
ONLINE ACADEMIC CATALOG

2020 – 2021 | Barclay College



Welcome to the Barclay College Online Program! Since the fall of 2008, we have provided a way for students to earn their degree by taking classes online. Student evaluations continue to highlight the fact that classes are not only academically challenging but also provide great community. Many students that enter the Barclay College Online Program are surprised by the personal attention given by the online team and professors. Most classes will have a maximum of fifteen students with an average class size of seven to ten students. The Barclay 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 their degree path or to add additional classes to their campus schedules. Regardless of your geographical location, whether at home in the United States or abroad, the Online Program can provide a biblically based education that will prepare you for effective Christian life, 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 website which provides access to a student's online classes, schedules, academic resources, and additional help items. In a standard class, 95% of the class interaction will take place on a discussion board. The discussion board is where students submit assignments, read, and respond to the work of other students, and connect with the instructor. The discussion board is fully integrated into the online portal and does not require additional software.

Barclay Online students are required to pass the Online Orientation course (OBC101) to take online courses. The Online Orientation course is a self-paced training designed to familiarize students with the learning management system and encourage student success. The Online Orientation 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.

2020-2021 Academic Calendar

Fall 2020

Session 10 July 6 – August 16	OBI205	Bible Study Methods
	OMU111	Music Appreciation
	OPY103	General Psychology
	OTH302	Doctrine of Holiness
Session 20 August 17 – September 27	OBL311	Life Assessment/Self-Management
	OCJ212	Peace and Justice in Community Policing
	OMA107	Beginning and Intermediate Algebra
	OTH101	Introduction to Friends Theology
	OTH308	Teachings of Friends
Session 30 September 28 – November 8	OCM314	Communication
	OEN101	College Writing
	OHI101	Introduction to Church History
	OPY314	Family Systems
	OTH341	Systematic Theology 1
Session 40 November 9 – December 20	OBM315	Personal Financial Management
	OBM396	Marketing Management
	OCJ223	Corrections
	OCM100	Intro to Evangelism, Missions, and Church Growth
	OPY312	Techniques of Counseling
	OSO211	Introduction to Sociology
	OTH342	Systematic Theology 2

Spring 2021

Session 10 January 4 – February 14	OBI321	Introduction to the Bible
	OBM106	Introduction to Business
	OBM394	Contemporary Economic Issues
	OCM307	Ministry Leadership & Administration
	ONS121	Physical Science
	ONT241	Synoptic Gospels
Session 20 February 15 – March 28	OBI322	Biblical Ethics
	OBM390	Financial Accounting
	OCJ235	Criminology and Research
	OMI322	World Christian Perspective
	OOT101	Old Testament Survey
	OPY333	Social Psychology
Session 30 March 39 – May 9	OBM393	Legal Environment of Business
	OCM323	Spiritual Formation
	OPM226	Intro to Pastoral Ministry
	OPY322	Theories of Personality
	OSS211	American Civil War
Session 40 May 10 – June 20	OED322	Effective Teaching in Children's Ministry
	OEN202	Research and Writing
	ONT343	Pauline Epistles
	OPH205	Introduction to Philosophy
	OPY323	Developmental Psychology
	OSP202	Fundamentals of Speech

Contents

2020-2021 ACADEMIC CALENDAR.....	2
Fall 2020.....	2
Spring 2021	3
INTRODUCING BARCLAY COLLEGE.....	7
ORIGINS AND HISTORY	7
STATEMENT OF FAITH.....	8
MISSION STATEMENT	10
INSTITUTIONAL GOALS	11
PHILOSOPHY OF EDUCATION	11
Institutional Outcomes	12
MANAGEMENT.....	12
ACCREDITATION AND AFFILIATIONS	12
FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT.....	14
LOCATION AND REGIONAL FACILITIES	15
HAVILAND CAMPUS FACILITIES	15
Inquiries.....	15
ADMISSIONS AND REGISTRATION	17
Application Process	18
Acceptance	19
Registration.....	20
EXPENSES AND FINANCIAL AID.....	20
Financial Aid	21
Withdrawal and Refund Policy	22
Satisfactory Academic Progress.....	24
Attendance Policy for Online Courses	26
Academic Integrity	27
Graduation Requirements	28
LIBRARY AND OTHER LEARNING RESOURCES.....	28
BARCLAY ONLINE PROGRAM REQUIREMENTS.....	30

