

China Evangelical Seminary North America

School Catalog

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1 Vision

In recent years, there is an increasing demand from Chinese churches in North America for both full time and part time ministers to facilitate internal growth and external ministry. In order to satisfy such pressing needs, CESNA, like her alma mater – China Evangelical Seminary, is committed to a balanced training of seminarians that integrates academics, spirituality, and ministerial skills so that its graduates are well equipped for ministry and living out of their callings. In essence, CESNA’s vision is to serve the churches by equipping the saints in a multi-dimensional way for effective ministry and fruitful Kingdom living.

2 Mission Statement

- CESNA is committed to training, for the Kingdom of God, effective Chinese-speaking pastors and Christian leaders who serve in conformity to the will of God, and who demonstrate a balance in academics, spirituality, and ministerial skills in their lives.
- CESNA is committed to training up ministers and leaders for the Chinese churches in North America and beyond to fulfill the Great Commission through strategic partnership with Christian churches and organizations.
- CESNA is committed to responding, from a Biblical perspective, to contemporary issues that are of concern both to the Chinese-American society and Chinese churches at large.

Motto:

Equipping Many Saints, Serving Multiple Churches
Academics, Spirituality, Ministerial Skills

3 Strategy

To train ministers for full time pastoral and various ministries as in demand by churches. To use multi-media and other teaching formats, thereby making training platform easily accessible, to churches in North America while main campus is based in Los Angeles. To partner with churches in formulating curriculums of equal emphasis on Biblical, theological and ministry studies.

The ultimate goal is to raise workers grounded in Biblical, theological, field education and counseling education, for full time or part time ministry, be it in local churches or mission fields worldwide. Teaching the Truth to regenerate Christians across denominations and partnering closely with churches in North America to design a goal-oriented and balanced curriculum.

4 History

Jan 1986 – The General Board of CES Taiwan appointed local Directors in Los Angeles, California, for the registration of a L.A Board, eventuated the promotion of Theological Education by Extension (TEE), the name incorporated was China Evangelical Seminary Los Angeles Extension Center.

Jan 1991 – The Extension Center invited former President of CES, Dr. Timothy Lin, as Consultant, overseeing the operation of the Center.

Mar 1992 – The name of the Center was changed to China Evangelical Seminary North America Theological Education Center (CESNATEC). In July, the employment of the Director and staff enhanced the expansion of out-State classrooms for theological training.

1998 – CESNATEC was upgraded to China Evangelical Seminary North America Campus (CESNAC). The School began to offer degree program (Master of Christian Studies), recruit and train students with goal-oriented curriculum, so that they can serve in the Chinese churches built in the context of North America. The vision of CES extended from Taiwan to North America, equipping and preparing leaders for worldwide mission.

1999 – The new site at La Puente was dedicated for operation. With better facilities, it not only stands as the base for lay leaders training, but also dispenses all resources across North America, serving strategic locations with a high density of Chinese churches. A theological training network was set up.

2003 – Began to offer the Diploma of Christian Studies program.

July 2004 – Began to offer the Master of Divinity program in response to the great demand of ministers by Chinese churches in North America and worldwide.

Sept. 2007 – The Board has approved that the name of the school be amended to China Evangelical Seminary North America (CESNA), and the Seminary has advanced to another stage of development.

Sept. 2007 – Appointed Dr. Katheryn Leung as the first President.

July 2008 – Moved to current West Covina location.

Sept 2008 – Began to offer the Master of Theological Studies (formerly known as Master of Arts in Theological Studies) program.

Jan. 2009 – Began to offer the Doctor of Ministry Program.

June 2009 – Approval granted to issue I-20 for international students.

June 2010 – Accepted as an associate member of ATS.

Jan. 2013 – Began to offer the Master of Theology Program.

Aug. 2013 – Accepted as Candidate for Full Membership by ATS

June 2015 – Approved as a full member of ATS.

Oct. 2020 – Received Lilly Endowment’s funding to establish the Church Empowerment Program.

Aug. 2021 – Appointed Dr. Samuel Liu as the second President.

Jan. 2022 – Received Lilly Endowment’s funding to establish the Center of Public Theology and the Center of Spiritual/Character Formation.

5 Organization Chart

President

Rev. Samuel Liu, Ph.D.

Advisors

Rev. John Hsu

Rev. David Hsu

Rev. Fred Eng

Rev. Joshua Cheng

Rev. Albert Lam

Department Head

Academics : Rev. Raymond Hsu, Ph.D.

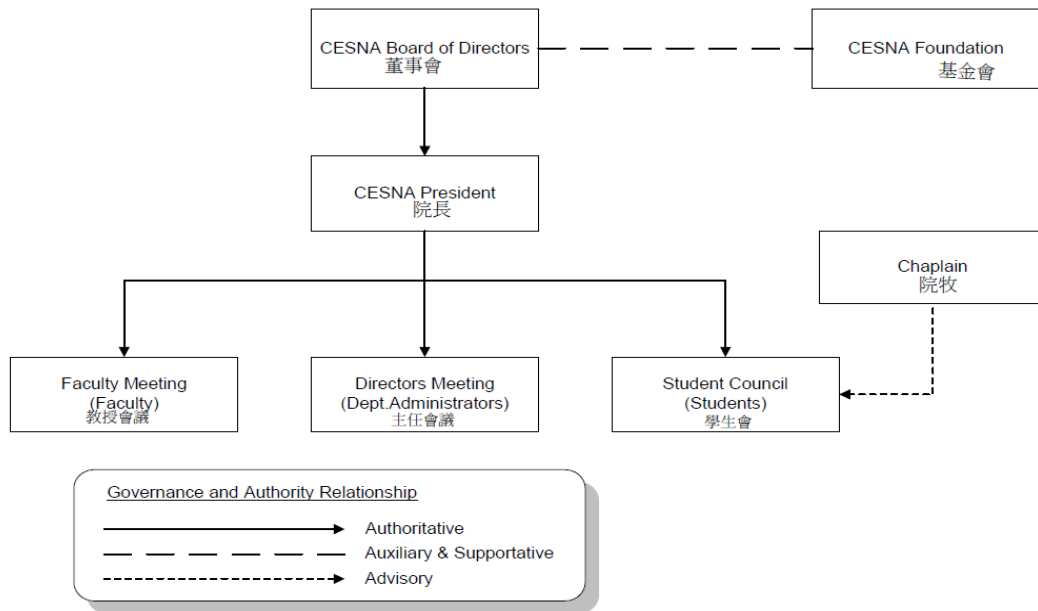
Administration : Rev. Frank Liu, D.Min. (Acting)

Development : Tina Liu, Ph.D.

Extension Education: Vincent Kam, Ph.D.

Research and Strategic Initiatives: Agnes Chiu, Ph.D.

Governance and advisory structure charts:



6 Degree Programs

6.1 Doctor of Ministry (DMin)

Objective: To help students to gain various perspectives in the nature and philosophy of Christian ministries. The historical and present trends of church developments and ministerial practices are explored in order to help realize the appropriate way to contextualize ministerial skills and formats. The final dissertation requires students to demonstrate an integration of theology, ministerial philosophy, and contextual practices which is workable in their future ministries.

Student learning outcomes:

- Possess new knowledge of ministry practice and advanced ministerial skills in an area of specialty.
- Demonstrate the ability to engage in in-depth theological reflection on the practice of ministry in the chosen area of interest.
- Engage regularly in spiritual disciplines and demonstrate personal spiritual growth and maturity.
- Develop leadership skills and learning capacities in self and others (team ministry).
- Produce a thoughtfully written thesis (doctoral project) approved by the project committee that can contribute to the practice of ministry not only in his or her own context but to a wider audience by addressing the current needs of Chinese churches in North America and globally.

Candidates: For pastorals and Christian workers who hold a Master of Divinity or its equivalent, and had been serving full-time in the field for at least three years.

Students in the D. Min. program has to complete 5 Required courses (20 Quarter credit hours) and 5 courses in their major area of research (20 Quarter credit hours), and a Dissertation (8 Quarter credit hours). Required courses are in-depth studies on general pastoral ministries aim to train students to conduct independent research. Students may choose major courses according to individual's needs and interest, and are encouraged to consult their dissertation advisor in selecting these courses. Dissertation topic should be of practicality, and demonstrates candidates' ability in critical thinking, analyzing, integration and presentation skills.

Required Courses

- Required course codes and contents as below:

Codes	Contents	Credits
TD100	Advanced Theological Research	4
TD101	Theology and Practice of Spiritual	4
TD102	Theological Integration	4
TD103	Advanced Leadership Issues	4
TD104	Dissertation Proposal Writing	4
TD500-501	Doctoral Dissertation	8

- Theological Research Methodologies TP700 is the requisite course for the other required courses.

Suggested Major Courses

- Five major areas of research for considerations:
 - Church Ministries and Pastoral Leadership :
 - Church History and its Organizational Development
 - Study in Contemporary Church Organization
 - Case Study on Churches
 - Research in Worship
 - Church Education Ministry Theories and Practice
 - World Mission :
 - Advanced Study in Missiology
 - Study in Cross Culture Missions
 - Study in American Missions
 - Study in Chinese Missions
 - Study in European Missions
 - Evangelism Theology & its Practice
 - Study in Missions Organizations
 - Others
 - Family Ministries and Counseling :
 - Church Growth and Family Ministries
 - Gender Relations & Pre-Marital Counseling

- Marital Relations & Marriage Counseling
 - Family & Parenting
 - Divorce and Remarriage Counseling
 - Single Parent & Blended Family Counseling
 - Mass Media and Family Ministries
 - Others
- Next Gen Ministries in the Chinese Church
 - Pastoral Care Case Study
 - Advanced Study in Leadership Transformation
 - Study in the phenomenon of North America Emerging Churches
 - Second Generation Chinese Ministry
 - Others
- Spiritual Formation Ministries
 - Spiritual Formation and Discipleship
 - Spiritual Formation in Community
 - Others
- Six courses are required (24 credits), to be determined together with dissertation advisor but subject to academic department approval.

Dissertation :

- Doctor of Ministry Candidates
 - Must complete all required courses before starting on dissertation.
 - Major Course: Must complete the required twenty-four units.
 - Submit a 30-page dissertation outline (Proposal) that includes Title, theme, questions, value, secondary literature and bibliography to the Academic Department for approval before beginning your research. After proposal has been approved, you may discuss with your dissertation advisor to invite two individuals specialized in the research topic and seek approval from the Academic Director to invite them as additional readers of your dissertation.
 - You become an official candidate for Doctor of Ministry only after both procedures are completed.
- Completing dissertation
 - After the proposal is approved by the supervisor and the Academic Department, the student must enroll two consecutive quarters of Doctoral Dissertation (8 credits). If the students

cannot complete the dissertation after two quarters, the student needs to apply for an extension of one quarter with the extension fee of \$275. The student may apply for at most two extensions. So, after the proposal is approved, the student must complete the dissertation within four quarters, unless there is a special reason.

- Dissertation advisor and both readers must support and agree with the candidate's dissertation before the defense meeting.
- After completion, dissertation advisor may apply with the Academic Department to hold a defense session.
- After defense, candidate must complete his dissertation according to the required format determined by the Academic Department.
- Page-count requirement for your dissertation is minimum 200 pages (excluding cover, table of contents, bibliographies and appendices).

Dissertation Advisor:

- For every Doctor of Ministry student, the Academic Department will assign a dissertation advisor according to the intended research topic, to help the student till completion of study (including dissertation writing).

The Student is given six years to complete the program, must register minimum two courses in a year. If necessary, may apply for extension of one year. At least four courses (16 credits) must be completed at Los Angeles West Covina campus.

6.2 Master of Theology (ThM)

Objective: To provide an advanced biblical and theological foundation, equipping students to apply appropriate research methods and produce theological research results, so that the students may serve in the ministry of theological education.

Student learning outcomes:

- Acquire advanced understanding in a focused area of biblical studies or theology.
- Demonstrate research abilities in the focused area.

Candidates: For mature Christians who are interested in theological research or education and hold a Master of Divinity, or Master of Theological Studies, or its equivalent.

A student in this program must complete 3 courses (7 credits) in basic research, 7 courses (21 credits) in biblical studies and theological studies, the special research course (3 credits) in biblical studies or theological studies, and a thesis (6 credits).

Basic Research

ThM Theological Research Methodologies	1 credit
Advanced Biblical Hebrew	3 credits
Advanced Biblical Greek	3 credits

If the student has already taken CESNA's Advanced Biblical Hebrew (or Advanced Biblical Greek) before entering the ThM program and has received the grade B or above, the student must take a biblical or theological study course (3 credits) in its place; otherwise, the student must take Advanced Biblical Hebrew (or Advanced Biblical Greek).

If the student has already taken an advanced course in biblical Hebrew (or Greek) from another institution before entering the ThM program and has received the grade B or above, the student may take CESNA's Advanced Biblical Hebrew (or Advanced Biblical Greek) or may opt out to take a biblical or theological study course (3 units) in its place; otherwise, the student must take Advanced Biblical Hebrew (or Advanced Biblical Greek).

If the student's research requires German or French, the student may request CESNA to approve the student to take a course on reading German or French at an accredited institution (e.g., seminary, college,

university). The course must be equivalent to a minimum of three credits. The credits received for the course may be used in place of Advanced Biblical Hebrew or Advanced Biblical Greek.

Biblical Studies and Theological Studies

Contemporary Hermeneutics	3 credits
Pentateuch and Interpretation	3 credits
Historical Books and Interpretation	3 credits
Poetic-Wisdom Books and Interpretation	3 credits
Prophetical Books and Interpretation	3 credits
Elective Book in the Old Testament	3 credits
Gospels and Interpretation	3 credits
Pauline Epistles and Interpretation	3 credits
General Epistles and Interpretation	3 credits
Apocryphal Literature and Interpretation	3 credits
Elective Book in the New Testament	3 credits
Systematical Theology Research I	3 credits
Systematical Theology Research II	3 credits
Systematical Theology Research III	3 credits
Contemporary Theology and Christian Doctrines	3 credits
Spiritual Formation and Discipleship	3 credits
Modern Issues in Christian Ethics	3 credits
Theologies on Luther and Calvin	3 credits
Theology on Augustine	3 credits

In order to provide more course choices for the ThM student, the student may request to take a master-level course that is related to the student's research interest in biblical studies or theological studies. If the request is approved by the student's advisor and the course instructor, the ThM student is required to complete more assignments than the other master students in the same course. The ThM student may take no more than two master-level courses (6 units) for the ThM credits. The ThM student shall not take a DMin course for credits.

Special Research

Special Research in Biblical Studies	3 credits
Special Research in Theological Studies	3 credits

Thesis

1. Each ThM student must have a thesis advisor. Based on the student's research interests, the student requests for a CESNA faculty who has similar research interests to be the advisor.
2. Once the student has a thesis advisor, the student may begin the thesis stage of the ThM program by writing a thesis proposal (about 15 pages) that includes a thesis title, research questions, a thesis statement, the values of this research, outlines, methodologies, and bibliographies. The proposal must be approved by the student's advisor. Then, the proposal must be submitted to the Academic Department for final approval.
3. After the proposal is approved by the supervisor and the Academic Department, the student must enroll two consecutive quarters of Thesis (6 credits). If the students cannot complete the thesis after two quarters, the student needs to apply for an extension of one quarter with the extension fee of \$275. The student may apply for at most two extensions. So, after the proposal is approved, the student must complete the thesis within four quarters, unless there is a special reason.
4. the student is given 12 months to complete the thesis.
5. The thesis must be at least 100 pages but no more than 150 pages, excluding the cover page, tables of contents, appendices, and bibliographies. The student may apply for a one-time extension of one year if necessary.

6. Before the completion of the thesis, the supervisor and the student must invite two readers qualified to review and comment on the thesis.
7. After the thesis is completed and reviewed by the supervisor and the readers, the student must present the thesis during the defense, in which the supervisor, the readers, and the Academic Dean must be present.
8. If the defense is successful, the student must finalize the thesis with any comments received from the defense, and the format of the thesis must adhere to the school standard based on the Turabian styles.
9. A copy of the final version of the thesis must be provided to the school library.

6.3 Master of Divinity (MDiv)

Objective: To equip Christians committed to the calling of full-time pastoral ministry with comprehensive ministerial knowledge and skills to lead and serve in the local church setting and envision the needs for global evangelization.

Student learning outcomes:

- Appropriate skills in presenting Scripture and doctrines with depth.
- Spiritual maturity as determined by faculty and field mentors, as well as through self-evaluation.
- Effective ministerial (pastoral, preaching, teaching, and evangelistic) and leadership knowledge and skills.
- Global awareness and cultural sensitivity.
- An understanding of Chinese Church heritage.

Candidates: Born again Christians who demonstrate maturity in his character and spiritual life, with a fervent heart and clear calling for full time ministry after graduation. Spouse is a Christian supportive of applicant going into

full-time ministry. Regular involvement in local church and recommendation of Pastors or church leaders are required.

Credit hours: 135 units, including 120 units of academics plus 4 quarters of field education (15 units)

Degree requirements:

- Required courses
 - Take 16 required courses in areas of biblical and theological studies.
- Core courses
 - Take 12 core courses in areas of practical theology, which include 8 mandatory MDiv core courses and 4 other core courses.
 - The 8 mandatory MDiv core courses are identified with the asterisk (*) in the course curriculum below. The student must take these courses without exception.
 - The student may choose the other 4 core courses from the list of MDiv non-mandatory core courses or from the list of MCS or MTS core courses. The student may take more than one MTS core course, but the courses must be in different categories in order to be credited as core courses toward the student's degree requirements. For example, if the student takes Revelation and Jeremiah, both can be credited as core courses, because Revelation belongs to the New Testament category, and Jeremiah belongs to the Old Testament category. However, if the student takes Revelation and The Epistles to Hebrews, only one of them is credited as a core course, and the other is credited as an elective course, because both belong to the New Testament category.
- Spiritual formation
 - 3 courses.
- Field education
 - 15 units (4 quarters) on Field Education are required. Student may complete this requirement within three years.
 - One of the quarters of Field Education must be related to a mission ministry (e.g., short-term mission, local evangelism).

