AFFILIATION

Apostolic Bible Institute, Inc. is associated with the United Pentecostal Church International, Weldon Spring, MO 63304. It cooperates with the beliefs of this organization, and its doctrinal position supports the manual of that organization.

OFFICIAL BOARD

Rev. Gerald Grant  President
Rev. James Merrick  Vice President
Rev. Thaddeus Reed  Secretary/Treasurer

BOARD OF DIRECTORS

Rev. Ronald L. Brown  TN
Rev. William Chapman  IN
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Rev. Gregg Joki  OK
Mr. Joel Hoehn  WI
Rev. Ronald Lichtle  MN
Rev. James Merrick  MN
Rev. Ronald Newstrand  OH
Mr. Hugh Plappert  MN

APPROVALS

» Apostolic Bible Institute is approved by the Board of Christian Education, United Pentecostal Church International, Weldon Spring, MO.

» Apostolic Bible Institute is approved by the Minnesota State Approving Agency for Veterans’ Educational Benefits.

» Apostolic Bible Institute is a Student Exchange Visitor Program approved school.

The information contained in this catalog reflects the current policies and regulations of the College. The College reserves the right to make changes in its policies and regulations at any time.
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- Doctrinal Statement
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SECTION 1.0

ABOUT ABI

1. Mission & Objectives
2. Doctrinal Statement
3. Admissions
4. Resident Faculty & Staff
5. Adjunct Faculty
INSTITUTIONAL MISSION
The mission of Apostolic Bible Institute (ABI) is to prepare men and women for a variety of church-related ministries and other professional occupations. Since 1937, ABI has continued emphasizing the training of pastors, evangelists, missionaries, Sunday School teachers, and lay workers in the church. The college strives for instilling extensive knowledge of the Bible, with a special emphasis on the Apostolic doctrines. Such preparation requires strong biblical and general education courses. The Doctrinal Statement provides the religious position which the school seeks to serve and preserve.

PHILOSOPHY OF EDUCATION
The Apostolic Bible Institute is committed to the Bible College concept. The principle aim of a Bible College program is preparing workers for Christian ministries, with a required major in biblical and church-related studies. ABI believes that it fulfills a basic need within the Apostolic Pentecostal church. The college exists for the purpose of preparing leaders and workers academically and spiritually for work within churches, church-related ministries, and other professional occupations.

OBJECTIVES
Students at ABI will be trained and/or encouraged to:

1. Develop their commitment to Jesus Christ.
2. Demonstrate the knowledge, wisdom, and practical skills necessary to promote the gospel.
3. Gain a fuller knowledge of the Christian faith, themselves, other people, and their world.
4. Formulate habits consistent with a mature Christian character and an appreciation for the standards of ABI and its holiness and doctrinal positions.
5. Cultivate a love for the study of the Bible as a basis of Christian maturity.
6. Develop a concern for others which will exemplify true Christianity.
7. Integrate the biblical and general education subject matter into a Christian worldview which will shape their futures.
8. Gain the skills necessary to enter various Christian ministries in which God leads them.
Doctrinal Statement

ARTICLE I - THE SCRIPTURES
We believe in the divine inspiration of the whole Bible, the infallibility of the original manuscripts, and that the Bible is truth without any error and is inspired even to the very words and is therefore the inscribed Word of God.

ARTICLE II - SALVATION
The basic and fundamental doctrine of Apostolic Bible Institute is the Bible standard of full salvation - repentance, baptism in water by immersion in the Name of the Lord Jesus Christ, and the baptism of the Holy Ghost with the initial sign of speaking with other tongues as the Spirit gives utterance.

ARTICLE III - THE GODHEAD
We believe in one everliving, eternal God, infinite in power, holy in nature, attributes and purpose, and possessing absolute indivisible deity. This one true God has revealed Himself as Father, through His Son, in redemption and as the Holy Spirit, by emanation. (I Cor. 8:6, Eph. 4:6, II Cor. 5:19, Joel 2:28.)

ARTICLE IV - THE SON OF GOD
The one true God, the Jehovah of the Old Testament, took upon Himself the form of man, and as the Son of man, was born of the virgin Mary. As Paul says, “and without controversy great is the mystery of godliness: God was manifest in the flesh, justified in the Spirit, seen of angels, preached unto the Gentiles, believed on in the world, received up into glory.” I Tim. 3:16.

ARTICLE V - THE NAME
“His name shall be called Wonderful, Counselor, the Mighty God, the Everlasting Father, the Prince of Peace.” Isa. 9:6. “And she shall bring forth a son, and thou shalt call His name Jesus: for He shall save His people from their sins.” Matt. 1:21.

ARTICLE VI - HEALING
We believe that the vicarious suffering of the Lord Jesus Christ paid for the healing of our bodies, as for the salvation of our souls. “Himself took our infirmities and bare our sicknesses.” Matt. 8:17. Jesus said of believers - “they shall lay hands on the sick, and they shall recover.” Mark 16:18. “Is any sick among you? Let him call for the elders of the church and let them pray over him, anointing him with oil in the name of the Lord and the prayer of faith will save the sick, and the Lord shall raise him up.” James 5:14-16.

ARTICLE VII - HOLINESS
We approve of every activity which will promote the interest of spiritual progress and the soon coming of the Lord for His Church. However, evidences of worldliness which are not conducive to Christianity and godly living and which will prohibit being taken in the rapture, we firmly disallow.

ARTICLE VIII - RAPTURE
We believe that the time is drawing near when our Lord shall appear; then “the dead in Christ shall rise first: then we which are alive and remain shall be caught up together with them in the clouds, to meet the Lord in the air...” I Thess. 4:13-17.
Admissions

ADMISSIONS CHECKLIST

- I desire to study God’s Word and have a willingness to obey the rules of the Apostolic Bible Institute.

- I have received or am actively seeking the Born Again experience: repentance, baptism in water in the name of Jesus Christ, and infilling of the Holy Ghost according to Acts 2.

- I am least seventeen years of age.

- I am a high school graduate.
  (Non-graduates admitted by special permission.)

- I have my pastor’s approval and will have him/her sign my application and complete the pastor’s recommendation form.

- I have requested transcript of credits from my high school and other post-secondary institutions.

- I have submitted my application and paid the $35.00 application fee (non-refundable).

REGISTRATION

Students are required to register before the beginning of each semester. The final date for enrollment is three weeks after the beginning of each semester. Late enrollments are accepted only with the approval of the President. Beyond the enrollment date indicated in the Apostolic Bible Institute’s calendar, a late fee may be imposed. No waiver of fee or portion of tuition will be granted for the late registration.

