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Welcome to Barclay College and the Online Degree Completion Program! Since the fall of 2008 Barclay has provided a way for students to earn their degree by taking classes online. Students entering into the online program with at least fifty to sixty college credit hours could potentially earn a degree in as little as eighteen to twenty four months. Student evaluations continue to highlight the fact that classes are not only academically challenging but also provide great community. Many students that enter into the Barclay College Online Program are surprised by the personal attention given by the instructors and professors. Most classes will have a maximum of fifteen students with an average class size right at seven to ten students. The BC Online Student body is made up of students of all ages ranging from recent high school graduates to retirees. At times campus students elect to take online courses to accelerate in their degree path. Regardless of your geographical location, whether at home in the United States or abroad, the Online Program is able to provide a biblically based education that will prepare you for effective Christian living, service, and leadership.

Barclay College Online classes are asynchronous meaning students may join a class at any time throughout the day or night to participate. Students join class by using a computer or laptop with high speed internet. Each class is conducted within a secure web site which provides access to a student’s online classes, schedules, academic resources, and additional help items. In a standard class 95% of most class interaction will take place on a discussion board. The discussion board is where students will send assignment material, read and respond to other student’s work, and connect with the instructor. The discussion board program, also called newsgroups, is a single sign-on program which is fully integrated into the online portal and will not require additional software.

BC Online students are required to take and pass the Online Orientation course (BC1001), with a grade of B or above in order to take future online courses. The Online Orientation course is a two-week course designed to setup a student’s computer, discover resources, meet other students, and to prepare for online success. The Online Class is provided at no cost or obligation.

This catalog is intended to fairly represent Barclay Online programs and policies in effect when this volume was printed. Although every effort has been made to ensure accuracy, information in this catalog is subject to change at the discretion of the Barclay College Trustees, Administration and Faculty.

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ABOUT BARCLAY COLLEGE

Mission

The Mission of Barclay College is to prepare students in a Bible-centered environment for effective Christian life, service, and leadership.

History

Barclay College is a four-year Bible College with an Evangelical Friends Church heritage. Founded in 1917, the college has a 95-year history of excellence in preparing students for ministry and profession. The college’s main campus is located in Haviland, Kansas. Barclay College is a multi-faceted educational institution with a traditional on-campus program, on-campus continuing education opportunities, and Barclay Online degree programs. Barclay College personnel and students are also active as speakers or musicians for churches, youth camps and rallies, or other special events. Inquiries into the many programs of Barclay College are always welcome.

Management

The College is a non-profit organization that was incorporated under the laws of the State of Kansas in 1917. The college is governed by a Board of Trustees, and is authorized to operate as a Bible College in the states of Kansas and other states.

Any person, church or organization interested in supporting the work of the college is invited to inquire about Association membership, scholarship endowments, or other means of providing for the needs of Barclay College’s ministry programs.

Accreditation and Educational Affiliations

Barclay College is accredited by the Accrediting Commission of the Association for Biblical Higher Education (ABHE), a national accrediting agency recognized by the US Department of Education and the Council for Higher Education Accreditation (CHEA). ABHE may be contacted by writing to the Association for Biblical Higher Education; 5575 S Semoran Boulevard, Suite 26; Orlando, FL 32822-1781; by calling (407) 207-0808; or through their website at www.abhe.org.

The college is listed in the current edition of the Higher Education Directory and is approved for the training of veterans. The various offices and personnel on campus maintain membership in a wide variety of professional organizations appropriate to their work.

Barclay College graduates have found acceptance into leading seminaries and graduate schools. The documents describing the college’s accreditation and licensing may be viewed in the Business Office where they are available. Those desiring further information regarding the accreditation of the college should contact the Vice President for Academics at (620) 862-5252.

Family Educational Rights and Privacy Act

Barclay College protects the rights of students as stipulated in the Family Educational Rights and Privacy Act of 1974. This Act gives college students the right to inspect, review, and challenge the content of their
educational record and prohibits the release of educational records without the student’s prior written consent except in specific circumstances. The following categories of personally identifiable information have been designated as public and are a matter of directory to be shared with the College community and with the general public as needed: name, local and permanent address, phone number, date and place of birth, marital status, social security number, state of residence, county, home church, pertinent health facts, class, major field of study, dates of attendance, and degrees and awards (including scholarships) received.

Students currently enrolled may withhold disclosure of information in any category by requesting this in writing at the Academic Office. Written request for non-disclosures will be honored for a maximum of one year. Barclay College assumes that failure to complete the request indicates approval for disclosure.

College officials who have legitimate educational interests in student education records may be granted access to those records.

Transcripts cannot be released until all accounts with the college are cleared.

Grade point averages, course grades, and records of probation, will be released only to the student and appropriate members of the administration and faculty as needed as part of a College program. Transcripts must be requested by the student. Transcripts may not be released until all accounts with the college are cleared.

Institutional Goals

Two primary goals guide the development and practices of Barclay College’s educational and ancillary programs. Both goals are reflected in elements of the College’s mission statement, as noted below.

Barclay College strives for academic and spiritual excellence...

Prepare students in a Bible-centered environment indicates that the primary undertaking of the College is education with an integrated biblical perspective. Barclay College strives for academic and spiritual excellence by providing an environment that encourages higher levels of inquiry learning. Bible instruction, the integration of biblical principles across the curriculum, general education, and professional preparation are emphasized to ensure that the College accomplishes the first major goal: assisting each student in developing a Christian world view and a collegiate level of knowledge appropriate to college graduates generally and to their chosen field specifically.

...to graduate men and women...to provide leadership...

Effective Christian life, service, and leadership means that Barclay College views its mission as broader than simple preparation for a career or helping students acquire knowledge. Rather, the college desires to assist students in knowing God, and from that relationship constructing meaning and understanding that will inform all of life’s endeavors. The second major goal of the College, then, is to graduate men and women from both the Haviland campus and various extension sites who can be generally characterized as biblically literate, prayerful, mission minded, servant-oriented, evangelical Christians who are able to provide leadership to the church at large and in various professional fields.

Philosophy of Education

Education is a process directed by God in which the individual acquires knowledge or skills...

The college believes that true education must begin with God and His direct revelation to humanity through the Bible. Understanding that all that has proceeded from God gives meaning and coherence to all other inquiry. Education, then, is a process directed by God in which the individual acquires knowledge or skills that contribute toward a greater understanding of, and ability to accomplish, the purposes of God for the individual and for humanity generally. We believe that effective education con-
tributes to all areas of the individual’s life, giving the educated person increased ability to live a life that is orderly, peaceful, purposeful, productive, and in harmony with God. Education should reveal to the student that God’s involvement with humanity and with the physical creation is comprehensive and personal. The formation of this coherent Christian world view produces individuals who are increasingly characterized by a Christ-like love for all people and a desire to be involved as a steward in work which contributes to the management and care of the physical creation and the physical and spiritual welfare of humanity.

**Specific Outcomes**

In keeping with Barclay College’s mission statement, goals, and philosophy of education, specific outcomes are expected which provide both a framework for the design and evaluation of the College’s programs and practices, and a basis for assessing student progress. These outcomes are grouped in three areas, as noted below:

**Christian Life and Character**
- Students will understand the need for, meaning, and practice of a personal relationship with God through Jesus Christ.
- Students will exhibit a developing and increasingly coherent Christian worldview that enables them to apply biblical principles to questions of ethics, compassion, and all other life situations.
- Students will have the basic knowledge and ability to minister to others in their own cultural group and across cultural boundaries.

**Biblical and Theological Literacy**
- Students will have a working knowledge of the Bible and essential Christian doctrine.
- Students will be equipped with the skills necessary for personal Bible-study and spiritual growth.

**Personal and Professional Abilities**
- Students will be able to find, process, and apply information; thus having the foundation for becoming a life-long learner.
- Students will demonstrate the ability to work productively both independently and in teams.
- Students will communicate articulately in written and verbal forms.
- Students will use technology to learn and to be productive.
- Students will understand the fundamentals of interpersonal dynamics.
- Students will demonstrate initiative and the ability to think critically.
- Students will possess current, baccalaureate-level knowledge and skills in their chosen professional field.

**Inquiries**

This publication is a supplement to the full Barclay College Catalog, and is designed especially for the Barclay Online program. More details of the traditional college program and about the college itself can be found in the regular Catalog. If you have questions related to Barclay College programs or policies please direct them as follows:

<table>
<thead>
<tr>
<th>For Questions About…</th>
<th>Ask…</th>
<th>Phone or E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic issues: Advising, Classes, CLEP or DANTES exams, registration, schedules, graduation, grades, GPAs, transcripts, majors.</td>
<td>Dr. Glenn Leppert</td>
<td>1.800.862.0226 x46</td>
</tr>
<tr>
<td>Academic policy or curriculum</td>
<td>Dr. Jim Le Shana</td>
<td>1.800.862.0226 x16</td>
</tr>
<tr>
<td>Barclay Online Degree Completion Program</td>
<td>Mrs. Angie Wetmore</td>
<td><a href="mailto:angie.aetmore@barclaycollege.edu">angie.aetmore@barclaycollege.edu</a></td>
</tr>
<tr>
<td>Service</td>
<td>Contact Person</td>
<td>Phone Number</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>----------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>Christian Service</td>
<td>Mr. Kevin Lee</td>
<td>1.800.862.0226 x54</td>
</tr>
<tr>
<td>Computer help, Internet services</td>
<td>Mr. Trent Maggard</td>
<td>1.800.862.0226 x25</td>
</tr>
<tr>
<td>Financial aid</td>
<td>Mrs. Barbara Davis</td>
<td>1.800.862.0226 x47</td>
</tr>
<tr>
<td>Home College or independent study classes</td>
<td>Mr. Pat Hall</td>
<td>1.800.862.0226 x31</td>
</tr>
<tr>
<td>Library/Reference help, to check out books via mail</td>
<td>Mr. Pat Hall</td>
<td>1.800.862.0226 x31</td>
</tr>
</tbody>
</table>

**Statement of Faith**

**The Holy Bible**
We believe that the Holy Scriptures were given by the inspiration of God; that there can be no appeal from them to any other authority whatsoever; that they are fully sufficient to make one wise unto salvation through faith that is in Jesus Christ; that the Holy Spirit who inspired the Scripture must ever be its true interpreter as He works through the disciplined and dedicated minds of those within His Church; that any professed guidance that is contrary to these Scriptures must be counted as a delusion.

**God**
We believe in one God, revealed through the Holy Bible in the person of Jesus Christ; that He is both the creator and preserver of all things visible and invisible; that He alone is worthy of worship both now and forevermore; and that in the unity of the Godhead there exist three persons, Father, Son, and Holy Spirit, inseparable in divinity, power, glory and eternity.

**Jesus Christ**
We believe Jesus Christ to be the only-begotten Son of God; that He was conceived by the Holy Spirit and born of the virgin Mary; that He is the express image of the invisible God; and that He combines within Himself both the nature of God and the nature of man in one perfect and indivisible personality; fully God and fully man.

We believe that He was crucified as atonement for the sins of the whole world, making provision whereby humanity could find the forgiveness of sins and the power for a new life and be brought back into a perfect relationship with the Father.

We believe that He arose from the dead and then ascended to the right hand of God. He is now making intercession for us and will come to earth again to receive His Church unto Himself and to judge the world in righteousness.

**Holy Spirit**
We believe the Holy Spirit to be the third person of the Godhead, proceeding from both Father and Son, but equal with them in authority, power, and glory. He convicts the world of sin, imparts life to the penitent believer, sanctifies the child of God, and enables one by His indwelling presence to love God supremely.

**Humanity**
We believe that God created humans in His own image; that they enjoyed unbroken fellowship with their Maker; and that their whole life is centered in the person of God. We believe that humans fell from this original state by an act of transgression; that in this fall they suffered the immediate loss of their perfect relationship to God, making self the center of life; and that in this act they suffered immediate spiritual death. In this disposition to sin, all people are born. We own no principle inherent natu-
rally in people, by which they may be saved, except by the grace of our Lord Jesus Christ as a provision for all humanity.

**Salvation**

We believe that by the grace of our Lord Jesus Christ and by the direct and immediate agency of the Holy Spirit, a person may be recovered from the fallen state through divine enlightenment, forgiveness of sin, regeneration and sanctification of affections, and the final glorification of the body; that in this life a person may love God with all one’s heart, soul, mind, and strength; that one may live in victory over sin and enjoy unbroken fellowship with the Father; and that once more one’s whole life may center in and revolve around one’s Creator and Father.

We believe sanctification to be both a crisis and a process. As a crisis, sanctification is accomplished by the baptism with the Holy Spirit in the life of a dedicated and believing child of God, in which the heart is cleansed from an imperfect relationship and state. As a process, sanctification continuously disciplines the life into paths of holiness. We believe that the baptism with the Holy Spirit (entire sanctification) is the work of God’s grace by which the affections of people are purified and exalted to a supreme love of God, and the believer is empowered to witness to the living Christ.