- Full time students may apply for field education after the second quarter, and part time students may apply after completing 30 credits (including at least 12 credits of core courses and 18 credits of required courses in biblical and theological studies).
- Student may discuss with his local pastor and field education director to form a field education plan in order to meet program objectives, student’s giftedness and calling.
- Please refer to the section on “Field Education Guidelines for M.Div.” in this catalogue for detail.
- Elective
 - Besides the required, core, spiritual formation courses, student may take any other courses to meet the total credit hours requirements.

Course curriculum for Master of Divinity:

Category	Course	Grade	Credits
Required courses	<ul style="list-style-type: none"> □ Theological Research Methods (3) □ The Pentateuch (3) □ Major Prophets (3) □ The Gospels (3) □ Pauline Epistles (3) □ OT Theology (4) □ NT Theology (4) □ Elementary Biblical Hebrew (4) □ Elementary Biblical Greek (4) □ Hermeneutics (4) □ Systematic Theology 1: Doctrine of God, Doctrine of Creation, and Doctrine of Revelation (4) □ Systematic Theology 2: Christology, Soteriology, and Doctrine of Humanity (4) □ Systematic Theology 3: Pneumatology, Ecclesiology and Eschatology (4) □ Apologetics (3) □ Christian Ethics (3) 		

	<ul style="list-style-type: none"> □ Church History (4) 		
<p>Core courses: 8 mandatory courses (marked with) and 4 other courses (may choose other degree's core courses)</p>	<ul style="list-style-type: none"> □ Introduction to Pastoral Ministry (4) * □ Homiletics 1 (3) * □ Pastoral Counseling (3) * □ Introduction to Missiology (4) * □ Evangelism and Church Growth (3) * □ Postmodern Thoughts and Christianity (3) * □ Introduction to Christian Education (4) * □ Chinese Church History in China and North America (3) * □ Homiletics 2 (3) □ North American Chinese Church Issues (3) □ Contemporary Chinese Cultural Trends (3) □ Organizational Leadership (3) □ Bible and Counseling (4) □ Special Topics on Pastoral Ministry (3) 		
<p>Spiritual Formation: 2 mandatory courses (marked with) , and choose 1 more course.</p>	<ul style="list-style-type: none"> □ Biblical Foundation of Spiritual Formation (3) * □ Self-awareness and Holistic Person Development (3) * □ Lifelong Development of a Spiritual Leader (3) □ Christian Spiritual Heritage and Practice (3) □ Community Approach to Spiritual Formation (3) 		
<p>Field Education</p>	<ul style="list-style-type: none"> □ Field Education 1: (3) □ Field Education 2: (3) □ Field Education 3: (3) □ Field Education 4: (6) 		
<p>Elective</p>	<p>May enroll in any CESNA master course to fulfill remaining credit hours</p>		

6.4 Master of Theological Studies (MTS)

Objective: To provide fundamental training for those preparing for full-time or part-time ministry. The program offered help students to master an in-depth knowledge, through various tools, in Biblical contents and Christian doctrines so as to build a solid academic foundation for future research work in Biblical and theological studies.

Student learning outcomes:

- A breadth of understanding of theological disciplines and issues or a focused understanding on a specific area, or interdisciplinary knowledge.
- Understanding of proper research methods.
- Growing spirituality as determined by faculty mentors, as well as through self-perception.

Candidates: Born again Christians who demonstrate maturity in his character and spiritual life, with a fervent heart and calling for theological research work.

Credit hours: 90 units

Degree requirements:

- Required courses
 - Take 16 required courses in areas of biblical and theological studies.
- Core courses
 - Take 5 core courses (15 credits) including Advanced Biblical Hebrew, Advance Biblical Greek, a biblical course in Old Testament (e.g., Jeremiah), a biblical course in New Testament (e.g., Revelation), and a theological course on a special topic (e.g., Public Theology).
- Spiritual formation
 - 2 courses.
- Elective
 - Besides the required, core, and spiritual formation courses, student may take any other courses to meet the total credit hours requirements.
 - MTS students do not require to take field education, and no field education credits will be accepted.

Course curriculum for Master of Theological Studies:

Category	Course	Grade	Credits
Required courses	<ul style="list-style-type: none"> □ Theological Research Methods (3) □ The Pentateuch (3) □ Major Prophets (3) □ The Gospels (3) □ Pauline Epistles (3) □ OT Theology (4) □ NT Theology (4) □ Elementary Biblical Hebrew (4) □ Elementary Biblical Greek (4) □ Hermeneutics (4) □ Systematic Theology 1: Doctrine of God, Doctrine of Creation, and Doctrine of Revelation (4) □ Systematic Theology 2: Christology, Soteriology, and Doctrine of Humanity (4) □ Systematic Theology 3: Pneumatology, Ecclesiology and Eschatology (4) □ Apologetics (3) □ Christian Ethics (3) □ Church History (4) 		
Core courses	<ul style="list-style-type: none"> □ Advanced Biblical Hebrew (3) □ Advance Biblical Greek (3) □ A biblical course in Old Testament (e.g., Jeremiah) (3) □ A biblical course in New Testament (e.g., Revelation) (3) □ A theological course on a special topic (e.g., Public Theology) (3) 		
Spiritual Formation	<ul style="list-style-type: none"> □ Biblical Foundation of Spiritual Formation (3) □ Self-awareness and Holistic Person Development (3) 		
Elective	May enroll in any CESNA master course to fulfill		

	remaining credit hours		
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6.5 Master of Christian Studies (MSC)

Objective: To train and develop students' giftedness for ministry in local churches or para-churches, both in the cognitive spectrum and ministerial skills, concentrating on Biblical, theological studies and spiritual formations. Students can do a general study without concentration or choose to major in one of these concentrations: Christian education, missiology and counseling.

Student learning outcomes:

- Appropriate skills in presenting Scripture and doctrines with depth and capacity for theological integration with the practical ministry.
- A growing spirituality as determined by faculty and field mentors, as well as through thoughtful self-reflection.
- Effective ministry skills relevant to the student's chosen specialization.
- An integrated, multi-facet approach to student's chosen concentration as revealed in students' papers, projects, or ministry plans.

Candidates: Born again Christians who demonstrate maturity in his character and spiritual life, with a fervent heart and calling to serve in church or ministries at large.

Credit hours: 90 units, including 81 units of academics plus 3 quarters of field education (9 units)

6.5.1 Education Major

The objective of the MCS Education major is to equip those who are gifted in, or with a calling for teaching, so that they can take up leadership roles of education ministry in local churches.

Degree requirements:

- Required courses
 - Take 11 required courses in areas of biblical and theological studies.
- Core courses

- Take 10 core courses, including 5 mandatory education core courses and 5 other core courses.
- The 5 mandatory education core courses are identified with the asterisk (*) in the course curriculum below. The student must take these courses without exception.
- The student may choose the other 5 core courses from the list of non-mandatory education core courses, or from the lists of MCS mission core courses, or MCS counseling core courses, or MDiv core courses, or MTS core courses. The student may take more than one MTS core course, but the courses must be in different categories in order to be credited as core courses toward the student's degree requirements. For example, if the student takes Revelation and Jeremiah, both can be credited as core courses, because Revelation belongs to the New Testament category, and Jeremiah belongs to the Old Testament category. However, if the student takes Revelation and The Epistles to Hebrews, only one of them is credited as a core course, and the other is credited as an elective course, because both belong to the New Testament category.
- Spiritual formation
 - 2 courses.
- Field education
 - 9 units on Field Education are required. Student may complete this requirement within three years.
 - Full time students may apply for field education after the second quarter, and part time students may apply after completing 30 credits (including at least 12 credits of core courses and 18 credits of required courses in biblical and theological studies).
 - Student may discuss with his local pastor and field education director to form a field education plan in order to meet program objectives, student's giftedness and calling.
 - Please refer to the section on "Field Education Guidelines for MCS" in this handbook for detail.
- Elective
 - Besides the required, core, and spiritual formation courses, student may take any other courses to meet the total credit hours requirements.

Course curriculum for the MCS Education major:

Category	Course	Grade	Credits
Required courses	<ul style="list-style-type: none"> □ Theological Research Methods (3) □ The Pentateuch (3) □ Major Prophets (3) □ The Gospels (3) □ Pauline Epistles (3) □ OT Theology (4) □ NT Theology (4) □ Hermeneutics (4) □ Systematic Theology 1: Doctrine of God, Doctrine of Creation, and Doctrine of Revelation (4) □ Systematic Theology 2: Christology, Soteriology, and Doctrine of Humanity (4) □ Church History (4) 		

Core courses: 5 mandatory courses (marked with *) and 5 other courses (may choose other major's or degree's core courses)	<input type="checkbox"/> Introduction to Christian Education (4)* <input type="checkbox"/> Educational Psychology (4) * <input type="checkbox"/> Teaching Principles and Practice (3)* <input type="checkbox"/> Christian Education and Discipleship Ministries in Church (3)* <input type="checkbox"/> Human Growth & Development (3)* <input type="checkbox"/> Adult Education and Ministry (include Elderly, Single Ministries) (3) <input type="checkbox"/> Curriculum Design and Evaluation (3) <input type="checkbox"/> Youth Education and Counseling Ministry (3) <input type="checkbox"/> Children Education and Ministry (3) <input type="checkbox"/> Family Life Education & Methodology (3) <input type="checkbox"/> Human Sexuality (3) <input type="checkbox"/> Special Topics on Christian Education (3)		
Spiritual Formation	<input type="checkbox"/> Biblical Foundation of Spiritual Formation (3) <input type="checkbox"/> Self-awareness and Holistic Person Development (3)		
Field Education	<input type="checkbox"/> Field Education 1: (3) <input type="checkbox"/> Field Education 2: (3) <input type="checkbox"/> Field Education 3: (3)		
Elective	May enroll in any CESNA master course to fulfill remaining credit hours		

6.5.2 Mission Major

The objective of the MCS Mission major is to equip those with calling in mission works will benefit much from our broad, integrated theology of mission and prepare them for an important role in the direction, strategy and development of churches mission works.

Degree requirements:

- Required courses

- Take 11 required courses in areas of biblical and theological studies.
- Core courses
 - Take 10 core courses, including 5 mandatory mission core courses and 5 other core courses.
 - The 5 mandatory mission core courses are identified with the asterisk (*) in the course curriculum below. The student must take these courses without exception.
 - The student may choose the other 5 core courses from the list of non-mandatory mission core courses, or from the lists of MCS education core courses, or MCS counseling core courses, or MDiv core courses, or MTS core courses. The student may take more than one MTS core course, but the courses must be in different categories in order to be credited as core courses toward the student's degree requirements. For example, if the student takes Revelation and Jeremiah, both can be credited as core courses, because Revelation belongs to the New Testament category, and Jeremiah belongs to the Old Testament category. However, if the student takes Revelation and The Epistles to Hebrews, only one of them is credited as a core course, and the other is credited as an elective course, because both belong to the New Testament category.
- Spiritual formation
 - 2 courses.
- Field education
 - 9 units (3 quarters) on Field Education are required. Student may complete this requirement within three years.
 - One of the quarters of Field Education must be related to a mission ministry (e.g., short-term mission, local evangelism).
 - Full time students may apply for field education after the second quarter, and part time students may apply after completing 30 credits (including at least 12 credits of core courses and 18 credits of required courses in biblical and theological studies).
 - Student may discuss with his local pastor and field education director to form a field education plan in order to meet program objectives, student's giftedness and calling.

- Please refer to the section on “Field Education Guidelines for MCS” in this handbook for detail.
- Elective
 - Besides the required, core, and spiritual formation courses, student may take any other courses to meet the total credit hours requirements.

Course curriculum for the MCS Mission major:

Category	Course	Grade	Credits
Required courses	<ul style="list-style-type: none"> □ Theological Research Methods (3) □ The Pentateuch (3) □ Major Prophets (3) □ The Gospels (3) □ Pauline Epistles (3) □ OT Theology (4) □ NT Theology (4) □ Hermeneutics (4) □ Systematic Theology 1: Doctrine of God, Doctrine of Creation, and Doctrine of Revelation (4) □ Systematic Theology 2: Christology, Soteriology, and Doctrine of Humanity (4) □ Church History (4) 		
Core courses: 5 mandatory courses (marked with *) and 5 other courses (may choose other major’s or degree’s core courses)	<ul style="list-style-type: none"> □ Introduction to Missiology (4)* □ Biblical Missiology (4) * □ History of Missions (3)* □ Evangelism and Church Growth in the North American Chinese Church Context (3)* □ Missions and Chinese Culture (3)* □ World Religions and Missions (3) □ The Mission Ministry of the Church (3) □ Equipping and Preparing for Short Term Missions (3) 		

	<ul style="list-style-type: none"> □ Missions and the Professionals (3) □ Contemporary Topics on Missions (3) □ Evangelism and Discipleship (3) 		
Spiritual Formation	<ul style="list-style-type: none"> □ Biblical Foundation of Spiritual Formation (3) □ Self-awareness and Holistic Person Development (3) 		
Field Education	<ul style="list-style-type: none"> □ Field Education 1: (3) □ Field Education 2: (3) □ Field Education 3: (3) 		
Elective	May enroll in any CESNA master course to fulfill remaining credit hours		

6.5.3 Counseling Major

The objective of the MCS Counseling major is to equip Christians with spiritual gifts in counseling with a balanced curriculum in theory and practical preparing them with the necessary skills for care and counseling ministry in churches and para-organizations.

Degree requirements:

- Required courses
 - Take 11 required courses in areas of biblical and theological studies.
- Core courses
 - Take 10 core courses, including 5 mandatory counseling core courses and 5 other core courses.
 - The 5 mandatory counseling core courses are identified with the asterisk (*) in the course curriculum below. The student must take these courses without exception.
 - The student may choose the other 5 core courses from the list of non-mandatory counseling core courses, or from the lists of MCS education core courses, or MCS mission core courses, or MDiv core courses, or MTS core courses. The student may take more than one MTS core course, but the courses must be in different categories in order to be credited as core courses toward the student's degree

requirements. For example, if the student takes Revelation and Jeremiah, both can be credited as core courses, because Revelation belongs to the New Testament category, and Jeremiah belongs to the Old Testament category. However, if the student takes Revelation and The Epistles to Hebrews, only one of them is credited as a core course, and the other is credited as an elective course, because both belong to the New Testament category.

- Spiritual formation
 - 2 courses.
- Field education
 - 9 units on Field Education are required. Student may complete this requirement within three years.
 - Full time students may apply for field education after the second quarter, and part time students may apply after completing 30 credits (including at least 12 credits of core courses and 18 credits of required courses in biblical and theological studies).
 - Student may discuss with his local pastor and field education director to form a field education plan in order to meet program objectives, student’s giftedness and calling.
 - Please refer to the section on “Field Education Guidelines for MCS” in this handbook for detail.
- Elective
 - Besides the required, core, and spiritual formation courses, student may take any other courses to meet the total credit hours requirements.

Course curriculum for the MCS Counseling major:

Category	Course	Grade	Credits
Required courses	<input type="checkbox"/> Theological Research Methods (3)		
	<input type="checkbox"/> The Pentateuch (3)		
	<input type="checkbox"/> Major Prophets (3)		
	<input type="checkbox"/> The Gospels (3)		
	<input type="checkbox"/> Pauline Epistles (3)		
	<input type="checkbox"/> OT Theology (4)		

	<ul style="list-style-type: none"> □ NT Theology (4) □ Hermeneutics (4) □ Systematic Theology 1: Doctrine of God, Doctrine of Creation, and Doctrine of Revelation (4) □ Systematic Theology 2: Christology, Soteriology, and Doctrine of Humanity (4) □ Church History (4) 		
Core courses: 5 mandatory courses (marked with *) and 5 other courses (may choose other major's or degree's core courses)	<ul style="list-style-type: none"> □ Bible and Counseling (4)* □ Christian Counseling – Theories & Techniques (4) * □ Christian Counseling and Counselor (3)* □ Family Counseling (3)* □ Trauma and Crisis Counseling (3)* □ Marital Counseling (3) □ Premarital Counseling & Education (3) □ Youth Ministry and Counseling (3) □ Church Based Caring Ministry: Stephen Ministry I (3) □ Special Case Caring & Counseling: Stephen Ministry II (3) □ Parenting Education (3) □ Marital Education (3) □ Special Topics on Counseling (3) 		
Spiritual Formation	<ul style="list-style-type: none"> □ Biblical Foundation of Spiritual Formation (3) □ Self-awareness and Holistic Person Development (3) 		
Field Education	<ul style="list-style-type: none"> □ Field Education 1: (3) □ Field Education 2: (3) □ Field Education 3: (3) 		
Elective	May enroll in any CESNA master course to fulfill remaining credit hours		

6.5.4 General (Non-Major)

The objective of the MCS General(non-major) is to equip Christians with a fundamental theological training that uses various tools to ensure them have a comprehensive understanding of Scriptures and sound doctrine.

Degree requirements:

- Required courses
 - Take 11 required courses in areas of biblical and theological studies.
- Core courses
 - Take 10 core courses.
 - Since MCS General does not have a concentration area of studies, there is no requirement for any mandatory core courses. Therefore, the student may choose the 10 core courses from the lists of MCS education, mission, and counseling core courses, or MDiv core courses, or MTS core courses. The student may take more than one MTS core course, but the courses must be in different categories in order to be credited as core courses toward the student's degree requirements. For example, if the student takes Revelation and Jeremiah, both can be credited as core courses, because Revelation belongs to the New Testament category, and Jeremiah belongs to the Old Testament category. However, if the student takes Revelation and The Epistles to Hebrews, only one of them is credited as a core course, and the other is credited as an elective course, because both belong to the New Testament category.
- Spiritual formation
 - 2 courses.
- Field education
 - 9 units on Field Education are required. Student may complete this requirement within three years.
 - Full time students may apply for field education after the second quarter, and part time students may apply after completing 30 credits (including at least 12 credits of core courses and 18 credits of required courses in biblical and theological studies).