NON-DISCRIMINATION - ABI maintains no discrimination based on disability, race, gender, color, religion, nationality, or ethnic origin.
Resident Faculty & Staff

**Rev. Gerald Grant**  
President of Apostolic Bible Institute  
Th. B., Apostolic Studies, Apostolic Bible Institute  
B.S.B., University of Minnesota  
Corinthians, Daniel, Theology I, Theology II, Thessalonians, Revelation

**Rev. Timothy Bollmann**  
(Th. B., M.A.)  
Academic Dean  
Social Issues, Modern Pentecost, Study Methods, Prison Epistles, Principles of Interpretation

**Brenda Beaver**  
(Th. B.)  
Office Manager

**Rev. Justin T. Bishop**  
(Th. B., B.S.)  
Outreach Coordinator  
Personal Evangelism, Business Law, Ethics, Church Finance

**Rev. Seth Gillet**  
(Th. B.)  
Admissions Director  
Media Ministry, Preaching

**Deb McGowan**  
(Th. B.)  
Music Director  
Musicanship I, II, III, IV, Music Theory I, II, III, IV, Music Electives

**Chandra Murphy**  
(Th. B.)  
ABI Christian Academy Principal

**Jeffrey Murphy**  
(A.S.)  
ABI Campus Maintenance

**Rev. Andrew Reece**  
(Th.B., M.S.)  
Financial Advisor  
Personal Finance, Book of Acts, Youth Ministries, Geography of the Middle East

**Heather Reece**  
(A.A.S.)  
Graphic Design & Publications  
Graphic and Print Design

**Ageane Reed**  
(Th. B.)  
Ladies Ministry Director  
Vessels of Honor, Theories of Personality

**Rev. Thaddeus Reed**  
(Th. B., B.A., B.S., M.M.I.S.)  
Registrar  
Old Testament I, II, Speech, Leadership, General Epistles, Theories of Personality

**Rev. Justin T. Bishop**  
(Th. B., B.S.)  
Outreach Coordinator  
Personal Evangelism, Business Law, Ethics, Church Finance

**Heather Reece**  
(A.A.S.)  
Graphic Design & Publications  
Graphic and Print Design

**Pam Resong**  
(Th. B., B.A.)  
Women’s Dorm Supervisor  
English Grammar, English Composition, Public Relations, Environmental Science, Religion Analysis, Storytelling, Church History I & II

**Abigail Weisbrod**  
(Th. B.)  
Assistant Music Director  
Piano Lessons, Bass Lessons, Voice Lessons
Adjunct Faculty

Patricia Bollmann
St. Paul, Minnesota
- Th. B., M.A.

Rev. William Chapman
Noblesville, Indiana
- Th. B.
- Pastor since 1996

Rev. Ric Fleming
Inver Grove Heights, MN
- Th. B.
- Pastoral experience
- Sectional Presbyter

Rev. Daniel Flemming
Ames, Iowa
- Th. B., B.S., M.S.
- Pastor since 2002
- District Superintendent

Rev. Robert Frake
Oakwood, Ohio
- Th. B., B.S., M.A.
- Pastor since 1995
- District Presbyter

Rev. Gary Gleason
Oregon City, Oregon
- Th. B.
- Pastor in Oregon City for over 40 years

Rev. Art Hodges III
Chula Vista, California
- Th.B.
- South CA District Superintendent

Rev. Gregg Joki
Dewar, Oklahoma
- Th.B.
- Lead Pastor in Tulsa, OK.
- ABI Alumni President

Rev. Jack Leaman
St. Louis, Missouri
- Th.B.
- Pastoral experience - 22 years
- Foreign Missions Division Director of Promotions & Publications - 29 years

Destiny McCuan
St. Paul, Minnesota
- Th.B.
- SuperKids Ministry Leader

Rev. Travis Miller
Everett, Washington
- Th.B., B.A.,
- Pastor in Everett, Washington since 2013

Dr. Sidney Poe
Alexandria, Louisana
- B.S., M.S., Ph.D.
- Global Training instructor since 1997
- Bible college instructor since 1985

Rev. Jason Roach
Brockville, Ontario, Canada
- Th.B.
- Pastor

Rev. Timothy Wachtstetter
Searcy, Arkansas
- Th.B.
- Associate Pastor

English Grammar
Ministerial Principles
Psychology
Gospels
Pastoral Care & Counseling
Educational Psychology, Major Prophets, Minor Prophets, Hebrews, Human Growth/Dev.
Church Planting
Child Evangelism

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Ministerial Principles
Psychology
Gospels
Pastoral Care & Counseling
Educational Psychology, Major Prophets, Minor Prophets, Hebrews, Human Growth/Dev.
Church Planting
Child Evangelism
DORMITORY ROOMS
Dormitory rooms are comfortable, clean, and equipped with ample furniture. All rooms have an outside view. Students maintain their own rooms and are responsible for cleanliness and tidiness. All single students are required to reside in the dormitory except those residing with parents locally. All dormitories are equipped with washers and dryers.

MARRIED STUDENTS
There are limited one, two, and three-bedroom apartments with modern appliances on campus on a first-come, first-served basis.

CAFETERIA
All on-campus, single students are welcome to eat their meals in the school cafeteria.

CARS
Students are permitted to have a vehicle on campus.

RECREATION
The college provides facilities for softball, basketball, volleyball, and football, etc.
### FALL SEMESTER 2021

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dorms open</td>
<td>August 21</td>
</tr>
<tr>
<td>Cafeteria opens</td>
<td>August 25</td>
</tr>
<tr>
<td>Freshmen Orientation</td>
<td>August 26</td>
</tr>
<tr>
<td>Orientation for all students</td>
<td>August 27</td>
</tr>
<tr>
<td>Classes begin</td>
<td>August 30</td>
</tr>
<tr>
<td>Labor Day</td>
<td>September 6</td>
</tr>
<tr>
<td>Columbus Day</td>
<td>October 11</td>
</tr>
<tr>
<td>College Days</td>
<td>October 28-30</td>
</tr>
<tr>
<td>Veterans Day</td>
<td>November 11</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>November 25</td>
</tr>
<tr>
<td>Classes resume</td>
<td>November 29</td>
</tr>
<tr>
<td>Christmas vacation begins</td>
<td>December 15</td>
</tr>
</tbody>
</table>

### SPRING SEMESTER 2022

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration &amp; classes begin</td>
<td>January 10</td>
</tr>
<tr>
<td>Martin Luther King, Jr. Day</td>
<td>January 18</td>
</tr>
<tr>
<td>President’s Day</td>
<td>February 15</td>
</tr>
<tr>
<td>Spring vacation begins</td>
<td>March 4</td>
</tr>
<tr>
<td>Classes resume</td>
<td>March 14</td>
</tr>
<tr>
<td>Apostolic Torch Conference</td>
<td>April 21-23</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>May 31</td>
</tr>
<tr>
<td>Graduation Weekend</td>
<td>June 3-5</td>
</tr>
</tbody>
</table>
SECTION 2.0

PROGRAMS & COURSES

1. Academic Programs
2. Scope and Sequence
Academic Programs

ACADEMIC PROGRAMS
ABI offers two degree programs: an Associate of Theology Degree (2 years) and a Bachelor of Theology Degree (4 years). Both programs consist of a typical college load of 16-17 credit hours per semester. Each program has two concentrations: Christian Ministries or Music Ministries. Both concentrations offer a broad background in the Bible, general education, as well as leadership training.