We believe that, by the grace and power of God, through faith in the crucified Christ, the believer is assured of eternal life with the Triune God, and that no power on earth or in heaven can sever that relationship against the will of the believer. We believe, however, that by willful choice a child of God can return to that sinful state from which he or she had been lifted. Such apostasy destroys not only his fellowship with God, but also the eternal life with which he had been endowed, so that for him remains only the eternal death of the unbeliever. However, such is the grace of God that, so long as life in the body remains, the prodigal may, through repentance, confession and renewed faith, return to “the Father’s house and be fully restored to eternal life and fellowship with Him.”

**The Church**

We believe that all those persons who repent of their sins and believe in Jesus Christ as their Savior are born again into His kingdom by the Holy Spirit. These constitute the Church universal of Jesus Christ. This Church we believe to be spiritual in nature, universal in scope, holy in character, and redemptive in her life and purpose.

We believe that wherever two or three are gathered together in the name of Christ, He is truly present in the person of the Holy Spirit and that such an assembly is a local church, the visible expression of His body, and the Church universal.

We believe that every believer should be attached to the local and visible body of Christ, being fitly framed together with others into a holy temple in the Lord and built for a habitation of His Spirit.

**Christian Work**

We believe that in the church, the believer is committed to both the worship and the work of God. This work involves not only personal righteousness as the fruit of a new life, but also the ministry of evangelism and teaching. The commission of Christ for every believer involves the stewardship of the kingdom, which it is fulfilled only by faithful service in and through the fellowship of His Church. This work is continuous until Christ comes again calling the Church unto Himself. We believe that all Christians are called upon to witness by word and deed within a sinful world, not returning evil for evil, but, like Christ, demonstrating love, forgiveness, and the way of peace.

We believe that in the fellowship of His body, the Holy Spirit gives to every member gifts of ministry to be exercised for the mutual advantage of every other member in the body, and for the influence of the Church upon those outside. There is a ministry that is such a gift given to certain ones whom God calls and ordains for leadership in His Church.
Resurrection and Judgment
We believe in the second coming of Christ: that at His coming the dead shall be resurrected, some to everlasting glory and others to everlasting shame; that we shall all stand before the judgment seat of Christ to receive recompense for the things done in the flesh. The judgment of the blessed shall be life everlasting in heaven, and the judgment of the lost life everlasting in hell. Judgment is in the hands of our compassionate Redeemer, who does all things after the counsel of His wisdom, love, and holiness.

(Adapted from the Statement of Faith of the Evangelical Friends Alliance.) (Approved by Association March 30, 1991)

THE BARCLAY COLLEGE ONLINE PROGRAM

Purpose
Barclay College has developed the Barclay Online program to meet the educational and training needs of adults who:

◆ Want to complete a degree during non-work hours.
◆ Have successfully completed approximately 40-50 hours of previous college credit.
◆ Are highly motivated to finish a degree.
◆ Can schedule their free time carefully and discipline themselves to meet the rigorous demands of the program.
◆ Want to complete a degree in a Christian setting with faculty and staff who are sincerely interested in the students and their future.

Note: Students with less than 40 earned hours may begin to build up sufficient hours by enrolling in the associates of arts degree program online.

Benefits
Students in the Barclay Online program will be able to
1. Complete a bachelor’s degree in 18-24 months (depending on previous college hours).
2. Complete each six week course module online by preparing presentations as assigned by the faculty instructor, minimizing interference with work schedule and family responsibilities.
3. Improve communication and other leadership skills, strengthening their position in the job market.
4. Meet in a virtual format and benefit from the varied experiences and ideas of classmates from across the country and around the world.
5. Participate in small classes and develop a student-scholar community with a focus on ministry and a practical application of learning.
6. Receive individualized instruction and specific attention to problem areas.
7. Complete a Bachelor’s Degree in Biblical studies, Business Management, Christian Ministry Leadership, or Psychology. Students with no previous college credit may begin as an associate’s degree student.
8. Gain satisfaction from fulfilling an educational goal.

Barclay graduates have gone on to graduate school, changed occupations, and received job promotions.
STRUCTURE AND FACULTY

Instructional Modules
The Barclay Online program is built around a series of online instructional classes that replace the traditional college course schedule. Each class is six weeks in length, with students responding to course requirements as outlined by the instructor. After successful completion of an online class students may take two courses in any six week module. Course methodology is intended to be learner-centered and require a high degree of learner participation and feedback. Semesters are designed to follow traditional fall and spring semesters. Additional summer courses are available for students who need to obtain additional Bible course requirements. Over four consecutive semesters a student can complete the Barclay Online degree completion format in approximately 20 months.

A normal full time load for a student is twelve to eighteen credit hours per semester. Most classes are for 3 credit hours and meet twice each week in 75 minute sessions, or three times each week in 50 minute sessions. New students may take additional hours with special permission from the Vice President for Registration and Grades. Permission will be given in consultation with the appropriate distance education or campus administrator and will be based on high school or transfer college grade point averages along with standardized test scores. Returning students are permitted additional hours at the time of enrollment based on their grade-point average from the preceding semester and their workload. Permission to do more than 18 hours requires a written signature of the advisor and the Vice President for Registration and records. Students residing in the College residence halls are generally required to be full-time students.

Instructional Faculty
Barclay Online faculty all hold at least a Master’s Degree in their respective fields and have been oriented to online learning communities, making each class an exciting and valuable learning experience. Some faculty members are full-time personnel from the traditional on-campus program of Barclay College, while others are adjunct faculty carefully chosen for their educational preparation and professional expertise. Each adult student is also viewed as a contributing member to the learning process who has much to offer fellow students.

ADMISSION REQUIREMENTS FOR ENTRANCE TO THE BACHELOR’S DEGREE COMPLETION PROGRAM

Applicants for the Barclay Online degree completion program must meet the following requirements:

◆ Prior completion of approximately 40-50 semester credits from an accredited college/post-secondary institution: only courses which carry a grade of “C” or better will be accepted for transfer.
◆ Cumulative college GPA of 2.0.
◆ Completion of the Barclay Online application form.
◆ Submission of an official high school transcript or GED certificate.
◆ Submission of official transcripts from all colleges/post-secondary institutions previously attended.
◆ Submission of two satisfactory personal references (one work-related, e.g. a supervisor; and one personal, e.g. an educator, minister, civic organization or community leader).

Interested students who do not meet all of the normal requirements for admission may be admitted on a provisional basis at the discretion of the college. Those with less than 40 hours may enroll in the associate of arts degree program to build up sufficient hours.
**Academic Advising**

An advisor will assist the adult student in choosing classes needed to fulfill the requirements outside of the core Barclay Online courses, but it is ultimately the responsibility of the student to ensure that all requirements are met. The adult students are encouraged to visit with their advisor on a regular basis.

**APPLICATION PROCESS**

To apply, take the following steps:

1. Complete an Application for Admission. Forms are available online at www.barclaycollege.edu and may be completed online or downloaded. They are also available by mail directly from the College; to request an Application packet, call toll free (800) 862-0226, or write to Barclay College Online, 607 N. Kingman, Haviland, KS 67059.

2. Send a Request for Official Transcript form to your high school and each college/post-secondary institution attended requesting them to send your transcripts to the Barclay College Registrar at the college address above. Check with the registrar from each institution for the appropriate transcript fee.

3. Send the two personal reference forms to the appropriate persons and ask them to mail them directly to the address above when completed.

**FINANCIAL INFORMATION**

**Tuition and Fees**

A current tuition/fee schedule is located at the back of the catalog. First semester tuition is due at registration/orientation, prior to the first class session. Subsequent tuition fees are due at the time the student registrations for classes during any given semester. Different payment plans are available and are also noted on the tuition and fee schedule.

Full payment for classes is necessary for Barclay College to continue to offer this program. We are currently reducing the cost from the over $400 it actually costs us to generate a credit hour to $295 a credit hour (2012-2013 rate). We are able to do this through the generous support of our donors who provide thousands of dollars each year. In order to continue to offer this very generous discount, it is essential that we have full payment of the amount each student owes.

1. Each student is to pay in full for their class(es) prior to the beginning of each session. If a student is receiving financial aid and this award has been confirmed prior to the beginning of class, we will allow that student to register for class as long as the difference between the financial aid award and the balance due is paid in full prior to the beginning of class. Students should also remember that the amount to be covered by financial aid that is not paid prior to the beginning of classes is loaned to the student by the college until the financial aid arrives. Student must also keep in mind that if they change the number of classes taken and are no longer eligible for the financial aid, the total amount owed will become immediately due.

2. No student will be allowed to take classes in any session if there is a balance due on their account from a previous session.

3. Should a student wish to use the payment plan to pre-pay so that funds are available when the next session starts, that will be fine. **Please note:** using the payment plan does not change the fact that the cost of classes and books are to be paid **prior** to starting that class.
Classes are convened three days before they are scheduled to start. Students are invited to the classes on the Friday prior to the start of class. Those students who have confirmed their desire to take a class, and who have paid for the class(es), and are current on their account balance will be invited. If you are still working on resolving these issues, it must be done no later than the Wednesday after class begins (third day of class). That will be the last day students may be invited to class for that session.

Please contact us immediately if you have any questions or if you need to make payment arrangements. Remember, we are able to take credit card payments over the phone (620) 862-5252 or 1-800-862-0226.

Application Fee
There is currently no application fee for the Barclay College Online degree completion program.

FINANCIAL AID

Types of Financial Aid
Federal Financial Aid - There are two types of federal financial aid available to Barclay Online students: the Federal Pell Grant and Federal Stafford Loans. In order to be eligible for either one, a student must be a U.S. citizen or eligible non-citizen and have a valid Student Aid Report (SAR) on file in the Financial Aid Office. The Pell Grant and the Subsidized Stafford Loan are need-based while the Unsubsidized Stafford Loan is not need-based. Maximum annual loan eligibility will be contingent upon a student’s number of hours completed at the time of application.

The final regulations governing the Student Assistance General Provisions (published in the Federal Register in April 29, 1994) modified earlier regulations, which provided that, an institution must establish a maximum time frame in which a student must complete his or her educational objective. The modification provides that the maximum time frame can be no longer than 150% of the published length of the education program for a full-time student. The 150% can be calculated using credit hours, clock hours, academic years, or any other reasonable measure. (Reference GEN-94-42)

NOTE:
As the published length of the Barclay Online Program is 128 credit hours; students may not receive financial aid after they exceed 192 credit hours.

Veteran Benefits - Barclay College is approved to offer education to veterans eligible to receive Veteran’s Benefits. Applications may be obtained from the Financial Aid Office.

Private Financial Assistance - Barclay College encourages students to seek sources of financial assistance from local, regional and/or national organizations.

Applying for Financial Aid:

1. Complete the current Free Application for Federal Student Aid (FAFSA). Students should use completed tax returns from their most recent filing to complete the FAFSA. Keep a copy of the FAFSA just in case it’s lost in the mail.

2. You can complete the FAFSA by logging onto fafsa.ed.gov

3. The output document of the FAFSA is called a Student Aid Report (SAR). When your SAR arrives, if all the information is correct, mail all the pink pages to Barclay College’s Financial Aid Office. If any of the information is incorrect, phone the Financial Aid Office for information on how to proceed in the most expeditious manner.
4. If your SAR states that your application has been selected for review in a process called “verification,” please mail a copy of your most recent, signed federal income tax return to Barclay College’s Financial Aid Office with your SAR.

5. Upon receipt of your valid SAR, the Financial Aid Office will send an award letter, which will indicate your Pell Grant and Loan eligibility. Please sign the award letter and return it to the Financial Aid Office.

6. A Federal Stafford Loan application will be available for you on Barclay’s website advantage.barclaycollege.edu (click on Financial Aid). If you wish to borrow funds from this program, complete the application/promissory note. If you have any questions, please contact the Financial Aid office.
Satisfactory Academic Progress
Federal regulations require the College to establish and apply reasonable standards of satisfactory progress for the purpose of the receipt of financial assistance under the programs authorized by Title IV of the Higher Education Act. The law requires institutions to develop policies regarding satisfactory academic progress (SAP) for each degree program and the consequences to the student if progress is not achieved. BC students who wish to be considered for financial aid must maintain satisfactory progress in their selected course of study as set forth in this policy.

Institutional Policy
The Financial aid Office evaluates student academic progress at the beginning of each award year. Students are evaluated on the basis of grade point average (GPA), credit hour completion, and maximum time frame limitation.

1. Grade Point Average

<table>
<thead>
<tr>
<th>With a completion of</th>
<th>1-24 hours</th>
<th>25-55 hours</th>
<th>56 or more hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>A minimum GPA of</td>
<td>1.75</td>
<td>1.90</td>
<td>2.00</td>
</tr>
</tbody>
</table>

2. Credit Hour Completion
Students are also required to meet a measure of incremental progress. Students must: maintain a cumulative grade point average of at least 67% (courses used here will be those in which the student is enrolled at the official reporting date (20th class day).

Maximum Time Frame Limitation (Degree Completion) Students are also subject to a quantitative measure of progress. Students must: maintain a cumulative maximum time frame of at least 67% (courses used here will be those in which the student is enrolled at the official reporting date (20th class day).

Institutional Procedures
Students are notified of the Satisfactory Academic Policy (SAP) in the BC Academic Catalog. In addition, a SAP policy letter is mailed to aid recipients with each award letter.

