 1,720

▼ MASTER'S PROGRAM TUITION

The cost of a 1-year Master's Program is \$2,310, payable in 11 installments of \$210 each (\$70.00 per credit-hour). Each installment covers tuition, textbook (s) for each course, Ministry Practicum credits, and graduation fees. An annual material fee of \$100 is payable with the registration for the first class.

Description	Credit-Hours	Cost
Tuition (includes books & fees)	27	\$ 1,890
+ Master's Thesis	6	\$420
+ Material Fee		\$100
+ Ministry Practicum	3	\$ 0
= Totals	36	\$ 2,410

▼ DOCTORAL PROGRAM TUITION

The first-level Doctoral Degree (D. Min) is based on a 45 credit-hour program. This includes 15 credit-hours of course work and a 30 credit-hour doctoral dissertation. The cost of the course work phase of this program is \$1050 payable in 5 installments of \$210 (\$70.00 per credit-hour). The cost of the dissertation phase is \$1,350 payable in 10 installments of \$135 (\$45 per credit-hour). Each installment includes tuition and graduation fees. An annual material fee of \$100 is payable with the registration for the first class.

Description	Credit-Hours	Cost
Doctoral Dissertation	30	\$ 1,350
+ Material Fee		\$100
+ Tuition (includes books & fees) D. Min	15	\$ 1050
= Totals	45	\$ 2,500
÷ 5 payments (1 per course during coursework phase)		\$ 210
+ 10 payments (during dissertation phase)		\$ 135

The second-level Doctoral Degree (Ph.D.) is based on 60 credit hours (30 dissertation and 30 course work). The cost of the course work phase of this program is \$2,100 payable in 10 installments of \$210. The cost of the dissertation phase is \$1,350 for a total of \$3550 including the material fee.

Description	Credit-Hours	Cost
Doctoral Dissertation	30	\$ 1,350
+ Material Fee		\$100
+ Tuition (includes books & fees) Ph.D.	30	\$ 2,100
= Totals	60	\$ 3,550
÷ 10 payments (1 per course during coursework phase)		\$ 210
+ 10 payments (during dissertation phase)		\$ 135

TUITION

▼ REFUND POLICY

If a student desires, for any reason, to withdraw from an enrolled class, the following percentages of the tuition will be refunded:

- before the first class 100% refund (upon return of materials)
- after the first class 75% refund
- after the second class 50% refund
- after the third class 0% refund

Written withdrawal is required prior to any refund.

▼ MATRICULATION FEE

Some students transferring into GTCU may have accumulated enough credit-hours from various approved academic institutions to qualify for a matriculated Christian degree. The courses must be similar in nature to those offered by GTCU. There is a \$300 fee to matriculate a degree from Grace & Truth Christian University.

▼ MINISTRY LIFE EXPERIENCE CREDIT

Ministry Life Experience (MLE) credit recognizes academic study for the preaching and teaching of the Word of God in formal classes sanctioned by the church, such as adult services, children's church, and youth services. To qualify for MLE credit, the majority of the material presented should have resulted from the instructor's own study of the Word of God and not rely solely upon use of pre-printed curriculum. MLE credit will also be awarded for evangelistic speaking engagements, as well as for teaching or preaching over radio and television. Conducting Sunday school classes, home Bible studies, or cell groups does not count toward MLE credit.

Experienced ministers should see the Registrar for an *MLE Application*. There is a \$25 evaluation fee that must accompany the application at the time of submission. A further fee of \$20 per credit-hour (undergraduate level) or \$25 per credit-hour (graduate level) will be assessed for each MLE credit-hour awarded by the University. If no MLE

credit is awarded, the students will not incur an additional fee. The maximum MLE credits

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that can be awarded are 30 credit-hours for undergraduate students and 9 credit-hours for graduate students. No MLE credits can be awarded for post-graduate (doctoral) level students.

The MLE Application must be received by the Office of the Registrar within 60 days of the student's application to GTCU in order to be included in the current academic year. The Office of the Registrar will review the application and award credits for all qualifying life experience. The Registrar will send a letter showing the MLE credits for which the student is eligible and the total fee due. Upon remittance of the fee, the MLE credits will be officially awarded, and the academic standing will be reassessed. The student will then receive a report showing his or her upgraded academic standing.

Assessment for an undergraduate student awarded 30 credit-hours:

Description	Credit-Hours	Cost
MLE Evaluation Fee		\$ 25
+ MLE Credit Awarded	30 Hours @ \$20 per Hour	\$ 600
= Totals	30 Hours	\$ 625

Assessment for a graduate student awarded 9 credit-hours:

Description	Credit -Hours	Cost
MLE Evaluation Fee		\$ 25
+ MLE Credit Awarded	9 Hours @ \$25 per Hour	\$ 225
= Totals	9 Hours	\$ 250

▼ DISTANCE LEARNING

Students who are unable to attend class in person may elect to take classes via distance learning. All materials including audio recordings will be mailed to the student. Standard tuition fees plus an additional cost of **\$50** per course will apply.

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▼ ONLINE LEARNING

Students who are unable to attend classes in person may elect to matriculate via our online learning. Courses are of the same quality as those offered in class and can be accessed at <http://GTCU.digitalchalk.com>. All application fees and matriculation fees still apply. The tuition structure varies depending upon the program level:

- Academy program - \$720 annually
(6 installments of \$120/ 3-hour course)
- Audit program - \$1180 annually
(9 installments of \$120/ 3-hour course + \$100 material fee)
- Undergraduate program - \$1720 annually **
(9 installments of \$180/ 3 credit-hour course + \$100 material fee)
- Master's program - \$2620 annually **
(12 installments of \$210/ 3 credit-hour course + \$100 material fee)
- Doctoral program - ***
 - 1st level - \$2,500
(\$1350 dissertation + 5 installments of \$210 + \$100 material fee)
 - 2nd level - \$3,550
(\$1350 dissertation + 10 installments of \$210 + \$100 material fee)

Registration for all online courses and distance learning is handled through the Distance Learning Coordinator.

** No ministry practicum credit given. Undergraduate 10 courses required. Master's level 12 courses required.

*** Must coordinate course requirements with Distance Learning Coordinator.

ONLINE STUDENTS ARE REQUIRED TO PURCHASE THE REQUIRED BOOK(S) SEPARATELY.

There is a \$28.00 fee for each course recording.

Admissions Requirements

▼ NEW STUDENTS

Applicants who expect to enter a Christian degree program at Grace & Truth Christian University must have either earned a diploma from an accredited high school, passed the General Equivalency Diploma (G.E.D.) test or have an equivalent education.

▼ ADVANCE PLACEMENT CREDITS (APCs)

Students transferring credit to GTCU from another institution of higher learning must provide official, sealed transcripts sent directly from the institution to the Office of the Registrar.

Students will be granted credit for work done on an equivalent level and for a similar amount of time in subjects that fit in the student's program of study at Grace & Truth Christian University. Transferable grades must be a "C" or above. Transferred grades will be included in the student's overall grade point average (GPA) at GTCU.

Formal transfer credit evaluation is done by the Office of the Registrar after all official transcripts have been received. Transcripts must be received within 60 days of the student's application to GTCU in order for the transfer credit to be included in that academic year.

To receive a degree from GTCU, students **must** take or transfer in credits covering Program #1 subjects and complete a minimum of 30 credit-hours in one of the University's programs.

▼ MINISTRY LIFE EXPERIENCE CREDIT

Ministry Life Experience credit recognizes academic students for the preaching and teaching of the Word of God in formal classes or services sanctioned by the church. See the "Tuition" section of this handbook for complete information.

Application Process

ALL OF THE FOLLOWING STEPS must be completed before an application will be processed by the Registrar's Office:

1. Completely fill out the application. **IMPORTANT:** Use the *Grace & Truth Christian University* application if you are working toward a college degree or certificate.
2. Send a Transcript Request Form to each college, university, or institute of ministry that you have previously attended. Each institution should send transcripts to the Registrar. (You are responsible for following up with the Registrar to determine whether all of your transcripts have been received.)
3. If college transcripts will not be provided, submit one of the following proofs of high school graduation. Photocopies are acceptable for proof of satisfactory completion of high school:
 - A) Diploma
 - B) G.E.D. or Equivalent
4. Submit completed application materials to the Registrar no later than the first night of class. Include a payment of \$35, payable to Grace & Truth Christian University, to cover the application and evaluation process.
5. For experienced ministers only: If applying for Ministry Life Experience credit include an *MLE Application* and the \$25 MLE application fee.