The total number of semester credits required for the Associate Degree is 65-70 semester credits, while the Bachelor of Theology program requires 130-140 semester credits.

CHRISTIAN MINISTRIES CONCENTRATION
This concentration is designed to give our students a broad biblical background paired with strong ministry training across a broad range of ministries. Each student will be equipped to minister in any area they may find themselves in after graduation.

MUSIC MINISTRIES CONCENTRATION
This concentration is designed to give our students a broad biblical background paired with strong musical training in music theory, church music leadership, rehearsal techniques, worship leading, and Music Administration.

Upon enrolling in ABI, a student begins work on his or her Associate Degree. When the student completes the two years and has met the necessary requirements, he or she will be awarded an Associate Degree. A student who continues training at ABI for another two years (for a total of four years), will be awarded a Bachelor’s degree upon meeting graduation requirements.
Scope and Sequence

Year 1, Fall Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>BT 101</td>
<td>Theology I</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>An introduction to the great doctrines of the Bible including the Godhead, creation, angels, the nature of Jesus, water baptism, and salvation. This course provides a foundational understanding of the Apostolic doctrine and helps students develop the skill to teach others.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BT 111</td>
<td>Old Testament History I</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>A study of the Pentateuch with emphasis on Creation, the patriarchs from Adam to Moses, the migration from Canaan to Egypt, the Mosaic Law, the Tabernacle Plan, and the Levitical Priesthood. This course provides students with a foundational understanding of the Pentateuch and prepares them to teach others.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BT 120</td>
<td>Bible Study Methods</td>
<td>2</td>
<td>Christian Ministries</td>
</tr>
<tr>
<td></td>
<td>Introduces the basic skills needed to accurately interpret the Bible. The course includes methodology for personal Bible study, beginning hermeneutics, and the use of tools for independent Bible study.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BT 115</td>
<td>Literature of the Gospels</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>An in-depth study of the Life of Christ as recorded in the four Gospels. The course emphasizes details concerning the birth of Christ, the Herodian family, period of inauguration, early and later Galilean ministry, period of retirement, Jesus’ Judean ministry, the Passion Week, and the Resurrection.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CM 124</td>
<td>Vessels of Honor I</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>Students are led in discussions of several Christian ethical and moral issues. Topics explored are temptation, relationships, character development, modesty, and developing self-esteem.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HU 101</td>
<td>English Grammar</td>
<td>2</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>Students will review the fundamental principles of English grammar. Their awareness and ability to recognize proper grammar will help to improve their performance in oral and written work.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MS 113</td>
<td>Geography of the Middle East</td>
<td>3</td>
<td>Christian Ministries</td>
</tr>
<tr>
<td></td>
<td>This course of study highlights prominent countries, bodies of water, and mountains mentioned in the Bible. Students learn the relationship between geographical locations and biblical events. Emphasis is placed on the use of Bible geography in sermons and teaching.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SS 133</td>
<td>Foundations of Personal Finance</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>An in-depth study on handling personal finances by applying biblical and practical principles. Students will learn financial planning relative to budgeting, saving, debt management, investing, types of insurance, and retirement.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Scope and Sequence

Year 1, Spring Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>BT 102 – Theology II</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td><strong>A study of dispensations, the fall of man, salvation, heaven and hell, eschatology, and the judgment. This course provides a foundational understanding of basic biblical doctrines and equips students to teach others.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BT 112 – Old Testament History II</td>
<td>2</td>
<td>Core</td>
</tr>
<tr>
<td><strong>An overview of Old Testament history that includes the conquest of Canaan through Joshua, the uncertain, tumultuous time of the Judges, the Book of Ruth, a ten-year hiatus during the period of the Judges, and the judges’ formula for victory through prayer instead of warfare in I and II Samuel. The course covers the reigns of Saul, David, and Solomon.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CM 126 – Vessels of Honor II</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td><strong>Students are led in discussions of several Christian ethical and moral issues. Topics explored are temptation, relationships, character development, modesty, and developing self-esteem.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CM 101 – Youth Ministry</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td><strong>Students are taught the necessary skills to develop a youth ministry within a congregation. Methods of working with and relating to youth are emphasized.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HU 102 – English Composition</td>
<td>3</td>
<td>Christian Ministries</td>
</tr>
<tr>
<td><strong>Students receive instruction in writing skills. They will develop a church-related vocabulary that can be utilized in a variety of written genres, promoting improvement in writing skills.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HU 131 – Drama I</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td><strong>Drama class trains students in Christian drama production. Skills in basic dramatics are emphasized.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SS 114 – Ethics</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td><strong>Students learn a systematic approach to the analysis of ethical concerns. Issues discussed include moral reasoning, the problem of evil, the existence of God, worldview, making choices, moral dilemmas, and the nature of knowledge.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SS 101 – General Psychology</td>
<td>3</td>
<td>Christian Ministries</td>
</tr>
<tr>
<td><strong>An introduction to the study of human behavior. Topics include schools of psychology, learning styles, motivation inclinations, types of personalities, human development, and the integration of psychology and Christianity. The course must be audited if transferring credits from a secular college or university.</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Scope and Sequence

Year 2, Fall Semester

BT 205 – Daniel
Prerequisite: BT 112. An overview of the prophecies in the Book of Daniel. The course explores the history of Judah and Israel leading to their captivities, the visions of Daniel explaining the Gentile world empires, and Daniel’s Seventy Weeks with emphasis on the time of the Seventieth Week. The course also includes an overview of the Book of Ezekiel with emphasis on chapters thirty-eight and thirty-nine.

BT 313 – Acts
Prerequisite: BT 115. A study of the birth of the early church. The course includes an introductory overview of the Book of Acts and a review of church history from AD 30–325. Other topics include commissioning of the disciples, the ministries of Peter and Paul, and a summary of significant writings of Post-Apostolic Fathers.

CM 274 – Leadership I
A discussion of important leadership qualities and how to develop leadership skills. Students will learn how to evaluate and assess their leadership competencies and abilities.

HU 120 – Yearbook
This course is an elective offered perpetually. Students can take multiple times for additional credit.