Denial A student will be denied assistance if any of the following occurs:
1. The student’s GPA is below the minimum requirements as defined above
2. The student does not make the incremental progress as described above.
3. The student reaches the maximum time frame for completion of his/her program as defined above.

2. Probation
A student will be placed on probation if the cumulative grade point average is not met or if the cumulative maximum timeframe is not achieved. A student seeking to reestablish eligibility of financial aid may do so by:
1. Achieving the required GPA.
2. Appealing the financial aid decision.

Appeal Process
Any student denied financial aid that can prove special circumstances pertaining to his/her case, may appeal the decision denying aid.

Consequences of Denial
Students who do not maintain satisfactory academic progress lose eligibility for aid for the entire academic year. Exceptions must be approved and documented in the student’s file.
WITHDRAWAL AND REFUND POLICY

1. *Tuition and general fee* refunds may be granted. Students withdrawing before the first day of classes of a semester (all references to “semester” in this policy refer to a Barclay Online semester) will receive a 100 percent refund. Students withdrawing during the semester will receive a prorated refund, less an administrative charge of $100.00. The student’s account will be charged by day of official withdraw (submission of Honorable Dismissal Form available from advisor), as follows:

When A Student Withdraws in Any Barclay Online Semester:

<table>
<thead>
<tr>
<th>Refunded to Student</th>
<th>Retained by College</th>
</tr>
</thead>
<tbody>
<tr>
<td>On or before the 3rd day after the first class meeting</td>
<td>90%</td>
</tr>
<tr>
<td>On or before the 6th day after the first class meeting</td>
<td>75%</td>
</tr>
<tr>
<td>On or before the 9th day after the first class meeting</td>
<td>50%</td>
</tr>
<tr>
<td>On or after the 12th day after the first class meeting</td>
<td>25%</td>
</tr>
<tr>
<td>On or after the 13th day after the first class meeting</td>
<td>0%</td>
</tr>
</tbody>
</table>

*For example, if a Barclay Online semester begins on Thursday, August 1, the student would receive a 90% refund on or before August 4. The student would receive a 75% refund on or before August 7. The student would receive a 50% refund on or before August 10. The student would receive a 25% refund on or before August 13. They would receive no refund on or after August 14.*

When said student has previously made all the necessary arrangements to settle his or her school bill, then all scholarships already awarded will be prorated in the same manner as tuition and general fees.

Official withdrawal is only permitted prior to the 4th week for Online students. A student may not withdraw after that point and will receive a grade of "F" for the class if he/she fails to attend.

Failure to attend classes will not constitute withdrawal. Tuition will not be refunded, and grades will be recorded as "F" for a student who stops attending class without going through the formal withdrawal process.

An Online student desiring to withdraw from a course should contact his/her Online advisor (800-862-0226). The Online office will process the withdrawal and will confirm the withdrawal with the Online student, at which point the withdrawal becomes official.

**Additional Explanation:**

Withdrawing from a class can affect your financial aid and may result in you owing additional money for the class or classes. In some cases, it may mean owing money for a class taken in a previous session. Before withdrawing, you **must** talk with your advisor and the Financial Aid office.

**Online Process for Withdrawing from a Class:**

**Campus students** taking an online class must see the Registrar to withdraw from a class.

**Online students** wishing withdraw from an online class need to follow the procedures listed below:

1. **You MUST submit the withdrawal in writing to your Barclay College Online advisor using the Withdrawal Request Form.** (Please finish reading these instructions and the Financial Aid information before submitting the form.)
2. **Call and talk with your advisor:** 1-620-862-5252, 1-800-862-0226
   - Business Management: Lee Anders, extension 57
   - Biblical Studies: Dr. Adrian Halverstadt, extension 51
   - Christian Leadership: Dr. Adrian Halverstadt, extension 51
   - Psychology: Shelby Williams, extension 18
   - Associates degree: Dr. Glenn Leppert, extension 46

If you call and leave a message on voice mail, this **WILL NOT** constitute a withdrawal from your class(es). The withdrawal will not be complete until the student has counseled with their advisor. This counseling will include a review of how the student's financial aid will be impacted. Where money is owed, the student must acknowledge an understanding of this in writing (email) before the withdrawal is complete.

3. Within one business day, you should receive a confirmation that you have been withdrawn from the class(es). The confirmation should include the date the withdrawal was official and the amount of refund you will receive. If you do not receive this confirmation, you should contact your advisor immediately. If you have any questions, you should contact your advisor immediately.

   You should keep a copy of the confirmation for your records and in case your refund is not properly credited to your account. You must be able to support your concerns with the confirmation.

**PLEASE NOTE:** Any email messages received after 4:00 PM Central Time will be recorded on the next business day. The effective time for an official withdrawal will be after a student has counseled with their advisor. As such, the last day to withdraw from a class will be 4:00 PM Central Time on Friday the end of week three. If you have any questions, please feel free to contact the Online Education office.

Below is the tuition refund schedule:

<table>
<thead>
<tr>
<th>Days</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-3</td>
<td>90%</td>
</tr>
<tr>
<td>4-6</td>
<td>75%</td>
</tr>
<tr>
<td>7-9</td>
<td>50%</td>
</tr>
<tr>
<td>10-12</td>
<td>25%</td>
</tr>
<tr>
<td>13-42</td>
<td>0%</td>
</tr>
</tbody>
</table>

A class must be dropped by the last day of the period indicated in order to receive the refund indicated for that period. For example, if a class is dropped on day 3 from the start of class, there will be a 100% refund. However, if the class is dropped on day 4, the refund will only be 75%. (Requests for withdrawal will be recorded on the next business day if received after 5:00 PM Mountain time.) The refund amounts **WILL NOT** include the Technology Fee.

**ONCE AGAIN, PLEASE NOTE:** Withdrawing from a class can affect your financial aid and may result in you owing additional money for the class. Before withdrawing, you **must** talk with your advisor and the Financial Aid office.

1. Students receiving financial aid will be required to acknowledge an understanding of what dropping a class will do to their financial aid before the class can be dropped. They will also be required to make a payment of any money owed as a result of withdrawing from the class at the time of withdrawal.
2. **Other fees** are not refundable.

3. The total charges for withdrawing students will never exceed the total amounts (tuition and fees, etc.) charged for the term. Any financial aid refund not due to the Title IV programs will be mailed to the student’s home address. Credit balances resulting from other than withdrawal will be retained on the account or refunded in accordance with the student’s request.

4. In accordance with federal and state regulations, when Title IV funds are involved, refunds are first apportioned among the various types of aids (institutional, state and federal) and then to the student. Refunds to the federal aid programs are allocated in the following order: Federal SLS Loan; Unsubsidized Federal Stafford Loan; Subsidized Federal Stafford Loan; Federal PLUS Loan; Federal Pell Grant; FSEOG; Other Title IV Aid programs; other state, private, or institutional aid; and the student.

5. Students suspended from the college for academic or disciplinary reasons will receive a refund (per above) and will not be charged an administrative charge.

6. There are no refunds for incomplete independent study or correspondence courses.

**ORIENTATION AND ENROLLMENT**

Students register for classes each semester on a rolling basis. First time students also register for the online orientation class. All students must complete and pass an orientation session before they begin their online work. The orientation is conducted online and runs for two weeks before the beginning of the session. Students must successfully complete the orientation before they are allowed to take their first class.

Enrollment for online classes is arranged through the Vice President for Registration and Records usually through contact by e-mail. When the acceptance letter is sent it is accompanied by information for doing the Bible Knowledge Exam and by an enrollment form that the student returns. Students are allowed to enroll in classes one level above their standing. Thus a freshmen may take a 200 level (sophomore standing) class, and a sophomore (200 level) may take a 300 level class. Students needing to be full-time must enroll for 12 hours. A failed class must be re-enrolled at the first opportunity to do so.

Students wishing to withdraw from a class need to contact the Vice President for Registration and Records via e-mail and request to be removed from the class.

Each semester is arranged in four segments. The first segment is one course, the second segment is one course, the third segment is one course, and the fourth segment is one course. This format allows the student to ease into the online environment and become familiar with the work load in a more measured manner. Students may take two classes in any one segment only after they have successfully completed at least one online class.

**Attendance Policy for Online Courses**

Because a Barclay College education assumes that significant learning takes place in the virtual classroom, regular class attendance is required.

Students are required to attend the virtual classroom at least five out of seven days each week. **Any absences may result in the loss of points as detailed in the class syllabus.**
Two missed required days of attendance in any given week or four missed required days of participation during the six-week course will result in the reduction of one grade step (e.g., "B" to "B-"). No credit and a grade of "F" will be given after a student misses more than a total of nine required days of participation in a class, or if a student fails to participate in any given week.

**Failure to attend class, both on campus and online, will not constitute withdrawal. Tuition will not be refunded and grades will be recorded as "F" for a student who stops attending class without going through the formal withdrawal process.**

**Additional Explanation:** Students are expected to attend the virtual BC online classroom by logging on and submitting **at least two substantive notes on at least 5 out of every 7 days of each week**. This is measured by recording the date of each note you post through Outlook Express to the class – whether it is the submission of an assignment, a response to one of the assignments, a comment on the work of another, or a question to the group or to the professor. (Please see the material on Very Important Attendance Information below.) Notes sent to a personal email or notes posted in the Student Lounge do not count for attendance.

To meet the criteria of 5 of 7 days contact, we use the dates recorded when the notes are received on our server. (All times are Mountain Time.) This is how we "take roll".

An absence does not excuse the student from the responsibility of participation, assigned work, and/or testing.

**Please Note:** Because of the nature of the online delivery system, consistent attendance is absolutely necessary for education to take place. The attendance requirements will be strictly enforced.

**Very Important Attendance Information:** In an effort maintain consistent expectations among faculty and students, the Barclay College faculty has agreed that attendance in our Online Virtual Classroom will not be counted unless there is a **substantive note** from the student. Notes such as "I'm here", "I'm reading the books", or "Just checking in" will not be counted as attendance for the day. Participation in discussions in the Student Lounge will not be counted as attendance notes. Attendance notes must contain material that is related to the class and contributes to the educational process of the class. Please read your class syllabus for clarification of the professor's expectations.

**One Additional Item:** Attendance and Participation are not the same thing. Attendance credit is given for any **substantive note** sent to the class as described above. Participation **does not include assignments or questions**. Participation notes must be substantive **dialog notes in response to material in the class**. Please check with your instructor for additional information on what they consider to be a participation note.

**EARNING ADDITIONAL CREDIT**

Many Barclay Online students will need to earn some additional credit beyond what is contained in the Barclay Online core in order to qualify for a degree. To earn additional credit, students may take traditional or special college courses through Barclay College, Barclay Home College, or other colleges and transfer them into the program. Students needing to complete courses outside of the degree core classes should work closely with their advisor to complete all the coursework needed for graduation.

**Life Experience Credit**

Adult, non-traditional students enrolled in the college’s degree completion program or on the main campus may seek college credit for learning acquired through significant experiences in employment or other non-traditional educational experiences. The Life Experience Credit program is designed to benefit adult learners who are returning to college after several years of professional experience.
To apply for credit, students submit a Life Experience Credit Essay and a portfolio demonstrating learning that is substantially equivalent to that gained from taking a similar college-level course. An application form is part of this document as Form 1. Portfolios will be considered for academic credit according to the following criteria:

1) Experiences for which credit is requested are compatible with the College’s purpose and program.
2) The subject area is one in which the College has existing curriculum. For example, Barclay would not award LEC for work in engineering, but might grant credit for work toward a general science class.
3) The learning experience was a personal experience from which the adult can demonstrate the learning of generalized truth and the application of the knowledge gained.
4) The breadth and depth of learning is substantially equivalent to or exceeds the scope of a traditional college-level course in the same subject.
5) The credit requested does not already appear on the student’s college transcripts.

Those wishing to receive Life Experience Credit are asked to submit to the VP for Academic Services a Proposal for Life Experience Credit (see form near the end of this document). Once the proposal is approved, the student may proceed with writing the Life Experience Credit Essay and may submit a portfolio that includes documentation of the experience. The Essay is generally considered to be a 14- to 16-page paper describing the student’s learning from the experience.

The appropriate non-refundable fees and the Life Experience Credit Application Form, which lists the course/subject of college credit the adult is applying for, must accompany the completed portfolio. (This form is found at the end of this document as Form 2.)

An evaluation of the portfolio will be carried out by the VP for Academic Services and a faculty person in the subject area. This process will evaluate the learning achieved as well as the presentation. A maximum of 30 hours of credit can be earned through Life Experience Credit. Generally, no more than three hours of credit can be earned by one essay. If the application for Life Experience Credit is approved, the appropriate credit will be posted to the student's transcript.

**ACADEMIC INTEGRITY**

Cheating in any form is considered a serious offense at Barclay College. Academic dishonesty is inconsistent with a Christian testimony and may be considered adequate cause for immediate suspension or dismissal from the College. Barclay’s policy on academic dishonesty assures due process and provides guidelines for action in instances where the proper academic relationships and attitudes have broken down.