Student Policies

▼ STANDARD OF CONDUCT

A student whose conduct is a poor testimony for Christ, and who fails to live in accordance with the scriptural ideals of Grace & Truth Christian University, will be spiritually counseled and will be disciplined to such extent as the President deems advisable. The University reserves the right to refuse admission, to put on disciplinary probation, or to dismiss any student whose conduct and/or attitude, in the judgment of the administration, is not consistent with the Christian spirit and standards which the University seeks to maintain.

By way of example: academic dishonesty, such as giving unauthorized aid on an examination or plagiarism (the intentional or unintentional presentation of another's work as your own) is not acceptable and will not be tolerated. Both are subject to disciplinary actions up to and including immediate dismissal.

▼ PERSONAL HABITS

Students are expected to abstain from the use of any tobacco, alcoholic beverages, and illegal drugs, both on and off campus. Students will also maintain behavior above reproach in cross-gender relationships avoiding appearances of evil.

▼ WOMEN'S DRESS CODE

Modesty, femininity, and good taste are the guiding principles of women's dress at Grace & Truth Christian University. Women shall wear dresses, skirts, or slacks with sweaters or blouses to classes and to all services. No low-cut necklines or dresses with slits above the knee are permitted. No bare feet, flip-flops, shorts, sweats, or t-shirts are allowed.

STUDENT POLICIES

▼ MEN'S DRESS CODE

Being well-groomed and clean are the guiding principles of men's dress at Grace & Truth Christian University. Beards are permitted if trimmed and kept neat. Hair should be properly groomed at all times. No bare feet, flip-flops, shorts, sweats, or t-shirts are allowed. Slacks and shirts with collars are required.

▼ IDENTIFICATION

I.D. badges may be required to be worn by students during class sessions. I.D. badges help instructors and fellow students get to know each other.

Policies concerning if, how, and when badges are issued; penalties for non-possession of your badge during classes; replacement costs for lost badges, etc. will be provided under separate notice.

▼ MINISTRY PRACTICUM

Students are required to serve in their local church for a minimum of 72 hours during the 9-month school year. Ministry Practicum hours must be valid volunteer work sanctioned by the local church providing training for the student while helping the local church. It does not include student ministry independent of the local church. This service, verified by a church leader, earns the student 3 credit-hours (not credited for academy, audit, or online learning). For fourth-year students, at least 50% of their hours should be in a service directly related to their major field of study. (Christian Education and Church Administration majors must have at least 72 hours of Ministry Practicum in their field. This can be either volunteer work or paid employment.) See Appendix A for a *Ministry Practicum Activity Log*, which students should use throughout the year to properly document their volunteer hours. NOTE: Ministry Practicum credit will only be granted after a student has completed 9 courses at GTCU.

▼ MASTER'S & DOCTORAL STUDENTS

SPECIAL REQUIREMENTS

All Master's and Doctoral students attending undergraduate courses must complete all course requirements, submit a mandatory 6-page research paper, and complete 200-300 additional pages (maximum 500 pages total) of reading to receive graduate or post-graduate credit for the course. If the course requires undergraduate students to submit a 6-page research paper, graduate and post-graduate students must submit a 12-page paper.

All Master's and Doctoral students are required to receive a minimum grade of a "B" in each course of study.

Master's level students are required to serve in their local church and/or community for a minimum of 176 hours during the school year (Christian Counseling students must serve at least 250 hours). This service should be in the area of their specialization, e.g., Bible teaching, Christian Education, Christian Counseling etc. This can be either volunteer work or paid employment.

All Master's and Doctoral level thesis/dissertation topics **must** be approved in advance of any student work. All dissertation work must be of publishable quality. Therefore, a dissertation must be an original and thorough treatment of the subject area chosen. Master's and Doctoral students should request a copy of the official Grace & Truth Christian University Thesis and Dissertation Guidelines from the Registrar. Every thesis and dissertation must follow these guidelines.

STUDENT POLICIES

▼ ATTENDANCE, ABSENTEE & TARDY POLICIES

Regular and punctual attendance is essential to scholastic achievement and success in ministry. Thus, students are expected to be in class at the appointed time.

Students who miss a class are required to purchase and listen to the audio recordings of the missed class prior to taking the exam. These must be ordered within one week of the missed class.

▼ COURSE REQUIREMENTS

In addition to attending class, students are expected to read all textbooks and take all quizzes, tests, and exams; to deliver any scheduled oral presentations; and to turn in any other work required on the assigned date. If a personal emergency prevents this, students are responsible for contacting the instructor and taking any missed quiz, test, or exam within two weeks. If the work is not made up within this two-week period, the student's quiz, test, or exam grade will be reduced by one letter grade for each additional week the work is late.

▼ LATE RESEARCH PAPERS

Research papers are due one week after the last class meeting date if not otherwise specified – even if the student is absent on that date. Late research papers will have an automatic grade reduction of one letter grade for each week the paper is late. A guide for preparing research papers acceptable at GTCU can be found in Appendix B.

▼ FAILING GRADE

If a student fails a course, the student will be expected to take the entire course over again. The student must demonstrate satisfactory work for the entire course before he may be eligible for a passing grade to appear on his transcript.

STUDENT POLICIES

If a Master's or Doctoral level student's grades in a class do not meet the minimum 'B' requirement, that class will not count towards the degree. Further, if a student has more than 3 courses on that level not sufficient for the degree, that student will be disqualified from the program.

▼ ACADEMIC PROBATION AND/OR DISMISSAL

Should a student's grades not meet the requirements consistently, the student may be required to switch their academic status to audit.

▼ INDIVIDUAL CLASS RECORDING

There will be no individual recording of class sessions.

▼ MISCELLANEOUS FEES

Students will not be allowed to participate in graduation exercises or receive official transcripts as long as any of the following fees have been assessed and remain unpaid. All fees are non-refundable.

- **Replacement Fee**

The University will charge a \$10 fee for creating a replacement identification badge.

- **Student Binder Fee**

There is no charge for the initial distribution of the *Catalog and Student Handbook*, and your outline binder. In the event it needs to be replaced, a fee of \$20 will be charged.

- **Change of Grade Fee**

There is a \$10 change-of-grade fee. This fee applies when a final grade report has already been submitted to the Registrar showing an incomplete ("I") grade.

STUDENT POLICIES

- **Official Transcript Request Fee**

Official transcripts are issued by the Office of the Registrar provided that the student's account is paid in full. One official transcript is provided free of charge at each graduation. Additional transcripts are \$5 each. The student must submit a transcript request form to obtain additional transcripts.

- **Returned Check Fee**

A student will be charged \$25 for any check returned to GTCU. Payment for delinquent course and the returned check fee must be paid in cash, money order, or by credit card.

- **Missed Class Recording**

GTCU will charge \$7 for USB audio recordings of missed classes; video recordings when available are \$15 for each missed class.

- **USB Wristband**

Students have the option of purchasing a USB flash drive (16 Gb) for \$15. The drive contains the Student Handbook, Student Forms, Research Paper Guidelines, Thesis and Dissertation guidelines, Academic Schedule, and various other materials. Audio and Video recordings can be loaded on this band for an additional fee. Distance Learning Students will automatically receive the wristband with their first course upon payment of the Distance Learning fee.

Academic Standards

▼ GRADING SYSTEM

<u>Grade</u>	<u>Description</u>	<u>Percentages</u>	<u>Grade Points</u>
A	Superior	91 - 100	4.0
B	Excellent	82 - 90	3.0
C	Average	73 - 81	2.0
D	Below Average	65 - 72	1.0
F	Failing	0 - 64	0.00
W	Withdrawn*		0.00
I	Incomplete		0.00

▼ GRADUATION WITH HONORS

The following honors are granted to graduating students with superior achievement and are reflected on their degree certificates:

Summa Cum Laude:	3.90 – 4.00 cumulative GPA
Magna Cum Laude:	3.65 – 3.89 cumulative GPA
Cum Laude:	3.50 – 3.64 cumulative GPA

▼ GRADE REPORTING

Grade posting provides students with the information needed to track their academic progress. Grades will be posted after each course is completed.