- Student may discuss with his local pastor and field education director to form a field education plan in order to meet program objectives, student’s giftedness and calling.
- Please refer to the section on “Field Education Guidelines for MCS” in this handbook for detail.
- Elective
 - Besides the required, core, and spiritual formation courses, student may take any other courses to meet the total credit hours requirements.

Course curriculum for MCS General:

Category	Course	Grade	Credits
Required courses	<ul style="list-style-type: none"> □ Theological Research Methods (3) □ The Pentateuch (3) □ Major Prophets (3) □ The Gospels (3) □ Pauline Epistles (3) □ OT Theology (4) □ NT Theology (4) □ Hermeneutics (4) □ Systematic Theology 1: Doctrine of God, Doctrine of Creation, and Doctrine of Revelation (4) □ Systematic Theology 2: Christology, Soteriology, and Doctrine of Humanity (4) □ Church History (4) 		
Core courses	Choose 10 core courses from any MCS majors or MDiv or MTS		
Spiritual Formation	<ul style="list-style-type: none"> □ Biblical Foundation of Spiritual Formation (3) □ Self-awareness and Holistic Person Development (3) 		
Field Education	<ul style="list-style-type: none"> □ Field Education 1: (3) □ Field Education 2: (3) 		

	□ Field Education 3: (3)		
Elective	May enroll in any CESNA master course to fulfill remaining credit hours		

6.6 Diploma of Christian Studies (DCS)

Objective: To train full time and lay ministers in spiritual formations, theological studies and ministerial skills for supporting churches in education, mission, counseling and general ministries.

Candidates:

- Born again Christians who demonstrate maturity in his character and spiritual life, with a fervent heart and await calling into pastoral ministry.
- Does not accept international students.

Credit hours:

- 45 units (master-level courses)
- After completing DCS, if the student applies and is admitted to a master program (MDiv, MTS, or MCS), all 45 units may be transferred to the program.

Degree requirements:

- Required courses
 - Take 11 required courses in areas of biblical and theological studies.
- Spiritual formation
 - Choose 2 courses from the list of spiritual formation courses.

Other Requirements:

- Minimum 1 course per quarter.
- Complete DCS in 3 years.

Course curriculum for DCS:

Category	Course	Grade	Credits
Required courses	<ul style="list-style-type: none"> □ Theological Research Methods (3) □ The Pentateuch (3) □ Major Prophets (3) □ The Gospels (3) □ Pauline Epistles (3) □ OT Theology (4) □ NT Theology (4) □ Hermeneutics (4) □ Systematic Theology 1: Doctrine of God, Doctrine of Creation, and Doctrine of Revelation (4) □ Systematic Theology 2: Christology, Soteriology, and Doctrine of Humanity (4) □ Church History (4) 		
Spiritual Formation (choose 2 courses)	<ul style="list-style-type: none"> □ Biblical Foundation of Spiritual Formation (3) □ Self-awareness and Holistic Person Development (3) □ Lifelong Development of a Spiritual Leader (3) □ Christian Spiritual Heritage and Practice (3) □ Community Approach to Spiritual Formation (3) 		

6.7 Family Life Education Diploma (FLED)

Objective: To equip those who have the heart to serve in ministries of family education, so that they would effectively respond to the needs of family education in today's society, churches, and organizations.

Candidates:

- Born again Christians who already have a theological degree or have been involved in family ministries for at least one year.
- Does not accept international students.

Credit hours:

- 45 units (master-level courses)
- After completing FLED, if the student applies and is admitted to the MCS program, all 45 units may be transferred to the program.

Course curriculum for FLED:

Category	Course	Grade	Credits
Theology	<ul style="list-style-type: none"> □ Writing Research Report (0) □ Biblical Theology (4) □ Family and Marital Theology (3) □ Christian Ethics (3) □ Systematic Theology 2: Christology, Soteriology, and Doctrine of Humanity (4) □ Hermeneutics (4) □ Public Theology (3) 		
Education	<ul style="list-style-type: none"> □ Human Growth & Development (3) □ Human Sexuality (3) □ Teaching Principles and Practice (3) □ Family Life Education & Methodology (3) 		
Counseling	<ul style="list-style-type: none"> □ Family Counseling (3) □ Premarital Counseling & Education (3) □ Marital Education (3) □ Parenting Education (3) 		

7 Admission Requirement

Master of Theology:

- A ThM applicant must have an MDiv degree or its equivalent, or an MTS degree or its equivalent. An outstanding applicant who has only an MCS degree may apply; if admitted, the admission is conditional, for the applicant must complete courses necessary for becoming MTS-degree equivalent.
- Applicants should submit the proof of efficiency on English, Biblical languages.
- Competence in using source materials for independent research studies and analyses.

Master of Divinity:

- Born again, baptized for at least 3 yrs, committed to full time pastoral ministry, BA degree or its equivalent.
- International students must take TOFEL. The minimum score is 500. If the TOFEL score is below 500, and if the student is admitted, the student is required to take additional English courses.

Master of Theological Studies:

- Born again, baptized for at least 3 yrs, committed to Christian education and theological research work, BA degree or its equivalent.
- International students must take TOFEL. The minimum score is 500. If the TOFEL score is below 500, and if the student is admitted, the student is required to take additional English courses.

Master of Christian Studies:

- Born again, baptized for at least 3 yrs, committed to education, mission, counseling or general ministry, BA degree or its equivalent.
- International students must take TOFEL. The minimum score is 500. If the TOFEL score is below 500, and if the student is admitted, the student is required to take additional English courses.

Diploma:

- Born again, baptized for at least 3 yrs, BA degree or its equivalent.

8 Residency Policy

Residency requirements are for the benefits of part-time students (who work full-time or part-time) and non-local students (who live far away from the LA campus), so that they may have the opportunities for face-to-face dialogue with lectures and fellowship with other students, which would enhance their spiritual formation and seminary experience.

For out-of-state M.Div. and MCS students admitted prior to fall 2014, they are required to take courses at the LA campus for at least four times, and the other courses may be taken via Distance Education and Extension-Site Education.

For out-of-state M.Div. and MCS students admitted in or after fall 2014, they are required to take courses at the LA campus for at least one third of the total credit hours of the program, as mandated by ATS, and the other courses may be taken via Distance Education and Extension-Site Education.

For out-of-state and international MTS students and Diploma of Christian Studies (DCS) students, there is no residency requirement, so they may complete all the credit hours of the program via Distance Education or Extension-Site Education.

Out-of-state ThM students do not have residency requirement and may attend real-time distance education courses.

DMin students are required to take at least 4 courses (16 credits) at the LA campus.

For students reside in California, the following policy applies:

- If a California student lives more than 25 miles away from the LA main campus at West Covina **or** works more than 30 hours per week, the student is considered as a non-local California student; otherwise, the student is considered as a local student.
- For local students in the M.Div., MCS, MTS, and DCS programs, they are required to complete all the credit hours (except field education credit hours) of the program at the LA main campus.
- For non-local California students in the M.Div. and MCS programs, they are required to take courses at the LA main campus for at least one third of the total credit hours of the program, and the other courses may be taken via Distance Education.
- For non-local California students in the ThM programs, they may attend real-time distance education courses.
- For non-local California students in the MTS and DCS programs, there is no residency requirement, so they may complete all the credit hours of the program via Distance Education.

Summer Intensive Courses:

- In order to facilitate out-of-state students and non-local California students to fulfill the residency requirements, intensive courses are scheduled during every summer. Normally, four intensive courses are offered in two consecutive weeks. Each course lasts for a week, and the schedule of the four courses are non-overlapping, so that a student may take up to four courses in two weeks.
- The annual commencement ceremony is normally scheduled on the Saturday after the first week, so the students may participate.
- The student may arrange his/her own accommodation or may seek assistance from the school. The school has a dormitory for female single students or husband-wife students. There are also motels within walking distance from the school.

Cost Estimate for three intensive courses in two weeks:

- Course Fees (3 courses, each with 3 credits): $\$180 \times 9 = \$1,620$
- Accommodation (14 days): $\$70 \times 14 = \980
- Meals (14 days): $\$20 \times 14 = \280

- Airfare, transportation, and books are not included in the above estimate.

Application Procedure:

- Check school website for the schedule of summer intensive courses.
- Discuss plan with academic advisor for approval.
- Complete the Residency Application Form and send it to Register Department before course deadline.

9 Study Plans

The required courses (including spiritual formation and advanced biblical languages) of each degree program will be offered once every two years. The mandatory core courses of each degree program will be offered once every three years. Other core courses are offered based on demand.

9.1 Examples of MDiv Study Plans

Example 1: Full-time local MDiv student (135 units, 38 courses, 3-year plan)

	Fall	Winter	Spring	Summer
First Year	4 courses	4 courses	4 courses	1 course
Second Year	4 courses	4 courses	4 courses	1 course
Third Year	4 courses	4 courses	4 courses	

Example 2: Half-time non-local MDiv student (135 units, 38 courses, 6-year plan)

	Fall	Winter	Spring	Summer*
First Year	2 courses	1 course	1 course	2 courses
Second Year	1 course	2 courses	1 course	3 courses
Third Year	1 course	2 courses	1 course	3 courses
Fourth Year	1 course	2 courses	1 course	3 courses
Fifth Year	1 course	1 course	1 course	3 courses

Sixth Year	1 course	2 courses	1 course	1 course**
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* Enrolled in 15 summer intensive courses (45 units) at the main campus in order to fulfill the residency requirement (one third of the total units).

** Graduate while enroll in one summer intensive course.

9.2 Examples of MTS Study Plans

Example 1: Full-time local MTS student (90 units, 27 courses, 2-year plan)

	Fall	Winter	Spring	Summer
First Year	4 courses	4 courses	4 courses	3 courses
Second Year	4 courses	3 courses	4 courses	1 course

Example 2: Half-time non-local MTS student (90 units, 27 courses, 4-year plan)

	Fall	Winter	Spring	Summer
First Year	2 courses	2 courses	2 courses	1 course
Second Year	2 courses	2 courses	2 courses	1 course
Third Year	2 courses	2 courses	2 courses	1 course
Fourth Year	2 courses	2 courses	1 course	1 course*

* Graduate while enroll in one summer course.

9.3 Examples of MCS Study Plans

Example 1: Full-time local MCS student (90 units, 27 courses, 2-year plan)

	Fall	Winter	Spring	Summer
First Year	4 courses	4 courses	4 courses	2 courses
Second Year	4 courses	4 courses	4 courses	1 course

Example 2: Half-time non-local MCS student (90 units, 27 courses, 4-year plan)

	Fall	Winter	Spring	Summer*
First Year	1 course	2 courses	1 course	3 courses
Second Year	1 course	2 courses	1 course	3 courses
Third Year	1 course	2 courses	1 course	3 courses
Fourth Year	1 course	2 courses	2 courses	1 course**

* Enrolled in 10 summer intensive courses (30 units) at the main campus in order to fulfill the residency requirement (one third of the total units).

** Graduate while enroll in one summer intensive course.

10 Field Education

10.1 M.Div. Guidelines

10.1.1 Philosophy

CESNA vision is to equip the saints and to serve the churches. To partner with churches in equipping laymen, church workers and leaders with fundamental, professional and leadership training. CESNA is committed to a balanced training that integrates academics, spirituality, and practicum so that students are well equipped to live out their callings and serve effectively by using their spiritual gifts.

Throughout their internship, students are under dual mentorship and supervision of local pastors or qualified professionals, and the personnel of the Field Education Department. The objectives of field education are of three folds:

- 1) to achieve spiritual maturity,
- 2) to allow integration and opportunity for in-depth understanding of the Scripture; and
- 3) to become more effective in ministry through active involvement. The ultimate goal is to equip the saints and to serve the churches.

CESNA expects the church/organization that provides the internship and the supervisor who mentors the student to satisfy the following requirements:

- **Church/Organization:**

The church/organization must abide to the Bible and authentic Christian beliefs and is willing to provide compensation for the internship. The suggested compensation is at least \$300 per month as an encouragement to the student. Any issue with the compensation should be evaluated and resolved by the Field Education Department.

- **Supervisor:**

- The church supervisor should have a theological training, have at least 3 years of full-time pastoral experience, and have exemplary Christian characters for the intern student to model regarding knowledge, spirituality, and servanthood.

- The organization supervisor should already have had some training and experience that is related to the study major of the student.
- Before the internship begins, the supervisor should meet with the Director of Field Education, who will provide internship guidelines and information to the supervisor for edifying the intern student.
- A student can first discuss the internship with the selected church / organization. After getting the approval of the church/organization, the student may ask the supervisor to provide the supervision materials and a letter of confirmation from the church/organization (Form A). Upon approval by the Director of Field Education, the student can then proceed with the registration process and pay the registration fee.

10.1.2 Internship Policies for M.Div.

1. Field education is required for the graduation of M.Div. degree.

2. Before an MCS student can get approval of internship, he/she must have completed 4 classes of major/cross-major (total 12 units), 6 mandatory classes (total 18 units), and 8 hours of spiritual formation study group plus 8 hours of relationship enhancement study group (total 16 hours).

3. First term and second term internships together last for 15 months, which are FE 1.1, 1.2, 1.3, 2.1 and 2.2 (average 15 hours per week). Each quarter is counted as 3 credits and there are 5 quarters for the total of 15 credits. FE 2.1 and 2.2 can be done in two quarters with an average of 15 hours per week of service. FE 2.1 and 2.2 can also be done in one quarter for 6 credits with an average of 30 hours per week of service. It is recommended that the student takes the internship at the same church / organization for 5 consecutive quarters with an average of 15 hours per week.

4. Ministry emphasis for each quarter of internship:

- **FE 1.1: Partnership in Ministry (3 credits):**
 - a) Personal spiritual formation, enhancement, and the concept of team or partnership in ministry. (Reading, Discussion, Searching)

- b) Read the book "The Making of a Leader" recommended by the Director of Field Education. Write a 3000-words report and submit it to the Director of Field Education.
 - c) Acquaint with the history of the internship church and its statement of faith, and regularly meet with the internship supervisor. Write a 1500-words report and submit it to the Director of Field Education.
 - d) The goal of this quarter is to learn, through observation and participation from the perspective of a pastor, how a church can serve as a team in various ministries.
- **FE 1.2: From Theory to Practice in Ministry (3 credits):**
 - a) Under the domain of the student's major, the student selects a church/organization subject to the approval of FE department.
 - b) After completing FE 1.1, the student selects a church/organization subject to the approval of FE department.
 - c) The goal of FE 1.2 is to put into practice, through observation and participation, the theories learned from the seminary, and to evaluate the outcomes, and make appropriate adjustments.
- **FE 1.3: Formation of Ministry Philosophy (3 credits):**
 - a) Under the domain of the student's major, the student chooses a church/organization subject to approval.
 - b) After completing FE 1.2, the student selects a church/organization subject to the approval of FE department.
 - c) The goal of FE 1.3 is to gain more exposure, and from these observations and hands on experience, to be able to build a ministry strategy plan within the student's major.
- **FE 2.1 & 2.2: Actual Participation (6 credits)**
 - a) FE internship at the assigned church/organization.
 - b) After the completion of FE 1.1, 1.2, & 1.3, you may apply for the FE items (choose at least 3).
 - c) Attend 4 ministry seminars, which can be online or in-person. For each seminar you have attended, you must submit a report of 500 words, that will be graded by the FE Department.

- d) The second term of internship (FE 2.1 and 2.2) has two quarters for the total of 6 months with an average of 15 hours per week of service. You may choose to finish FE 2.1 and 2.2 in one quarter with an average of 30 hours per week of service.
 - e) The goal is for you to have actual participation and understand the actual procedures and purposes of each FE item.
5. For the detail content of FE 1.1, 1.2 and 1.3, please refer to “10.1.4 Suggestions for Internship”, but you should consult with the supervisor of the church/organization to finalize your proposal. For the content of FE 2.1 and 2.2, please refer to the attachment table.

10.1.3 Registration Guidelines for FE 1.1, 1.2, & 1.3

A student must have three quarters of Field Education with the total of 9 credits. A student must get the required forms for each quarter.

- **Field Education Planning**

1. Before registration, please draft a Field Education Proposal and submit to Field Education Department for approval. (Form A is still required for each quarter.)
2. Before registration, your Field Education Proposal for the quarter should have been reviewed and approved by the Field Education Department.
3. To register for Field Education, you must submit a grade report or transcript that indicates the completion of at least 4 major core courses and 6 mandatory courses.

- **Field Education Registration Procedures**

1. Please complete “FE Supervisor Information and Church Confirmation Letter” (Form A) and have it signed by the FE supervisor.
2. Please consult with FE supervisor and complete the “FE Proposal of 3 Quarters”.

3. After you have submitted all the above forms to the FE Department, you can make an appointment with the Director of Field Education.
 4. After the approval of FE Director, the FE Assistant would enter the registration into Populi. The registration deadline date for FE is the same as all other courses.
- **Field Education Evaluation**
 1. Within one week after the completion of FE 1.1, 1.2, and 1.3, you must ask your FE Supervisor to complete the FE Evaluation Form (Form C), and mail it directly to the FE Department.
 2. Within one week at the end of each quarter, students must submit “Field Education Self Evaluation Form” (Form B) together with supporting materials and an evaluation report. Note: The form must be filled out completely. You must submit a report (3000 words) for reading the book “The Making of a Leader”.
 - **Field Education Credits**

Credits will be awarded after inspection by the Field Education Department. The credits for each student will be entered into Populi by the Field Education assistant.