Students enrolling in the Barclay Online Program accept the College’s stipulations concerning academic integrity and the procedures they entail. Specific examples of dishonesty include:

1. The giving or receiving of information or aid during an examination.
2. The use of materials during an examination, which have not been expressly authorized by the instructor.
3. The acquisition of advance information about the nature or content of an examination that was not released by the instructor and which could not be inferred from the content of the course.
4. Plagiarism – the use of all or part of an author’s published or non-published materials, or the work of a present or former student without proper acknowledgement so that such work is left to appear as the student’s original composition. This is a serious offense at Barclay and can result in immediate dismissal.

The minimum penalty for cheating on an examination or paper is an F for the assignment (for all parties); maximum penalty is dismissal from the College. In a second proven instance of academic dishonesty, suspension or dismissal from the College is automatic. Students who are suspended or dismissed may appeal to the Discipline Committee.
Some cases of plagiarism arise from carelessness or haste. Violators often attempt to excuse themselves by saying that they were not told of the nature of plagiarism.

Please remember: Plagiarism and cheating will endanger an entire career!

ACADEMIC PROBATION
The entire college academic record, including withdrawn failing, is used to determine probation status. Any student who does not meet the standard listed below will be placed on probation for the following semester.

<table>
<thead>
<tr>
<th>Hours Completed</th>
<th>GPA below:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 – 24</td>
<td>1.75</td>
</tr>
<tr>
<td>25 – 55</td>
<td>1.90</td>
</tr>
<tr>
<td>56 and up</td>
<td>2.00</td>
</tr>
</tbody>
</table>

Failure to achieve the minimum acceptable cumulative GPA during a probationary semester normally results in academic suspension, which involves complete separation from the College for at least a subsequent semester. Students may be granted permission by the faculty to continue on academic probation if they have made satisfactory progress toward achieving the required minimum cumulative GPA. The possibility remains as long as the GPA is improved. If it is lowered or remains unchanged, the academic suspension will be enforced.

Students who have been suspended for academic reasons, but wish to be considered for readmission, must apply through the office of the Vice President of Academic Services at Barclay College.

GRADUATION REQUIREMENTS

IN ORDER TO BE GRADUATED WITH THE BACHELOR’S DEGREE A STUDENT MUST:

1. Have completed the required hours. At least 60% of the major hours and 30% of the total hours must be completed through Barclay College.

2. Have a minimum cumulative GPA of 2.3 for all courses taken through Barclay College (cumulative and major). Students must earn a grade of “C” or above in the core Barclay Online courses (2.3 GPA). A grade of “D” or lower will require the student to retake the core course (the student is charged for the course retake).

3. Complete 12 clock hours of satisfactory Christian community service each semester. Community service guidelines are distributed to students at registration time. These practical service activities are valuable in the college experience, applying what is learned in the classroom in service to others. A variety of volunteer activities can qualify for this requirement.

4. Obtain approval of character by Barclay College Online faculty.

GRADUATION REQUIREMENTS FOR THE ASSOCIATES DEGREE

1. Have completed the required hours.

2. Have a minimum cumulative GPA of 2.3.

3. Complete 12 clock hours of satisfactory Christian community service each semester. Community service guidelines are distributed to students at registration time. These practical service activities are valuable in the college experience, applying what is learned in the classroom in service to others. A variety of volunteer activities can qualify for this requirement.
4. Obtain approval of character by Barclay College Online faculty.

**BIBLE KNOWLEDGE EXAMINATION**

A Bible Knowledge Examination is given to all students coming into the program during one of the initial courses. The same examination is taken again just after the completion of the core classes. This examination is a standardized exam with 135 multiple choice questions covering Bible, theology, and Church history topics. It is used to gage what students know as they enter the program and to assess what they have learned in the program. It is also a way to compare Barclay graduates with graduates from other ABHE accredited colleges.

Passing the examination is not a pre-requisite for the program, nor is a pass required for graduation. It is an assessment tool utilized by the college. The exam is part of the online orientation class. Most students require an hour or slightly more to complete it.

**BARCLAY ONLINE PROGRAM REQUIREMENTS**

The following pages contain a list of the courses necessary to complete the Associates degree or a Bachelor’s degree in each of the four majors offered through Barclay Online. In addition to the core classes for each major there are general education classes offered as part of the classes available for the associates. All other courses required have either already been earned through previous college experience or will need to be completed before a degree can be granted. Please see the section above on Earning Additional Credit for some options as to how courses outside the Barclay Online core may be completed.
Division of General Studies

PURPOSE
The purpose of the Division of General Studies is to equip students with an essential foundation in general knowledge that all college graduates may be expected to know. This equipping not only provides the required knowledge base, but also prepares students for further study, gives them the ability to relate to others on a variety of topics, and provides insight into how people think and feel. Such awareness increases students' ability to communicate across cultural boundaries and effectively operate in and minister to contemporary society.

OUTCOMES
As a result of completing the General Studies portion of their curriculum, students will
1. Demonstrate an essential foundation of thinking, study, and research skills.
2. Demonstrate the ability to be articulate in both written and verbal forms.
3. Demonstrate the ability to use technology to learn and to be productive.
4. Demonstrate the ability to work productively both individually and in teams.
5. Have a working knowledge of God's physical creation as described through the sciences and mathematics, and understand how those fields contribute to technological innovation and influence society.
6. Understand at an introductory level the broad range of human thought, endeavor, accomplishment, and struggle as expressed in history, philosophy, art, music, literature, and family and other social and political systems.
7. Demonstrate a working knowledge of the many diverse attempts to explain the human experience both within and outside evangelical Christianity.

ASSOCIATE OF ARTS—GENERAL STUDIES

The Associate of Arts in General Studies is designed
1) To provide a two year course for the student not desiring or able to complete a four year degree but wishing to have training in Bible and general college studies in order to render competent service as lay persons in a local church, to broaden and deepen their thinking, and to prepare for vocational positions requiring an associate’s degree.
2) To provide Bible College course work for the student wishing to gain a strong biblical foundation before transferring to another institution to complete a major not offered at Barclay College.

Specific Program Outcomes: students will
1. Demonstrate the skills and knowledge appropriate to Associate-level college graduates.
2. Possess the skills and knowledge needed to continue in baccalaureate work at Barclay College, or to transfer to another institution.
3. Meet the outcomes of the Division of Bible and Ministry.
Associates Degree—General Studies

Complete 65 semester credits as follows:

**Program Entrance Requirements**

- OBC101 Orientation to Barclay College Online 0 credits
  (Program requirements – does not apply to the major.)

### Bible and Theology Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OBI205 Bible Study Methods</td>
<td>3</td>
</tr>
<tr>
<td>OCM107 Survey of Ministry</td>
<td>3</td>
</tr>
<tr>
<td>OCM208 Intercultural Ministry</td>
<td>3</td>
</tr>
<tr>
<td>OCM323 Advanced Spiritual Formation</td>
<td>3</td>
</tr>
<tr>
<td>ONT102 New Testament Survey</td>
<td>3</td>
</tr>
<tr>
<td>ONT241 Synoptic Gospels</td>
<td>3</td>
</tr>
<tr>
<td>OOT101 Old Testament Survey</td>
<td>3</td>
</tr>
<tr>
<td>OTH302 Doctrine of Holiness</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Bible and Theology** 24

### General Education Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OEN101 College Writing (English Composition I)</td>
<td>3</td>
</tr>
<tr>
<td>OEN202 Research and Writing (English Composition)</td>
<td>3</td>
</tr>
<tr>
<td>OSP201 Speech</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective (OMU111 Music Apprec. or OOT252 OT Poetry)</td>
<td>6</td>
</tr>
<tr>
<td>OPH205 Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>OPY103 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>OPY204 Marriage and Family</td>
<td>3</td>
</tr>
<tr>
<td>OSO211 Intro to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Social Science Elective (OCM346 Church History)</td>
<td>3</td>
</tr>
<tr>
<td>OMA101 Math Concepts</td>
<td>3</td>
</tr>
<tr>
<td>ONS101 General Biology</td>
<td>3</td>
</tr>
<tr>
<td>General Electives</td>
<td>5</td>
</tr>
</tbody>
</table>

**Total General Education** 41

**Total** 65
AA Course Descriptions

OBI205 Bible Study Methods (3)
A course designed to acquaint the student with various methods of Bible study. This is an intensive "hands on" application course.

OCM107 Survey of Church Ministry (3)
An introduction to the biblical nature and purpose of the body of Christ, this course is designed to help each student recognize the wide range of ministries that have been entrusted to the Christian church and the critical importance of each member’s contribution to its work. Some of these ministries include leadership, discipleship, preaching, worship, fellowship, prayer, stewardship, evangelism and world missions.

OCM208 Intercultural Ministry (3)
A study of the modern missionary movement - its history and motives; qualifications and problems of missionaries; departments of work; the indigenous church; relationships with local congregations; and contemporary developments and practices of missions.

OCM323 Advanced Spiritual Formation (3)
An advanced course designed to strengthen the devotional life of each student in order to enhance spiritual growth and establish lasting patterns of spiritual formation and discipleship. Through the reading of devotional classics, practice of spiritual disciplines, participation in small group fellowship and completion of spiritual projects, students will be encouraged to develop a deeper and more intimate relationship with God.

OCM346 Church History (3)
A history of the Christian Church, including theology and mission, from apostolic days to the present.

OEN101 College Writing (3)
An introductory writing course that provides students the opportunity to read, respond to, and analyze a broad range of texts on various issues. Students will develop the capability to write informatively for specific purposes and audiences. Particular attention will be paid to the organization of material and adopting effective strategies for the writing process. Students must achieve at least a grade of C in order to pass this course.

OEN202 Research and Writing (3)
A foundational research and writing course. The main focus of the class will be formulating arguments through the writing of research papers. Students will focus on what evidence to choose, what organizational patterns to employ, and what tone and style to use.

OMA101 Mathematical Concepts (3)
A course designed to acquaint the student with the philosophy, nature, significance, and use of mathematics from early times to the present. The concepts of a mathematical system and their application in problem solving will be emphasized.

OMU111 Music Appreciation (3)
A non-technical course aimed at increasing the enjoyment and appreciation of music by the listener with little or no previous music background. Includes a brief survey of music history and the basic principles of musical form as illustrated by masterworks. (Designed for the non-music major.)

ONT102 New Testament Survey (3)
A survey of the key persons, events, and distinctive facts for each of the twenty-seven books of the New Testament; an understanding of the political, cultural, and religious environment of Christianity, and memorization of selected verses and of chapter locations for special topics.
ONS105 Biology (3)
A study of the basic biological facts, laws and concepts of life. A general survey of the plant and animal kingdoms with attention to scientific methods of approach.

ONT241 Synoptic Gospels (3)
A survey of the New Testament account of Christ’s life, based on the synoptic gospels (Matthew, Mark, and Luke). The unique contributions each gospel writer makes to the understanding of Christ is explored. Skill is developed at studying individual passages so that the gospels might provide a life-time of guidance and inspiration.

OOT101 Old Testament Survey (3)
A survey of the entire Old Testament with emphasis on the key persons basic information about each of the books, facts of the intertestamental period helpful in understanding the New Testament, memorization of representative verses, map study for awareness of geographic features, and approximate political boundaries.

OOT252 Old Testament Poetry (3)
A study of the books of Job, Psalms, Proverbs, Ecclesiastes, and the Song of Solomon. Attention will be given to understanding the literary forms of Hebrew poetry (laments, songs of thanksgiving, wisdom sayings, etc.). The ethical and spiritual themes of each book will be explored, noting the relationships of these teachings to contemporary problems. Selected passages will be chosen for in depth study.

OPH205 Introduction to Philosophy (3)
A survey of the history and issues of philosophy, with attention given to the teachings of some of the great philosophers, and to the problems of epistemology, metaphysics, and religious values, etc. The entire study is viewed from the perspective of the Christian religion with a view to establishing a Biblical world-view.

OPY103 General Psychology (3)
A study of the fundamental principles of behavior with attention to: maturation, motivation, emotions, thinking and the learning process. An introductory course designed to provide knowledge and tools whereby the principles of psychology may be applied to meaningful life experiences.

OPY204 Marriage and Family (3)
This course will address the Biblical foundation for covenant relationships within the family. Included is the study of the dynamics of the family life cycle.

OSO211 Introduction to Sociology (3)
An introductory study of humanity and its institutions, social changes, and developments with attention given to present day social problems.

OSP201 Speech (3)
A study in the basic principles of speech and in the preparation and delivery of speeches. Interpretation in reading, principles of group work, the psychological aspects of communication, and some attention to articulation and diction are included. Extemporaneous speaking practice forms the core of the course.

OTH302 Doctrine of Holiness (3)
A survey of the history, biblical context, and contextualization of the doctrine of holiness.
Division of Bible and Ministry

PURPOSE
The purpose of the Division of Bible and Ministry is to equip all Barclay College students with an essential awareness of biblical content and the skills necessary to use the Bible for a lifetime of personal inspiration, growth, guidance, and ministry to others. In addition, the division provides students who desire to major in Bible or Ministry the professional expertise, knowledge, and skills necessary to minister effectively in contemporary society.