** Should any student desire to withdraw from school, he/she should write a letter and speak with the Academic Operations Officer to formally withdraw. Unless the student formally withdraws, the student will not be eligible for re-admission without an interview with the Academic Operations Officer and Registrar. The student who just stops attending class and does not formally withdraw will receive an “F” for any course with unsatisfied requirements. A “W” does not count against a student’s GPA.*

▼ UNSATISFACTORY STUDENT PERFORMANCE

Consistently unsatisfactory academic performance (such as course failure, unexcused absences, late reports, lack of meeting course requirements, missing final exams, etc.) may be reason for the University to terminate a student's enrollment. Students terminated for unsatisfactory academic performance will not be entitled to any tuition refund.

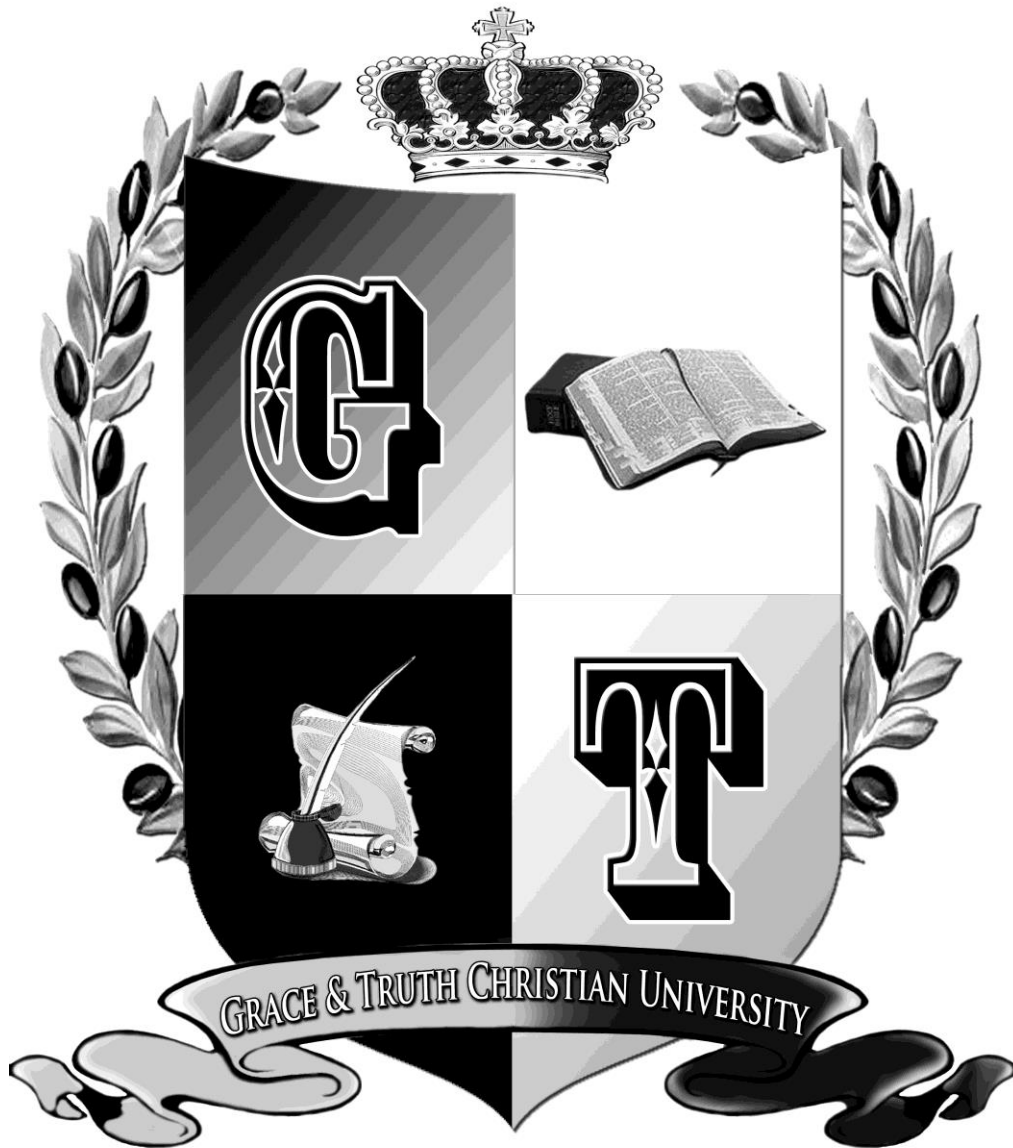
Graduation Requirements

▼ GENERAL REQUIREMENTS

The graduation requirements for the conferring of diplomas and Christian degrees are as follows:

1. Each student must have completed all required coursework in a chosen program prior to graduation. All students MUST have taken or transferred credits covering the program subjects and completed a minimum of 30 credit-hours in one of the University's programs.
2. Undergraduate students must have maintained a 2.0 or greater cumulative grade point average (GPA) while attending GTCU. Graduate students must have received a "B" or better in each class thus maintaining a 3.0 or greater cumulative GPA while attending GTCU at the graduate level.
3. Each student should submit a *Ministry Practicum Log* documenting their volunteer work for their local church. The log should be turned into the Registrar at least eight (8) weeks prior to the scheduled graduation exercise.
4. Each student must pay all tuition and fees before graduation.
5. The student must complete a *Course Tracking Schedule & Intent to Graduate Form* and submit the form to the Registrar at least 8 weeks prior to the scheduled graduation exercise. No partially completed forms will be accepted.
6. The graduating student is expected to attend the commencement exercise.

Course Catalog



2024 – 2025

Academy Programs

▼ GENERAL REQUIREMENTS

The Academy program is 6 months of university level courses to make the student effective and impactful in their current and near future assignments. A detailed description of the courses can be found under the Undergraduate Program section in this catalog.

Leadership Academy

Principles of Leadership
Submission & Authority
Christian Ethics (6 weeks)
Ministerial Ethics (6 weeks)
Ministry Stewardship

Crisis Counseling Academy

Principles of Christian Counseling I
Theological Counseling & Biblical Truth
Overcoming Abuse I
Overcoming Abuse II
Challenging Issues (4-6 weeks)
Healing the Wounded Spirit

Teachers Academy

Principles of Teaching
Classroom Management
Educating Children & Youth
Ministry of the Teacher
Congregational Teaching
Educational Psychology

Biblical Studies Academy

Romans (6 weeks)
New Testament Survey (6 weeks)
Pastoral Epistles
Systematic Theology I
Systematic Theology II

Practical Theology Academy

Principles of Faith
Ministry of Helps
Submission & Authority
New Testament Survey (6 weeks)
Methods of Bible Study (6 weeks)

Undergraduate Programs

▼ GENERAL REQUIREMENTS

All programs at GTCU are designed to include the necessary coursework to equip our graduates for the various disciplines in ministry. Grace & Truth Christian University reserves the right to change any and all programs without advance notice.

▼ CHRISTIAN DEGREES AVAILABLE

- Diploma in Theology
- Associate of Arts in Theology
- Advanced Diploma in Theology
- Bachelor of Arts in Ministry
- Bachelor of Arts in Theology
- Bachelor of Arts in Pastoral Ministry
- Bachelor of Arts in Christian Counseling
- Bachelor of Science in Christian Education
- Bachelor of Science in Church Administration

Any degree program with “Arts” or “Science” in the title requires 30 credit-hours of general education subjects. These credits can be transferred from another institution of higher learning or met by completing additional coursework beyond the general education courses included in our basic programs. Students without the 30 credit hours of general education subjects will receive the degree without the “Arts” or “Science” designation (i.e. Bachelor in Theology).

▼ UNDERGRADUATE TRACKS

Grace & Truth Christian University has established undergraduate coursework in 30 credit-hour programs. The President may choose to substitute up to 3 courses (9 credit-hours) within any program.

UNDERGRADUATE PROGRAMS

▼ PROGRAMS #1, #2, #3, & #4 FOR ALL TRACKS

Programs #1 & #2 are foundational in nature and required for all GTCU students. Programs #3 & #4 are designed to help students achieve a greater degree of effectiveness in any area of church-related ministry. Each program is made up of 9 courses and 1 Ministry Practicum for 3 credit-hours each, making a total of 30 credit-hours. (See the charts on this and the following pages.)