10.1.4 Suggestions for Internship

CESNA Master programs contain for majors: Education, Missions, Counseling, and Pastoral Ministries. You need to discuss with your supervisor regarding your internship emphasis based on your major. The following are some suggestions for your reference.

FE 1.2 Suggestions:

1. Actively participate church ministries: board meeting, elders meeting, coworkers meeting, open discussion meeting.
2. Observe the administration structure and ministry strategies of other churches and collect all information.
3. Participate local community or church-planting ministries

FE 1.3 Suggestions:

1. Full participation with church worships and weekend ministries such as worship planning, Sunday preaching, and caring of fellowships or small groups.
2. Visitation with the supervisor or pastors.
3. Attending meetings with church pastors or coworkers for discussions and planning of church ministries.
4. Preaching practicing: preaching in various groups (fellowship, small group, worship, spiritual growth, special seminar)

10.1.5 Registration Guidelines for FE 2.1 & 2.2

1. After completing FE 1.2, you may choose some internship items and seminars, and seek approval to complete these internships within a stipulated time frame. You may ask the Field Education Department to help the arrangement.
2. After completing FE 1.3 and two thirds of the M.Div. program (i.e., 90 credits), the student may apply for full-time FE 2.1 & 2.2, which is to complete in one quarter (at least 30 hours per week). This application must be approved by the Field Education Department.
3. Within one week after the completion of FE 2.1 & 2.2, you must ask your FE Supervisor to complete the FE Evaluation Form (Form C), and mail it directly to the FE Department. You must also submit “FE Self Evaluation Form” (Form B) together with related materials and FE evaluation report. Note: All the forms must be filled up completely.
4. The registration of FE 2.1 & 2.2 should start with the first assignment or ministry seminar. After the completion of your FE 2.1 & 2.2 and the successful evaluation of Field Education Department, you would get 6 credits.

10.1.6 Others

1. CESNA MCS graduates are exempted from FE 1.1, 1.2, & 1.3.

2. CESNA non-MCS graduates may apply for exemption, but it is subject to the approval of Field Education Department.
3. If a student is unable to complete FE 2.1 & 2.2 due to reasons beyond the control of the school, he/she must pay the registration fee to complete FE 2.1 & 2.2.

10.1.7 M.Div. Field Education Proposals 1.1, 1.2, & 1.3

Name : (Chinese) _____ (English) _____

Major : _____ Telephone : _____

Proposed Dates :

FE 1.1 : ____YY____MM____DD to ____YY____MM____DD

FE 1.2 : ____YY____MM____DD to ____YY____MM____DD

FE 1.3 : ____YY____MM____DD to ____YY____MM____DD

Local Church/Organization and Supervisor :

Church/Organization Supervisor

FE 1.1 : _____

FE 1.2 : _____

FE 1.3 : _____

Field Education Items & Goals (At least 2 items)

Item Goals

FE 1.1 : _____

FE 1.2 : _____

FE 1.3 : _____

Student : _____ FE Supervisor Signature : _____ Date : _____

10.1.8 M.Div. Field Education 2.1 & 2.2 Complete Table

Goal: FE 2.1 & 2.2 allow students to really participate in the most common ministries in churches. Students would gain a comprehensive understanding including pastoral and administrative experience so that they can be better prepared for full time ministries.

<p>Personal Growth Groups</p>	<p>Group Names:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Spiritual Formation <u>8</u> hours <input type="checkbox"/> Relationship Enhancement Group <u>8</u> hours <input type="checkbox"/> MMPI Psychology Testing <input type="checkbox"/> Field Education Explanation Meeting 	<p>Date</p> <ul style="list-style-type: none"> <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
<p>Four Ministry Seminars (You must submit a 500-words report for each seminar.)</p>	<p>Seminar Topics:</p> <ul style="list-style-type: none"> <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ 	<p>Date</p> <ul style="list-style-type: none"> <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
<p>Assigned Internship Items (Choose at least 3)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Sunday Sermon <input type="checkbox"/> Evangelistic Meeting <input type="checkbox"/> Visitation (twice) <input type="checkbox"/> Marriage Ceremony <input type="checkbox"/> Funeral/Memorial service <input type="checkbox"/> Others (subject to approval) 	<ul style="list-style-type: none"> <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
<p>Time for FE (You must choose one only)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Full time. Finish in one quarter. 30 hours per week. <input type="checkbox"/> Finish in 2 quarters. Total 6 months. 15 hours per week. 	<ul style="list-style-type: none"> <input type="checkbox"/> _____ <input type="checkbox"/> _____

10.2 MCS Guidelines

10.2.1 Philosophy

CESNA vision is to equip the saints and to serve the churches. To partner with churches in equipping laymen, church workers and leaders with fundamental, professional and leadership training. CESNA is committed to a balanced training that integrates academics, spirituality, and practicum so that seminarians are well equipped to live out their callings and serve effectively by using their spiritual gifts.

Throughout their internship, students are under dual mentorship and supervision of local pastors or qualified professionals, and the personnel of the Field Education Department. The objectives of field education are of three folds:

- 1) to achieve spiritual maturity,
- 2) to allow integration and opportunity for in-depth understanding of the Scripture; and
- 3) to become more effective in ministry through active involvement. The ultimate goal is to equip the saints and to serve the churches.

CESNA expects the church/organization that provides the internship and the supervisor who mentors the student to satisfy the following requirements:

- **Church/Organization:**

The church or organization must abide to the Bible and authentic Christian beliefs and is willing to provide compensation for the internship. The suggested compensation is at least \$300 per month. For any issues with the compensation, please bring them to the Field Education Department for evaluation and resolution.

- **Supervisor:**

- The supervisor should have a theological training or its equivalent, have at least 3 years of full-time pastoral experience, and have exemplary Christian characters for the intern student to model.
- The supervisor should already have had some training and experience that is related to the study major of the student.

- Before the internship begins, the supervisor should meet with the Director of Field Education, who will provide guidelines and information to the supervisor for edifying the intern student.
- A student can first discuss the internship with the selected church / organization. After getting the approval of the church/organization, the student may ask the supervisor to provide the supervision materials and a letter of confirmation from the church/organization (Form A). Upon approval by the Director of Field Education, the student can then proceed with the registration process and pay the registration fee.

10.2.2 Policies

1. Field education is required for the graduation of MCS degree.
2. Before an MCS student can get approval of internship, he/she must have completed 4 classes of major/cross-major (total 12 units), 6 mandatory classes (total 18 units), and 8 hours of spiritual formation study group plus 8 hours of relationship enhancement study group (total 16 hours).
3. First term internship lasts for 9 months, which are FE 1.1, 1.2, 1.3 in 3 quarters. Each quarter is counted as 3 credits and there are 3 quarters for the total of 9 credits. It is recommended that the student takes the internship at the same church / organization for 3 consecutive quarters with an average of 15 hours per week.
4. A student for Christian Study Certificate does not need internship. If a student applies for internship, the internship credits can be transferred into MCS program on the first quarter.
5. General ministry emphasis for each FE course:
 - **FE 1.1: Partnership in Ministry (3 credits):**
 - a) Personal spiritual formation, enhancement, and the concept of team or partnership in ministry. (Reading, Discussion, Searching)
 - b) Read the book “The Making of a Leader”. Write a 3000-words report and submit it to the Director of Field Education.

- c) Acquaint with the history of the internship church and its statement of faith, and regularly meet with the internship supervisor. Write a 1500-words report and submit it to the Director of Field Education.
 - d) The goal of this quarter is to learn, through observation and participation from the perspective of a pastor, how a church can serve as a team in various ministries.
- **FE 1.2: From Theory to Practice in Ministry (3 credits):**
 - a) Under the domain of the student’s major, the student selects a church/organization subject to the approval of FE department.
 - b) After completing FE 1.1, the student selects a church/organization subject to the approval of FE department.
 - c) The goal of FE 1.2 is to put into practice, through observation and participation, the theories learned from the seminary, and to evaluate the outcomes, and make appropriate adjustments.
 - **FE 1.3: Formation of Ministry Philosophy (3 credits):**
 - a) Under the domain of the student’s major, the student chooses a church/organization subject to approval.
 - b) After completing FE 1.2, the student selects a church/organization subject to the approval of FE department.
 - c) The goal of FE 1.3 is to gain more exposure, and from these observations and hands on experience, to be able to build a ministry strategy plan within the student’s major.

6. For the internship materials, please reference “10.2.4 Planning Guide for Concentration Areas”. But please consult and plan with your supervisor.

10.2.3 Registration Guidelines for FE 1.1, 1.2, & 1.3

Total three quarters of field education (9 credits). For each quarter, you must get the required forms to fill up and submit.

1) Field Education Planning

1. Before registration, please draft a “Field Education (total 3 quarters) Proposal” and submit to Field Education Department for approval. (Form A is still required for each quarter.)
2. Before registration, your Field Education Proposal for the quarter should have been reviewed and approved by the Field Education Department.
3. To register for Field Education, you must submit a grade report or transcript that indicates the completion of at least 4 major core courses and 6 mandatory courses.

2) Field Education Registration Procedures

1. Please complete “FE Supervisor Information and Church Confirmation Letter” (Form A) and have it signed by the FE supervisor.
2. Please consult with FE supervisor and complete the “FE Proposal of 3 Quarters”.
3. After you have submitted all the above forms to the FE Department, you can make an appointment with the Director of Field Education.
4. After the approval of FE Director, the FE Assistant would enter the registration into Populi. The registration deadline date for FE is the same as all other courses.

3) Field Education Evaluation

1. Within one week after the completion of FE 1.1, 1.2, and 1.3, you must ask your FE Supervisor to complete the FE Evaluation Form (Form C), and mail it directly to the FE Department.
2. Within one week at the end of each quarter, students must submit “Field Education Self Evaluation Form” (Form B) together with supporting materials and an evaluation report. Note: The form must be filled out completely. You must submit a report (3000 words) for reading the book “The Making of a Leader”.

4) Field Education Credits

Credits will be awarded after inspection by the Field Education Department. The credits for each student will be entered into Populi by the Field Education assistant.

10.2.4 Planning Guide for Concentration Areas

CESNA MCS program can be divided into four concentrations (education, missions, counseling and pastoral ministry). Thus, field education should be planned according to a student's major. Below are proposals for your consideration:

1. Education

- FE 1.2:
 - a) Participate in teaching ministries (Sunday School, small group, fellowship etc.), for a breakthrough.
 - b) Visit other churches and gather information their Sunday School ministry.
 - c) Study various Sunday School curriculum and set up a collection of teaching materials.
- FE 1.3:
 - a) Involve in teacher's training and equipping of your co-workers.
 - b) Participate and support teaching ministry in other denominations.
 - c) Work with local pastor and teaching ministry leaders to formulate and develop comprehensive learning plan for the church and participate in the execution and administration of the plan.
 - d) To develop a Christian education curriculum, philosophy of education, and a set of implementation guidelines.

2. Missions

- FE 1.2 :
 - a) Personal evangelism and street witnessing.
 - b) Lead Bible Study for new believers or serve in other evangelistic meetings.
 - c) Teach lessons on missions and/or related topics.

- d) Share the needs and vision of world mission during Sunday worship.
 - e) Get to know more mission organizations.
- FE 1.3 :
 - a) Apply to do internship in an approved mission organization, and participate in an actual mission trip for hands on experience.
 - b) Lead mission trips or conduct training for mission trips.
 - c) Become a committee member of the church's mission committee/ministry and help to plan and execute its various projects.
 - d) Create awareness and burden for missions amongst church members.
 - e) Plan and organize mission prayer meetings.

3. Counseling

- FE 1.2 :
 - a) Take initiative to care for church members.
 - b) If possible, take on some cases of regular counseling and keep records of each session.
 - c) Conduct courses in church to equip members in caring ministry.
- FE 1.3 :
 - a) Start a caring ministry in the church.
 - b) Compile various support resources in the community so as to channel information to those in need.
 - c) Visit counseling centers and observe other counselors in practice.
 - d) If possible, volunteer at a counseling center.

10.2.5 MCS Field Education 1.1, 1.2, and 1.3

Name: (Chinese)_____ (English) _____

Major : _____ Telephone : _____

Proposed Dates :

FE 1.1 : ____YY____MM____DD to ____YY____MM____DD

FE 1.2 : ____YY____MM____DD to ____YY____MM____DD

FE 1.3 : ____YY____MM____DD to ____YY____MM____DD

Local church/organization and supervisor:

Church/Organization

Supervisor

FE 1.1 : _____

FE 1.2 : _____

FE 1.3 : _____

Field Education Items & Goals (at least 2 items)

Item

Goal

FE 1.1 : _____

FE 1.2 : _____

FE 1.3 : _____

Student : _____ FE Supervisor Signature : _____ Date : _____

10.3 Internship Supervisor Guidelines

Thank you for your willingness to partner with CESNA in preparing the future army of God. May God bless the student intern through you, and hopefully CESNA's student will also contribute to your church or organization.

A. The Role of the Field Education Supervisor is:

1. A spiritual guide, encouraging students to grow in their spiritual lives, character and harmonious interpersonal relationship.
2. A teacher in spiritual knowledge, counseling student in applying his/her learning in ministry context.
3. A ministry mentor, teaching student to actively participate in God's Kingdom work, providing and referring suitable ministry opportunities.

B. 實習過程之指引 Guidelines during internship process:

1. Field Education Application Process (refer to *CESNA Field Education Guidelines*).
2. Communicate with student regularly by following the guidelines in *CESNA Field Education Guidelines*.
3. Decide on regular supervision time with student (suggestion: at least once every two weeks, each time 30-45 min), to evaluate student intern progress, offer space to share difficulties and pray for/with student.
4. Provide supervision in assigned ministry responsibilities.
5. Allow student to observe, understand and participate in church ministries within the scope of the church/organization bylaws and permission of church/organizational leadership.
6. When the Director of Field Education visits, to communicate openly regarding students learning experience.
7. If necessary, to contact CESNA Field Education office to communicate student's internship difficulties and discuss plans of intervention.
8. Within one week of student's completion of quarterly internship, complete *the Supervisor Evaluation (Form C)* after communicating with the student intern. Your honest and accurate evaluation and suggestions of the student intern are of utmost importance to his/her learning, please take the time to thoughtfully complete it and send it to CESNA Field Education.

9. If you have difficulties communicating with student, please contact the Director of Field Education immediately (Email: FeAdv@cesna.edu Tel: 626-917-9482).

10.3.1 Form A

Internship Supervisor Information Record

Name of student : _____ Program : _____

Internship Period : Start Date : _____ End Date : _____

Name of Supervising Pastor : _____ Title : _____

Tel : _____ Email : _____

Name of Church/Organization : _____

Address : _____

Theological Training or Degree : _____

Which Seminary or School : _____

Ministry settings and experience :

1. Setting/exp.: _____ Title: _____ Yrs: _

2. Setting/exp.: _____ Title: _____ Yrs: _

3. Setting/exp.: _____ Title: _____ Yrs: _

Gifts : _____

Specialties : _____

Supervisor signature : _____ Date : _____

Church Endorsement Letter for Student's Internship

Student Internship is to assist seminarians in planning their practicum, hence exploring various learning opportunities during the internship period while at the same time contributing to the church ministries, Our Seminary would like (1) the student to discuss practicum outline with supervising pastors, and (2) supervising pastors **to write a confirmation letter with church logo to CESNA**. The sample of the letter is as follows.

Rev. Jennifer Chen
Assistant Director of Field Education and Advising
China Evangelical Seminary North America
1520 W. Cameron Ave., Suite 275
West Covina, CA 91790

Date: _____

RE: Church Endorsement Letter

Dear Rev. Jennifer Chen,

Our organization is willing to partake in China Evangelical Seminary's Practical Training Program in equipping students to become workers for the kingdom of God.

Hence, we would like to invite _____ (Student Name) to fulfill his/her curricular practical training (CPT) requirement at _____ (Church/Organization Name) from _ to _____. Our church address is _____.

_____ (Student Name) will participate in the ministry for the duration of 9 months (average 15 hrs / week). Each week could include up to 5 hrs of preparation at home. Please refer to recommended scope for internship. I _____ (Supervising Pastor Name), will be providing supervision during his/her internship. Our church/organization will consider supporting the student with () prayer, () pastoral supervision, and () internship scholarship with the amount of _____ per month.