MS 212 – Environmental Science
An introduction to major concepts and principles affecting our environment: energy resources, population dynamics, food and land resources, air and water pollution, and ecosystems. This course will need to be audited if transferring science credits from another college.

SS 202 – Human Growth & Development
Prerequisite: SS 101. An examination of physical, emotional, cognitive, and personality changes that occur throughout a person’s life. Various theoretical perspectives will be investigated by the students. This course must be audited if students are transferring credits from a secular college or university.

SS 204 – Public Relations
This course is designed to teach the basic principles of etiquette in a down-to-earth way. Public Relations class teaches students how to do and say the right thing in various life situations.
Scope and Sequence

Year 2, Spring Semester

BT 204 – Revelation
Prerequisite: BT 205. A study of the prophecies in the Book of Revelation. The course covers a range of pertinent topics: Rapture of the church, events of the Tribulation, the Antichrist, the Battle of Armageddon, the Millennium, and the White Throne Judgment. Old and New Testament prophecies are compared. This course gives students a deeper understanding of biblical prophecies.

CM 181 – Child Evangelism
Students will learn methods such as drama, music, puppets, and illusion to evangelize children.

CM 205 – Personal Evangelism
An introduction to principles and practical methods of personal evangelism as shown in the Acts of the Apostles. The course explores our biblical identity as witnesses, the Great Commission, the apostolic pattern of personal evangelism, being a witness, relational evangelism, evangelism styles, influence, developing a personal testimony, cross-referencing, the law of the harvest, Bible study preparations, how to teach a Bible study, visual aids, apologetics, and more.

HU 202 – Principles of Speech
Students develop the practical skills for effective public speaking. Emphasis is placed on speech production and gestures, how to develop ideas and present illustrations, and how to prepare speeches and sermons.

HU 231 – Drama II
Continuation of Drama I. Students further enhance skills in stage lighting and sound, costuming, and prop-building.

SS 206 – Teaching Methods
Students learn to teach to various age groups with methods that appeal to their audience.

SS 213 – Church History I
A study of church history from the Council of Nicaea to the Reformation. The course touches on the development of controversies and personalities within the church, with an emphasis on the church of the Middle Ages.

SS 220 – Modern Pentecostal Movements
This course is a study of the rise of modern Pentecostal movements. Subjects include the Holiness movements, Topeka and Azusa Street revivals, the significant leaders of the oneness Pentecostal Movements, and the history of the UPCI.
## Scope and Sequence

### Year 3, Fall Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>BT 306 – Pastoral Epistles</td>
<td>2</td>
<td>Core</td>
</tr>
<tr>
<td><strong>Prerequisite:</strong> BT 213. Pastoral Epistles include I and II Timothy and Titus. Students will learn how to deal with the type of ministerial issues confronted by Timothy and Titus.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BT 311 – Minor Prophets</td>
<td>3</td>
<td>Christian Ministries</td>
</tr>
<tr>
<td><strong>Prerequisite:</strong> BT 112. An analysis of the historical background and message of the books and authors of the Minor Prophets (Hosea through Malachi).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BT 214 – Major Prophets</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td><strong>Prerequisite:</strong> BT 112. An overview of the Books of Isaiah, Jeremiah, Lamentations, and Ezekiel. Students will investigate the background and message of each of the Major Prophets.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BT 316 – Corinthians</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td><strong>Prerequisite:</strong> BT 213. A detailed chapter-by-chapter analysis of Paul’s epistles to the Corinthians. Topics include the divisions in the church, the duties of the ministry, communion, marriage and divorce, operation of spiritual gifts, church administration, prophecy, and the Resurrection. Students receive a working knowledge of how to deal with church discipline issues similar to those encountered by the apostles in the early church.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CM 374 – Leadership II</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td>A study of leadership styles and results, organizational skills, vision development, a leader’s personal sacrifices, influence, attitude, credibility, and accepting responsibility.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HU 306 – Preaching</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td>The study of how sermons are vital tools in effecting life changes. Students learn homiletical principles, including sermon construction, choosing texts, personal style of delivery, and mannerisms.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SS 331 – Business Law I</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td>Students will gain understanding in the development of law. They will learn how to select an attorney and become familiar with the parts of a contract: offer and acceptance, reality of assent, consideration, and contractual capacity. Additional topics include the parole evidence rule, the statute of frauds, agency and brokers, and how to incorporate a church or other organization.</td>
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</tr>
</tbody>
</table>
## Scope and Sequence

### Year 3, Spring Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>BT 303</td>
<td>Romans</td>
<td>2</td>
<td>Core</td>
</tr>
<tr>
<td>BT 315</td>
<td>Thessalonians</td>
<td>2</td>
<td>Core</td>
</tr>
<tr>
<td>CM 304</td>
<td>Ministerial Principles</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td>HU 322</td>
<td>Storytelling</td>
<td>3</td>
<td>Christian Ministries</td>
</tr>
<tr>
<td>HU 331</td>
<td>Drama III</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td>SS 301</td>
<td>Educational Psychology</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td>SS 341</td>
<td>Sociology</td>
<td>2</td>
<td>Core</td>
</tr>
<tr>
<td>SS 332</td>
<td>Business Law II</td>
<td>1</td>
<td>Core</td>
</tr>
</tbody>
</table>

Prerequisite: BT 112. The study of Romans instructs students how to apply the historical and doctrinal aspects of Paul’s epistle to modern times.

Prerequisite: BT 115. Students will examine the background and content concerning the coming of the Lord, for His church and with His church. Topics include the Antichrist and questions concerning eschatology.

Students will study and learn to apply the basic duties of the ministry such as weddings, funerals, communion, baby dedications, altar calls, hospital calls, entertaining, comforting, and counseling.

Verbal communication skills are emphasized through active verbs and animation. Training is given in how to select stories according to the needs of various age groups. Students learn how to do background research and develop their presentations with memorized stories, anecdotes, and illustrations.

A continuation of Drama II with special emphasis on behind-the-scenes drama skills such as casting, background props, music, and special effects.

Prerequisite: SS 101. A study of psychological principles applied to effective teaching. Topics include motivation, age differences, principles of learning, teaching methods, working with special students, testing, and social and cultural factors.

This course teaches students to understand the impact of the sinful nature on individuals and on society as a whole. Students will explore some of the challenges facing the church today, gain greater understanding of Scripture, and expand their capacity to minister in contemporary culture.

A continuation of Business Law I. Students will gain understanding in the development of law. They will learn how to select an attorney and become familiar with the parts of a contract: offer and acceptance, reality of assent, consideration, and contractual capacity. Additional topics include the parole evidence rule, the statute of frauds, agency and brokers, and how to incorporate a church or other organization.