OUTCOMES
The outcomes for the Division of Bible and Ministry are that students will
1. Understand the need for, meaning, and practice of a personal relationship with God through Jesus Christ.
2. Demonstrate a working knowledge of the Bible and essential Christian doctrine, the ability to accurately interpret Scripture, and an increasingly coherent Christian worldview that enables them to apply biblical principles to questions of ethics, compassion, and all other life situations.
3. Exhibit a lifestyle that is characterized by simplicity, integrity, responsibility, and order which reflects concern for the social implications of the gospel and lends credibility to a Christian testimony.
4. Demonstrate the basic knowledge and ability required to minister to others in their own cultural group and across cultural boundaries, utilizing appropriate technology and relevant forms of both written and verbal communication.
5. Demonstrate perseverance and commitment, and the ability to work productively both independently and in teams.
6. Develop the skills and understanding necessary for personal Bible-study, prayer, and devotional life which can sustain and empower one’s personal life and ministry to others.
7. Demonstrate the ability to find, process, and apply information that is relevant to one’s Christian life and ministry through the exercise of both critical and creative thinking.

BACHELOR OF SCIENCE BIBLICAL STUDIES

The Bible is God’s inerrant, direct communication to all humanity, and theology has been called “the greatest science.” The Biblical Studies Major is designed for students whose desire is to know and develop an understanding of God, the Bible, the Christian world view, and God’s work in the world; and to take that understanding into society in order to evangelize, disciple, and live as an example of God’s provision for humanity through Jesus Christ. The Biblical Studies major is appropriate for students with a variety of vocational goals, including teaching the Bible in various ministry or Christian school settings, service with Christian para-church agencies, or simply a desire to witness effectively while engaged in another business or professional career. The program can also serve as an excellent foundation for those who plan to continue their education at the seminary level.

OUTCOMES

Students who complete the Biblical studies major will meet the outcomes of the Division of Bible and Ministry, as well as the following outcomes specific to this major.

Division Outcomes: students will
1. Understand the need for, meaning, and practice of a personal relationship with God through Jesus Christ.
2. Demonstrate a working knowledge of the Bible and essential Christian doctrine, the ability to accurately interpret Scripture, and an increasingly coherent Christian worldview that enables them to apply biblical principles to questions of ethics, compassion, and all other life situations.
3. Exhibit a lifestyle that is characterized by simplicity, integrity, responsibility, and order which reflects concern for the social implications of the gospel and lends credibility to a Christian testimony.

4. Demonstrate the basic knowledge and ability required to minister to others in their own cultural group and across cultural boundaries, utilizing appropriate technology and relevant forms of both written and verbal communication.

5. Demonstrate perseverance and commitment, and the ability to work productively both independently and in teams.

6. Develop the skills and understanding necessary for personal Bible-study, prayer, and devotional life which can sustain and empower one’s personal life and ministry to others.

7. Demonstrate the ability to find, process, and apply information that is relevant to one’s Christian life and ministry through the exercise of both critical and creative thinking.

**Specific Program Outcomes: students will**

1. Apply several methods of Bible study.

2. Recognize major historical-critical theories of Biblical interpretation.

3. Develop a foundation in biblical studies on which to build further learning through graduate school.

4. Meet the outcomes of the Division of General Studies.
**Biblical Studies**

Complete 128 semester credits as follows:

**Program Entrance Requirements**

OBC101  Orientation for Barclay College Online  0 credits

(Program requirements – does not apply to the major.)

<table>
<thead>
<tr>
<th>General Education Courses</th>
<th>Credits</th>
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<tr>
<td>English Composition (Composition 101 and 202)</td>
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<tr>
<td>Humanities: Art or Music Appreciation, Great Books, Humanities, Literature, Philosophy</td>
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<tr>
<td>Math Elective</td>
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<tr>
<td>Science Elective: General, Natural or Physical science</td>
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<tr>
<td>Social/Behavioral Sciences: Cultural Anthropology, Economics, Geography (other than Physical), History, Political Science, Psychology Sociology</td>
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**Total General Education**  80

<table>
<thead>
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<td>OBI306 Hermeneutics</td>
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</tr>
<tr>
<td>OCM323 Advanced Spiritual Formation</td>
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</tr>
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<td>OCM346 Church History</td>
<td>3</td>
</tr>
<tr>
<td>OMI322 World Christian Perspectives</td>
<td>3</td>
</tr>
<tr>
<td>ONT241 Synoptic Gospels</td>
<td>3</td>
</tr>
<tr>
<td>ONT343 Pauline Epistles</td>
<td>3</td>
</tr>
<tr>
<td>ONT356 Writings of John</td>
<td>3</td>
</tr>
<tr>
<td>ONT322 Church Planting and Evangelism</td>
<td>3</td>
</tr>
<tr>
<td>OOT252 Old Testament Poetry</td>
<td>3</td>
</tr>
<tr>
<td>OOT351 OT Prophets</td>
<td>3</td>
</tr>
<tr>
<td>OOT321 Pentateuch</td>
<td>3</td>
</tr>
<tr>
<td>OTH308 Teachings of Friends</td>
<td>3</td>
</tr>
<tr>
<td>OTH341 Systematic Theology I</td>
<td>3</td>
</tr>
<tr>
<td>OTH342 Systematic Theology II</td>
<td>3</td>
</tr>
<tr>
<td>OTH304 Apologetics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Core Courses**  48

**Total**  128
BS Core Course Descriptions

OBI205 Bible Study Methods (3)
A course designed to acquaint the student with various methods of Bible study. This is an intensive "hands on" application course.

OBI 306 Hermeneutics (3 hours)
A course designed to give attention to the history and laws of interpreting and applying the Bible. Students will practice the use of sound Biblical hermeneutics on selected passages.

OCM323 Advanced Spiritual Formation (3)
An advanced course designed to strengthen the devotional life of each student in order to enhance spiritual growth and establish lasting patterns of spiritual formation and discipleship. Through the reading of devotional classics, practice of spiritual disciplines, participation in small group fellowship and completion of spiritual projects, students will be encouraged to develop a deeper and more intimate relationship with God.

OCM346 Church History (3)
A history of the Christian Church, including theology and mission, from apostolic days to the present.

OMI322 World Christian Perspectives (3)
A study of the modern missionary movement - its history and motives; qualifications and problems of missionaries; departments of work; the indigenous church; relationships with local congregations; and contemporary developments and practices of missions.

ONT241 Synoptic Gospels (3)
A survey of the New Testament account of Christ’s life, based on the synoptic gospels (Matthew, Mark, and Luke). The unique contributions each gospel writer makes to the understanding of Christ is explored. Skill is developed at studying individual passages so that the gospels might provide a life-time of guidance and inspiration.

ONT343 Pauline Epistles (3)
A study of each of Paul’s epistles, except Romans (a separate course). Paul’s life and times will be examined, as well as the major purpose for each epistle. Students will learn how to interpret Pauline epistles and to apply them to contemporary living. Selected passages will be chosen for in-depth study.

ONT356 Writings of John (3)
A study of the major theological themes found in the gospel of John and the three letters from John. Special attention will be given to the unique devices John uses to emphasize his themes (I AM sayings, dialogue, contrast, etc.)

ONT322 Church Planting and Evangelism (3)
A biblical and practical study of how churches evangelize the community in which they exist with models drawn from the Gospels and from the Book of Acts.

OOT252 Old Testament Poetry (3)
A study of the books of Job, Psalms, Proverbs, Ecclesiastes, and the Song of Solomon. Attention will be given to understanding the literary forms of Hebrew poetry (laments, songs of thanksgiving, wisdom sayings, etc.). The ethical and spiritual themes of each book will be explored, noting the relationships of these teachings to contemporary problems. Selected passages will be chosen for in-depth study.

OOT351 Old Testament Prophets (3)
A study of the books of Isaiah through Malachi (the “major” and “minor” prophets). Students will be introduced to the social, political, and religious conditions during the times of the prophets. Attention
will be given to the purpose and structure of each book. The value of modern messages from ancient writers will be emphasized. Selected passages will be chosen for in depth study.

**OOT321 Pentateuch (3)**
A study of the content, theological significance, and practical applications of the first five books of the Bible. Attention is given to origins, to the founding of the nation of Israel and to God’s covenant relationships with humanity. Hermeneutics as well as problems of authorship and literary setting will be considered.

**OTH304 Apologetics (3)**
A systematic study of the relationship between Christianity and culture and the proofs for Christian truth. Major emphasis is given to recognizing and constructing a Biblical response to philosophical systems which are not compatible with evangelical Christianity.

**OTH308 Teachings of Freinds (3)**
A study of Biblical teachings as interpreted by Friends, with special consideration given to Friends’ distinguishing beliefs. These teachings will be enhanced with a study of the Quaker movement in its historical, social, and religious setting, including contemporary trends.

**OTH341 Systematic Theology I, (3)**
An in-depth study of the evangelical doctrines of the Christian faith, including the existence and nature of God, creation, revelation and inspiration, humanity, and sin. This course is intended to be taken in conjunction with Systematic Theology II.

**OTH342 Systematic Theology y II (3)**
An in-depth study of the evangelical doctrines of the Christian faith, including Christ, salvation, the Holy Spirit, the church, Christian ethics, and eschatology. Prerequisite for TH342: TH341 Systematic Theology I. This course is intended to be taken in conjunction with Systematic Theology I.
BACHELOR OF SCIENCE CHRISTIAN LEADERSHIP

God has chosen to do His work through the local church. The major in Christian Leadership is designed for the student who is called to local church ministry and leadership. A student who has completed the program will demonstrate the basic qualifications for serving as pastor of a local church and the foundation for a lifetime of developing ministerial skills.

OUTCOMES

Students who complete the Leadership in Ministry curriculum will meet the outcomes of the Division of Bible and Ministry, as well as the following outcomes specific to this major.

Division Outcomes: students will
1. Understand the need for, meaning, and practice of a personal relationship with God through Jesus Christ.
2. Demonstrate a working knowledge of the Bible and essential Christian doctrine, the ability to accurately interpret Scripture, and an increasingly coherent Christian worldview that enables them to apply biblical principles to questions of ethics, compassion, and all other life situations.
3. Exhibit a lifestyle that is characterized by simplicity, integrity, responsibility, and order which reflects concern for the social implications of the gospel and lends credibility to a Christian testimony.
4. Demonstrate the basic knowledge and ability required to minister to others in their own cultural group and across cultural boundaries, utilizing appropriate technology and relevant forms of both written and verbal communication.
5. Demonstrate perseverance and commitment, and the ability to work productively both independently and in teams.
6. Develop the skills and understanding necessary for personal Bible-study, prayer, and devotional life which can sustain and empower one’s personal life and ministry to others.
7. Demonstrate the ability to find, process, and apply information that is relevant to one’s Christian life and ministry through the exercise of both critical and creative thinking.

Specific Program Outcomes: students will
1. Understand their personal call into ministry, and explain the biblical purpose of the local church and the role of the pastor within the local church.
2. Use lessons from church history and current methods of Leadership in Ministry to develop a sound philosophy of local church ministry.
3. Develop an understanding of how one discerns God’s vision for the future for a local congregation, how that vision is communicated, and how to mobilize the congregation for implementing activities by which the vision may be realized.
5. Craft and deliver sermons which help listeners apply biblical principles to the problems and possibilities they face in the twenty-first century.
6. Conduct specialized worship ceremonies such as weddings, funerals, dedications, baptisms and communion.
7. Meet the outcomes of the Division of General Studies
Christian Ministry Leadership

Complete 128 semester credits as follows:

Program Entrance Requirements
- OBC101 Orientation to Barclay College Online 0 credits
  (Program requirements – does not apply to the major.)

<table>
<thead>
<tr>
<th>General Education Courses</th>
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<td>Science Elective: General, Natural or Physical science</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Sciences: Cultural Anthropology, Economics, Geography (other than Physical), History, Political Science, Psychology, Sociology</td>
<td>6</td>
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<td>Electives</td>
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Total General Education 76

Other Courses Required
- Doctrine of Holiness 3*

Total Other Courses Required 3

Core Courses
- OBI205 Bible Study Methods 3*
- OBI321 Introduction to the Bible I 3*
- OBL311 Life Assessment/Self-Management 3
- OBM341 Financial Management 3
- OCM314 Communication 3
- OCM323 Advanced Spiritual Formation 3
- OCM333 Leadership in I 3
- OCM334 Leadership in II 3
- OCM346 Church History 3
- OMI322 World Christian Perspectives 3
- ONT322 Church Planting and Evangelism 3*
- ONT344 Pastoral Principles from the Pastoral Epistles 3*
- OOT343 Old Testament Models of Leadership 3*
- OPY312 Techniques of Counseling 3
- OTH304 Apologetics 3*
- OTH324 Foundational Theology 3*

Total Core Courses 48

Total 128

*These courses fulfill the Bible requirement for accreditation.
CL Core Course Descriptions

OBI205 Bible Study Methods (3)
A course designed to acquaint the student with various methods of Bible study. This is an intensive "hands on" application course.

OBI321 Introduction to the Bible I (3)
Introduces the Bible to the student. Discusses the origin of the Bible, an overview of Bible history and Bible personalities, and biblical values and worldview.

OBL311 Life Assessment/Self-Management (3)
An introduction to personal assessment and management with consideration of learning styles, spiritual gifts, a biblical worldview, and a personal mission statement. A short history of the college is included as well as training in research and the use of library resources.