In Christ,

Supervisor Signature: _____

Supervisor Title: _____

10.3.2 Form B

**Student Intern Self-Evaluation
First/Second Year
Quarter: Q1 / Q2 / Q3**

Student Name: _____ Program: _____

Area of Practical Training: _____ Internship Duration: _____

Field Education Location or Church/Organization Name: _____

Supervisor Name/Title: _____ Supervisor Tel and Email: _____

Have you sent a copy of this evaluation to your supervisor? YES / NO

Evaluation (1=lowest rating; 5=highest rating)

A. Ministry Experience

Harmonious relationship with supervisor	1	2	3	4	5
Has regular supervision with supervisor (weekly or biweekly)	1	2	3	4	5
Has learned from supervisor's modeling & supervision	1	2	3	4	5
Knowledge and equipping from seminary helpful for internship	1	2	3	4	5
Adequate communication among seminary, student, and supervisor over internship	1	2	3	4	5
Positive internship set up, would like to continue	1	2	3	4	5
Has adequate training and platform to develop/use spiritual gifts	1	2	3	4	5
Your constituents accept your ministry	1	2	3	4	5

Overall, you have a satisfactory internship experience	1	2	3	4	5
--	---	---	---	---	---

Reflection: _____

B. Ministry Performance

Capability	1	2	3	4	5
Cooperation	1	2	3	4	5
Commitment	1	2	3	4	5
Faithfulness	1	2	3	4	5
Fruitfulness	1	2	3	4	5

Reflection: _____

C. Personal and Spiritual Formation

Spiritual maturity (Christ-likeness)	1	2	3	4	5
Hardworking	1	2	3	4	5
Self-disciplining	1	2	3	4	5
Humility	1	2	3	4	5
Teachability	1	2	3	4	5

Reflection: _____

D. Ministry Skills Development

Knowledge of Scriptures & Doctrines (depth & integration)	1	2	3	4	5	
Teaching	1	2	3	4	5	N/A
Leadership	1	2	3	4	5	N/A
Counseling	1	2	3	4	5	N/A

Evangelism	1	2	3	4	5	N/A
Preaching	1	2	3	4	5	N/A
Administration	1	2	3	4	5	N/A
Interpersonal Communication	1	2	3	4	5	N/A
Conflict management	1	2	3	4	5	N/A
Knowledge of Chinese Church heritage	1	2	3	4	5	
Global awareness & cultural sensitivity	1	2	3	4	5	

Reflection: _____

E. Ministry Focus Areas

1. What is your ministry contribution to the church?

2. What is your own improvement e.g., skills, personal spiritual formation?

10.3.3 Form C

**Supervisor Evaluation
 First/Second Year
 Quarter: Q1 / Q2 / Q3**

Student Name: _____ Church/Organization Name: _____

Area of Practical Training: _____ Internship Duration: _____

Supervisor Name: _____ Supervisor Title: _____

Supervisor Signature: _____ Date: _____

Supervisor Contact Tel: _____ Email: _____

Evaluation & Suggestion (1=lowest rating;5=highest rating)

1.Has the student's performance been satisfactory, in terms of

Capability	1	2	3	4	5
Cooperation	1	2	3	4	5
Commitment	1	2	3	4	5
Faithfulness	1	2	3	4	5
Fruitfulness	1	2	3	4	5

Comments (please provide specific affirmations and/or suggestions):

2. Please evaluate the student's personality, in terms of

Spiritual maturity (Christlikeness)	1	2	3	4	5
Hardworking	1	2	3	4	5
Self-discipline	1	2	3	4	5
Humility	1	2	3	4	5
Teachability	1	2	3	4	5

Comments (please provide specific affirmations and/or suggestions):

3. Please evaluate student's ministry skills in the relevant areas

Knowledge of Scriptures & Doctrines (depth & integration)	1	2	3	4	5	
Teaching	1	2	3	4	5	N/A
Leadership	1	2	3	4	5	N/A
Counseling	1	2	3	4	5	N/A
Evangelism	1	2	3	4	5	N/A
Preaching	1	2	3	4	5	N/A
Administration	1	2	3	4	5	N/A
Interpersonal Communication	1	2	3	4	5	N/A
Conflict management	1	2	3	4	5	N/A
Knowledge of Chinese church heritage	1	2	3	4	5	
Global awareness & cultural sensitivity	1	2	3	4	5	

Comments (please provide specific affirmations and/or suggestions):

4. How does the student integrate Scriptural knowledge, ministry skills, and spirituality into his or her ministry?

11 Academic Policies

11.1 Quarter Term

CESNA adopts quarter system:

- Fall: October – December; Winter: January – March; Spring: April – June; Summer: July – September
- Lecture time for 3 credits and 4 credits unit are 30 and 40 hours respectively.
- Registration dates: Fall, Sept. 2 to 15; Winter, Dec. 2 to 15; Spring, March 2 to 15; Summer, May 15 to 30

11.2 Assignment and Grade

Grading system:

Grade	A+	A	A-	B+	B	B-	C+	C	C-	D	F
%	100-97	96-93	92-90	89-86	85-83	82-80	79-76	75-73	72-70	69-60	< 60
GPA	4.0	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1	0

Assignments deadline, submission, and deadline extension for master students:

- Each student should adhere to the normal assignment deadline. The normal deadline is two weeks from the last class of the 10-week course; for intensive courses the normal deadline is two months after the last class. The

submission methods may differ depending on the instructor; please refer to the course syllabus or contact the instructor for the submission method preferred by the instructor.

- If a student is under a special circumstance (e.g., critical illness or unforeseen emergencies) and cannot adhere to the normal assignment deadline, the student needs to contact the instructor to arrange a new deadline without affecting the student's grade.
- If a student cannot adhere to the normal assignment deadline, and the student is not under a special circumstance (busy at work, busy serving at church, business or pleasure trip are not considered as special circumstances), the student should contact the instructor and request to delay the deadline. If the instructor agrees, the deadline may be delayed for at most one month for that student; however, points will be deducted from the delayed assignment. The deduction amount is determined by the instructor. If the student still does not adhere to the delayed deadline, the student will receive the grade F for that course.

If a master student receives a grade D or F in a required course or a core course, the student must retake the course, and the GPA calculation will be based on the latter grade, but the former failing grade will be recorded on the student's final transcript. If a student receives a grade F in an elective course, the student is not required to retake the course, but the failing grade will affect the GPA and be recorded on the transcript. If a student who receives a grade F in an elective course chooses to retake the course, the GPA calculation will be based on the latter grade, but the former failing grade will be recorded on the transcript. If a student has three courses with grades F (regardless of require, core, or elective courses), the student's status at CESNA must be terminated immediately without a degree.

Assignments deadline, submission, and deadline extension for ThM students:

- All reports and assignments must be completed and submitted to instructor within two months after class. Report will not be graded after the two-month deadline. Students with special reasons, may request the course instructor and the Academic Department for a

permission to extend the assignment deadline. If the request is approved, the deadline can be extended for a maximum of one-month grace period, but the final grade may be penalized at the discretion of the course instructor.

Assignments deadline, submission, and deadline extension for DMin students:

- All reports and assignments must be completed and submitted to instructor within three months after class. Report will not be graded after the two-month deadline. Students with special reasons, may request the course instructor and the Academic Department for a permission to extend the assignment deadline. If the request is approved, the deadline can be extended for a maximum of one-month grace period, but the final grade may be penalized at the discretion of the course instructor.

The minimum grade for each DMin and ThM course is B (83). If the student's course grade is lower than the minimum, the student must re-take the course.

Basic assignment requirements per course:

- For master, about 1,000 pages of reading assignment and 5,000 words of research paper.
- For ThM, about 2,500 pages of reading assignment and 10,000 words of research paper.
- For DMin, about 2,500 pages of reading assignment and 10,000 words of research paper.

11.3 Absenteeism

If a student (local or online) is absent from a class, the student must notify the course instructor with an acceptable reason. If the student does not notify or does not have an acceptable reason for missing two classes, the student will receive a grade F for the course. If the student is absent for three classes with acceptable reasons, the student will receive a grade F for the course.

11.4 Tuition and Fees Payable

Master:

- Course fee for master and diploma students: \$198 per credit
- Learning platform fee: \$30 + processing fee per quarter, regardless of number of units enrolled
- Audit fee (see the “Audit Policy” section in this handbook)
- Late registration fee: \$20 (if registration process is not completed by deadline)
- Minnesota Multiphasic Personality Inventory (MMPI) fee: \$50 (One-time fee only for MDiv and MCS new students, not for MTS and diploma new students)
- Graduation fee for master students : \$150
- Transcript fee : \$30
- School transfer fee : \$150
- Program or major transfer fee : \$30
- TEE transfer fee : \$100
- Student status withhold fee : \$30/quarter
- Program extension fee : \$120

Master of Theology:

- Course Fees: \$ 275 per credit
- Learning Platform Fee: \$30/quarter (regardless number of units enrolled)
- Application Fees: \$ 100
- Graduation Miscellaneous charges: \$300
- Various document surcharge(include transcript): \$30
- Student status withhold fee : \$30/quarter
- Extension of Dissertation Completion : \$ 275/quarter

Doctor of Ministry:

- Course Fees : \$ 275 per credit
- Learning Platform Fee: \$30/quarter (regardless number of units enrolled)
- Application Fees : \$100
- Graduation Miscellaneous charges : \$300
- Various document surcharge (include transcript) : \$30
- Student Status Withhold Surcharge : \$100/quarter
- Extension of Dissertation Completion : \$ 275/quarter
- Dissertation fee for two outside readers: \$800

11.5 De-Registration and Refund

Full refund – when you notify the school before commencement of first lesson.

Refund 70% - after attending first lesson. (Must contact the Academic Department)

Refund 50% - after attending second lesson. (Must contact the Academic Department)

No refund thereafter.

11.6 Transfer of Credits

CESNA accepts credits completed at other ATS accredited institutions. However, only credits that are relevant to the degree program admitted will be acceptable for transfer. CESNA accepts credits completed at other non-ATS accredited institutions on a case-by-case basis. CESNA Admission Office shall make a final determination based on its evaluation whether credits to be transferred are relevant to the admitted degree program and whether they were eligible for graduate credit in the institution at which they were taken, or met general graduate crediting criteria. Based on the ATS requirement, two-thirds of the credits required in the admitted degree program may be granted on the basis of transfer credits. Therefore, the maximum number of credits that can be transferred into CESNA's MDiv program is 90 credits (two third of 135 credits); and, the maximum number of credits that can be transferred into CESNA's MTS or MCS program is 60 credits (two third of 90 credits)

If a CESNA master student wants to take a course in another ATS-accredited institution, the student must fill out the Inter-School Course Request form, and it must be approved by the Director of Academics Department. The maximum number of courses/credits that the student may take from other ATS-accredited institutions, which are transferrable to CESNA, is two courses (6-8 credits), if the student's grades satisfy CESNA's requirements.

Non-CESNA students may register up to 2 CESNA courses. Approval from Director of Academics Department must be obtained before registration.

If a current MCS or MTS student wants to change to the MDiv program before completing the MCS or MTS program, all his/her course credits (less than 90) may be transferred into the MDiv program if he/she is admitted into the MDiv program. Of course, he/she will not receive an MCS or MTS degree in this case.

CESNA allows MTS and MDiv students to take at most two ThM courses as elective. After graduation from CESNA, if an MTS or MDiv student applies and is admitted to CESNA's ThM degree program, the student may receive 50% of the ThM course (3 credits) that the student took when the student was in the MTS or MDiv degree program.

11.7 Transfer of School

Transfer in: A student from another seminary accredited by ATS may transfer to CESNA, upon meeting admission requirements. The student will be charged with \$150 of school transfer fee.

Transfer out: A Student may apply for transfer only after consulting with his academic advisor. Such request will be considered for approval only after the official application form is submitted to the Academics Department. The student will be charged with \$150 of school transfer fee.

11.8 Change Master Program

If a current student wants to change to a different master degree program or major, please consult your academic advisor first for consent before putting in your request to change program. The student may only change program or major once.

The student needs to complete the official form (Transfer of Program) and submit to Academics Department.

If the student wants to change to M.Div. program, in addition to complete the form, the student is required to submit two reference letters and undergo an interview.

If the student wants to change to MCS Counseling, in addition to complete the form, the following procedure is required:

- The student needs to ask a pastor to provide a recommendation letter for the student to change to MCS Counseling.
- The student must allow the school (a counseling faculty) to review the result of the student's MMPI-2.
- The student must be interviewed by a faculty or adjunct in the area of counseling.
- The student needs to submit a short essay (1-2 pages) about the student's experience in spiritual growth, reasons for changing to MCS Counseling, and passion in counseling ministries.

If a current DCS student wants to change to a master degree program, the student must complete 30 credits before applying for the change.

A surcharge of \$30 is applicable.

11.9 Retention of Student Status

A student must register at least 1 course per quarter; otherwise, the student needs to pay the student status withhold fee of \$30. The maximum number of consecutive quarters to withhold the student's status is four. After four consecutive quarters of withhold status, if the student still does not register for any course, the student's status at CESNA may be terminated.

11.10 Extension of Program Duration

The duration to complete a master program is six years.

If a student cannot complete a master program in six years, the student is required to apply with the Academics Department for an extension up to a maximum period of 12 months and pay the program extension fee of \$120.

11.11 Extension Classroom Education

A master student may complete up to, but not exceed, 49% of the total credit of a master program at an extension site.

11.12 Application for Graduation Assessment

Before April 1, the student needs to consult with the Academic Department to confirm if the student has met all the requirements for graduation, including attendance of school activities, weekly chapel services, and theological English.

Application for graduation assessment must be completed before the deadline of April 30.

In order to apply for graduation, the student is allowed to have at most one outstanding course to be completed in the summer quarter. Should there be any incomplete courses at the time of graduation ceremony, the student may participate in the ceremony, but the school reserves the right to withhold the certificate or diploma until all graduation requirements are fully satisfied.

For master students, please attach Activities Record together with the graduation application form.

Graduation related payments and all student debts to the school should all be made and cleared before graduation.

11.13 Attendance of School Activities

The master student is required to attend the following school activities:

- After admission, the student is required to attend the orientation.
- During the time of study at CESNA, the student is required to attend the annual seminary retreat in October. If the student cannot attend the retreat in person or online live, the student is required to write a reflection report about the retreat (minimum of 1,000 words); the report must be submitted to the Academic Department within two weeks after the retreat.
- Before graduation, the student is required to attend at least six quarterly seminars. If the student cannot attend the seminar in person

or online live, the student is required to write a reflection report about the seminar (minimum of 1,000 words); the report must be submitted to the Academic Department within two weeks after the seminar.

- Upon graduation, the student is required to attend the commencement ceremony in person.

Although not required, the master student is encouraged to attend the following school activities:

- During the time of study at CESNA, the student is encouraged to attend the annual commencement ceremony either in person or online live.
- Even if the student has attended six seminars already, the student is encouraged to continue attending quarterly seminars.

11.14 Audit Policy

Below is the audit policy:

- The currently enrolled student may audit at most one course per quarter. Each credit is \$66.
- The spouse of a currently enrolled student may audit at most one course per quarter. Each credit is \$66. In addition, the auditor is required to pay for the learning platform fee (\$30 + processing fee).
- The alumni may audit at most one course per quarter. Each credit is \$66. In addition, the auditor is required to pay for the learning platform fee (\$30 + processing fee).
- All other individuals are not allowed to audit.

The auditor cannot earn any credits for the audited course.

The number of auditors allowed for a course should not exceed 10% of the total number of students in that course. The registration of auditors for the course is on the first-come-first-serve basis.

11.15 Independent Study Policy

Master students:

- In an independent study, the student studies under the supervision of an instructor. Independent study is not allowed for required courses and biblical language courses, but may be used for core courses or elective courses. The student is allowed at most one independent study per year and must not take more than two independent studies for the student's degree program.
- Before registering for an independent study, the student needs to send an application to the Academic Department and receive an approval from the instructor and the Academic Dean.
- The tuition for an independent study is \$297 per credit, which is higher than the normal tuition, in order to compensate the instructor.

ThM students:

- Applicable for the special research course in biblical studies or theological studies, under the supervision of the student's thesis advisor.
- Before registering for an independent study, the student needs to send an application to the Academic Department and receive an approval from the thesis advisor and the Academic Dean.

DMin students:

- Applicable for the special research course supervised by an instructor.
- Before registering for an independent study, the student needs to send an application to the Academic Department and receive an approval from the instructor and the Director of the DMin degree program.

The starting and ending dates of an independent study must align with the CESNA quarterly schedule.

11.16 Master Taking ThM or DMin Courses

An MTS or MDiv student may take a ThM course as an elective, if the student has taken Beginning Hebrew or Beginning Greek as a prerequisite, and if the Academic Department and the ThM instructor approve. The

assignment load of non-ThM students in a ThM course should be comparable to that of a master-level course. The maximum number of ThM courses that the MTS or MDiv student could take for credits toward the student's degree program shall be two courses (6 credits).

An MCS student shall not take a ThM course.

An MDiv student may take a DMin course as an elective, if the Academic Department and the ThM instructor approve. The assignment load of MDiv students in a DMin course should be comparable to that of a master-level course. The maximum number of DMin courses that the MDiv student could take for credits toward the student's degree program shall be one course (4 credits).

An MTS or MCS student shall not take a DMin course.

11.17 International Students with F1 Status

International master students:

- Shall enroll at least 12 units per quarter for three straight quarter per year.
- Shall not take online courses but attend the class in person.

International ThM students:

- The full-time status is defined as completing the ThM program within two years, which includes taking 19 credits (ThM Theological Research Methodologies and 6 courses) in the first year and 18 credits (6 courses) in the second year.
- Shall not take online courses but attend the class in person.

International DMin students:

- The full-time status is defined as completing the DMin program within three years; therefore, the student is required to take 16 credits (4 courses) per year.
- Shall not take online courses but attend the class in person.

11.18 Weekly Chapel Services

In order to urge students to attend chapel services every Wednesday, CESNA establishes policies on the Chapel course, which is 0 credit with pass/fail grade and is offered every quarter except summer.

International master, ThM, and DMin students with F1 status must pass the Chapel course every quarter except summer.

MDiv students who are admitted in or after 2021 fall must pass 9 Chapel courses before graduation.

MCS and MTS students who are admitted in or after 2021 fall must pass 6 Chapel courses before graduation.

Diploma students who are admitted in or after 2021 fall must pass 3 Chapel courses before graduation.

For an MDiv student who was admitted before 2021 fall, if the student has not yet completed 45 credits before 2021 fall, the student must pass 6 Chapel courses before graduation. If the student has completed 45 to 89 credits before 2021 fall, the student must pass 4 Chapel courses before graduation. If the student has completed 90 credits before 2021 fall, the student must pass 2 Chapel courses before graduation.

For an MCS or MTS student who was admitted before 2021 fall, if the student has not yet completed 45 credits before 2021 fall, the student must pass 4 Chapel courses before graduation. If the student has completed 45 or more credits before 2021 fall, the student must pass 2 Chapel courses before graduation.

Diploma students who were admitted before 2021 fall do not need to take the Chapel course.

ThM and DMin students who are not international students with F1 status do not need to take the Chapel course.