Structure and Faculty	30
DIVISION OF GENERAL STUDIES	31
Associate of Arts – General Studies	31
DIVISION OF BIBLE AND MINISTRY	33
Bachelor of Science – Biblical Studies	33
Bachelor of Science – Christian Ministry Leadership	34
DIVISION OF ARTS AND SCIENCES	36
Bachelor of Science – Business Management	36
BACHELOR OF SCIENCE—PSYCHOLOGY	38
Course Requirements.....	38
ONLINE CERTIFICATE PROGRAMS	40
COURSE LISTINGS	42
BARCLAY COLLEGE SUCCESS.....	42
BIBLICAL STUDIES	42
BUSINESS MANAGEMENT	42
CRIMINAL JUSTICE.....	43
CHRISTIAN MINISTRY LEADERSHIP	44
ENGLISH COMPOSITION	45
HISTORY.....	46
MATHEMATICS.....	46
MISSIONS.....	47
MUSIC.....	47
NATURAL SCIENCES.....	47
NEW TESTAMENT STUDIES	47
OLD TESTAMENT STUDIES	48
Oral Composition	49
PHILOSOPHY	49
PASTORAL MINISTRY	49
PSYCHOLOGY.....	50
Sociology	52
THEOLOGICAL STUDIES	52

DIRECTORY INFORMATION.....	53
Faculty.....	53
Adjunct Faculty.....	54
Faculty Emeriti.....	55
Barclay College Board of Trustees	55
Administration and Staff.....	56

INTRODUCING BARCLAY COLLEGE

ORIGINS AND HISTORY

Barclay College was founded in Haviland, Kansas, in 1917 as the Kansas Central Bible Training School under the leadership of an outstanding Friends teacher and evangelist, Scott T. Clark. Born out of a desire for a strong evangelistic emphasis, the College immediately became a center for the training and preparation of pastors and missionaries.

A Friends academy (1892) had preceded the Bible school, and in 1925 a two-year junior college course was added. To reflect the growing mission of the institution, the name was changed to Friends Bible College in 1930. The academy and junior-college programs served the College well until the 1960's, when it was felt that the purposes of the College and its supporters could best be realized by closing the academy and by emphasizing the four-year Bible college program.

Consequently, the academy was laid down in 1968 and the College embarked on a vigorous effort to secure the necessary faculty and facilities for the new program. This effort resulted in widespread support from the community and the college constituency and received general recognition in 1975 with the granting of full accreditation by the American Association of Bible Colleges. (AABC is now the Association for Biblical Higher Education, ABHE.)

The ABHE reaffirmed the College's accreditation in 1985, 1996, and in 2006. In the spring of 1990, the College changed its name from Friends Bible College to Barclay College. The new name honors Robert Barclay, the first Quaker theologian.

Today the College continues to promote and enlarge upon the emphasis that gave it birth -- a warm personal relationship with the living Christ and a firm commitment to the Bible as the final authority for life, faith, and practice. The College closed out the 1990s and entered the twenty-first century with many exciting developments, including a new adult degree completion program begun in 1996 which is now an online program, new majors in the traditional program, a larger faculty, a new residence halls for men and women, a large addition to the dining commons, the renovation of the existing men's residence hall, continually improving technology resources for students and instructors, greatly expanded access to online library resources, and many other improvements to the campus and to the College's programs and services.

The major thrust of the College has been the preparation of Christian servant-leaders. Barclay College graduates serve with mission organizations such as Evangelical Friends International, OMS, World Gospel Mission, and Youth for Christ; minister in churches in various denominations; and provide Christian testimony and influence around the world as educators, counselors, musicians, and business people. The College supports and contributes to the need for Christians to penetrate society through a wide variety of callings. Successful farmers, nurses, denominational leaders, and a wide variety of other

professionals have been grounded in Christian work and living through the biblically centered education they received at Barclay College.

Barclay College has always been home to students from many denominations. At present, Evangelical Friends comprise 32% of the total student body. Other denominations represented include Assembly of God, Baptist, Church of Christ, Evangelical Methodist, Free Methodist, Mennonite, United Methodist, and many more. Graduates serve an equally wide range of denominations.

Barclay College is committed to the principle that there need be no division between members of the body of Christ who are committed to excellence in spirit, mind, and labor. The College welcomes all students and supporters whose desire is to bring honor and glory to our Lord and Savior, Jesus Christ.

STATEMENT OF FAITH¹

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 an 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.

¹ Adapted from the Statement of Faith of the Evangelical Friends Alliance and approved by the Barclay Board in 2014.

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.

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 themselves 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 naturally 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 life into paths of holiness. We believe that 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 endued, 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 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.