OBM341 Financial Management (3)
An introductory course that examines finance from the viewpoint of internal management of a non-profit, religious organization. The course emphasizes the conceptual and quantitative tools used in cash budgeting, statement analysis, short and long term financing, and capital budgeting.

OCM314 Communication (3)
An exploration of the dynamics of communication in public and private forums. Focus is given to improving skills in listening, speaking, and written communications.

OCM323 Advanced Spiritual Formation (3)
An advanced course designed to strengthen the devotional life of each student in order to enhance spiritual growth and establish lasting patterns of spiritual formation and discipleship. Through the reading of devotional classics, practice of spiritual disciplines, participation in small group fellowship and completion of spiritual projects, students will be encouraged to develop a deeper and more intimate relationship with God.

OCM333 Leadership I (3)
An exploration of the dynamics of leadership in the broad spectrum of ministry. The first module focuses on planning, organizing, and staffing.

OCM334 Leadership II (3)
A continuation of OCM 333, dealing with control and change. Explores ways leaders set and maintain standards and initiate and manage change in the ministry setting.

OCM346 Church History (3)
A history of the Christian Church, including theology and mission, from apostolic days to the present.

OMI322 World Christian Perspectives (3)
A study of the modern missionary movement - its history and motives; qualifications and problems of missionaries; departments of work; the indigenous church; relationships with local congregations; and contemporary developments and practices of missions.

ONT322 Church Planting and Evangelism (3)
A biblical and practical study of how churches evangelize the community in which they exist with models drawn from the Gospels and from the Book of Acts.

ONT344 Pastoral Principles from the Pastoral Epistles (3)
A study of the task of Leadership in Ministry in the local congregation with examples drawn from the Pastoral Epistles.
OOT343 Old Testament Models of Leadership (3)
A study of the book Nehemiah with consideration given to the leadership styles of Nehemiah. Spiritual lessons for leaders will be drawn from the text.

OPY312 Techniques of Counseling (3)
Familiarizes students with the basic concepts and theories of effective guidance and counseling. Includes laboratory experiences.

OTH302 Doctrine of Holiness (3)
A survey of the history, biblical context, and contextualization of the doctrine of holiness.

OTH304 Apologetics (3)
A systematic study of the relationship between Christianity and culture and the proofs for Christian truth. Major emphasis is given to recognizing and constructing a Biblical response to philosophical systems which are not compatible with evangelical Christianity.

OTH324 Foundational Theology (3)
A brief survey and examination of the basic doctrines of the Christian religion. Emphasis is given to how Christian communities live out their Biblical faith.
Division of Arts and Sciences

PURPOSE
The purpose of the Division of Arts and Sciences is to equip the students of Barclay College who major within the division with the knowledge necessary for ministry within a particular vocation or career field that is outside the scope of what has been traditionally called “full-time Christian service.” There are two primary emphases: developing the skills necessary for professional competence, and understanding how a Christian uses those skills and his or her biblical knowledge and relationship with God to influence others for Christ and effect positive change in the working environment.

OUTCOMES
The outcomes for the Division of Arts and Sciences are that students shall be able to
1. Articulate why for the Christian, all vocations to which God leads are calls to stewardship and ministry.
2. Explain how a Christian worldview impacts vocational attitudes, ethics, and meaning.
3. Articulate how biblical principles related to one’s chosen field integrate with or critique “sec-ular” knowledge of the same field.
4. Demonstrate the ability to construct a biblically informed approach to their vocational field.
5. Demonstrate competence in their chosen field at a level appropriate for graduates of a baccalaureate program.

BACHELOR OF SCIENCE—BUSINESS MANAGEMENT

The Business Management curriculum builds a general background in business and integrates this with Christian principles. It is designed to equip the student to serve the Lord in business or a business-related ministry.

OUTCOMES
Upon completion of the program, the student will meet the outcomes of the division of Arts and Sciences, as well as additional outcomes particular to this major.

Division Outcomes: students shall be able to
1. Articulate why for the Christian, all vocations to which God leads are calls to stewardship and ministry.
2. Explain how a Christian worldview impacts vocational attitudes, ethics, and meaning.
3. Articulate how biblical principles related to one’s chosen field integrate with or critique “sec-ular” knowledge of the same field.
4. Demonstrate the ability to construct a biblically informed approach to their vocational field.
5. Demonstrate competence in their chosen field at a level appropriate for graduates of a baccalaureate program.

Specific Program Outcomes: students will be able to
1. Explain the nature, scope, and importance of the business system, and how a business is owned and operated.
2. Apply Biblical ethics and stewardship practices to sound business management principles.
3. Describe the influence of supply and demand, circular flow of income, the business cycle, inflation, interest rates, and taxes on the economy of an area or nation.
4. Describe the basics of business law as it pertains to contracts, sales, employment, risk-bearing, real property, negotiable instruments, and business structure.
5. Outline procedures for establishing and operating a small business, including the development and implementation of a business plan.
6. Demonstrate ability to work with personnel in areas such as recruitment, selection, orientation, training, development, evaluation, and compensation.
7. Describe how managers plan, organize, lead, and control in order to achieve organizational goals.
8. Explain how product development, pricing policies, distribution, and promotion influence the marketing process.
9. Organize and maintain financial records through the accounting cycle for a service or merchandising business.
10. Prepare, analyze, interpret, and make decisions with financial information, including pro-forma statements and operating, capital, and cash budgets.
11. Pursue graduate studies in the business field.
12. Meet the outcomes of the Division of Bible and Ministry.
13. Meet the outcomes of the Division of General Studies.
## Business Management

Complete 128 semester credits as follows:

### Program Entrance Requirements
- OBC101 Orientation to Barclay College Online 0 credits
  (Program requirements – does not apply to the major.)

### General Education Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<td>English Composition</td>
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<td>Speech</td>
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<td>Humanities: Art or Music Appreciation</td>
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<td>Philosophy</td>
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<td>Science Elective: General, Natural or Physical science</td>
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<tr>
<td>Social/Behavioral Sciences: Cultural Anthropology, Economics, Geography (other than Physical), History, Political Science, Psychology, Sociology</td>
<td>6</td>
</tr>
<tr>
<td>Electives</td>
<td>47</td>
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</table>

**Total General Education** 74

### Other Courses Required
- A Bible Elective 3*
- OTH302 Doctrine of Holiness 3*

**Total Other Courses Required** 6

### Business Management Core Courses

<table>
<thead>
<tr>
<th>Course</th>
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<tr>
<td>OBI205 Bible Study Methods</td>
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<td>OBL311 Life Assessment/Self-Management</td>
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<td>OBM341 Financial Management</td>
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<td>OBM390 Financial Accounting</td>
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<td>OBM393 Legal Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>OBM394 Contemporary Economic Issues</td>
<td>3</td>
</tr>
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<td>OBM396 Marketing Management</td>
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<td>OBM398 Human Resource Management</td>
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<td>OCM314 Communication</td>
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<td>OCM333 Leadership I</td>
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<td>OCM346 Church History</td>
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<td>OMA399 Statistical Research</td>
<td>3</td>
</tr>
<tr>
<td>ONT343 Pauline Epistles</td>
<td>3</td>
</tr>
<tr>
<td>ONT392 Models of Conflict Management: Philippians &amp; Acts</td>
<td>3</td>
</tr>
<tr>
<td>OOT343 Models of Leadership</td>
<td>3</td>
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</tbody>
</table>

**Total Core Courses** 48

**Total** 128

*These hours satisfy the Bible requirement for accreditation.
BM Core Course Descriptions

OBI205 Bible Study Methods (3)
A course designed to acquaint the student with various methods of Bible study. This is an intensive “hands on” application course.

OBL311 Life Assessment/Self-Management (3)
An introduction to personal assessment and management with consideration of learning styles, spiritual gifts, a biblical worldview, and a personal mission statement. A short history of the college is included as well as training in research and the use of library resources.

OBM341 Financial Management (3)
An introductory course that examines finance from the viewpoint of internal management of a non-profit, religious organization. The course emphasizes the conceptual and quantitative tools used in cash budgeting, statement analysis, short and long term financing, and capital budgeting.

OBM390 Financial Accounting (3)
A study of the tools for interpreting, analyzing, and understanding accounting data used for setting plans and objectives, controlling operations, and making management decisions. The course begins with a brief survey of Financial Accounting principles.

OBM393 Legal Environment of Business (3)
A study of the principles and rules of business law which can be applied in everyday business transactions, including contracts, property, sales, negotiable instruments, agency, business organization, and insurance.

OBM394 Contemporary Economic Issues (3)
A course designed to aid students in understanding economic principles in relation to current economic problems and forces within the framework of a free enterprise economy. Students are introduced to resources that are relevant to those problems and controversies.

OBM396 Marketing Management (3)
A study of the marketing concept and the coordinated management of product, price, distribution and promotional strategies. Attention is also given to the marketing of services of non-profit organizations.

OBM398 Human Resource Management (3)
An introduction to the elements, which contribute to the human dimension of an organization. Concepts of recruitment, selection, training, evaluation, discipline, dismissal, and compensation will be covered.

OCM314 Communication (3)
An exploration of the dynamics of communication in public and private forums. Focus is given to improving skills in listening, speaking, and written communications.

OCM333 Leadership I (3)
An exploration of the dynamics of leadership in the broad spectrum of ministry. The first module focuses on planning, organizing, and staffing.

OCM334 Leadership II (3)
A continuation of OCM 333, dealing with control and change. Explores ways leaders set and maintain standards and initiate and manage change in the ministry setting.
OMC346 Church History (3)
A history of the Christian Church, including theology and mission, from apostolic days to the present

OMA399 Statistical Research (3)
A study in rational decision-making. Attention will be given to collecting, analyzing, interpreting, and presenting data.

ONT343 Pauline Epistles (3)
A study of each of Paul’s epistles, except Romans (a separate course). Paul’s life and times will be examined, as well as the major purpose for each epistle. Students will learn how to interpret Pauline epistles and to apply them to contemporary living. Selected passages will be chosen for in-depth study.

ONT392 Models of Conflict Management: Philippians & Acts (3)

OOT343 Old Testament Models of Leadership (3)
A study of the book Nehemiah with consideration given to the leadership styles of Nehemiah. Spiritual lessons for leaders will be drawn from the text.

OTH302 Doctrine of Holiness (3)
A survey of the history, biblical context, and contextualization of the doctrine of holiness.
BACHELOR OF SCIENCE—PSYCHOLOGY

The study of Psychology prepares students to better understand the nature and causes of behavior, feelings, and thoughts, as well as effective techniques for maintaining psychological and social health. The Barclay College program in psychology offers students the opportunity to become acquainted with the principles of psychology in an environment which specifically encourages the critical evaluation of those principles in light of the Bible and God’s desire for man’s redemption and holiness.

The Barclay College Psychology major offers an emphasis in family systems, equipping the graduate for ministry to modern families. Graduates from the Barclay program will find themselves with an excellent foundation for careers in various ministries, social service institutions, or other occupations where psychological or interpersonal skills are particularly required or valuable. Upon completion of the Bachelor’s degree from Barclay College, students who are interested in pursuing the full range of possibilities for careers in Psychology will want to pursue graduate studies. A graduate degree opens the possibilities of a career in counseling centers, education, industry, and health agencies, or, at the doctoral level, opportunities ranging from private practice to teaching or research.

OUTCOMES:
Upon completion of the Psychology program, the student will meet the outcomes of the Division of Arts and Sciences, as well as additional outcomes particular to this major.

Division Outcomes: students shall be able to
1. Articulate why for the Christian, all vocations to which God leads are calls to stewardship and ministry.
2. Explain how a Christian worldview impacts vocational attitudes, ethics, and meaning.
3. Articulate how biblical principles related to one’s chosen field integrate with or critique “secular” knowledge of the same field.
4. Demonstrate the ability to construct a biblically informed approach to their vocational field.
5. Demonstrate competence in their chosen field at a level appropriate for graduates of a baccalaureate program.

Specific Program Outcomes: students shall be able to
1. Articulate the complimentary nature of biblical thought and the study of psychology.
2. Display a broad knowledge of the history and origins of psychological thought and practice.
3. Understand and be competent in basic psychological theory, technique, and practice.
4. Demonstrate the ability to serve in ministry or career roles that emphasize interpersonal relationships and development.
5. Possess the skills and background knowledge required to enter graduate school to pursue further studies in psychology or other fields.
6. Meet the outcomes of the Division of Bible and Ministry.
7. Meet the outcomes of the Division of General Studies.
**Psychology**

Complete 128 semester credits as follows:

**Program Entrance Requirements**

OBC101 Orientation to Barclay College Online 0 credits

(Program requirements – does not apply to the major.)