Students may use Populi to register for the Chapel course. There are 10 weekly chapel services in a quarter. If the student attend eight of them, the student passes the course; otherwise, the student fails. Below are the rules for attendance:

- International students with F1 status must attend chapel services in person. If a local student lives within 25 miles (direct distance) of CESNA main campus and does not work more than 30 hours per week must attend chapel services in person. If a student cannot attend a chapel service for some reasons, the student may watch the recording of that service and write a reflection paper to receive attendance credit; however, this exception can be only allowed once per quarter for those students who are required to attend in person.
- Other students may attend chapel services in person, or via Zoom, or via watching recordings plus writing reflection papers.
- If a student watches the recording of a chapel service, the student must write a reflection paper (minimum 500 words) about the service in order to receive the attendance credit. The student needs to upload the reflection paper to the Chapel Course on Populi. The deadline is the last Friday of the quarter. No late assignment is accepted.
- If a student attends a chapel service in person or via Zoom, the student receives the attendance credit and hence does not need to write a reflection paper.

11.19 Theological English

The purpose of Theological English courses is to improve students' abilities in reading theological resources in English, but not in English composition nor conversational English.

For a student who is admitted in or after 2019 fall, if the student's English entrance test is less than 60, or the old TOEFL score is less than 500, or the new TOEFL score is less than 61, or the IELTS score is less than 5.0, the student must take three consecutive quarters of Theological English courses (I, II, and III). Each course is one credit. It is extracurricular, so the Theological English credits cannot be counted toward the student's degree program. However, the student needs to pass the Theological

English courses before graduation. If the student fails a Theological English course, the student must retake the course.

Students who pass the English entrance test and do not require to take TOEFL or IELTS do not need to take Theological English courses, but are welcome to audit, with audit fee applied.

12 Student Life

12.1 Student Conduct

Since students are called to be pastors, leaders in organizations or churches, the students should be a role model in the Christian community, and their characters and living should be in accordance with biblical principles.

- Proper conduct, speech and attire.
- Of good team spirit, i.e., to partake of and be punctual for school activities, and to apply for absence when unable to attend.
- Observe all academics policies and various regulations as listed in the School Catalogue.
- Within the school, respect fellow students; outside of the school, represent CESNA and reflect the image of God.
- Abstain from all behaviors that contradict the teachings of the Bible.
- If the overall grade is below GPA 1.68 (C-) due to negligence in study, the school reserves the right to terminate the student's study at CESNA.
- If found to be of any improper conduct, the student may face suspension or have his diploma withheld or cancelled by the school.
- Any conflicts or complaints involving students should be resolved by an appropriate department in CESNA.

The student conduct is subject to review and revision annually by the Discipline Committee.

12.2 Student Discipline

Purpose: The purpose of CESNA is to train ministers and lay leaders for the Kingdom of God, therefore it demands great integrity from its graduates. It

follows that strong, godly character in serving God must be desired for all seminarians. Based on this consideration, CESNA has established the following discipline policy to guide the conduct and self-discipline of enrolled seminarians. It will be implemented starting Oct 1, 2014.

Institution: CESNA institutes the Discipline Committee as the party handling all student disciplinary issues. It acts as the recipient of complaints, investigator, mediator, and adjudicator when such issues occur.

Code of Conduct: CESNA has an existing Code of Conduct in the School Catalogue, which spells out the expected conduct of its students.

Student Violations: Violation of the code of conduct, especially if the seminarian engages in the following acts, will lead to disciplinary action according to the CESNA Student Code of Discipline.

- **Plagiarism:**
 - If a student directly quotes or paraphrases a source without proper reference, the student commits plagiarism.
 - If a student copies and edits significant amount of materials from different sources, though the student makes some wording changes and provides references, the student still commits plagiarism. (Note: If you want to use a significant amount of material from a source, you should avoid directly quoting the material but rather using your own words to summarize the material with proper reference.)
- **Disrupting or interfering in the educational process.** If a student engages in disruptive conduct in the classroom, a faculty member may address and informally resolve the matter without filing a complaint under the Code. A faculty member may exercise his/her right to immediately remove a disruptive student from a class meeting. However, if the removal of a student from the classroom is intended to be permanent, a complaint under this policy shall be filed with the committee by the faculty member.
- **Harassment (verbal or physical) and/or intimidation of a member of the seminary community.**

- Breach of peace: including disorderly, lewd, or indecent conduct, or aiding, abetting or procuring another person to breach the peace on the seminary's premises or at functions sponsored by, or participated in, by the seminary.
- Stealing, Defacing, and destroying the seminary's property.
- Acting in a manner that interferes with or disrupts the normal and/or safe operation of the seminary.
- Unauthorized possession, duplication, or use of keys to any seminary premises or unauthorized entry to or use of seminary premises.
- Acts of dishonesty such as: A. Forgery, alteration or misuse of any seminary document, record, or instrument of identification; B. Furnishing false information to any seminary official, faculty member or office; C. Disrupting or tampering with the election process of any seminary recognized student organization.

Sanctions against plagiarists:

- If a student commits plagiarism on an assignment for the first time, the student is allowed to rewrite the assignment within a month. The rewrite grade is lowered by one letter grade, and the final course grade is lowered by one letter grade. In addition, the student is marked as a one-time plagiarist in the student record.
- If a student commits plagiarism on an assignment for the second time, the student will receive F for the course. In addition, the student is marked as a two-time plagiarist in the student record.
- If a student commits plagiarism on an assignment for the third time, the student will be immediately expelled from the seminary.

Sanctions against other violators: A student found in violation of the seminary's Code of Conduct shall be subject to one or more of the following sanctions: A. verbal or written warning; B. restrictions/loss of privileges; C. community/educational service; D. probation; E. suspension; F. expulsion. The intent of the seminary is to impose sanctions in a progressive manner, beginning with the least punitive sanction. However, depending on the nature and severity of a student's violation, the seminary reserves the right to impose any of the above-referenced sanctions at any time.

Appeal: Within five days of receiving the Discipline Committee's decision, the accused student may appeal in writing to the seminary's president. An appeal is permitted only if there is new evidence to be considered. The president shall assemble a special meeting to review the issue and the decision. The president's decision shall be final.

This policy is subject to review and revision annually by the Discipline Committee.

12.3 Policy and Procedures on Responding to Student Complaints

Below is the procedures for student complaints:

- Students are encouraged first to communicate their complaints directly with the school personnel or department involved through established departmental procedures (e.g. course evaluation forms for course and faculty feedback). All attempts should be made to resolve the issues in a godly and loving manner.
- If the response is unsatisfactory, students can file a formal written complaint with Director of Administration, who will document and keep record of the complaint and forward it to the appropriate department head (use complaint form on CESNA website). Students with unresolved conflicts with a fellow student can seek the help of CESNA Discipline Committee. See Student Council Bylaws.
- Department heads will have a two-week window to respond to the complaints (if not an emergency), initially with a written acknowledgement within a week. Departments will have additional two weeks to engage in investigation, evaluation, discussion, development of an action plan (which could include referral to higher decision making bodies and need to be consistent with all current CESNA manuals and Bylaws).
- Department head will give the referral personnel Director of Administration a written response to the complaint as well as time line of implementation of action plan.
- Referral person Director of Administration will inform student of the formal response to the complaint from the appropriate department.
- Department head will provide a written report to the referral person upon completion of action plan, who will then close the complaint case.
- If the student is dissatisfied with the result, student can request an appeal to the president.

13 Library

For detail rules of the library, please download the online file “Library Rules” from Populi/Files.

General Rules

- Students may apply for library barcode with their Populi accounts.
- Students are to follow all the rules of the library.
- Reference books, course reserve, and current issue of periodicals are not allowed to be checked out.
- If a book is damaged beyond repair or lost, the student has two options to replace the book. The first option is that the student purchases the same book (new) and pays \$30 processing fee and any late return fee. The second option is that the library purchases the same book (new); in this case, the student pays for the cost of the new book, \$80 processing fee and any late return fee.
- Student with debt outstanding on lost or damaged, or not returning all the items he/she borrow will not allowed to applying for graduation.
- Open hours: please see the post on the library door or CESNA website.

Rules on Non-Reference Books

- Physical Non-Reference Books
 - Borrow: Use the Populi account to borrow books. The loan period is 21 days.
 - Renew: If no one places hold on the book that you’ve borrowed, you may renew the book only once via online or in-person at the library.
 - Hold:
 - If the book that you want to borrow has been checked out by someone, you may place a hold on the book. The maximum number of books on hold is three.
 - You can use e-mail to place hold on a book.
 - Return: Please put the book in the Returned Item Cart by the circulation desk. Please do not put the book on the book shelf.

- Overdue:
 - If the loan period of 21 days has expired, there is a grace period of 5 days. After the grace period, if you do not return nor renew outstanding items, the library system will automatically generate a fine. The fine for one book is \$1.00 per day, and the maximum fine per book is \$30.00. After 30 days, if the books is not returned, it is counted as a lost book, and you are responsible to replace it with a new book.
 - Students with outstanding fine or replacement cost for lost or damaged books will have borrowing privilege suspended.
- E-Resources: Since 2020, the library has been adding e-books, online databases, and online periodicals.
 - E-books: Some books in the library have the electronic versions for online reading. If you want to read an e-book online, you need to have a Google account and use your Gmail to email your request to cesnalib@cesna.edu.
 - Databases: EBSCO has many journal articles in English, that you can download for free. ProQuest provides some e-books for you to read online. If you want to use ProQuest, you may send a one-time email to cesnalib@cesna.edu to ask for the ID and Password of ProQuest.

Rules on Reference Books

- Physical Reference Books:
 - The borrowing right for a reference book of a course is limited to the course instructor and students enrolled in that course. The borrower needs to complete the Reference Book Borrowing form and give it to a library personnel.
 - When you return the reference book, you need to do the return procedure with a library personnel.

- If you borrow a reference book during the library open hours, you must not take it out of the library. You may renew the borrowing every two hours.
- A reference book can be borrowed for out-of-library usage, but you must reserve it on the day of borrowing and must return it before 10 am on the library's next opening day.
 - During the library open hours, starting at 10 am, you may reserve a pick-up time for the book. The pick-up time must be between 3:30 – 4:30 pm. Before the pick-up time, you cannot borrow the book for in-library usage. If someone else already reserves the book, you may request to be added on the waiting list.
 - If you do not pick up the book 10 minutes after the reserved time of pick up, the book may be picked up by the next person on the waiting list.
 - Return: You have until 10:15 am to return the book without any late fee. The accrued late fee is 10¢ per minute.
- Each borrow can borrow at most three reference books at once, including reserved reference books.
- Reference E-books
 - The borrowing right for a reference e-book of a course is limited to the course instructor and students enrolled in that course.
 - The borrowing period:
 - Weekdays: from 4 pm to 10 am on the next day.
 - Weekend: from 4 pm Friday to 10 am on the following Monday or the library's next opening day.
 - Borrowing procedure:
 - Use CESNA's Populi/Library/Search Resources to search for a reference book. If the book is marked as GEN, it is a printed version (physical book). If the book is marked as AVR, it has an e-book version. If the e-book is marked as Available, it can be borrowed. If the reference book that you are looking for is

not marked as AVR, you may request the library for an e-book version of that reference book, but it would take at least a week for the e-book to be available. You may email your request to cesnalib@cesna.edu.

- You can only reserve a reference e-book after 7 am on the day you want to borrow, by sending an email to cesnalib@cesna.edu, which includes the course title and book title. If there are more than one reservation requests on the same day, the order is determined by the email requests received.
 - No more reservation requests are accepted after 4 pm.
 - Each person can borrow at most three reference e-books at once (including reserved reference e-books).
 - If you do not follow the above borrowing procedure, you may not be able to borrow the books that you want, and your borrowing privilege may be affected.
 - Reference e-books are not available for borrowing until one week before the quarter starts.
- For receiving the reference e-book, the borrower will be notified by the library after 4 pm.
 - For returning the reference e-book, the borrower does not need to do anything. The library will terminate the loan on 10 am of the library's next opening day.

Borrowing Limits for both physical books and e-books:

- Faculty: 25 books
- DMin and ThM students: 20 books
- Master students: 15 books
- CESNA employees and alumni: 15 books
- Enrolled TEE students: 5 books
- Pastors and students from other seminaries: 5 books

Other Services and Facility:

- The library provides printer and copier for students to use. The cost is 15¢/page. Please obey the related copyright law. You cannot copy more than 10% of the book. For example, if a book has ten chapters, you cannot copy more than one chapter; if a book has 100 pages, you cannot copy more than 10 pages.
- The library provides wireless Internet connection for online search and individual desks for study. During library opening hours, you are welcome to study at the library.
- Library personnel provides assistance and guidance in research and writing.
- The library has a conference room for discussion of two or more persons.
 - The conference room is available for use only during the library's opening hours.
 - Only faculty and students can reserve the conference room for two hours. After two hours, occupants may continue for another two hours if there is no other reservation.
 - For reserving the conference room, please download the Conference Room Reservation Request form Populi, complete the form, and give it to a library personnel. The person who makes the reservation must be one of the users of the conference room. No proxy reservation is accepted.
 - If the person who makes the reservation does not show up 10 minutes after the reserved time, the reservation is cancelled.
 - All food, except water, are prohibited in the library, including the conference room. Before leaving, please tidy up the conference room.
 - The library reserves the right to revoke the usage privilege of those who violate the above rules.

14 Course Descriptions

Subject Number Introduction

- CE Christian Education
- CH Historical Theology
- EM Missions
- FE Practicum
- GT Theological Studies
- LA Language
- MS Ministry Seminars
- NT New Testament
- OT Old Testament
- PC Counseling
- PT Practical Theology
- SF Spirituality
- ST Systematic Theology
- TD Doctoral Program
- TM Master of Theology Program

Christian Education (CE)

CE100 Christian Education (4 Credits)

This course will introduce the theological and biblical foundations of Christian Education and help students through the historical lessons of the church to renew their perspectives on Christian education and the relationship between education and spiritual formation.

CE101 Teaching Principles and Practice (3 Credits)

Course Focus: Emphasis on how to make the learning process interesting, the learning methods effective, and the usefulness of learning content.

CE109 Curriculum Design (3 Credits)

This course supports the seminary's mission of equipping the saints to serve the church. The course trains theological students to develop biblical materials for use in teaching adults in the church.

CE120 Adult Education (3 Credits)

Adults are the backbone of church ministry leaders, teachers, and source of finance. At the same time, parents of children and teenagers are also the main members of the church's adult ministry. Only spiritually mature adults can build mature churches.

CE122 Youth & Children's Counseling (3 Credits)

To understand the characteristics and physical and psychological needs of adolescents. To understand the beliefs, emotions, and behavioral problems common to adolescents. To grasp the

CE110 Teacher's Training (3 Credits)

The course includes how to prepare yourself to be an effective teacher according to your calling and characteristics; how to choose appropriate teaching methods from the student's perspective and needs; how to help learners integrate what they have learned into their personal lives; and how to understand the role of the Holy Spirit in the teaching and learning process.

CE121 Family Education Ministry (3 Credits)

This course will teach family theology from the teachings of the Bible to learn God's intentions for the establishment of the family and the relationship between family members. We also learn from some biblical families, their success and failure.

CE123 Children's Education and Ministries (3 Credits)

This course focuses on the big picture of children's ministry on children's life prospects. It also focuses on the principles and concepts of child ministry and the

principles and techniques of youth education. To master the basic principles and techniques of youth counseling. To practice teaching and counseling of adolescents and their parents to practice case analysis and development of teaching and counseling materials for adolescents and their parents.

understanding of it also focuses on understanding the nature of man as God created him as a child. This course is aimed at pastors, not at training fellow children's ministry workers. Teaching methods, classroom management, and program design are not the focus of this program. The focus of the program is not on teaching methodology, classroom management, or program design.

Church History (CH)

CH100 Church History (4 Credits)

This course will revolve around evangelism and mission movements and theological discussions and church governance within the church. While tracing the historical development of Christianity for two thousand years, it will conduct in-depth analysis and discussion on several major historical events and theological disputes, help students understand the main events and clues of the survival and development of Christianity in the past two thousand years, explore the theological background, reflect on what they mean for our understanding of the church and theological discussions today, and help us develop a view of the church that is

CH200 Chinese Church History in China and North America (3 Credits)

This course focuses on the Chinese Church in North America, exploring its origins, development, and present state. We will approach the topic from the following perspectives: the North American political and religious environment; the origins of the Chinese Church; the immigrant background of the congregation; theological education of pastors; the organizational structure of the church; theological and doctrinal realities; the moral and ethical structure; the relationship with the

in accordance with God's will.

Anglo-American mainstream churches; and so on. In view of the continuous influx of new immigrants, we will also study and discuss in depth some of the characteristics of contemporary Chinese culture and explore the issue of pastoral care for new immigrants.

CH301 Contemporary Issues in North American Chinese Churches (3 Credits)

The visible church is a medium for people in the world to encounter and know God. The invisible church is the bride of Christ. The issue of contemporary church growth must contain these two aspects. The tangible church growth issue is ministry, including numbers, forms, structures, and more. The invisible church should include the believers' spiritual life, quality, etc. The former is quantity, and the latter is quality. Both are related, and each has its own importance. This class helps us explore both growth issues.

CH500 Augustinian Theology (3 Credits)

Augustine's theology is called the Theology of Grace. Starting from the concept of grace, he dealt with various ideological and theoretical issues, such as Christology and the Trinity, grace and free will, truth, etc., which had a wide resonance in the theological discussions of the church at that time and deeply influenced the whole theological structure of Christianity later.

Evangelism & Missions (EM)

EM100 Evangelism & Church Growth (3 Credits)

EM500 Introduction to Missiology (4 Credits)

The purpose of this course is to equip church leaders to become promoters and trainers of church evangelism, not only to train and equip believers to become evangelical leaders for the Lord. And to build their own churches to become a base for the expansion of the Kingdom of God. The Church of God is the foundation for the expansion of the Kingdom of God.