MISSION STATEMENT

Barclay College prepares students in a Bible-centered environment for effective Christian life, service, and leadership.

To accomplish this mission, Barclay College has been established as a Christian institution of higher education which challenges students to explore, understand, and acquire the skills necessary to respond to the call of God upon their lives.

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.

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 and 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 worldview and a collegiate level of knowledge appropriate to college graduates generally and to their chosen field specifically.**

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 construct meaning and understanding that will inform all of life's endeavors. The second major goal of the College, then, is **graduating men and women 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

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 contributes 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.

Institutional 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. Upon graduation from Barclay College, our graduates should be able to:

1. Exhibit immersion in the Father, Son and Holy Spirit
2. Model the life and teachings of Jesus Christ
3. Discern their ministry calling within and outside their culture
4. Articulate the distinct path of Friends
5. Interpret and apply Scripture
6. Critically evaluate diverse perspectives
7. Form and answer questions to advance knowledge
8. Communicate effectively in written and oral forms
9. Team with others to accomplish goals

MANAGEMENT

The Board of Trustees exercises full control and authority over Barclay College, Inc. as amended in 2013 and originally incorporated under the laws of the State of Kansas in 1917.

Officers of the Board of Trustees are the Chairman, Vice-Chairman, Secretary, President of the College, and such other officers as may become necessary. These officers, with the addition of the chairman of each of the standing committees, constitute the Executive Committee of the Board of Trustees.

ACCREDITATION AND AFFILIATIONS

Barclay College is accredited by the Association for Biblical Higher Education (ABHE), a national accrediting agency recognized by the U.S. Department of Education and the Council for Higher Education Accreditation (CHEA). ABHE may be contacted by writing to the Association for Biblical Higher Education; 5850 T.G. Lee Blvd., Ste. 130; Orlando, FL 32822; by calling (407) 207-0808; or through their website at www.abhe.org.

Barclay College is accredited by the Higher Learning Commission (HLC), a regional accrediting agency recognized by the US Department of Education and the Council for Higher Education Accreditation (CHEA). HLC may be contacted by writing to HLC; 230 S. La Salle St., Ste. 7-500; Chicago, IL 60604; by calling (800) 621-7440; by email at info@hlcommission.org; or through their website at www.hlcommssion.org.

Barclay College's Teacher Education program has received limited accreditation, which is the highest level for a new Teacher Education program, from the Kansas State Department of Education (KSDE) with approval of a state licensure unit and program. The KSDE Board of Education voted to approve the Limited Accreditation of Barclay College on December 9, 2014, for the Teacher Education unit and

Elementary Education program. Barclay began admitting candidates to the program of study in Spring of 2015. The College is listed in the current edition of the Higher Education Directory and is approved for the training of veterans. Barclay College is a member of the Association of Christian Schools International (ACSI). Other offices and personnel on campus maintain membership in a wide variety of professional organizations appropriate to their work.

The College is listed in the current edition of the Higher Education Directory and is approved for the training of veterans. Barclay College is a member of the Association of Christian Schools International (ACSI). Other 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 on display. Those desiring further information regarding the accreditation of the college should contact the Vice President for Registration and Records at (620) 862-5252 or visit the Accreditation page on the College's website: <http://www.barclaycollege.edu/about/accreditation/>.

Veteran Benefits

Barclay College works with the U.S. Department of Veteran Affairs to provide funding for education. Students who have served in the armed forces or are a relative may be eligible for financial assistance through the GI Bill.²

Students need to contact our School Certifying Officer (SCO) to work through the following details.

- Veterans may apply for educational benefits at benefits.va.gov/gibill
- The VA determines eligibility and sends the student a Certificate of Eligibility (COE).
- Veteran provides copy of the COE to the SCO at Barclay
- SCO in conjunction with the Registrar, advisor and Business Office certifies enrollment, tuition, and fees through VA ONCE
- VA makes payments to the school on behalf of the student

Barclay College recognizes the Veterans Benefits and Transition Act of 2018 and in accordance with Section 103, assures that all students eligible for VA Educational Benefits will not incur any penalty, including the assessment of late fees, the denial of access to classes, libraries or other institutional facilities or the requirement that a Chapter 31 or Chapter 33 recipient borrow additional funds to cover the individual's inability to meet his or her financial obligations due to the delayed disbursement of a payment by the U.S. Department of Veterans Affairs.

² GI Bill is a registered trademark of the U.S. Department of Veteran Affairs (VA). More information about education benefits offered by the VA is available at the official U.S. government website at benefits.va.gov/gibill.