**General Education Courses**

<table>
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<tr>
<th>Course</th>
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<td>Speech</td>
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</tr>
<tr>
<td>Humanities: Art or Music Appreciation, Great Books,</td>
<td></td>
</tr>
<tr>
<td>Humanities, Literature, Philosophy</td>
<td>6</td>
</tr>
<tr>
<td>Math Elective</td>
<td>3</td>
</tr>
<tr>
<td>Science Elective: General, Natural or Physical science</td>
<td>3</td>
</tr>
<tr>
<td>Social/Behavioral Sciences: Cultural Anthropology,</td>
<td></td>
</tr>
<tr>
<td>Economics, Geography (other than Physical),</td>
<td></td>
</tr>
<tr>
<td>History, Political Science, Psychology</td>
<td>6</td>
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<tr>
<td>Electives</td>
<td>38</td>
</tr>
</tbody>
</table>

**Total General Education** 65

**OTHER COURSES REQUIRED**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biblical Studies</td>
<td>6*</td>
</tr>
<tr>
<td>Doctrine of Holiness</td>
<td>3*</td>
</tr>
<tr>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Other Courses Required** 12

**Core Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OBI205 Bible Study Methods</td>
<td>3*</td>
</tr>
<tr>
<td>OBI321 Introduction to the Bible I</td>
<td>3*</td>
</tr>
<tr>
<td>OBI324 Introduction to the Bible II</td>
<td>3*</td>
</tr>
<tr>
<td>OBL311 Life Assessment/Self-Management</td>
<td>3</td>
</tr>
<tr>
<td>OCM346 Church History</td>
<td>3</td>
</tr>
<tr>
<td>OPY312 Techniques of Counseling</td>
<td>3</td>
</tr>
<tr>
<td>OPY314 Family Systems</td>
<td>3</td>
</tr>
<tr>
<td>OPY322 Theories of Personality</td>
<td>3</td>
</tr>
<tr>
<td>OPY323 Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>OPY332 Models of Research Design</td>
<td>3</td>
</tr>
<tr>
<td>OPY333 Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>OPY334 Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>OPY341 Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>OPY342 Cognition</td>
<td>3</td>
</tr>
<tr>
<td>OPY343 Psychology of Religion</td>
<td>3</td>
</tr>
<tr>
<td>OPY344 Tests and Measurements</td>
<td>3</td>
</tr>
<tr>
<td>OPY401 Senior Forum Fall</td>
<td>2</td>
</tr>
<tr>
<td>OPY402 Senior Forum Spring</td>
<td>1</td>
</tr>
</tbody>
</table>

**Total Core Courses** 51

**Total** 128

*THESE HOURS SATISFY A PORTION OF THE BIBLE REQUIREMENT FOR ACCREDITATION.*
PY Core Course Descriptions

OBI313 Bible Study Methods (3)
A course designed to acquaint the student with various methods of Bible study. This is an intensive “hands on” application course.

OBI321 Introduction to the Bible I (3)
Introduces the Bible to the student. Discusses the origin of the Bible, an overview of Bible history and Biblical values and worldview.

OBI324 Introduction to the Bible II (3)
Further develops the students’ knowledge of the Bible and links values to ethics and behavior. The course will center on God’s character as the source of Christian ethics and demonstrates how this ethic plays out in selected Old Testament texts, the Sermon on the Mount, and modern psychological practice.

OBL311 Life Assessment/Self-Management (3)
An introduction to personal assessment and management with consideration of learning styles, spiritual gifts, a biblical worldview, and a personal mission statement. A short history of the college is included as well as training in research and the use of library resources.

OCM331 Church History (3)
A history of the Christian Church, including theology and mission, from apostolic days to the present.

OPY312 Techniques of Counseling (3)
An introduction to the practice and skills involved in counseling, including practical exercises in the development of the basic skills used in the development of the helping relationship.

OPY314 Family Systems (3)
A study of family systems theory and its application to counseling with families. Includes family assessment and evaluation.

OPY322 Theories of Personality (3)
A study of the theories of development, structure, and dynamics of the human personality. These theories are compared and contrasted and studied along with Biblical concepts related to the nature of humanity and the psyche.

OPY323 Developmental Psychology (3)
A survey of the theoretical and research-based concepts of physical, cognitive, moral, spiritual, and psychosocial development throughout the lifespan.

OPY332 Models of Research Design (3)
An introduction to and examination of techniques commonly used in research on families. Subjects covered will include research literature, Internet uses, quantitative and qualitative methods, sampling, scales and indices, analysis, evaluation, secondary analysis, and ethics. Students will learn to write APA style reports.

OPY333 Social Psychology (3)
A scientific study of the nature and causes of individual behavior and thought in social situations. Reciprocal, ethical, motivational and attitudinal changes caused by interpersonal influences are considered.
OPY334 Human Sexuality (3)
A study of the physical, emotional, moral and relational aspects of human sexuality. Biblical perspectives related to human sexuality are integrated throughout.

OPY341 Abnormal Psychology (3)
An overview of various areas of human psychopathology. Emphasis is on terminology, classification, etiology and treatment of major psychological disorders. Faith based responses to disorders are considered.

OPY342 Cognition (3)
A study of the fundamental elements of human cognition. Attention will be given to areas including perception, attention, memory, reasoning, problem solving, and language. Traditional views as well as current research findings will be discussed.

OPY343 Psychology of Religion (3)
An introduction to the role of religion in human thought and behavior. Provides an overview of both current Christian and current selected non-Christian religions and their influence on individual and cultural conceptualization of God, the world, humanity, and personal beliefs. The course includes an introduction to empirical studies on psychology of religion.

OPY344 Tests and Measurements (3)
A study of the principles and practice related to the measurement and appraisal of psychological variables. Attention is given to the history and philosophy of measurement, test development, interpreting and using test scores, test analysis, standardized tests, and testing programs.

OPY401 Senior Forum Fall (2)

OPY402 Senior Forum Spring (1)

OTH302 Doctrine of Holiness (3)
A survey of the history, biblical context, and contextualization of the doctrine of holiness.
ONLINE CERTIFICATE PROGRAMS

Four different Online Certificate programs are offered by Barclay College for students who have completed at least 24 undergraduate hours (thus eligible to do upper division classes.) Each of the certificates requires 24 hours of course work (60% must be completed through the core curriculum requirements for each major) completed in the online program. The 24 hours must be completed through Barclay College. Certificates are offered for Biblical Studies, Business Management, Christian Leadership, and for Psychology.

Upon completion of the required hours the College grants a Certificate. Courses are offered every year and students can enter the program at the beginning of any session. Students are required to successfully complete the online orientation class before entering their first class. All students must have successfully completed a college level English composition class or demonstrate a proficiency in writing skills to be admitted to the certificate program.

Certificate in Biblical Studies
To receive the certificate in Biblical Studies, students must complete any eight classes from the online courses (at least five of the eight must be from the online Biblical Studies Core).

Certificate in Business Studies
To receive the certificate in Business Studies, students must complete any eight classes from the online courses (at least five of the eight must be from the online Business Management Core).

Certificate in Christian Ministry
To receive the Certificate in Christian Ministry, students must take any eight classes from the online courses (at least five of the eight must be from the online Christian Ministry Leadership Core).

Certificate in Psychology
To receive the Certificate in Psychology, students must complete any eight classes from the online courses (at least five of the eight must be from the online Psychology Core).

OBJECTIVES

Students who complete the certificate curriculum will meet some of the objectives of the Division of Bible and Ministry and some specific to the certificate programs, as noted below:

Certificate Objectives: students will
1. Understand the need for, meaning, and practice of a personal relationship with God through Jesus Christ.
2. Demonstrate a working knowledge of the Bible and essential Christian doctrine, the ability to accurately interpret Scripture, and an increasingly coherent Christian worldview that enables them to apply biblical principles to questions of ethics, compassion, and all other life situations.
3. Develop the skills and understanding necessary for personal Bible-study, prayer, and devotional life which can sustain and empower one’s personal life and ministry to others.
4. For the ministry certificate, demonstrate a basic level of knowledge related to encouraging and supporting members of local church congregations.

GRADUATION REQUIREMENTS -- BARCLAY COLLEGE CERTIFICATES

IN ORDER TO BE GRADUATED WITH THE BARCLAY COLLEGE CERTIFICATE A STUDENT MUST:

1. Have completed the required hours.
2. Have a minimum cumulative GPA of 2.3 for all courses taken through Barclay College. Students must earn a grade of “C” or above in all required courses (2.3 GPA). A grade of “D” or lower will require the student to retake or replace the course (the student is charged for the course retake).
3. Obtain approval of character by Barclay College Online faculty.

**ONLINE BIBLICAL STUDIES**

**Core Courses**
- OBI205 Bible Study Methods ................................................. 3
- OBI306 Hermeneutics ......................................................... 3
- OCM323 Advanced Spiritual Formation .................................. 3
- OCM346 Church History ....................................................... 3
- OMI322 World Christian Perspectives .................................... 3
- ONT241 Synoptic Gospels ................................................... 3
- ONT322 Church Planting and Evangelism ............................... 3
- ONT343 Pauline Epistles ...................................................... 3
- ONT356 Writings of John ...................................................... 3
- OOT252 Old Testament Poetry .............................................. 3
- OOT321 Pentateuch .............................................................. 3
- OOT351 OT Prophets ............................................................ 3
- OTH304 Apologetics ............................................................ 3
- OTH308 Teachings of Friends .............................................. 3
- OTH341 Systematic Theology I ............................................. 3
- OTH342 Systematic Theology II .......................................... 3

**ONLINE CHRISTIAN LEADERSHIP**

**Core Courses**
- OBI205 Bible Study Methods ................................................. 3*
- OBI301 Introduction to the Bible I ......................................... 3*
- OBL311 Life Assessment/Self-Management ............................ 3
- OBM341 Financial Management ........................................... 3
- OCM314 Communication ...................................................... 3
- OCM323 Advanced Spiritual Formation ................................ 3
- OCM333 Leadership in I ...................................................... 3
- OCM334 Leadership in II ..................................................... 3
- OCM346 Church History ...................................................... 3
- OMI322 World Christian Perspectives .................................. 3
- ONT322 Church Planting and Evangelism .............................. 3*
- ONT344 Pastoral Principles from the Pastoral Epistles ............ 3*
- OOT343 Old Testament Models of Leadership ....................... 3*
- OPY312 Techniques of Counseling ....................................... 3
- OTH304 Apologetics ........................................................... 3*
- OTH324 Foundational Theology ........................................... 3*

**ONLINE BUSINESS MANAGEMENT**

**Core Courses**
- OBI205 Bible Study Methods ................................................. 3*
- OBL311 Life Assessment/Self-Management ............................ 3
- OBM341 Financial Management ........................................... 3
- OBM390 Financial Accounting ............................................ 3
- OBM393 Legal Environment of Business ............................. 3
- OBM394 Contemporary Economic Issues ............................. 3
- OBM396 Marketing Management ......................................... 3
- OBM398 Human Resource Management ............................... 3
- OCM314 Communication ...................................................... 3
- OCM333 Leadership I .......................................................... 3
- OCM334 Leadership II ........................................................ 3
- OCM346 Church History ...................................................... 3
- OMA399 Statistical Research .............................................. 3
ONT343 Pauline Epistles ............................................................... 3*
ONT392 Models of Conflict Management: Philippians & Acts............. 3*
OOT343 Models of Leadership ..................................................... 3*

**ONLINE PSYCHOLOGY**

**Core Courses**

OBI205 Bible Study Methods ......................................................... 3*
OBI321 Introduction to the Bible I .................................................. 3*
OBI324 Introduction to the Bible II .................................................. 3*
OBL311 Life Assessment/Self-Management ...................................... 3
OCM346 Church History ................................................................. 3
OPY 402 Senior Forum Spring ...................................................... 1
OPY312 Techniques of Counseling ................................................ 3
OPY314 Family Systems ................................................................. 3
OPY322 Theories of Personality ........................................................ 3
OPY323 Developmental Psychology ................................................. 3
OPY332 Models of Research Design ............................................... 3
OPY333 Social Psychology ............................................................. 3
OPY334 Human Sexuality .............................................................. 3
OPY341 Abnormal Psychology ........................................................ 3
OPY342 Cognition ........................................................................ 3
OPY343 Psychology of Religion ....................................................... 3
OPY344 Tests and Measurements ................................................... 3
OPY401 Senior Forum Fall ............................................................. 2

See Course descriptions for these classes above.

**DIRECTORY INFORMATION**

College Mailing Address: Barclay College
607 N. Kingman
Haviland, KS 67059

College Receptionist: 620.862.5252
Distance Learning Fax: 620.862.5242
Admissions Office: 800.862.0226
Admissions Office Fax: 620.862.5403
Athletic Director: 620.862.5252
Bookstore: 620.862.5804
Worden Memorial Library: 620.862.5274
Men’s Residence Hall: 620.862.9889
Women’s Residence Hall: 620.862.9887
General Information Email: distancelearning@barclaycollege.edu
Admissions Office Email: admissions@barclaycollege.edu
Financial Aid Email: financialaid@barclaycollege.edu
Registrar's Office Email: registrar@barclaycollege.edu
College Website: www.BarclayCollege.edu
Class Portal www.online.barclaycollege.edu

46
Lee Anders  Business, Computers, Chair, Division of Arts and Sciences, Vice President for Business Services. B.S. Barclay College; B.S. McPherson College; M.B.A. (Business Administration) Emporia State University. Barclay College 1983.

Josh Bunce  Youth Ministry. B.S. Barclay College, M.Div. (Ministry) George Fox Evangelical Seminary, Barclay College 2009.