TYPICAL PROGRAM #1 COURSE LIST

Course#	Title	Credit-Hours
TH-101	Principles of Faith	3
TH-114	Christian Character	3
TH-102	Biblical Finances	3
TH-103	Ministry of Helps	3
TH-218	Principles of Prayer	3
TH-105	Life & Teachings of Christ I	3
TH-106	Life & Teachings of Christ II	3
TH-219	Ministry Gifts & Church Government	3
TH-112	Submission & Authority	3
MP-100	Ministry Practicum – Freshman	3
Total Credit-Hours		30

UNDERGRADUATE PROGRAMS

TYPICAL PROGRAM #2 COURSE LIST

Course#	Title	Credit-Hours
TH-223	Systematic Theology I	3
TH-224	Systematic Theology II	3
TH-225	Systematic Theology III	3
TH-104	Methods of Bible Study	4.5
TH-226	Spiritual Gifts	3
TH-109	New Testament Survey	4.5
TH-205	Old Testament Survey I	3
TH-206	Old Testament Survey II	3
MP-200	Ministry Practicum – Sophomore	3
Total Credit-Hours		30

TYPICAL PROGRAM #3 COURSE LIST

Course#	Title	Credit-Hours
TH-301	Homiletics I	3
TH-304	Romans	4.5
TH-306	The Anointing	3
TH-308	Galatians	3
TH-413	Revelation	4.5
TH-310	Hermeneutics I	3
TH-311	Hermeneutics II	3
TH-315	Principles of Leadership	3
MP-300	Ministry Practicum – Junior	3
Total Credit-Hours		30

UNDERGRADUATE PROGRAMS

TYPICAL PROGRAM #4 COURSE LIST

Course#	Title	Credit-Hours
ED-401	Principles of Teaching	3
TH-402	Authority of the Believer	3
TH-404	Acts of the Apostles	3
TH-407	I Corinthians	3
TH-408	II Corinthians	3
TH-401	Biblical Theology	3
TH-415	Tabernacles of God	3
TH-418	Church History	3
TH-420	Hebrews	3
MP-400	Ministry Practicum – Senior	3
Total Credit-Hours		30

▼ PROGRAMS #3 & #4: SPECIFIC BACCALAUREATE TRACKS

Program #3 & #4 courses are grouped into “tracks” and provide a subject concentration focused on the student’s major field of study. A maximum of 2 courses may be substituted in this track as long as they have the same subject concentration.

All baccalaureate tracks equip the student for full-time Christian service and prepare him for graduate studies in Theology and related fields. Each track is made up of 9 courses and 1 Ministry Practicum for 3 credit-hours each, for a total of 30 credit-hours. At least 50% of the Ministry Practicum must be directly related to the student’s major field of study. (Christian Education and Church Administration majors must have at least 72 hours of Ministry Practicum in their field.)

UNDERGRADUATE PROGRAMS

NOTE: Pursing a degree in a field other than theology at Grace & Truth Christian University is dependent upon several factors:

- 1) Having a qualified instructor in that area of study
- 2) Student interest in that area
- 3) State laws regulating that area of study

Please check with the Registrar to see what degrees other than theology are available.

TRACK #1: THEOLOGY

This major course of study gives the student a solid foundation in the Word of God, meets the needs of the Christian worker by equipping them for various areas of full-time Christian service, and prepares them for graduate studies in Theology and related fields.

TRACK #2: PASTORAL MINISTRY

This major course of study equips the student for full-time pastoral ministry in the local church.

TRACK #3: CHRISTIAN COUNSELING

This course of study equips the student for full-time Christian service in counseling.

TRACK #4: CHRISTIAN EDUCATION

This major course of study equips the student for teaching in a Christian Education program for a Christian school, a local congregation or Bible training program encompassing children, youth, and/or adults.

TRACK #5: CHURCH ADMINISTRATION

This major course of study is designed to effectively manage the business operations and workforce of a local church or ministry organization.

TRACK #6: NEW TESTAMENT STUDIES

This major course of study provides the student with an in-depth analysis of the New Testament. The student is equipped for various areas of full-time Christian service.

UNDERGRADUATE PROGRAMS

TYPICAL PROGRAM #4 COURSE LIST PASTORAL MINISTRY TRACK

Course#	Title	Credit-Hours
TH-407	I Corinthians	3
TH-408	II Corinthians	3
TH-415	Tabernacles of God	3
ED-406	Congregational Teaching	3
CA-402	Biblical Principles of Management	3
CA-405	501 (c) (3) Status	3
CA-403	Incorporation	3
CA-406	Tax Guidelines for Churches and Religious Organizations	3
CA-408	Fundraising & Grant Writing	3
MP-400	Ministry Practicum – Senior	3
Total Credit-Hours		30

TYPICAL PROGRAM #4 COURSE LIST CHRISTIAN COUNSELING TRACK

Course#	Title	Credit-Hours
CC-401	Principles of Christian Counseling I	3
CC-402	Principles of Christian Counseling II	3
CC-403	Counseling with ^{Scripture}	3
CC-404	God, Marriage & Family	3
CC-405	Living Single	3
CC-406	Challenging Issues in Biblical Counseling	3
CC-407	Overcoming Abuse I	3
CC-408	Overcoming Abuse II	3
CC-409	Temperament Theory	3
MP-400	Ministry Practicum - Senior	3
Total Credit-Hours		30

UNDERGRADUATE PROGRAMS

TYPICAL PROGRAM #4 COURSE LIST CHRISTIAN EDUCATION TRACK

Course#	Title	Credit-Hours
ED-401	Principles of Teaching	3
ED-402	Introduction to Christian Education	3
ED-403	Educational Psychology	3
ED-414	Classroom Management	3
ED-405	Educating Children & Youth	3
ED-406	Congregational Teaching	3
CC-413	Principles of Child & Adolescent Counseling	3
ED-415	Ministry of the Teacher	3
ED-408	Christian Literature	3
MP-400	Ministry Practicum – Senior	3
Total Credit-Hours		30

TYPICAL PROGRAM #4 COURSE LIST CHURCH ADMINISTRATION TRACK

Course#	Title	Credit-Hours
CA-401	Church Administration I	3
CA-402	Church Administration II	3
TH-207	Ministerial Ethics	4.5
TH-315	Principles of Leadership	3
CA-403	Incorporation & 501 (c) (3) Status	3
TH-112	Submission & Authority	3
CA-406	Tax Guidelines & Accounting Software	3
CA-408	Fundraising and Grant Writing	3
TH-447	Ministry Stewardship	3
MP-400	Ministry Practicum –Senior	3
Total Credit-Hours		31.5

UNDERGRADUATE PROGRAMS

TYPICAL PROGRAM #4 COURSE LIST NEW TESTAMENT STUDIES TRACK

Course#	Title	Credit-Hours
TH-440	Gospels I	3
TH-441	Gospels II	3
TH-404	Acts of the Apostles	3
TH-442	General Pauline Epistles I	3
TH-443	General Pauline Epistles II	3
TH-405	Pastoral Epistles	3
TH-446	Johannine Writings	4.5
TH-413	Revelation	4.5
MP-400	Ministry Practicum –Senior	3
Total Credit-Hours		30

Undergraduate Courses

▼ THEOLOGY (TH)

TH-101 Principles of Faith

This course explains the concept of faith in God and His Word. Emphasis is placed on scriptural ways to develop ever-increasing faith in God.

TH-102 Biblical Finances

This course reveals God's plan of provision and abundance for His people. It emphasizes the need for faith and an understanding of the principles necessary to receive God's best.

TH-103 Ministry of Helps

This course assists the student in understanding the value of serving in the Body of Christ and helps them find their place of service.

TH-104 Methods of Bible Study

This course explores various tools and methods of Bible study, including book, character, word, and topical studies. Students are trained in a variety of book-based study aids and become familiarized with computer-based study tools.

TH-105 Life & Teachings of Christ I

TH-106 Life & Teachings of Christ II

These courses provide an outline of the life and teachings of Jesus Christ and survey the order of the events in His earthly ministry.

TH-109 New Testament Survey

This course provides an overview of the main thoughts and the central themes of the twenty-seven books of the New Testament.