State Authorization

States require that Barclay College be authorized to deliver postsecondary distance education to their residents. Admission of applicants residing outside the state of Kansas is dependent upon BC's ability to secure such authorization from the applicant's state of residence. To comply with these standards, Barclay College operates in Kansas under the State Authorization Reciprocity Agreement (SARA) policies. This is a voluntary, regional approach to state oversight of postsecondary distance education, aimed at making the effort to obtain state authorizations more efficient for the institutions. Any questions regarding state authorization should be sent to the Director of Distance Education.

Contact Information for Filing Complaints All state authorization complaints are to be made initially to the Barclay College VP of Academics. Issues not resolved at the institutional level may be directed to the home state SARA portal agency of the institution against which the complaint has been logged. For institutions based in Kansas, the portal agency is the Kansas Board of Regents. Students with issues regarding approved Kansas institutions are to follow the complaint procedure (https://www.kansasregents.org/resources/PDF/Academic_Affairs/3257-ComplaintForm_SARAINstitutions.pdf) as outlined.

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 (FERPA). 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, campus email address, phone number, date and place of birth, marital status, state and county of residence, home church, class, major field of study, dates of attendance, degrees and awards (including scholarships) received, participation in officially recognized activities and sports, and weight and height of members of an athletic team.

Students currently enrolled may withhold disclosure of information in any category by requesting this in writing at the Academic Office. Written requests 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.

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 require the student's signature before they can be released. More detailed information concerning access to records and procedures for students to follow are outlined in the annual Barclay College *Student Handbook*.

LOCATION AND REGIONAL FACILITIES

Barclay College's main campus is in south-central Kansas in the town of Haviland, immediately north of US Highway 54/400 between Dodge City and Pratt. The location combines the advantages of a very friendly, safe, small-town environment with easy access to larger-town services about ten to twenty minutes from the campus.

The area is well-served by numerous churches of various denominations, several medical clinics, two hospitals, local radio, cable and satellite TV, restaurants and cafés, national retail and grocery chains, and local businesses. Wichita, the nearest major city, is approximately 90 miles east of the campus, and provides air transportation as well as numerous cultural and sporting events and a wide variety of shopping and restaurants. The College often provides transportation services to area towns and cities for students who are without personal vehicles.

HAVILAND CAMPUS FACILITIES

Barclay College is blessed with an attractive, open campus of approximately seventeen acres and nine major buildings:

- **Broadhurst Student Center**, containing the dining commons, student lounge, bookstore, Bear's Den snack bar, game room, and mailboxes.
- **Lemmons Hall**, and the Binford House providing women's residence facilities, laundry, and Student Council offices.
- **Lewis Hall** and **Coppock Hall**, housing men's residence facilities and laundry.
- **Worden Memorial Library**, housing the library collection, student computer lab, faculty offices, instructional media center, and classrooms. The Barclay College Tutoring Center and the Barclay College Writing center are situated in the library.
- **Hockett Auditorium**, which serves as the center for the Barclay Bear's athletic programs, containing the gymnasium/auditorium, performance stage, concession center, and locker rooms.
- **Jackson Hall**, containing classrooms, science lab facilities
- **Phillips Hall**, holding administrative offices, the business office, office of admissions, external studies offices, yearbook offices, music department offices, practice rooms, and classrooms
- **Ross-Ellis Center for Arts & Ministry**, the newly built Ross-Ellis center boasts a beautiful auditorium, classroom space, and rehearsal rooms for performing arts.

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 Academic Catalog. If you have questions related to Barclay College programs or policies, please direct them as follows:

For Questions About...	Ask...	Phone or e-mail
Academic issues: Advising, Classes, CLEP exams, registration, schedules, graduation, grades, GPAs, transcripts, majors.	Mark Miller, Registrar	All individuals can be reached through email or by calling the Barclay Administrative offices during normal business hours at 1.800.862.0226
Academic policy or curriculum	Tim Hawkins, VP for Academics	
Barclay Online Degree Completion Program	Aaron Stokes, Director of Distance Education	
Christian Service	Ryan Haase, VP for Student Services	
Computer help, Internet services	Trent Maggard, Network Administrator	
Finances, student accounts, charges, making changes to payment plans	Elaina Halverstadt, Business Office	
Financial aid	Ginger Maggard, Financial Aid Director	
Independent Study Classes	Mark Miller, Registrar	
Library/Reference help, to check out books via mail	Jeannie Ross, Librarian	

Admissions and Registration

Barclay College admits students based on academic record and abilities, Christian commitment, and agreement with the established purposes of the college. Admission and attendance at Barclay College is a privilege and not a right of any student. Barclay College does not discriminate based on sex, race, color, national or ethnic origin, age, or physical disability in the administration of any of its programs or policies. Regular admission to the college will be granted to students who meet all of the college's admissions standards for online undergraduate students: a high school diploma or GED equivalent, have cumulative high school or college grade point averages of 2.0 or better, one non-family references, and a brief questionnaire. The Online Admissions Department reserves the right to make exceptions for special cases or require more materials from students in question.