**Scope and Sequence**

**Year 4, Fall Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>BT 403 –</td>
<td>Prison Epistles</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>*Prerequisite: BT 213. A study of Paul’s prison</td>
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<tr>
<td></td>
<td>epistles: Galatians, Ephesians, Philippians, and</td>
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<td></td>
<td>Colossians. Students will learn to apply the</td>
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<tr>
<td></td>
<td>knowledge gleaned from these epistles.</td>
<td></td>
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<tr>
<td>BT 409 –</td>
<td>Principles of Interpretation</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>*Prerequisite: BT 213. A study of the principles</td>
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<tr>
<td></td>
<td>that govern comprehension and application of</td>
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<td></td>
<td>the Word of God. This course introduces</td>
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<td></td>
<td>hermeneutics and helps students to correctly interpret,</td>
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<tr>
<td></td>
<td>apply, and teach biblical principles.</td>
<td></td>
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<tr>
<td>CM 405 –</td>
<td>Home Missions</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>Students will learn basic principles of church</td>
<td></td>
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<tr>
<td></td>
<td>planting, discipleship, and teaching home Bible</td>
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<tr>
<td></td>
<td>studies. Geographical areas that need home</td>
<td></td>
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<td></td>
<td>missionaries will be highlighted.</td>
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</tr>
<tr>
<td>CM 407 –</td>
<td>Foreign Missions</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>Students are taught the requirements and</td>
<td></td>
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<tr>
<td></td>
<td>competencies needed to work in a foreign</td>
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<tr>
<td></td>
<td>mission field.</td>
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<tr>
<td>MS 403 –</td>
<td>Media Ministry</td>
<td>1</td>
<td>Core</td>
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<tr>
<td></td>
<td>A study of the image surrounding your church</td>
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<tr>
<td></td>
<td>and ministry. The course presents topics such</td>
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<td></td>
<td>as social media, church website, and overall</td>
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<td></td>
<td>image as well as practical instruction on the</td>
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<tr>
<td></td>
<td>media system of a church.</td>
<td></td>
<td></td>
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<tr>
<td>SS 412 –</td>
<td>Pastoral Counseling</td>
<td>2</td>
<td>Christian</td>
</tr>
<tr>
<td></td>
<td>*Prerequisite: SS 202. This course integrates</td>
<td></td>
<td>Ministries</td>
</tr>
<tr>
<td></td>
<td>scriptural and practical counseling principles</td>
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<tr>
<td></td>
<td>with several aspects of the ministry. Included</td>
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<tr>
<td></td>
<td>in the study are several types of counseling:</td>
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<td></td>
<td>premarital, marital, family, spiritual, and</td>
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<td></td>
<td>crisis intervention.</td>
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<tr>
<td>SS 403 –</td>
<td>Theories of Personality</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>*Prerequisite: SS 202. A survey of biological,</td>
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<tr>
<td></td>
<td>interpersonal, and social theories of personality.</td>
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<tr>
<td></td>
<td>Students evaluate research methodology and</td>
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<td></td>
<td>assessment techniques as they relate to theories.</td>
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<tr>
<td></td>
<td>The course is offered in alternate years.</td>
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</tr>
<tr>
<td>SS 414 –</td>
<td>Church History II</td>
<td>2</td>
<td>Christian</td>
</tr>
<tr>
<td></td>
<td>*Prerequisite: SS 213. Students will trace the</td>
<td></td>
<td>Ministries</td>
</tr>
<tr>
<td></td>
<td>history of Christianity from the pre-Reformation</td>
<td></td>
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<tr>
<td></td>
<td>era to the present, and study the rise of</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Christian denominations in Europe and America.</td>
<td></td>
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</tr>
<tr>
<td>SS 433 –</td>
<td>Church Finance I</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td></td>
<td>Students will learn techniques of financial</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>planning, estate planning, dealing with</td>
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<tr>
<td></td>
<td>financial institutions, church accounting</td>
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<td></td>
<td>systems, and application of IRS code to</td>
<td></td>
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<tr>
<td></td>
<td>church structure.</td>
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<td></td>
</tr>
</tbody>
</table>

20
# Scope and Sequence

## Year 4, Spring Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>BT 406 – Hebrews</td>
<td>2</td>
<td>Core</td>
</tr>
<tr>
<td>BT 408 – General Epistles</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td>CM 342 – Church Government</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td>CM 484 – Chaplaincy</td>
<td>2</td>
<td>Core</td>
</tr>
<tr>
<td>HU 431 – Drama IV</td>
<td>3</td>
<td>Core</td>
</tr>
<tr>
<td>SS 404 – Pastoral Care</td>
<td>2</td>
<td>Core</td>
</tr>
<tr>
<td>SS 434 – Church Finance II</td>
<td>1</td>
<td>Core</td>
</tr>
<tr>
<td>SS 407 – Religion Analysis</td>
<td>3</td>
<td>Christian Ministries</td>
</tr>
</tbody>
</table>

**BT 406 – Hebrews**


**BT 408 – General Epistles**

Prerequisite: BT 213. A study the Epistles of James, I and II Peter, I, II, and III John, and Jude. Students will develop an understanding and appreciation for the writers and their message, as well as explore ways to apply the information to their own lives and ministries.

**CM 342 – Church Government**

This course is designed to give students the practical tools they need to effectively utilize the administrative duties of pastoral ministry.

**CM 484 – Chaplaincy**

An introduction to the concept of ministry service in the community as a chaplain. Students gain understanding of training requirements, certification, and endorsements from civic, church, and government-approving agencies.

**HU 431 – Drama IV**

A continuation of Drama III. Students learn drama production, concentrating on advanced drama skills such as directing, script-writing, and acting.

**SS 404 – Pastoral Care**

Prerequisite: SS 202. This course focuses on current issues and problems that affect the church and its members. Students will discover how to deal with these issues from a biblical viewpoint.

**SS 434 – Church Finance II**

A continuation of Church Finance I. Students will learn techniques of financial planning, estate planning, dealing with financial institutions, church accounting systems, and application of IRS code to church structure.