Royce Bryan  Education. B.S. Bemidji State; M.S. (Educational Administration) Southwest Baptist University, Barclay College 2010.

Cheryl Couch  Education. B.S.E. Oklahoma Christian University; Elementary Education Certificate Kansas Newman University; M.S (Early Childhood Special Education) Wichita State University. Barclay College 2012.

Derek Brown  Leadership in Ministry, Chaplain. B.A. Barclay College; M.A. (Religion) Liberty Baptist Theological Seminary; Ph.D. (Leadership Studies) Johnson University in process, Barclay 2011.

Royce Frazier  Psychology, President. B.S. Barclay College; B.S. Emporia State University; M.S (Family Therapy) Friends University; M.A. (Clinical Psychology) Ph.D. (Psychology) Fielding Institute. Barclay College 1990.


Pat Hall  Director of Library Services. B.S. Barclay College; MLS. (Library Science) Emporia State University. Barclay College 2010.

Adrian Halverstadt  Ministry, Chancellor. B.S. Fort Wayne Bible College; M.A. (Ministry) Huntington University; Ph.D. (Philosophy/Concentration Theory Conflict Management) Trinity College; additional graduate hours, Barclay College 2010.

Brian Hanneken  Associate Dean for Academic Services. Columbia University; M.A. (Biblical Literature) George Fox University Seminary, Barclay College 2006.


Lois Kendall  Psychology, Family Development. B.A. Wichita State University; M.S. (Family Development & Education) Friends University. Barclay College 1999 –


David Kingrey  Bible and Theology, Chair Division of Bible and Ministry. B.A. Earlham College; M Min. and D. Min. (Ministry/Bible/Theology) Earlham School of Religion; Post Grad Studies, Purdue University. Barclay College 2008.

Kevin Lee  Camping, Vice President for Student Services, Bible, B.S. Barclay College; M.A. (Pastoral Studies) Friends Center, Azusa. Barclay College 2009.
Glenn Leppert  Greek, History, Bible, Vice President for Registration and Record.  B.A. Northwest Nazarene University; M.A.R. (Biblical Studies/Greek) George Fox Evangelical Seminary; M.A. (History) Fort Hays State University; Ph.D. (History) Kansas State University.  Barclay College 1985-

Jim Le Shana  Bible, Ministry, Vice President for Academics.  B.A. George Fox University; M.A. (Theology and Marriage and Family Ministries) Fuller Theological Seminary; M.Div. (Ministry) Azusa Pacific University; M.A. (History) University of California, Riverside; Ph.D. (History) University of California, Riverside.  Barclay College 2012-

Kevin Mortimer  Bible and Ministry.  B.A. Barclay College; M.A. (Christian Ministry) Friends University; M.Div. (Ministry) Houston Graduate School of Theology; Ph.D. (Theology & Religion) University of Aberdeen in process.  Barclay College 2011-

Jared Ross  Music. B.S. Friends University; M.M.E. (Music Education) Wichita State University; Ph.D. (Worship Studies) The Robert E. Weber Institute in process.  Barclay College 2000-

Jerry Simmons  Education, Math, Science. Chair Division of General Education. B.S. New Mexico Tech University; B.A. Barclay College; Teacher Certification Grand Canyon University; Ph.D. (Science ed./geology/and multicultural teacher/childhood Ed.) University of New Mexico.  Barclay College 2008-

Stacey Wheeler  Music and English. B.A. Friends University; M.A. (English) Fort Hays State University in process.  Barclay College 2009-

David Williams  Ministry, Spiritual Formation.  B.A. Malone University; M.A. (Biblical Studies) Ashland Theological Seminary; D. Min. (Leadership & Spiritual Formation) George Fox Evangelical Seminary.  Barclay College 2000-

Shelby Williams  Psychology. B.S. Barclay College; M.S. (Family Therapy) Friends University;  Barclay College 2008-

Adjunct Faculty

Ned Arthur  Ministry. A.A. Indiana Vocational Technical College; B.S. Indiana Wesleyan; M.S. (Management) Indiana Wesleyan.  Barclay College 2011-

Matthew Chesnes  Bible and Ministry. B.A. John Wesley College; M.Div. (Ministry) Asbury Theological Seminary; D. Min. (Ministry) Fuller Theological Seminary.  Barclay College 2010-

Michael Couch  English. B.S.E. (Elementary Education) Oklahoma Christian College; MSE (Leadership) Northwestern Oklahoma State University, Barclay 2013-

Bryan Easley  Ministry. B.A. Asbury College; M.Div. (Ministry) Wesley Biblical Seminary; Ph.D. (Organizational Leadership/Behavior) Regent University.  Barclay 2012-

Ray Easley  Ministry. Th.B. Covenant Foundation College; M.Div. (Ministry) Anderson University School of Theology; Ed. D. (Education) University of Arkansas.  Barclay 2012-


Gary Jones  Ministry. B.A. Barclay College; M.A. Indiana Wesleyan; M.S. Indiana University; Ph.D. Indiana University in process.  Barclay 2010-
Morris Jones  Ministry B.A. Barclay College; M.A. Indiana Wesleyan; Ph.D. (abd) Purdue University. Barclay 2009- 

Jon Kershner  Theology. B.A. George Fox University; M.Div. (Ministry) Princeton Theological Seminary; Ph.D. (Theology) University of Birmingham (UK). Barclay 2012 

Arden Kinser  Bible and Ministry. B.A. Barclay College; M.A. (Biblical Studies) George Fox Evangelical Seminary; M.A. (Counseling) Liberty University; D. Min. (Marriage & Family) Palmer Theological Seminary. Barclay College 2009- 

Chelle Leininger  Spanish, Bible. B.A. Barclay College; M. Div. (Ministry) Azusa Pacific University; PreK-12 Spanish/ESOL Certified FHSU/WSU;Ed.D. (Education) Kansas State University in process. Barclay 2013- 

Jeanine LeShana  Music. B.A. George Fox University. Barclay 2012- 

Steven Mann  Bible B.A. Azusa Pacific University; M.Div.(Ministry) Azusa Pacific University; Ph.D. (Theology) Colorado State University. Barclay 2013- 

Jesse Penna  Ministry B.A. Friends University; MACM (Ministry) Friends University. Barclay 2011- 

Roger Powell  Math. B.S. Friends University; M.A. Friends University. Barclay 2011- 

Paul Romoser  Counseling. A.A. Danville Jr. College; B.A. Barclay College; M.S. (Family Therapy) Friends University. Barclay 2013- 

Maria Smith  Business. A.A. Broward College; B.A. Florida International University; MBA.(Business Administration) New York Institute of Technology. Barclay 2012- 

Linda Snyder  Psychology. B.S. Barclay College; M.A.(Human Services Counseling) Regent University. Barclay College 2013- 

Kayleen Stevens  Business. B.S. Emporia State University; M.A. (Business Administration) in process. Barclay College 2009- 

Mark Triplett  Business. B.B.A.(Accounting) Oklahoma Christian University; M.B.A.(Business Administration) Wichita State University. Barclay 2013- 

Tony Wheeler, Psychology, Director of the Institute of the Blessing. B.S. Barclay College, M.S. (Family Studies/Therapy) Friends University; Ph.D. (Life Education Consultation) Kansas State University. Barclay College 2009- 

Derek Wilder  Ministry. B.A. Anderson University; M.A. (Theological Studies) Liberty University; M. Div. (Ministry) Liberty University in process. Barclay 2011- 

Carol Wright  Bible and Ministry. B.S. Barclay College; M.A. (Spiritual Formation and Leadership)Spring Arbor University. Barclay 2011- 

Gary Wright  Bible and Ministry. B.A. Asbury College; M.A. Trinity Divinity School (incomplete) Barclay 1985-1990, 2011- 

Faculty Emeriti
Fred Johnson  B.A. Northwest Nazarene College;  M.Div. Asbury Theological Seminary;  M.S. Fort Hays State University;  Ph.D. Kansas State University.  Barclay College 1965-2008


James Leininger  B. S. Chadron State College;  M.S. Kansas State Teachers College.  Barclay College 1972-1994

Roberta Leininger  B.A. Friends University;  M.S. Kansas State Teachers College;  MLS. Emporia State University.  Barclay College 1972-1994.

Barclay College Board of Trustees:

Barbara Binford  Haviland, Kansas
Jonathan Bridges  Friendswood, Texas
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DeWayne Bryan  Haviland, Kansas
Ron Bryan  Oskaloosa, Iowa
Richard Carlson  Rock Springs, Wyoming
Sheldon Carpenter  Pratt, Kansas
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Brockie Follette  Wichita, Kansas
Don Hickey  Haviland, Kansas
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Jeff Kinniburg  Hugoton, Kansas
Chelle Leininger  Kelso, Washington
John Lemmon (honorary member)  Wichita, Kansas
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Duane Morford  Platte City, Missouri
John Plank (honorary member)  Wichita, Kansas
David Robinson  Haviland, Kansas
Paul Ross (honorary member)  Haviland, Kansas
Carolyn Taylor  Colleyville, Texas
Dean Thompson  Haviland, Kansas
Marjorie Thompson  Wichita, Kansas
William Wells  Wichita, Kansas

ADMINISTRATION AND STAFF

President’s Office and Cabinet

Royce Frazier, M.E., Ph.D. President
Lee Anders, M.B.A.  Vice President for Business and Support Services  
Jim Le Shana, Ph.D.  Vice President for Academic Services  
Kevin Lee M.A.  Vice President for Student Services  
Glenn Leppert, Ph.D.  Vice President for Registration and Records  
Adrian Halverstadt, Ph.D. Chancellor  
Larry Lewis, M.A.  Institutional Advancement  
Ryan Haase, B.S.  Director of Marketing, Director Financial Aid

Academic Affairs/Enrollment Services

Jim Le Shana, Ph.D.  Vice President for Academic Services  
Glenn Leppert, Ph.D.  Vice President for Registration and Records  
Angie Wetmore, M.S. in process, Director of Distance Education  
Tim Hawkins, M.F.A.  Associate Vice President for Academic Services  
Justin Kendall, B.S.  Director of Admissions  
Tiffany Van Dame, B.S.  Admissions Counselor

Business Services

Lee Anders M.B.A.  Vice President for Business and Support Services  
Barbara Davis, Accounts Receivable/Human Resources  
Ryan Haase, B.S.  Director of Financial Aid  
Gayle Mortimer, B.S.  Accounts Payable/Payroll

Student Services

Pat Hall, M.L.S.  Director of Library Services  
Kevin Lee M.A.  Vice President for Student Services
Barclay College Online
Current Tuition/Fee Schedule
Revised January 1, 2009

Program Costs

Tuition and General Fees
Course tuition $295.00 per credit hour

Other Fees
Application Fee N/A
Books and Materials (per semester) varies

Cost of books is not included in course tuition or fees. Specific details regarding materials and coursework are provided at time of registration. Questions can be directed to admissions advisors at 1-800-862-0226.

Payment Options:

<table>
<thead>
<tr>
<th>Plan</th>
<th>Due at Registration</th>
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<tbody>
<tr>
<td>1. <strong>Full Payment</strong></td>
<td>$295.00 per credit hour</td>
</tr>
<tr>
<td>Pay the semester charges in full at the beginning of each semester</td>
<td></td>
</tr>
<tr>
<td>2. <strong>Monthly Payment Plan, No Financial Aid</strong></td>
<td>(Determined by total credit hours taken during each semester.)</td>
</tr>
<tr>
<td>Break the semester charges down into five equal monthly payments. 1st payment is due at registration; 2nd through 5th payments are due the first of the month following thirty days from the registration date, and the first of each month thereafter.</td>
<td></td>
</tr>
<tr>
<td>3. <strong>Monthly Payment Plan, With Financial Aid</strong></td>
<td>Completed Financial Aid Form</td>
</tr>
<tr>
<td>The amount left after financial aid monies are applied will be divided into four equal monthly payments. 1st through 4th payments will be due the first of each month following thirty days from the registration date, and the first of each month thereafter.</td>
<td>(After financial aid is applied the amount left will be split into 4 equal monthly payments.)</td>
</tr>
</tbody>
</table>
Name of Student: _________________________________

Christian Service Assignment: _________________________________

Christian Service like volunteerism is the act of serving others. The Christian aspect of this comes in when we understand - to serve others is to serve Christ. Serving others is living out the life of Christ who “came not to be served but to serve” Mt. 20:28. At Barclay we recognize that learning has not taken place until the biblical truths discovered have been applied and integrated into daily living.

Below is a brief description of the ministry that I performed in this Christian Service Assignment:

__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________

Name of Supervisor (please print): _________________________________

Signature of Supervisor: _________________________________ Date: ___________

Phone number of Supervisor: _________________________________

Number of Christian Service Hours Performed: _________

*This form must be submitted via fax at 620.862.5242 or mailed to the Registrar prior to the end of each semester. Remember, you must have at least 12 clock hours of Christian service per semester or 4 units to graduate (12 hours equals 1 unit).

Examples of Christian Service: Serving in a local youth group; Leading a Bible study; Being a part of a worship team; Serving at camp; Serving in Boy/Girl Scouts; Serving at a hospital; Serving the elderly; Big Brothers/Sisters program; Children’s home service; Prison ministry; Serving widows and orphans.