EM501 History of Christian Missions (3 Credits)

This course will study the history of the church from the development of Christianity and interpret and evaluate it from the perspective of mission studies in order to seek God's future missionary trends in the universal church.

This course is an introduction to exploring how to fulfill God's commission and how to preach the gospel to the unreached people of the world.

EM503 Biblical Theology for Missions (4 Credits)

This course begins with a study of the principles of missionary interpretation and proceed to examine how God chose one person to become one nation in the Old Testament, and how He used the Israelites to become a blessing to the nations through the creation and abolition of nations, the dispersion, and the return. In the New Testament, the incarnate Jesus Christ was the catalyst for the missionary work of God's kingdom, and the early church was able to understand God's heart and role in the missionary work, so that it could actively participate in the missionary task to the foreign nations.

EM800 Chinese Culture and Missions (3 Credits)

This course will look at the culture behind the traditional structure of the Chinese people as soldiers, peasants, workers, and merchants, as well as a cultural anthropological analysis of the culture, into the plurality of interactions between Chinese culture and Christian faith.

EM805 Postmodern Chinese Culture and Thoughts (3 Credits)

By analyzing and discussing the basic structure and trend of various mainstream thoughts in contemporary China, including Marxism, contemporary Neo-Confucianism, Buddhism, liberalism, and the New Left, we can deeply understand the concerns and predicaments of contemporary Chinese thought, and then start from Christian belief. Set out to share these concerns and problems, enter the contemporary Chinese ideological movement and establish an internal interaction with it, and find a way out of the predicament.

EM810 Contemporary Chinese Culture and Thoughts (3 Credits)

By analyzing and discussing the basic structure of contemporary Chinese mainstream thinking and its direction, including Marxism, contemporary Neo-Confucianism, Buddhism, liberalism, and the New Left, we will gain a deeper understanding of the concerns and difficulties of contemporary Chinese thinking, and then share these concerns and problems from our Christian beliefs, enter into

contemporary Chinese thinking movement and establish an internal interaction with it, and find a way out of the difficulties.

General Theology (GT)

GT100 Theological Research Methods (3 Credits)

Teaches students how to find topics, write essays, themes, appropriate footnotes, and bibliographies, arranging essays, and techniques for finding books. Start with a practical approach, to achieve equal emphasis on theory and practice.

GT300 Christian Ethics (3 Credits)

Students will learn to identify the positive and negative positions of ethical tensions, their respective merits, and theoretical foundations, and to make good ethical choices (e.g., what is the truth? For example, what are the facts? What are the moral responsibilities? Where is the moral dilemma? What are the special moral situations, etc.? What are the special

GT200 Apologetics (3 Credits)

This course equips believers to effectively defend the credibility of the Christian faith and will also explore the relationship between apologetics and evangelism, the relationship between faith and reason, the relationship between different recent apologetics approaches (e.g., presuppositional and evidential apologetics), and response to the various modern and postmodern challenges to the Christian faith.

GT400 Hermeneutics (3 Credits)

This course will lead students into a journey of Bible interpretation. It will introduce the methods and principles of interpreting the Bible, particularly the challenges brought by the diverse genres that have made up the 66 books of the Bible. Besides learning theories and principles, the course places a

moral situations?)

special emphasis on practice, as several practical Biblical assignments will be a part of the requirements to complete the class.

Languages (LA)

LA100 Beginning Biblical Greek (3 Credits)

Students can grasp the basic grammar of the Greek language. Participants will be able to read simple Greek words and phrases of the New Testament and translate them.

LA200 Beginning Biblical Hebrew (3 Credits)

This course is an introductory course, and it is estimated that the content of the grammar can be completed 60 percent. To complete this course, students should at least: (1) Acquire the basic grammatical concepts and vocabulary of the Hebrew language. (2) Learn to pronounce single words and

LA101 Advanced Biblical Greek (3 Credits)

Advanced biblical Greek is built upon the foundation of beginning biblical Greek. Beginning biblical Greek focuses on parsing and vocabulary but lacks syntax for translation. Therefore, this course focuses on the study of syntax, and with the aid of online resources or software for parsing and vocabulary, students will be able to translate and interpret passages in the Greek New Testament.

LA201 Advanced Biblical Hebrew (3 Credits)

This course is mainly divided into three parts: (1) Review the basic grammar of Hebrew in the Bible, including consonants, vowels, nouns, adjectives, prepositions and verbs. The class will teach the basic grammar of Hebrew that has not been completed in the previous

read simple sentences. (3) To enter (3) To learn to translate simple Hebrew sentences and biblical sentences. (4) Know the basic dictionary and its usage.

lesson. (2) Master the Hebrew grammar (syntax) and vocabulary study (word study in Hebrew). (3) Using Hebrew exegesis principles, and finally, producing a teaching plan (Sunday School curriculum) or sermon outline.

New Testament (NT)

NT100 The Gospels (3 Credits)

The four gospel books are very important in the New Testament, which contain special theological, literary, and historical values. The four gospel authors recorded the historical accounts of Jesus Christ's sayings and actions from different theological perspectives, using various literary techniques. Therefore, this course will evaluate the reliability of the gospel accounts, similarities and differences among the accounts, and the historical timeline of Jesus' life. The course also will analyze each gospel's authoring backgrounds, literary characteristics, theological messages, and structural outlines.

NT200 Pauline Epistles (3 Credits)

Through the historical background, literary structure, and theological

NT102 Gospel of Mark and Discipleship (3 Credits)

This lesson explores the theme of discipleship in the Gospel of Mark. From Mark's perspective we will see the importance, principles, and methods that Jesus gave to discipleship. The student explores the discipleship of Peter's life on his own, comparing it to the way of the Lord Jesus. Students have also explored the discipleship practices of some North American churches through Barnabas' book True Discipleship to develop a viable discipleship methodology to implement in their own churches.

NT201 Book of Romans (3 Credits)

The Book of Romans is a dominant

messages of Paul's thirteen letters, we can understand Paul's life story, theological thinking, and logic. The challenges of the early church that Paul faced are worthy of study and application to our personal lives and church ministries.

NT205 2 Corinthians - Paul's View of Service (3 credits)

Although "2 Corinthians" is an open letter written by Paul to the Corinthian church, it is also the most revealing and confessing letter of the apostles. By studying this epistle, we not only see that the apostles interpret the truth and knowledge of the Gospel, and declare their will to engage in missionary service, which is used to resolve the crisis of the church and the misunderstandings of the congregation.

text of Christian teaching. Although people have different interpretations of this book, readers will always feel its authority over Christian thought. This course will conduct an in-depth analysis of some of its core concepts and central propositions, such as the concepts of faith, judgment, God's will, life, righteousness, etc., as well as propositions such as justification by faith, no judgment, and change of mind. On this basis, on the one hand, we must enter into their ideological historical significance in understanding; at the same time, on the other hand, we must also make our own theological constructions in these concepts and propositions.

NT210 Build Up the Church: A Study of Ephesians (3 credits)

This course is different from general church growth studies. The content of the study is mainly based on the ecclesiology of Ephesians. Under the guidance of teachers, students analyze the content and structure of the whole book of Ephesians, and then master the themes of the whole book, learn the principles of church growth, the foundation of unity, and the

In addition, one can learn the drills and examples of being a servant of the Lord, experience the hardships and challenges of shepherding the church, and understand the mentality and mind of a faithful missionary warrior to the death.

NT260 Pastoral Epistles (3 credits)

In this course, we will look at these three letters from an angle that few scholars will pay attention to (the content of the class will pay more attention to 1 Tim., because 2 Tim. and Titus are more repetitive than the previous book). Paul - just like his writing style in the past - focused on the gospel of Jesus Christ (salvation) to guide the church or pastoral leaders to face or deal with problems, he often used the gospel of Christ as a starting point to teach the general believer leaders of the church and pastor, to face the problems faced in life: such as personal morality, getting along with people (internal and external), work, family, etc. Another special feature of this course is to study the pastoral epistles from the Old Testament.

NT270 Hebrews (3 credits)

reality of spiritual warfare. The course explores practical methods and strategies for church building based on the book of Ephesians, helping students to establish their own service policy, establish themselves in service, and build others up.

NT262 Shepherding & Leading in Pastoral Epistles (3 credits)

In this course, we will look at these three letters from a perspective that few scholars will pay attention to (the content of the class will pay more attention to 1 Tim. and 2 Tim., because Titus repeats the above two books). Paul - just like his writing style in the past - focused on the gospel of Jesus Christ (salvation) to guide the church or pastoral leaders to face or deal with problems, he often used the gospel of Christ as a starting point to teach the general believer leaders of the church And pastor, to face the problems in life: such as personal morality, getting along with people (internal and external), work, family, etc., and this course will focus on pastoral and governance.

NT350 Revelation (3 credits)

In this course, we will study Hebrews from the background of the Old Testament through the redemption of the New Testament. Hebrews is not only a book to help us know more about Jesus Christ, but also a book of encouragement for believers. In the book, the author repeatedly warns believers not to abandon the true way, but to imitate the testimony of the great men of faith.

NT360 Gospel of John (3 credits)

This course focuses on studying the Gospel of John, combined with the writing background of the Gospel of John, in-depth analysis of the author's background, problem awareness, argumentative ideas, and in-depth explanation and analysis of some important chapters. The Gospel of John is written in Greek, so it has a deep understanding of the plight of truth in Greek thought at the time, as well as the plight of the Jewish prophets, and responds from the perspective of the Gospel of Christ.

Old Testament (OT)

This course acknowledges the mysteries lied within Revelation. Nevertheless, the goal of this course is to uncover the thematic messages of Revelation through the studies of (1) the historical background and Old Testament allusion, (2) the cultural impact upon the first-century church and her persecution, and (3) the characteristics of symbolism and its interpretative principles. As a result of the studies, we may be encouraged, steadfast, and victorious in the Lord.

NT500 New Testament Theology (3 credits)

This course is designed to present, in an introductory, analytical, and comparative manner, the theology of various New Testament writers, including Matthew, Mark, Luke, John, Paul, and epistolary writers in general, and to coherently synthesize their thinking to reach a unanimous view and to form New Testament theology.

OT101 Genesis (3 credits)

Genesis is a foundational book to be read and understood. If read correctly, it will put the readers into the right path to understand the Pentateuch and even the whole Old Testament theologically. This course, using the text-oriented approach, will read and study Genesis. The course will start with Genesis 1-3, which is the cornerstone of the book itself as well as the whole Pentateuch, using the messianic motif in Gen 3:15 (the seed of the woman) to tie the book together.

OT103 - Leadership of Moses: Lifelong Formation of a Leader's life (3 credits)

This course will describe the quality and content of a spiritual leader approved by God from the comments

OT102 The Pentateuch (3 credits)

This course is designed to give an overview of some critical issues in Pentateuch study, but our focus is to analyze the content of the final texts, so that students can master the key points and know how to read the five books. We will proceed each unit with the outline of the final texts, exegesis and exposition, and discuss the difficult texts. A conclusion will be drawn with the theological integration of each and all so that students will be able to establish a comprehensive thinking. Each unit is supplemented by a few questions to guide students for reflection of life and faith. Completing this course, you will be able to locate the geographical sites of all events, outline the content of each book, trace the theological ideas, and practice the biblical teaching of the Pentateuch.

OT200 – Psalms (3 credits)

This course examines the message of the poems in terms of their codified structure, especially the theological ideas of the first two poems in terms of their rhetorical

given to Moses in the Old Testament and the New Testament (What); then, based on the content of the Pentateuch, explore the process of a leader being shaped in the context of history, theology, and interpretation of scripture (How); and try to dialogue with modern spiritual leadership concepts so that students can learn to serve as servant leaders.

OT205 Job (3 credits)

This course will consider the book from three perspectives: (1) to understand the book of Job from the perspective of poetry and wisdom literature; (2) to examine the book of Job from the perspective of literary studies; and (3) to consider the relationship with the Messiah from the perspective of the New Testament Gospel and how to help students apply it in their personal and church life from the perspective of spiritual renewal.

OT300 Major Prophets (3 credits)

The course will first survey the

and literary interrelationships with the whole poem. The focus on "blessings" in the first two poems can be a key word for an abundant life. "How can people live abundant lives?" is also the course's purpose for studying the Psalms.

OT210 Proverbs (3 credits)

This course is devoted to the study of the Old Testament book of Proverbs from wisdom literature. The course explores the theological foundations of wisdom literature and presents a complete overview of the literary structure and study of the Hebrew poetic body. The course focuses on the analysis and interpretation of scripture passages. The course is based on the analysis and interpretation of scripture passages. Students will use the thematic study method to explore the interpretation and meaning of words and metaphors, plus biblical theology, reflection, and practice to become a wise person.

OT301 Daniel (3 credits)

This course will analyze and study

historical development of the prophetic traditions and all other related introductory issues. We also explore in-depth the pre-exilic and exilic books of Isaiah and Jeremiah. In addition to analyzing difficult scriptures, the class will also be able to ponder the messages sent by the prophets, so that the students can understand the grand plan laid out by God through the history of Israel and apply it in their own lives, to live a life of prophetic mission according to God's will. We will also review the outlines of Ezekiel and Daniel as time permits.

OT302 Jeremiah (3 credits)

This course will help students to grasp the historical/cultural/political context that helps them to understand the book of Jeremiah and to analyze and interpret God's message pattern to the people of Jeremiah's day against the historical stage of the past, and to develop a theological perspective of captivity. We can also learn from the life of Jeremiah, a deeply troubled man, about serving God during adversity.

the texts of the book of Daniel, explore the book's difficult questions, theological implications, and bring out applications. Believers will benefit greatly if they study this book because it applies to God's people in all ages. These messages encourage God's children to remain faithful to God even during hardship as they await the promised kingdom.

OT330 Minor Prophets (3 credits)

This course studies the wonderful little prophetic books of the 12 volumes of the Old Testament. The class not only gives a complete introduction to the historical background, the structure of the book, and the problems in it, but also starts to explore the information of each book, so that the unfamiliar content can also speak to us today. Let us understand God's plan, His expectations, His sovereignty, and His forgiving love and discipline for the people of yesteryear and believers today through the eyes of the ancient prophets. From the

messages of the prophets, we can also comprehensively describe the attributes of God so that we can know him better.

OT500 Old Testament Theology (3 credits)

This course uses a coherent hermeneutic approach to study the Old Testament: based on the historical stages of its content, and then delving into the continuity of covenant theology. History is the platform of God's revelation. He not only pays attention to one person, but also a group of peoples; He uses a family as a medium to bless all peoples. Therefore, the covenant's extension and permanence allow believers to understand God's wonderful redemptive work in the past, present, and future. Studying these books can help your faith to become more rooted, grounded, hopeful, and ambitious! This is the motivation for your life of faith.

Christian Counseling (PC)

PC101 Biblical and Counseling Studies (4 credits)

This course will not only clarify the relationship between Scripture and counseling, but also will help students

PC103 Christian Mentoring and Mentors (3 credits)

We will understand the workings of mentoring through case studies and explore the level at which the

gain a deeper understanding of the nature, process, skills, and resources of Christian counseling. We will also present biblical truths and counseling strategies on common issues so that students can use the biblical truths and principles more effectively in the counseling process and help those in need.

PC105 Christian Counseling – Theories and Techniques (3 credits)

This is a core counseling course for Master level students. It aims at introducing counseling theories that are compatible with biblical principles, teaching practical counseling skills, and assisting students to appropriately apply them in counseling Chinese Americans in general and Chinese Christians in particular. This course will also outline the unique worldview and resources Christian counseling possesses as well as the ethical, legal guidelines that Christian counselors (pastoral and lay) need to abide by.

(Prerequisite: One of the PC101 or PC103 courses has been completed. Pre-admitted students will not be allowed to take this course.)

church can enter and help those in need according to the heart of God. This program will also encourage future mentors to embark on a deeper self-life review, growth, and renewal.

PC110 Marital Counseling (3 credits)

Chinese Christian couples can learn how to build a healthy and harmonious relationship based on the truths of the Bible with the help of academic research reports on marriage and family. When husband and wife love each other, children are blessed. As a result, the church will have more healthy families who will become strong soldiers of Christ. This course is designed for those who want to grow in their relationship. Through this course, students will learn how to manage a Godly relationship and serve other married couples in the church or community.

(Prerequisite: One of the PC101 or PC103 courses has been completed. Pre-admitted students will not be allowed to take this course.)

PC112 Marital Education (3 credits)

This course is for church leaders and future preachers to strengthen your personal marriage and equip you to lead the ministry of marriage education in your church. You will have the opportunity to understand the blueprint for a healthy married life from a biblical perspective and the theory of marriage today, understand the impact of individuals and families of origin on marriage, and learn the key to building a healthy Christian marriage.

PC120 Pre-marital Counseling and Education (3 credits)

This course will equip Christian leaders and pastors to engage in this important pre-marriage ministry, helping the unmarried to understand God's will for marriage, choosing the right spouse, understanding the practicality of married life, strengthening healthy relationships, striving for personal growth, and building a Christian family.

PC115 Family Counseling (3 credits)

Learn about the family growth process, relationships, important growth principles, and the basics of counseling families and models of family ministry. This course will also provide opportunities for students to explore the influence of their original family on them, to reflect on and cooperate with God's shaping and repairing.

(Prerequisite: Completion of one of PC101, PC103 or PC105.
Pre-admitted students will not be allowed to take this course.)

PC130 Trauma and Crisis Counseling (3 credits)

This course provides an introduction of the theory and practice of Christian crisis and trauma counseling. Examples of biblical characters in crisis are provided along with opportunities to apply principles learned in different contemporary life crises.

(Prerequisite: Completion of one of PC101, PC103 or PC105.
Pre-admitted students will not be allowed to take this course.)