UNDERGRADUATE COURSES

TH-112 Submission & Authority

This course will help students develop a scriptural understanding of submission to authority as God has ordained it within the home, the local church, and the universal Church.

TH-114 Christian Character

This course is designed to give the student a solid moral character based on spiritual enlightenment. The blessings of God follow moral and ethical behavior, and these are essential for any minister of the Gospel.

TH-202 Discovering Your Purpose

This course will help students discover their specific purpose in life and ministry, while it inspires and equips them to boldly fulfill their God-given destiny.

TH-205 Old Testament Survey I

TH-206 Old Testament Survey II

These courses provide an overview of the messages, the authors, and the main themes of the books of the Old Testament.

TH-207 Ministerial Ethics

This course sets a standard of excellence in ethical conduct. It exposes common ethical problems faced by ministers and provides preventive strategies.

TH-218 Principles of Prayer

This course helps the student understand the principles and purpose of prayer as outlined in the Bible. The students will cover the different kinds of prayer, the function of prayer in our daily lives, and how to pray and seek God on a daily basis.

UNDERGRADUATE COURSES

TH-219 Ministry Gifts & Church Government

This course teaches the student the function and the characteristics of the five-fold ministry gifts. It will emphasize church leadership and the responsibilities of each office of church government.

TH-223 Systematic Theology I

TH-224 Systematic Theology II

TH-225 Systematic Theology III

These courses provide the student with a general study of Bible doctrine. It covers the ten major areas of Systematic Theology: Bibliology, Theology, Divine Healing, Pneumatology, Angelology, Anthropology, Harmartiology, Soteriology, Ecclesiology, and Eschatology.

TH-226 Spiritual Gifts

This course gives the student a working knowledge of the nine New Testament gifts of the Spirit as described in I Corinthians 12 and 14.

TH-301 Homiletics I

This course acquaints the student with practical principles of preaching and teaching. The focus of this class is two-fold: (1) the preparation of the sermon outline and (2) the delivery of the sermon through verbal and non-verbal communication.

TH-304 Romans

This course examines the most powerful doctrinal book of the New Testament with emphasis on salvation by grace, man's desperate need for a Savior, and the practical application of Christianity.

TH-306 The Anointing

This course helps the student identify the anointing of God in the Old and New Testaments and specifically in the life and ministry of Jesus Christ. It will also help the student understand the anointing from God that is available to believers.

UNDERGRADUATE COURSES

TH-308 Galatians

This course provides a detailed study of the contrast between the works of the Law and the work of the Spirit; the fruit of the flesh and the fruit of the Spirit; and living under legalism versus living under grace.

TH-309 Ephesians

Ephesians reveals the mystery of the Church as the Body of Christ, recreated in Christ Jesus to express Christ's fullness on earth. It also covers practical matters of relationships with other believers, our families, and employers.

TH-310 Hermeneutics I

TH-311 Hermeneutics II

These courses teach the various types of biblical interpretations and cover the principles and approaches for a correct understanding of each type.

TH-315 Principles of Leadership

This course helps students recognize, develop, and refine the personal characteristics necessary to be a truly effective leader – the kind people want to follow.

TH-401 Biblical Theology

This course is a study of God as He has revealed Himself to us in the Scriptures.

TH-402 Authority of the Believer

This course helps the student understand the authority that God has given them as a believer and challenges them to walk in that authority in their daily lives.

TH-404 Acts of the Apostles

This course is a study of the powerful ministry of the Holy Spirit in the early New Testament Church and challenges students to expect the same powerful outpouring in these last days.

UNDERGRADUATE COURSES

TH-405 Pastoral Epistles

This course studies “Paul’s” letters to Timothy and Titus, emphasizing qualifications for the ministry.

TH-407 I Corinthians

TH-408 II Corinthians

This course provides a study of I & II Corinthians, including the background of Corinth, the resolving of various church problems, as well as a study of biblical love, spiritual gifts, and the doctrine of resurrection.

TH-410 Personal Evangelism

This course examines the biblical principles of effective evangelism: the message, the mandate, the motivation, and the methods.

TH-413 Revelation

This course is a verse-by-verse study of the book of Revelation as it relates to the redemptive plan of God and end-times events.

TH-415 Tabernacles of God

This course provides a comparative study of the Tabernacle of Moses, the Tabernacle of Heaven, and the Tabernacle of David. Emphasis will be placed on the types and shadows of the redemptive work of Christ.

TH-418 Church History

This course teaches the student the origin of the Christian Church, its birth, and its development from the Day of Pentecost through modern times.

TH-420 Hebrews

This course covers the book of Hebrews with emphasis on the “Superiority of Christ” and His high priestly work.

UNDERGRADUATE COURSES

TH-421 Expository Preaching

This course helps students prepare and deliver sermons that will bring the Scriptures to life.

TH-423 Pastoral Theology

This course provides a study of the special duties of the pastoral ministry including weddings, funerals, and the ordinances of communion and baptism.

TH-431 Christian Ethics

This course examines ethical views based on the Word of God.

TH-432 Argumentation and Debate I

TH-433 Argumentation and Debate II

These courses cover the fundamentals of formal debate including logic, research, case construction, negative strategies, and evidence.

TH-440 Gospels I

TH-441 Gospels II

These courses provide an in-depth study of the Gospels. Historical and textual criticisms will be applied in order to bring illumination on the depth of the gospel message.

TH-442 General Pauline Epistles I

TH-443 General Pauline Epistles II

These courses provide an in-depth study of Paul's instructions for the early church and their application in the 21st Century church.

TH-444 Non- Pauline Epistles I

TH-445 Non- Pauline Epistles II

These courses provide a historical and cultural approach to evaluating the significance of the epistles not written by the Apostle Paul.

UNDERGRADUATE PROGRAMS

TH-446 Johannine Writings I

TH-447 Johannine Writings II

This course provides an exposition of the original text, its historical context, and its relevance for Christians today.

TH-448 Ministry Stewardship

This course defines steward and the areas and divine purposes of stewardship in every aspect of the believer's life.

TH-502 Apologetics I

TH-503 Apologetics II

These courses provide an overview of worldviews and the Christian's means of defense. A detailed study on the apologetics of Jesus is also covered.

▼ CHRISTIAN COUNSELING (CC)

CC-400 Introduction to Pastoral Counseling I

This course introduces the Pastoral counselor to the basic principles in pastoral counseling. It is a prelude to Mastering Pastoral Counseling which instructs on how to deal with practical issues straight on, how to counsel problems from a pastoral perspective, and how to discover resources for reducing frustration and increasing your effectiveness.

CC-401 Principles of Christian Counseling I

This course introduces the student to the biblical basis for the counseling ministry.

CC-402 Principles of Christian Counseling II

This course is a continuation of Biblical Counseling I. This course gives special attention to the needs of hurting people and the biblical ways in which those needs are to be met.

UNDERGRADUATE COURSES

CC-403 Counseling with Scripture

This course trains students in the necessary and appropriate use of Scripture as the foundation for all Christian counseling. Emphasis will be placed on gaining a balanced look at the physical, spiritual, and emotional needs of the counselee.

CC-404 God, Marriage & Family

This course introduces the student to the biblical pattern for marriage. The student will learn of the God-ordained role for the husband/father and the wife/mother. This course goes on to teach the student on topics concerning the heart of commitment, family relations, and marriage and ministry.

CC-405 Living Single

This course introduces the student to God's designed plan for the single individual. The student will be instructed on how to assist singles through the problems that they may/will encounter in life, and how to assist singles in the areas of courtship and marriage preparation.

CC-406 Challenging Issues in Biblical Counseling

This course provides the student with insight on how to assist counsees in fostering healthy relationships with others, how to overcome misbelief and destructive self-talk, insights on grief, and its causes and effects.

CC-407 Overcoming Abuse I

This course familiarizes the student with the different types of emotional abuse and the damaging effects that come along with them. The student will be trained in assisting victims in recognizing their abuse, assisting individuals in healing and restoration, and how to safeguard themselves from being entrapped in the future by emotional abuse.

CC-408 Overcoming Abuse II

This course is a continuation of Overcoming Abuse I. The student will be introduced to the different types of physical abuse and the danger that comes with them. The student will be taught on assisting those who are abused in the categories of child abuse, sexual abuse, and spousal abuse.