**SS 407 – Religion Analysis**

A discussion of the contemporary religious world, covering religions such as Scientology, Feng Shui, Mormonism, Islam, the New Age, and Eastern religions. Historical roots of each religion are traced. The study equips students to interact with members of these religions.
Music Ministries

Year 1, Fall & Spring Semesters

**MM 101, 102 – Music Theory I**  
*An introductory course that deals with the fundamentals of music. Topics include note-reading, scales, intervals, circle of fifths, and a basic study of triads and seventh chords.*

**MM 161, 162 – Musicianship I**  
*Application of principles taught in Music Theory I: note-reading, scales, circle of fifths, and introduction to triads and seventh chords.*

**MM 120 – Choir**  
*This course enriches students’ understanding of musical elements such as rhythm, melody, harmony, and dynamics, and provides opportunities to apply these principles through actual performance. Students will enjoy participating in vocal music, work cooperatively with other students, and serve the school/church by participating in performances. May repeat for credit.*

**MM 170 – Principles of Worship**  
*A study of the scriptural and theological basis for worship of God, the importance of the worship service, and the practical aspects of conducting a worship service. Students will gain experience leading worship services.*

**MM 140 – Piano**  
*Private music instruction emphasizes chord construction, technique, and accompaniment.*

**MM 180 – Applied Music**  
*Lessons are geared to the student's level of knowledge and competence. All music concentration students are required to take Applied Music each semester.*

**MM 130 – Organ**

Year 2, Fall & Spring Semesters

**MM 201, 202 – Music Theory II**  
*(Prerequisite: MM 101 or equivalent) Continuation of Music Theory I. Topics include figured bass, inversions, chord progressions, non-harmonic tones, and an introduction to harmony.*

**MM 262, 263 – Musicianship II**  
*Application of principles taught in Music Theory I & II: figured bass, inversions, chord progressions, non-harmonic tones, and an introduction to harmony.*

**MM 221 – Working Together as a Band**  
*Students will learn principles and techniques to build an effective worship team whether they have just a keyboard and guitar or a full-scale band. This course covers such essentials as teamwork, dynamics, and band arrangement, as well as hands-on practice.*

**MM 250 – Church Music Administration**  
*This course will prepare students to tackle the day-to-day tasks of a music ministry. Students will learn key administrative tasks such as how to create a résumé, a vision and mission statement, and ministry involvement policies and guidelines.*
**Music Ministries**

**Year 3, Fall & Spring Semesters**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM 301</td>
<td>Music Theory III</td>
<td>3</td>
<td>Music Ministries</td>
</tr>
<tr>
<td></td>
<td><em>(Prerequisite: MM 201 or equivalent)</em> Continuation of chord progression, an in-depth look at diatonic seventh chords, and a study of harmony.</td>
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<tr>
<td>MM 362</td>
<td>Musicianship III</td>
<td>3</td>
<td>Music Ministries</td>
</tr>
<tr>
<td></td>
<td><em>Application of principles taught in Music Theory I, II, &amp; III: continuation of chord progressions, diatonic seventh chords, and in-depth harmony.</em></td>
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<td></td>
</tr>
<tr>
<td>MM 302</td>
<td>Choral Conduction</td>
<td>1</td>
<td>Elective</td>
</tr>
<tr>
<td></td>
<td><em>Development of technique for choral and orchestral conducting. Students will receive practical experience in teaching SATB arrangements by note and in conducting choral works from a score.</em></td>
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<tr>
<td>MM 340</td>
<td>Sound</td>
<td>1</td>
<td>Elective</td>
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<tr>
<td></td>
<td><em>An outline of the basics of audio engineering: working with music teams, understanding sound, understanding the equipment and signal flow, as well as setting up a sound system.</em></td>
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</tr>
<tr>
<td>MM 341</td>
<td>Songwriting and Arranging</td>
<td>1</td>
<td>Elective</td>
</tr>
<tr>
<td></td>
<td><em>This course is designed for beginning songwriters; it focuses on basic songwriting styles and techniques. Various methods introduced will help students develop the necessary skills to compose well-crafted lyrics and music. Sessions are conducted in a lecture/demonstration format, providing students with learning opportunities to network with other students during each session. Students will be assigned weekly songwriting projects.</em></td>
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<tr>
<td>MM 370</td>
<td>Vocal Pedagogy</td>
<td>1</td>
<td>Elective</td>
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<tr>
<td></td>
<td><em>An overview of the components used to create vocal sound. This course is designed to teach students how to make their voice sound more powerful and how to use vocal technique to expand range and expression. Students will learn how to become more confident in vocal performances.</em></td>
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</tbody>
</table>

**Year 4, Fall & Spring Semesters**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM 401</td>
<td>Music Theory IV</td>
<td>3</td>
<td>Music Ministries</td>
</tr>
<tr>
<td></td>
<td><em>(Prerequisite: MM 301 or equivalent)</em> Students study advanced progressions and chordings such as secondary dominants, the dominant ninth, eleventh, thirteenth, and altered chords.</td>
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<tr>
<td>MM 462</td>
<td>Musicianship IV</td>
<td>3</td>
<td>Music Ministries</td>
</tr>
<tr>
<td></td>
<td><em>Application of principles taught in Music Theory I, II, III, &amp; IV: advanced progressions and advanced chordings (secondary dominants, dominant ninth, eleventh, thirteenth, and altered chords).</em></td>
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</tr>
</tbody>
</table>

*All music students are required to take Choir and Applied Music every semester. Choir is an optional elective for students in the Christian Ministry Concentration.*

**The courses Music Theory and Musicianship are divided into two separate parts and taught throughout the year.**
SECTION 3.0

COST & FINANCES

1. Financial Information
2. Cost
3. Scholarships
Financial Information

3 PAYMENT PLAN OPTIONS

1. YEAR IN FULL
   Students who pay the cost of the year in full at the start of the semester will receive a 10% discount on tuition, room, and board.

2. SEMESTER IN FULL
   Students who pay the full cost of the semester up front will receive a 5% discount on tuition, room, and board.

3. CUSTOMIZED PAYMENT PLAN
   A minimum down payment of $2,000-$3,000 is required at the start of the semester. A customized payment plan with bi-weekly payments will be created for each student choosing this option.

ABI classes end each day at 1:00 pm, which leaves ample time in the afternoon and evenings to work a job. The Twin Cities area has many job opportunities that allow our students to pay their way through Bible school. A student may not graduate and receive his or her diploma until his or her account is paid in full. Interest may be added to unpaid accounts.

Education is one of the greatest personal investments available to people today. The college does not have the ability to underwrite the cost of a college education for its students; however, there is limited scholarship funds available.

VETERANS
Veterans who have participated in the educational program while in service may be eligible for benefits. A widow or child of a veteran who died in service may be eligible for benefits. A child of a veteran who has a service-connected disability may be eligible for benefits. Those currently serving with the Reserves or National Guard who participate in the educational program may be eligible for benefits. Eligible veterans' refund policy is a total of $10.00 non-refundable registration fee. All other advance payment of tuition, fees and other charges will be refunded on a pro rata basis.

Any student that received VA Education Benefits will not be withheld from class or fined if their benefits are delayed through no fault of their own. Each student that is receiving benefits need to present the school with a copy of their Certificate of Eligibility or Statement of Benefits.