Practical Theology (PT)

PT101 Introduction to Pastoral Ministry (3 credits)

This is a course introducing the students to pastoral life. It first expounds on the principles of being a minister of the Gospel from the biblical perspective. Reflections will go through early church history as how the early church views the functions or tasks of the ministers. We will also attempt to construct a systematic theology of the ministers in a contemporary setting based on the biblical and historical perspective unveiled in this class. Emphasis will also be placed on student practices of various ministerial functions as they will face them in actual pastoral settings.

PT 301 Preaching Practicum 1(3 credits)

The goal of this course is to help students build on the foundations of didactics. Several important topics in sermonic are explored in depth, and classroom exercises and evaluations are conducted to help students know how to shape and communicate a light and

PT110 Pastoral Counseling (3 credits)

Affording timely and effectual counseling is an important aspect of pastoral care. This class is designed to familiarize students with the challenges and limitations of pastoral counseling. God often speaks words of affirmation, encouragement, guidance, and correction to His children through chosen shepherds. Therefore, pastoral counseling is necessarily built on the foundation of God's Word, employing appropriate counseling skills and insight, being guided by the Holy Spirit, for the purpose of bringing about healing and wholeness to God's people.

PT402 The Theory & Practice of Small Group Ministry (3 credits)

This course first examines the development history and current situation of the North American church, and then explores what the church is from the theological and biblical perspectives, compares the

passionate, heartfelt, life-changing biblical message.

two, and finds out the main characteristics of the former and the reasons for its formation, and then provides a group work strategy to promote personal and church growth in the hope of becoming a united, witnessing, socially positive, and God-honoring church.

PT403 Contemporary Issues in China Ministry (3 credits)

This course will cover the following topics: the historical development of the Protestant Church in China; the influence of cultural, economic, political, and moral factors on the Church in China and their interaction with each other; and the future development of the church in China. This course adopts a sociological, anthropological, and missionary approach to guide students in an in-depth analysis of the complex relationships between contemporary Chinese churches, to present a complete picture of the current state of contemporary Chinese churches and to explore the methods, approaches, and directions for entering Chinese ministry.

PT500 Church Caregiving Ministry 1(3 credits)

Through this course, you will learn about the family growth process, relationships, and important growth principles. At the same time, you will have the opportunity to learn the basics of counseling families and explore the model of family ministry. This course will also provide opportunities for students to explore the influence of their family of origin on them. It is hoped that the students will not only benefit themselves, but also build churches and bring the gospel to unbelieving Chinese families.

PT501 Special Cases: Church Based Caring Ministry: Stephen Ministry II (3 credits)

Church leaders often encounter many common problems and sometimes difficult cases as they care for the church members. Although many have the basic skills, however one still need to depend on the guidance of the Holy Spirit and can benefit from practical examples, practice with support and consultation.

(Prerequisite: Completion of PT500 or a counseling course.)

Spiritual Formation (SF)

SF100 Biblical Foundation of Spiritual Formation (3 credits)

This course aims at exploring biblical revelations of how the Trinitarian God attracts people to respond to His love and long to connect with Him, like branches connecting to the vine. The Old Testament revealed that God the Father called and formed the spiritual lives of Israelites individually and corporately. The New Testament Gospels revealed that God the Son called and formed the spiritual lives of the disciples individually and corporately. In addition, they revealed the indwelling of the Holy Spirit in the hearts of disciples as the Holy Spirit was present through the incarnate Jesus

SF101 Self-awareness and Holistic Personal Development (3 credits)

The main objective of this course is to stimulate students to engage in an honest and comprehensive self-assessment and reflection before God, thus increase in self-awareness, identify areas of strengths and brokenness, and become intentional in the healing and development of all areas of their lives according to God's design by the power of the Holy Spirit and with the help of knowledge from various disciplines integrated within the Christian worldview.

on earth. Furthermore, New Testament Epistles revealed the goals, process and agents of the Spirit's formation of disciples' spiritual lives. This course also provides spiritual disciplines that students may gain practical experience on knowledge learned. Hopefully, they will be equipped to share knowledge and experience learned with their respective faith communities, contributing to the formation of spiritual lives of other disciples under the guidance of the Holy Spirit, empowering the latter to daily live out the life of Christ.

SF102 Development of a Spiritual Leader (3 credits)

This course analyzes the entire process of the formation and growth of a spiritual leader. God's modeling of Moses is the only complete example in the Bible. The course will describe the nature and content of a spiritual leader as God has approved of him from the Old and New Testament commentaries on Moses (What); then explore the process of a leader's formation based on the content of the Pentateuch in the context of historical situations, national theological thinking, and interpretation of scripture (How); and attempt to dialogue with modern spiritual leadership concepts and learn how to apply them to leadership

SF103 Community Approach to Spiritual Formation (3 credits)

This is a spiritual formation course that focuses on the community principles of biblical spiritual formation. It also covers the goals of Christian spiritual formation and introduces various church traditions for spiritual formation. Candid group discussion and prayer sharing are the most important parts of this lesson, to achieve the purpose of mutual support, encouragement and supervision required for spiritual formation. But the principles of spiritual formation in groups are the focus of the discussion.

ministry.

SF115 Biblical Servant Leadership (3 credits)

The impact of knowing what servant leadership is on the lives of Christians. Learn the principles and pitfalls of servant leadership from the Bible and apply them in ministry. Explore how to lead by serving and serve by leading.

Systematic Theology (ST)

ST101 Systematic Theology 1(4 credits)

Systematic Theology 1 is to help students learn three important theological concepts: the doctrine of God, the doctrine of creation, and the doctrine of revelation. Students will study Christian traditions, classical writings, modern theology, the doctrine of the triune God and build up a biblical perspective and worldview. In this course, students will also understand the theological concepts of different countries and traditions of the world. From the Old Testament and New Testament books, students will learn of the doctrine of creation, its challenges from science and the doctrine of evolution, and learn how to respond to these challenges. We will also discuss

ST102 Systematic Theology 2(4 credits)

Systematic Theology II is to enable students to develop three important theological concepts: Christology, salvation, and humanism. Through the study of the Bible, historical controversies and developments, and the study of literature, students learn to develop a proper understanding of Christ, election, atonement, salvation, and the creation of man. We will explore historical Jesus studies, the incarnate work of Jesus, the divine and human nature of Christ. In soteriology, we will explore God's election, justification, and sanctification. In theological anthropology, we will examine the

the doctrine of providence, the presence of God, and God's relations to the issues of suffering. On the topic of creation, we will discuss the existence of evil, angels, and Satan. The doctrine of revelation deals with the relationships of God with his creations. Bible as God's revelation, we will discuss its authority, the controversy of inerrancy, and its relevance to today's Christian living.

ST103: Systematic Theology 3 (4 credits)

This course is divided into three sections (1) In ecclesiology, the nature, function, and mission of the church are understood, the true church is distinguished from the false church, and how to be an influential group in today's society. (2) In eschatology, we examine how the Bible and popular culture explain the various eschatological events and hopes that will occur in the end times (e.g., death, bodily resurrection, heaven, paradise, hell). And to explain and respond to the premillennial understanding of the context of the Lord's return (e.g., the Rapture, the Great Tribulation) and the millennium. (3) In the doctrine of the Holy Spirit, explains the person and work of the Holy Spirit, with special emphasis on the charismatic movement and church revival in the 20th century,

nature of God, original sin, and human nature.

ST200 The Sovereign God and the Suffering Man (3 credits)

This course explores how modern Lutheranism, Calvinist, pre-millennial, and contemporary theologies (e.g., open theology, progressive theology, theology of hope) respond to natural evil and the advent of suffering into the world to understand the nature of God and the nature of the world as God created it today.

the gift of signs and wonders today, and the prophetic gift of prophecy.

ST210 Public Theology (3 credits)

In this public theology course, we will learn what public theology is. A study of why there is such a disability and a biblical basis for public participation. We learn the theological foundations of public theology from various theologians, including Sebastian Han, and Stackhouse. And discuss different topics, including politics, wealth, education, religious freedom, and the relationship between church and government. In conclusion, we hope to help students develop a positive and participatory view of public theology.

Doctor of Ministry Courses (TD)

TD100 Advanced Theological Research Methodologies (4 credits)

This course is the gateway into the Doctor of Ministry Program. This course should be taken first upon admission to the program. It affords a general orientation to the program and an introduction to the research methods and practices of the program. Students are invited to discover and share personal and ministry reflections

TD101 A Practical Theology of Spiritual Formation (4 credits)

This course follows Richard Osmer's 4-task approach to exploring Christian spiritual formation of evangelical Chinese Christians in North America by answering four questions. First, what are some major challenges that first generation Chinese Christians face in their lived experience; and how do their

within the context of a local community of support.

responses reveal about their inconsistency between faith and practice? Second, what are some reasons behind their inconsistency, i.e., how do Chinese culture, assimilation to US society, and Chinese evangelical heritage impact their practice of the Christian faith? Third, what does the Bible reveal about the spiritual formation of Christians, that they may establish an intimate relationship with God? Fourth, what are some means by which we can help Christians establish an authentic lifestyle consistent with their Christian faith? This class gives students the foundations and methods for a theological integration of pastoral doctoral studies. We take evangelical theological stances into our research, theory, and practice. Every doctoral research project should begin with careful, comprehensive theological and biblical introspection and integration. The class will also attempt to help PhD students put together a theologically integrated chapter dissertation that is relevant to the student's research project. To help students, gain a basic understanding of today's theological constructions, this course will also review some basic

TD102 Biblical and Theological Integration Methods (4 credits)

This course attempts to familiarize DMin students with current thinking and methodologies on theological integration and reflection. The theological stance adopted is the core doctrines as reflected in the evangelical tradition. And that should guide our research process and interpretation. Every research project undertaken in CESNA should reflect that theological commitment. Each student will complete a chapter on theological integration relevant to his/her research topic within this course. Since our DMin students may come from diverse theological traditions, a review of the basic Christian theology will be included as part of the course.

TD131 Public Theology (4 credits)

In this public theology course, we will learn what public theology is. A study of why there is such a disability and a biblical basis for public participation. Learn the theological foundations of public theology from various theologians, including Sebastian Han, and Stackhouse. And discuss different topics, including politics, wealth, education, religious freedom, and the

theological issues.

TD110 Theology of Spirituality (4 credits)

This course seeks an integrated approach to the study of Christian spirituality, tradition, and pastoralism. While the biblical, historical, and theological foundations form the center of our exploration, it is vital to have God's experience as experience. Pay attention to contemporary interests and spiritual issues. With this foundation in place, it is hoped that the student will be able to recover and appreciate his/her own rich spiritual heritage and engage in fruitful conversations with it so that he/she can integrate it into his/her own life.

TD160 Church outreach family ministries (4 credits)

Chinese families in North America today face many challenges and are constantly challenged by the environment, the postmodern era, Western and Chinese culture, and immigrant pressure. Family life also needs to be adjusted as children grow up and parents change, but they are often unable to

relationship between church and government. In conclusion, we hope to help students develop a positive and participatory view of public theology.

do so. How can Chinese churches bless families in many communities in a variety of ways, helping them to experience renewal, change, and salvation on a relational and spiritual level?

TD161 Mentoring 1.5 Generation Chinese in North America (4 credits)

The 1.5 generations of the North American Chinese Church are Chinese who moved from Asia to settle in North America before reaching adulthood. Although this group has not undergone strict statistics, with the increase in the number of international students and other factors, it has become a considerable group in the 21st century. They are neither the first generation nor the second generation, so it is more difficult to be positioned, or even ignored, or given unrealistic expectations in the pastoral care of the church. This course will attempt to sort out the challenges of pastoral care for the 1.5th generation, explore the way out, and develop a more suitable ministry line according to the needs of the students.

Master of Theology Courses (TM)

TM102 Advanced Greek (3 credits)

Advanced Biblical Greek is built based on Beginning Biblical Greek. Beginning Bible Greek focuses on analyzing fonts (parsing) and recognizing words (vocabulary), but it is not enough to translate complete original sentences because of lack of understanding of grammar (syntax). Therefore, Advanced Biblical Greek will emphasize the study of grammar, analyzing fonts and meanings through the Internet or software, enabling students to translate and annotate the original New Testament texts.

TM211 The Pentateuch and Hebrew Exegesis (3 credits)

This course selects and reads representative types of literature in the Pentateuch, from the approaches of exegesis, identification, and literature, to enable students to appreciate and understand the content of selected passages, their theological significance in the Pentateuch, and their messages throughout the Old Testament.

TM213 Poetic-Wisdom Books and Interpretation (3 credits)

This course is based on the canonical wisdom books of the Old Testament but is not an introductory course. The

TM200 Contemporary Hermeneutics (3 credits)

This course is designed for advanced theological master's studies. This course is designed to help students develop a broad and deep understanding of contemporary exegesis through appropriate study, critique, and analysis of contemporary trends, overviews, and directions in exegesis, and to enable valuable independent study.

TM214 The Prophets and Hebrew Exegesis (3 credits)

The course is divided into two parts: The first part is an introduction to the course. A

course focuses on the literary genre and wisdom of Hebrew poetry through the analysis and interpretation of the structure of the original Hebrew text. This course will examine the Ecclesiastes text, directly examining its wording, literary features, expressions, and ideology, to develop a faith-based view of human life. The teacher will teach key passages, while the students will study the rest of the scriptures to become familiar with and appreciate the beauty of the Hebrew text.

TM220 Exegesis of the Gospels in Greek (3 credits)

A tool for learning discourse analysis. The original text analyzes the grammar, paragraphing, structure, and theology of John 1:1-18. We also study some of the special themes in the Gospels.

TM240 Exegesis of a New Testament Book in Greek (3 credits)

The book of Hebrews is a rich volume of the New Testament. The central theme of the book is to explain the Son of God, Jesus Christ. In a special way, the author quotes from the Scriptures and

common genre of prophetic literature, mainly citing the example Amos in the book to illustrate the type. The second part is to study the "Book of Jonah". Upon completion of the course, students should be able to read books of prophecy guided by Amos and Jonah.

TM221 Exegesis of Pauline Epistles in Greek (3 credits)

Explains the syntactic features, literary structure, and theological significance of the Greek text of Colossians 1. Study Paul's use of the Old Testament in his writings. Learn about the literary techniques Paul used in his writings. We unpack the theological meaning of Paul's "in Christ".

explains that Jesus Christ is the center of the Old and New Testaments. All the beauties of the Old Testament are but shadows, but the children of the New Testament are the true image. The book of Hebrews not only helps us to know more about Jesus Christ, but it is also an encouraging book for believers. The author warns believers many times not to turn away from the truth, but to follow the example of the great men of faith.

TM300 Systematic Theology 1(3 credits)

Systematic Theology I is the study of the nature and nature of God in the context of theology and creationism. In this course, we will learn from five perspectives. (1) The Trinity, especially from the perspective of the relationship of the three persons to each other. (2) Knowing God: How to know God by His revelation. (3) The Bible alone: How we can determine the reliability of the Bible as the Word of God. (4) The immanence and transcendence of God: How to see the relationship between God and the world from these two attributes. (5) The Creed: Looking at God from the Apostles' Creed.

TM301 Systematic Theology 2 (3 credits)

In this course, we will first explore the incarnation of Jesus, his humanity, his office, and the foundations of his work. We will study the relevant chapters of "Church Dogmatics" throughout most of the course, with a particular focus on three aspects or issues of "Reconciliation." We will also study the themes of free will and God's election. This course will be conducted in a discussion format. It is expected that each student has read the assigned material, written and submitted short articles, reviewed other students' short articles, and is prepared to participate in discussions on the subject before class begins.

TM302 Systematic Theology 3 (3 credits)

In this course, we will first explore what the Holy Spirit does for the Church and her role, and how the Holy Spirit helps to unite the Church and deal with church conflicts. Regarding pneumatology, we will explore the classic theologians. Regarding ecclesiology, we will look back at Stanley Grenz's classic work, *Theology for Community of God*. The study will focus on the unity of the church and the unity of the Holy Spirit. Finally, to complete the study of church unity, we will explore the historical development and literature of the Worldwide Church Council, including "The Unity of the Church and the Renewal of Human Community" and "The Church: Towards a Common Vision."

TM340 Christian Ethics of Life (3 credits)

This course will begin with an exploration of the roots of Christian ethics and move on to discuss some of the more recent bioethical issues. These

TM310 Contemporary Theologies and Doctrines (3 credits)

This course explores the different elements that structure Christian doctrine and contemporary theology and examines the relationship between contemporary and systematic theology (doctrinal theology), the differences, the different issues, the ways of interpreting the Bible, and the meaning of pastoral care for the church. We attempt to explore why modern theology offers different approaches to the doctrine of God and the doctrine of the Trinity, and how these approaches relate to modernization and the post-modern era. Students may choose the topics of the essays according to their individual interests, and all readings should be related to the topics of the essays. Students are required to submit a draft of the scope of their research in class.

TM350 Sovereign God and Those in Suffering (3 credits)

This course explores how modern Lutheran, Calvinist, pre-millennial, and contemporary theologies (e.g., open theology,

bioethical issues have arisen because of the advancement and development of modern medicine and biotechnology. This course will introduce a balanced evangelical position and worldview to examine such issues. These different issues in fact ask a more fundamental question: What is man? Where does the dignity of man lie? We will also try to understand worldly views and perspectives to arrive at a pastorally sensitive approach to these new challenges of today. The topics covered in this course include production technology, euthanasia, the medical covenant, and health care reform.

progressive theology, hope theology) respond to the coming of natural evil and suffering into the world to understand the nature of God, the nature of the present God-created world.

15 Various Application Forms

You may download the forms below from CESNA's website (www.cesna.edu).

- Excuse Absence
- Assignment Extension
- Independent Study
- Transfer of Program
- Graduation Application
- Termination of Study
- Inter-School Course Request
- Transfer of Credits
- Withhold Student Status
- Program Extension
- Activities Attendance Record
- Form1098T
- Transfer of School