UNDERGRADUATE COURSES

CC-409 Temperament Theory

This course provides students with an understanding of the different types of temperaments and insight into how to improve our daily interactions with others.

CC-410 Pre-Marital Counseling

This course is designed to teach the student on the importance of assisting the pre-marital counselee in learning to build a union that will survive during the course of life, and to enlighten the counselee on the preventive skills necessary for a successful marriage.

CC-411 Marriage Counseling

This course is designed to prepare the student to counsel those who have troubled marriages by helping to bring about change and to promote commitment.

CC-412 Parental Boundaries with Children

In this course of study, the student will learn to assist parents in recognizing the boundary issues underlying child behavioral problems, how to set boundaries and establish consequences with children.

CC-413 Principles of Child & Adolescent Counseling

In this course students will examine several of the issues concerning children and adolescents today and will study a variety of techniques which will aid them in their counseling.

CC-414 Inner Man Transformation I

CC-415 Inner Man Transformation II

This course is designed to enlighten the student on how to assist the counselee with inner healing in various areas of life.

CC-416 Healing the Wounded Spirit

This course provides the student with Biblical answers to the problems of evil, sin and suffering, how to bring individuals back to fellowship with the Lord, and how to bring restoration to the inner most being of those that desire healing within

UNDERGRADUATE COURSES

CC-417 Family Restoration

This course provides students with insight on the spiritual challenge of restoring the family to Christ, and how to mobilize the Church as a family training center.

CC-418 Mastering Pastoral Counseling

This course instructs the Pastoral counselor on how to deal with practical issues straight on, how to counsel problems from a pastoral perspective, and how to discover resources for reducing frustration and increasing your effectiveness.

CC-419 Theological Counseling & Biblical Truth

This course is designed to give an understanding of why biblical counseling should rely solely on the Word of God, and to give an understanding of how Scripture meets the needs of mankind. In this course students will receive insight on applying the doctrines of God, man, salvation, sanctification, and the Church.

CC-420 Theology & Theory

The purpose of this course is to examine popular counseling theories and to see if there can be areas of integration with Christian Theology.

▼ CHRISTIAN EDUCATION (ED)

ED-401 Principles of Teaching

This course provides practical help with the process of teaching the Bible: lesson plan preparation, presentation of spiritual truths, and how to reevaluate what students have learned.

ED-402 Introduction to Christian Education

This course gives students an understanding of the philosophy of Christian education as contrasted with secular humanism.

ED-403 Educational Psychology

This course provides a comprehensive study of the principles underlying the teaching-learning process.

UNDERGRADUATE COURSES

ED-405 Educating Children & Youth

This course explores the characteristics and needs of adolescents, including junior high, senior-high, and older youth.

ED-406 Congregational Teaching

This course focuses on the development of action-guiding models and guidelines to guide the teaching ministries in one's own particular congregation.

ED-408 Christian Literature

This course provides a study of the basic principles and approaches to literature from a Christian perspective.

ED-414 Classroom Management

This course covers the application of education theories in the classroom and how to handle different management situations.

ED-415 Ministry of the Teacher

This course examines the character, ethics, and heart of the teacher. The expectations and responsibilities of the teacher will also be reviewed.

ED-416 Articulation, Presentation & Curriculum I

ED-417 Articulation, Presentation & Curriculum II

These courses are designed to equip the student with the ability to articulate in a fashion to persuade others on what it is that they believe. Students will also be prepared to communicate in writing their views on various theological subjects. Once mastered, the student will then utilize verbal and written communication skills to develop curriculum on many levels.

ED-418 Mastering Curriculum

This course examines the creation and implementation of curriculum for all age groups.

UNDERGRADUATE COURSES

ED-419 Christianity & Culture

This course covers worldviews and how they influence the culture including music, art, movies, and other areas. Activities include examples of witnessing and teaching Christianity amidst the culture climate.

▼ **CHURCH ADMINISTRATION (CA)**

CA-401 Biblical Principles of Management I

This course teaches the principles of effective and productive administration within the church environment. It covers the basic concepts of personnel management from a biblical perspective. It covers team building, delegating, time management, performance evaluations, and handling organizational conflict.

CA-402 Biblical Principles of Management II

This course teaches effective administration within the church from the financial perspective.

CA-403 Incorporation & 501 (c) (3) Status

This course is designed to acquaint students to the various aspects of incorporation including, but not limited to the definition and purpose of incorporation, types of incorporation, advantages and disadvantages, how to incorporate, Board structure, fiduciary duties of the Board, by-laws, and recording of corporate minutes. In addition, the students will discover what it means to have a 501 status, examine the various types of 501 organizations, the advantages and disadvantages, how to prepare an organization to meet 501 standards, and filing for 501 status.

CA-406 Tax Guidelines & Accounting Software

Students learn what it means to have tax exempt status, how the tax-exempt status may be jeopardized, what unrelated business means to an organization's tax status.

UNDERGRADUATE COURSES

CA-408 Fundraising and Grant Writing

Empowering non-profit organizations in building a biblical community, “God’s work done God’s way to produce God’s results, and you will Never lack God’s resources.” – Bob Vickers

CA-415 Accounting Software

Students will learn on the software system that the church they are working for is using. They will be trained through that church or Christian organization.

CA-416 Business Math

Students will learn essential business mathematic concepts.

▼ LANGUAGE ARTS (LA)

LA-227 English Composition I

LA-228 English Composition II

LA-229 English Composition III

Students will learn to employ a writing process including prewriting/planning, rough drafting, peer feedback, conceptual revision, copy editing, final drafting, and proofreading. The student will construct clear sentences employing precise word choices and appropriate punctuation and be able to distinguish the structure of an essay and provide concrete and relevant support for the thesis.

LA-230 Professional Speaking I

LA-231 Professional Speaking II

LA-232 Professional Speaking III

These courses deal with effective presentation planning and oral delivery methods focusing on practical methods of speech composition, organizational patterns, and delivery strategies.

LA-233 Introduction to Christian Writing

This course will assist the student in seeing the ministry of writing as well as the building blocks and techniques behind being effective.

UNDERGRADUATE COURSES

LA-234 Principles of Publishing

This course enlightens the student on query letters, manuscripts, and responsibilities of agents and editors as they desire to be effective in publishing.

▼ **MINISTRY PRACTICUM (MP)**

MP-100, 200, 300, 400 Ministry Practicum

Ministry Practicum gives students University credit for volunteer ministry in their local church. NOTE: Ministry Practicum credit will only be granted after a student has completed 9 courses at Grace & Truth Christian University.

Master's Programs

The Master's level program contains courses grouped in "tracks" which provide a subject concentration focused on the student's major field of study.

THE FOLLOWING CHRISTIAN MASTER'S DEGREES ARE AVAILABLE:

- Master of Arts in Ministry
- Master of Arts in Theology
- Master of Arts in Pastoral Ministry
- Master of Arts in Christian Counseling
- Master of Arts in Christian Education

Note: "Arts" designation requires 30 credit hours of general education subjects. Students not meeting this requirement will get a Master in the field of study (i.e. Master in Ministry).

MASTER'S TRACKS – PROGRAM #5

All Master's level tracks are designed for qualified individuals who want an in-depth study of a particular area of ministry. Grace & Truth Christian University has established Master's coursework in 36 credit-hour programs. Each track is made of 9 courses, 1 Ministry Practicum for 3 credit-hours, and a formal thesis worth 6 credit-hours for a total of 36 credit-hours.

MASTER'S LEVEL ENTRANCE REQUIREMENTS

Theology candidates must have earned a Bachelor's Degree with a Theological major from a recognized college or university. Leveling courses may be required. If the Bachelor's Degree is in an unrelated field, 60 credit-hours of biblical foundation courses are required before starting at the Master's level.

(Experienced ministers please contact the Registrar for information and forms to apply for Ministry Life Experience credit.)

MASTER' S PROGRAMS

TRACK #1: THEOLOGY

This major course of study is for students who desire to expand their training and deepen their knowledge and understanding of the Bible and Theology.

TRACK #2: PASTORAL MINISTRY

This major course of study helps pastors increase their effectiveness in the work of the ministry.