For further information, contact the Veteran's Administration:
1.888.442.4551
Cost

ITEMIZED EXPENSES FOR EACH SEMESTER

Tuition Fee *(Does not include textbook or music fees)*
- Full-time, on-campus students $1,875.00
- Full-time, off-campus students $2,150.00
- Tuition fee per credit hour $160.00 *(For students taking less than 12 credit hours or beyond 20)*
- Audit fee per credit hour $85.00

Academic Fees
- Application fee (non-refundable) $35.00
- Textbook fee (flat-fee per semester) $200.00
- Student printers & Wi-Fi (flat-fee per semester) $35.00
- Graduation fee (includes cap, gown, & diploma) $50.00

Dormitory Fees
- Room & keys fee $55.00
- Room & meals (fall semester) $1,900.00
- Room & meals (spring semester) $2,250.00

Music Fees
- Piano/organ lessons (per semester) $125.00

Activities Fee
- (per semester) $35.00

TOTAL ESTIMATED COST FOR ONE YEAR

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$3,750.00</td>
</tr>
<tr>
<td>Room &amp; meals</td>
<td>$4,150.00</td>
</tr>
<tr>
<td>Textbooks</td>
<td>$400.00</td>
</tr>
<tr>
<td>Activities fee</td>
<td>$70.00</td>
</tr>
<tr>
<td>Room &amp; key</td>
<td>$55.00</td>
</tr>
<tr>
<td>Wi-Fi &amp; printer use</td>
<td>$70.00</td>
</tr>
<tr>
<td>Application fee</td>
<td>$35.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$8,530.00</strong></td>
</tr>
</tbody>
</table>

Refund policy *(non-veterans)*. *In case the student withdraws from school or drops individual classes, a refund will be made as follows - during first week, 80%; during second week, 60%; during third week, 40%; during fourth week, 20%; fifth week and thereafter, 0%.*
Scholarships

MINISTRY SCHOLARSHIPS
You may qualify for a scholarship if you meet one of the following qualifications:

» Was a Senior Bible Quizzer
» Was an Associate in Missions
» Are the child of NAM or global missionary

Please contact the ABI admissions office for more information.

SHEAVES FOR CHRIST SCHOLARSHIPS
Every year the General Youth Division awards scholarships. Find out more information and apply at SheavesForChrist.com.

REV. NORM PASLAY II MEMORIAL SCHOLARSHIP
Students who are entering their freshman year can qualify for a $1,000 scholarship which is awarded once a year in memory of Rev. Norm Paslay II. A recipient will be chosen based on his/her admissions essay.

OTHER SOURCES OF FUNDING
Ask your district’s youth division, ladies’ ministries, and your home church if they provide scholarships and how to apply for them. Also check with your high school counselor about possible merit scholarships for the state in which you reside.
SECTION 4.0

ACADEMIC INFO

1. General Academic Info
2. Standards of Progress
3. Academic Probation
4. Transcripts
5. Graduation Requirements
6. Privacy Policy
REQUIRED AND PERMITTED LOADS
The minimum academic load for classification as a full-time student is twelve semester credit hours. The normal load is sixteen to seventeen semester credit hours.

CLASS ATTENDANCE
Regular class attendance is an essential part of the purposes and objectives of the academic program. The student is responsible for the attendance policy as outlined in the General Policies and Procedures Handbook.

ABSENCES AND LEAVES
A schedule of class times is published each semester. At five minutes after the time that a class begins, students are marked absent even if they arrive after that time. Class attendance is recorded and grade points are lowered by excessive absences. Students may be granted leave only by permission and in case of emergency.

CHANGING SCHEDULE
After registration, a student may drop or add an elective course with the approval of the Academic Dean of the college. Required courses may not be dropped. For any semester the drop/add period lasts for three weeks after the first day of school. No course may be added after the drop/add period. Courses dropped after the drop/add period will receive a grade on the transcript as Withdrawal-Pass (WP) or Withdrawal-Fail (WF).

COURSE SUBSTITUTIONS
Any substitution for changes in, or exceptions to, courses which are required for the granting of a degree from ABI must be approved by the Academic Dean.

A number of changes may develop in the graduation requirements established by the college during one's tenure in college. The attempt of such changes is to reflect improvement in the college program; consequently, it is expected that students will adapt their course planning to new graduation requirements established during the course of their training. The curriculum changes introduced in the course of the student's enrollment will be included in the student's curriculum, provided that this inclusion does not increase the number of hours required for graduation.

AUDITING COURSES
The term “audit” implies the following:

1. The student pays the audit fee per credit hour.
2. The student receives no academic evaluation.
3. The student may make changes in the audit status only during the drop/add period.
Standards of Progress

Report cards are issued once per semester. Students may obtain progress reports at any time from the instructor. Grades generally depend upon homework, tests, class discussion, and final examinations.

ACADEMIC STANDING (GPA) AND CONTINUANCE

Academic standing is computed by dividing the total number of quality points by the net hours taken. A minimum standing (GPA) of 2.000 (average of a C) is required for graduation. Continuance and promotion from one academic classification to another is based on completion of the following number of hours. The minimum standard of achievement expected is a “C” - average (2.000 GPA.) The table below is based on the minimum retention standards and is designed to guide the students who fall below the 2.000 cumulative average.

CONTINUANCE & PROMOTION

(Credit hour requirements)

<table>
<thead>
<tr>
<th>Freshman</th>
<th>0-33</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sophomore</td>
<td>34-65</td>
</tr>
<tr>
<td>Junior</td>
<td>66-98</td>
</tr>
<tr>
<td>Senior</td>
<td>Above 98</td>
</tr>
</tbody>
</table>

VA note: 12 semester credit hours equals a full-time student.

GRADES

Grades and quality points are assigned and recorded as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>%</th>
<th>Points</th>
<th>AU</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>94-100</td>
<td>4.000</td>
<td>Audited Course</td>
<td>N/A</td>
</tr>
<tr>
<td>A-</td>
<td>90-93</td>
<td>3.700</td>
<td>I</td>
<td>Incomplete</td>
</tr>
<tr>
<td>B+</td>
<td>87-89</td>
<td>3.300</td>
<td>IF</td>
<td>Incomplete-Fail</td>
</tr>
<tr>
<td>B</td>
<td>84-86</td>
<td>3.000</td>
<td>P</td>
<td>Pass</td>
</tr>
<tr>
<td>B-</td>
<td>80-83</td>
<td>2.700</td>
<td>WP</td>
<td>Withdrawal-Pass</td>
</tr>
<tr>
<td>C+</td>
<td>77-79</td>
<td>2.300</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>74-76</td>
<td>2.000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C-</td>
<td>70-73</td>
<td>1.700</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D+</td>
<td>67-69</td>
<td>1.300</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>64-66</td>
<td>1.000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D-</td>
<td>60-63</td>
<td>0.700</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>0-59</td>
<td>0.000</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Academic Probation**

All students at ABI are expected to maintain a grade point average (GPA) of 2.000 or higher. Should a student’s semester GPA fall below that level, he or she will be placed on academic probation. A student on academic probation is not allowed to serve as a class officer, neither can the student participate in music trips, weekend evangelism, preaching teams, tour groups, or special events. In addition, weekend vacations will be restricted to two per semester.