TRACK #3: CHRISTIAN COUNSELING

This major course of study helps ministers to be effective in counseling based on biblical principles.

TRACK #4: CHRISTIAN EDUCATION

This major course of study equips the student for teaching in a Christian Education program encompassing children, youth and/or adults.

TYPICAL PROGRAM #5 COURSE LIST THEOLOGY TRACK

Course#	Title	Credit-Hours
TH-5539	Hermeneutics II	3
TH-5502	Apologetics I	3
TH-5424	Life after Death	3
TH-5307	Modern Cults & False Religions of the World	3
TH-5425	Beginning New Testament Greek	3
TH-5431	Christian Ethics	4.5
TH-5413	Revelation	4.5
TH-5420	Hebrews	3
MP-5500	Ministry Practicum –Senior	3
WR-5500	Master's Thesis (min. 50 pages)	6
Total Credit-Hours		36

MASTER' S PROGRAMS

TYPICAL PROGRAM #5 COURSE LIST PASTORAL MINISTRY TRACK

Course#	Title	Credit-Hours
TH-5502	Apologetics I	3
TH-5539	Hermeneutics II	3
TH-5212	Customs of Bible Times	3
TH-5433	Phillipians, Colossians, Philemon	3
ED-5401	Principles of Teaching	3
CC-5417	Mastering Pastoral Counseling	3
CC-5410	Pre-Marital Counseling	3
TH-5405	Pastoral Epistles	3
CC-5404	God, Marriage & Family	3
MP-5500	Ministry Practicum – Senior	3
WR-5500	Master's Thesis (min. 50 pages)	6
Total Credit-Hours		36

TYPICAL PROGRAM #5 COURSE LIST CHRISTIAN COUNSELING TRACK

Course#	Title	Credit-Hours
CC-5418	Mastering Pastoral Counseling	3
CC-5410	Pre-Marital Counseling	3
CC-5411	Marriage Counseling	3
CC-5412	Parental Boundaries with Children	3
CC-5413	Principles of Child & Adolescent Counseling	3
CC-5416	Healing the Wounded Spirit	3
CC-5414	Inner Man Transformation I	3
CC-5417	Family Restoration	3
CC-5419	Theological Counseling & Biblical Truth	3
MP-5500	Ministry Practicum – Senior	3
WR-5500	Master's Thesis (min. 50 pages)	6
Total Credit-Hours		36

MASTER' S PROGRAMS

TYPICAL PROGRAM #5 COURSE LIST CHRISTIAN EDUCATION TRACK

Course#	Title	Credit-Hours
ED-5401	Principles of Teaching	3
ED-5403	Educational Psychology	3
ED-5418	Mastering Curriculum	3
ED-5419	Christianity & Culture	3
CC-401	Principles of Christian Counseling I	3
TH-5310	Hermeneutics I	3
TH-5311	Hermeneutics II	3
TH-5315	Principles of Leadership	3
TH-5502	Apologetics I	3
MP-5500	Ministry Practicum – Senior	3
WR-5500	Master's Thesis (min. 50 pages)	6
Total Credit-Hours		36

Doctoral Programs

All Doctoral level programs are individually designed for qualified individuals who want an in-depth study in a particular area of ministry. Grace & Truth Christian University offers two degree tracks at the Doctoral (6th year) level.

▼ THE FOLLOWING CHRISTIAN DOCTORAL DEGREES ARE AVAILABLE:

First-Level Doctoral Degrees

- Doctor of Ministry in Theology (D. Min.)
- Doctor of Ministry in Pastoral Ministry (D. Min.)
- Doctor of Ministry in Christian Counseling (D. Min.)

Second-Level Doctoral Degrees

- Doctor of Philosophy in Theology (Ph.D.)
- Doctor of Philosophy in Pastoral Ministry (Ph.D.)
- Doctor of Philosophy in Christian Counseling (Ph. D.)

▼ ENTRANCE REQUIREMENTS

First-Level Doctoral Degrees

To enter a Doctoral program, a student must have earned a Master's Degree with a Theological or Counseling major from a recognized college or university. Leveling courses may be required.

This 45 credit-hour program is designed as in-ministry education for ministry professionals and will build on ministry experience and previous education while challenging individual candidates to pursue and realize their full potential.

DOCTORAL PROGRAMS

PROGRAM REQUIREMENTS

1. The completion of 5 post-graduate level courses related to the student's major and pre-approved by the Academic Dean.
2. One major dissertation with a minimum of 150 pages. Formal GTCU dissertation guidelines are available to Doctoral candidates upon request.
3. Defense of dissertation is required prior to awarding of the degree.

▼ ENTRANCE REQUIREMENTS

Second-Level Doctoral Degrees

The Ph. D. program is 60 credit hours of an in-depth study of a specialized area. The entry requirements listed above in the first level doctoral degree program also apply.

PROGRAM REQUIREMENTS

1. Complete 10 post-graduate level courses related to the student's major and pre-approved by the Academic Dean.
2. One major dissertation with a minimum of 175 pages. Formal GTCU dissertation guidelines are available to Doctoral candidates upon request.
3. Defense of dissertation is required prior to awarding of the degree.

Graduate Courses

▼ THEOLOGY (TH)

TH-5212 Customs of Bible Times

This course familiarizes the student with some of the cultural peculiarities of the settings for various books of the Bible and will enhance proper Bible interpretation in light of these customs.

TH-5301 Acts of the Apostles

This course studies the ministry of the Holy Spirit in the New Testament Church as ministered through the Apostles.

TH-5307 Modern Cults & False Religions of the World

This course provides a critique of the seven major world religions. In addition, the course will briefly survey the major cultic structures that have arisen in the United States (Jehovah Witnesses, Mormonism, Unity, etc.) that are providing the greatest challenge to the Church today.

TH-5310 Hermeneutics I

TH-5311 Hermeneutics II

These courses teach the various types of biblical interpretation and cover the principles and approaches for a correct understanding of each type.

TH-5315 Principles of Leadership

This course helps students recognize, develop, and refine the personal characteristics necessary to be a truly effective leader.

TH-5401 Systematic Theology I

TH-5402 Systematic Theology II

TH-5403 Systematic Theology III

These courses provide the student with a general study of Bible doctrine. It covers the ten major areas of systematic theology: Bibliology, Theology, Divine Healing, Pneumatology, Angelology, Anthropology, Harmartiology, Soteriology, Ecclesiology, and Eschatology.

TH-5405 Pastoral Epistles

This course studies “Paul’s” letters to Timothy and Titus, emphasizing qualifications for the ministry.

TH-5413 Revelation

This course is a verse-by-verse study of the book of Revelation as it relates to the redemptive plan of God and end-times events.

TH-5420 Hebrews

This course is an advanced study of the Epistle to the Hebrews with emphasis upon the contrasts between the Old and New Testament covenants.

TH-5424 Life after Death

This course is a detailed study of life after death as chronicled in the Bible.

TH-5425 Beginning New Testament Greek

This course is an introduction to the Greek language.

TH-5433 Philippians, Colossians, Philemon

This course is a verse-by-verse study of Philippians, Colossians and Philemon emphasizing the relationship between Christ and His Church.

TH-5436 Isaiah

This course provides an intensive study of the prophet Isaiah, his message, and the general historical background of the book.

GRADUATE COURSES

TH-5502 Apologetics I

TH-5503 Apologetics II

These courses should be called “In Defense of the Faith.” They cover the nature and strategy for defending the Christian faith including the apologetics of Jesus.

TH-5504 Pneumatology (Holy Spirit)

This course provides a thorough study of the third Person of the Trinity, including the gifts and the fruit of the Holy Spirit. The work of the Holy Spirit today will be emphasized.

▼ CHRISTIAN COUNSELING (CC)

CC-5404 God, Marriage & Family

This course introduces the student to the biblical pattern for marriage. The student will learn of the God-ordained role for the husband/father and the wife/mother. This course goes on to teach the student on topics concerning the heart of commitment, family relations, and marriage and ministry.

CC-5410 Pre-Marital Counseling

This course is designed to teach the student on the importance of assisting the pre-marital counselee in learning to build a union that will survive during the course of life, and to enlighten the counselee on the preventive skills necessary for a successful marriage.

CC-5411 Marriage Counseling

This course is designed to prepare the student to counsel those who have troubled marriages by helping to bring about change and to promote commitment.