Should a student be placed on academic probation, he or she must meet with the Academic Dean at the end of every week to check if the student is passing his or her courses. The student must have all of his or her homework turned in and have passed all tests and attendance must be excellent.

If a student is on academic probation for a third semester in a row, he or she is automatically dismissed for one semester at ABI. Dismissal from school will be for a period no less than one academic semester. To be readmitted, the student must reapply with the understanding that, if accepted, he or she will be on academic probation the first semester that he or she returns. To return the student must meet the following conditions:

- Submit a new application with the application fee
- Submit a new pastor’s recommendation form
- Completely pay all previous school charges

Upon raising the GPA to 2.000 or higher, the student will be removed from academic probation and all privileges will be restored.

**REPEATING A COURSE**

When a student elects to repeat a course, only the grade received for the repeat will be counted in the computation of the student’s grade point average. Students may not repeat a course more than twice. A course which has been successfully completed may not be retaken by someone receiving Veteran's benefits.

**CONDITIONS FOR DISMISSAL**

Any student can be dismissed for behavior which, in the view of the administration, is not becoming of a Bible college, including but not limited to, repeated infractions of the published rules.

Re-admission after suspension is never automatic. The student must apply for re-admission through the registrar’s office in order to be approved. Any student who is dropped for academic reasons is ineligible for re-admission until one full semester has elapsed.

**CONDITIONS FOR RE-ADMISSION**

Upon interruption for academic reasons, the student will be assigned by a committee of the faculty to a remedial program consisting of readings or research in the area of deficiency. Upon completion of such a program, the student may petition the faculty committee for re-admission. Re-admission will be granted based on the review of such remedial work by the faculty committee and determination that progress has been made in correcting the areas of weakness.
Transcripts

A transcript of credits will be issued by the Registrar on request. An official transcript will be sent to another institution or other authorized person or agency with the approval of the student. Students are never sent “official transcripts.” They may be sent “unofficial transcripts.” No transcript will be furnished until all accounts have been satisfactorily settled.

No charge is made for the first transcript when issued. Each additional copy requires prepayment of $5.00. Please send a check or money order payable to ABI with a letter containing the following information:
- Current name and any other name used while a student at ABI
- Current address and telephone number
- Years attended ABI
- Address to send the transcripts

TRANSFER STUDENTS

1. A transcript sent from the previous college(s) must be in the applicant’s file before the ABI classes begin according to the current courses schedule or the transfer student will be required to take the courses here again.

2. The applicant must have met all financial obligations to UPCI-endorsed Bible college(s).

3. To qualify as a transferable credit:
   - The transcript shows the course to transfer with at least the same number of semester credits as ABI and a grade of at least C or higher must be in the applicant’s file before the course begins or the student will be required to take the course here at ABI according to the current courses schedule.
   - The previous college must be recognized by a regional and/or professional accrediting group or be recognized by ABI.
   - A course description sent from the previous college may be used to determine transferability.
   - The applicant achieved at least a “C” average (2.000 GPA) in the course to be transferred as well as a cumulative GPA of 2.000 or higher at the previous college.
   - All credit transfer requests are subject to review and approval of the Academic Dean.

4. Courses previously completed at another college may be applied to an academic program at ABI to the extent that such courses fit degree or certificate requirements.

5. Transferred grades are not included in GPA calculations at ABI.

6. ABI requires students who transfer General Psychology or Human Growth and Development or science credits from a secular college to audit ABI’s General Psychology or Human Growth and Development or Environmental Science course respectively.

7. Credits from a quarter calendar transfer to the semester calendar as follows: 3 quarter credits are equivalent to 2 semester credits.

8. In order for a transfer student to receive an associate degree from Apostolic Bible Institute, he or she must have a combined total of 65-70 semester credit hours registered with ABI, and the final 33 semester credits must be taken at ABI.

9. In order for a transfer student to receive a bachelor’s degree from Apostolic Bible Institute, he or she must have a combined total of 130-140 semester credit hours registered with ABI, and the final 65 semester credits must be taken at ABI.
Graduation Requirements

The Apostolic Bible Institute four-year Bachelor of Theology course requires an applicant to meet the following criteria:

1. 130-140 semester credit hours dependent upon the applicant’s concentration area (The usual load for a student is 16-17 credit hours per semester.)

2. Achieved at least a “C” average (2.000 cumulative GPA). Note: If an applicant earns less than a “C” average (2.000 cumulative GPA) but meets all other graduation requirements, he or she may be given a Certificate of Completion subject to approval of the Academic Dean.

3. All financial obligations to ABI must be met.

4. All required subjects (see Core courses) for the applicant’s concentration area must be satisfactorily completed with a minimum grade of C- (1.700 GPA.)

ABI reserves the right to deny any applicant for a Minnesota approved degree if any of the above criteria are not met.

ACADEMIC PROGRAMS OFFERED
Apostolic Bible Institute is approved by the Minnesota State Approving Agency for Veteran’s Educational Benefits. We offer the following academic programs:

» ASSOCIATE OF THEOLOGY DEGREE
   A two-year program consisting of 65-70 semester credit hours.

» BACHELOR OF THEOLOGY DEGREE
   A four-year program consisting of 130-140 semester credit hours.

GRADUATION HONORS
Graduating seniors may earn the following academic distinctions based on their grade point average:

» Summa Cum Laude  3.850 and above
» Magna Cum Laude   3.600 - 3.849
» Cum Laude         3.300 - 3.599
Privacy Policy

PRIVACY OF EDUCATIONAL RECORD
The Apostolic Bible Institute’s policy regarding access to student records (such as grades, grade point averages, and class rank) is governed by the Family Educational Rights Act of 1974, commonly known as “the Buckley Amendment.”

As applied to college students, these regulations restrict ABI to the release of certain records only to the student (current and former) and to certain other authorized school and government personnel except with a student’s prior written consent. Without this consent, ABI cannot release a student’s records even to parents except in one instance: parents or guardians of a student may be given access to certain of the student's records if the parents or guardians sign a statement in the Academic Records Office that they have claimed the student as a dependent on their last federal income tax return.

The Buckley Amendment allows the college to release the following type of information (not considered private records) unless the student requests that it be withheld: student’s name, address, telephone number, date and place of birth, photograph, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational institution attended, eligibility for honor societies, and similar information. A student who does not want this information released must make a request in writing to the registrar by the close of the registration period for the semester or term in which the student is enrolled. Requests for nondisclosure must be filed annually to meet this legal requirement.