CC-5412 Parental Boundaries with Children

In this course of study, the student will learn to assist parents in recognizing the boundary issues underlying child behavioral problems, how to set boundaries and establish consequences with children.

CC-5414 Inner Man Transformation I

CC-5415 Inner Man Transformation II

These courses are designed to enlighten the student on how to assist the counselee with inner healing in various areas of life.

CC-5416 Healing the Wounded Spirit

This course provides the student with biblical answers to the problems of evil, sin, and suffering, how to bring individuals back to fellowship with the Lord, and how to bring restoration to the inner most being of those that desire healing within.

CC-5417 Family Restoration

This course provides students with insight on the spiritual challenge of restoring the family to Christ, and how to mobilize the Church as a family training center.

CC-5418 Mastering Pastoral Counseling

This course instructs the Pastoral counselor on how to deal with practical issues straight on, how to counsel problems from a pastoral perspective, and how to discover resources for reducing frustration and increasing your effectiveness.

CC-5419 Theological Counseling & Biblical Truth

This course is designed to give an understanding of why biblical counseling should rely solely on the Word of God, and to give an understanding of how Scripture meets the needs of mankind. In this course students will receive insight on applying the doctrines of God, man, salvation, sanctification, and the Church.

CC-5420 Theology & Theory

The purpose of this course is to examine popular counseling theories and to see if there can be areas of integration with Christian Theology.

GRADUATE COURSES

▼ CHRISTIAN EDUCATION (ED)

ED-5401 Principles of Teaching

This course provides practical help with the process of teaching the Bible: lesson plan preparation, presentation of spiritual truths, and how to reevaluate what students have learned.

ED-5402 Introduction to Christian Education

This course gives students an understanding of the philosophy of Christian education as contrasted with secular humanism.

ED-5403 Educational Psychology

This course provides a comprehensive study of the principles underlying the teaching-learning process.

ED-5405 Educating Children & Youth

This course explores the characteristics and needs of adolescents, including junior high, senior-high, and older youth.

ED-5406 Congregational Teaching

This course focuses on the development of action-guiding models and guidelines to guide the teaching ministries in one's own particular congregation.

ED-5408 Christian Literature

This course provides a study of the basic principles and approaches to literature from a Christian perspective.

ED-5414 Classroom Management

This course covers the application of education theories in the classroom and how to handle different management situations.

ED-5415 Ministry of the Teacher

This course examines the character, ethics, and heart of the teacher. The expectations and responsibilities of the teacher will also be reviewed.

ED-5418 Mastering Curriculum

This course examines the creation and implementation of curriculum for all age groups.

ED-5419 Christianity & Culture

This course covers worldviews and how they influence the culture including music, art, movies, and other areas. Activities include examples of witnessing and teaching Christianity amidst the culture climate.

▼ MINISTRY PRACTICUM (MP)

MP-5500 Ministry Practicum

Ministry Practicum gives students University credit for volunteer ministry in their local church. Master's level students are required to serve in their local church and/or community for a minimum of 176 hours during the school year (Christian Counseling students must serve at least 250 hours). This service should be in the area of their specialization, i.e., Bible teaching, Counseling and Christian Education. This can be either volunteer or paid employment.

No credit is given for Ministry Practicum at the Doctoral level.

▼ MASTER'S THESIS (WR)

WR-5500 Master's Thesis (6 credit-hours)

A 50-page, formal paper on a topic related to the student's major area of study and Guidelines for Writing a Master's Thesis is available from the Registrar.

Faculty & Administration

THOMAS L. DOZIER, PH.D., M.A., B.A.

President, Grace & Truth Christian University

Pastor of The Word of Grace and Truth Ministries

Education:

Morris Brown College, Faith Theological Seminary, Life Christian University

KAREN FERGUSON BARNES, PH.D., M.A., B.A.

Vice President, Grace & Truth Christian University

Professor of Christian Counseling and Theology

Pastor of Abundant Life Non-Denominational Church

Education:

Wayne State University, Grace & Truth Christian University

CLAUDIA DOZIER, PH.D., M.A., B.A.

Registrar, Academic Operations Officer Grace & Truth Christian University

Education:

Life Christian University, Grace & Truth Christian University

EVELYN JOHNSON-TAYLOR, PH.D., M.A., B.S., A.D.

Associate Professor

Education:

Robeson Community College, Trinity Theological Seminary, Grace & Truth Christian University

FACULTY & ADMINISTRATION

SHIRLEY LANIER, PH.D., M.A., B.A.

Associate Professor of Christian Counseling

Pastor of Counseling at St. John's Cathedral

Education:

Life Christian University, Grace & Truth Christian University

LAWRENCE RANGE, M.A., B.A.

Associate Professor

Education:

Morehouse College, Grace & Truth Christian University

CALEB VANCE, B.A.

Associate Professor

Education:

Grace & Truth Christian University

KIM WILLIAMS, B.A.

Assistant to Registrar

Education:

Grace & Truth Christian University

Independent University

The Christian degree programs of Grace & Truth Christian University are designed to equip students to follow the Lord in the work of the ministry (in what many state governments identify as “religious vocations”).

Credits earned from colleges within the State of Florida, which are authorized to operate by the State Board of Independent Colleges and Universities, do not automatically qualify that individual for a Florida teaching certificate or to participate in professional examinations in Florida. The established procedures require the Florida Department of Education to review and recognize the credentials of the individual and the accreditation of the colleges granting the degrees, prior to approving teachers’ certification, and for the appropriate State professional board, under the Department of Professional or Occupational Regulation, to make similar evaluations prior to scheduling examinations.

Any student interested in obtaining a Florida teaching certificate or in practicing a regulated profession in Florida should contact the Department of Professional and Occupational Regulation, Tallahassee, Florida 32301.

Grace & Truth Christian University is exempt from licensure by the State of Florida under §246.085(3)(a), Florida Statute. The transfer of credit to any other academic institution would be at the discretion of the receiving institution.

Student Rights

▼ NON-DISCRIMINATION

Grace & Truth Christian University does not discriminate on the basis of race, color, nationality, ethnic origin, or gender. We guarantee the rights, privileges, and the availability of all programs and activities to all students of the University.

▼ PRIVACY

Statute 20, United States Code, §1232g and regulations adopted pursuant thereto, hereafter, referred to as the Code, requires that each student be notified of the rights accorded him or her by the Code. The following is provided as basic general information relative to the Code.

The Code provided for the institution to establish a category of student information termed “directory information.” When available in college records, any information falling in the category of “directory information” will be available to all persons on request, i.e., the Internal Revenue Service (IRS), Federal Bureau of Investigation (FBI), or other government agencies, and for use in GTCU publications.

GTCU has identified the following student data as “directory information”:

- | | |
|---|---|
| 1. Name | 7. Church membership |
| 2. Street address, city, state, postal (zip) code | 8. Denominational affiliation |
| 3. Telephone listing | 9. Dates of attendance |
| 4. Race | 10. Degrees and awards received |
| 5. Date and place of birth | 11. Most recent previous educational institution attended |
| 6. Major field of study | |

STUDENT RIGHTS

All other information, such as health and medical records, disciplinary records of personal counseling, required student and family financial income records, transcripts or student permanent academic records, student placement records and other personally identifiable information shall be open for inspection only to the student and such members of the professional staff of the college as have responsibility for working with the student. Such information will not be released to second parties without consent of the student.

Except as required for use by the President in the discharge of his official responsibilities as prescribed by laws, regulations of the state board, and board policies, the designated custodian of such records may release information from these records to others only upon authorization in writing from the student or upon a subpoena by a court of competent jurisdiction.

Note to student: When completing your application to this University, you were required to indicate by your signature that you were notified of your rights as recorded by Statute 20, United States Code, Section 1232g. If you were not notified, or if you did not complete and sign such an application, please notify the Registrar.

Contact Information

Address: 3001 E. Hanna Avenue
Tampa, Florida 33610

Phone: (813) 903-8822

Fax:

Website: www.graceandtruthempowered.org

Online Learning: <http://GTCU.digitalchalk.com>

▼ AFFILIATION

Grace & Truth Christian University is not affiliated with any denomination but is an independent not-for-profit educational and church organization incorporated in the State of Florida, USA.