Transfer Students

Barclay College Online welcomes transfer students. Those desiring to transfer to Barclay must complete an application for admission and should furnish a transcript of all college work previously taken for credit. Normally, transfer students are accepted only with evidence of an honorable withdrawal.

Transfer credit evaluation is guided by the prescribed policy of the Association for Biblical Higher Education (ABHE) and Higher Learning Commission (HLC).

Credits are accepted for relevant subjects from accredited members of ABHE and HLC and from other schools accredited by recognized institutional and professional agencies based on the equivalency for work of a C grade or higher. Credits from non-accredited, nonmember schools are accepted only based on sound validation. Final validation of official transcripts of transfer students from non-accredited schools will be withheld until satisfactory completion (GPA of 2.0 or higher) of approximately 30 semester hours at Barclay College.

LEC and CLEP

Barclay College accepts LEC and CLEP credits.

Readmission

Students who have previously attended Barclay College and have not enrolled for at least one year must reapply for acceptance (enrolling in a semester and withdrawing from all classes does not count as a semester of enrollment). The readmission process has been simplified to where previous students need only to complete a readmission application. Previous students need to clear debts or set up a payment plan with the business office before re-admittance if they are under Financial Lock. Students who have been dismissed for disciplinary or academic reasons need to fulfill the requirements set for their situation before re-applying and may need to provide additional information (i.e. written explanations, references, etc.). Students will also need to provide official transcripts for any colleges attended after leaving Barclay College.

Campus students switching to online classes do not need to reapply if there is less than a one semester gap in between campus enrollment and online enrollment.

International Students

Regular Admission to the college will be granted to international students who meet all of the college's admissions standards; a high school diploma or GED equivalent, or at least 12 college credits, have cumulative high school or college grade point averages of 2.0 or better, and who have TOEFL iBT score of at least 80 (with preferred scores of at least 20 on each section), or a Band Score of at least 6.5 on the IELTS. International students are required to demonstrate proof of ability to finance their college education prior to acceptance being granted. The necessary financial declaration forms will be emailed to the student after the initial contact process.

Application Process

The first step in the admissions process is to apply. Applications are available on the Barclay College website. There is no application fee.

References

As part of the application the applicant is required to list one personal reference that the Admissions Office can contact by phone or email. Some examples of appropriate references include an employer, coach, counselor, coworker, church member, pastor, youth pastor, church elder, teacher, or anyone else the applicant has regular contact with that knows them well and can talk about their Christian character. Family members (including, significant others) are not acceptable references.

Academic Record

All applicants will be required to provide official transcripts of academic records. If a student has earned no college credit, they will be required to provide official high school or official GED transcripts. If students have earned 11 or less college credits, they will be required to provide official college transcripts and their official high school/GED transcripts. Those who have earned at least 12 college credits will be required to provide official college transcripts from each institution credits have been earned, but not official high school/GED transcripts.

Students are required to have a 2.0 cumulative GPA from high school and/or college.

For transcripts to be considered official, the student must request them from the institution where credit was earned. Official transcripts must be sent directly from the institution to Barclay College by mail, or digitally if the institution has the capabilities to do so.

Questionnaire

Online applicants will also be required to respond to a brief questionnaire that will give them an idea of what online learning entails.

Acceptance

All the applicant's documents shall be reviewed for acceptance eligibility by the Online Admissions Staff and the Registrar. The final decision for acceptance or denial will come from the Registrar based on input from the Online Admissions Staff. It is the goal of the Admissions Department to have an acceptance decision for the applicant within 48 hours of completing the admissions requirements.

Exception 1 – Conditional Admittance³

If either the high school or college GPA is less than 2.0, but all other requirements are met, the student **may** be accepted on conditional admittance by the Admissions Department. Additionally, if a student has previously been dismissed from Barclay College based on academic performance, they **may** be accepted on conditional admittance after the Online Admissions Department, the Registrar, and the Director of Distance Education have agreed on a decision.

Exception 2 – Provisional Admittance

If a student plans to start in an upcoming online session but has not met all the admissions requirements, they **may** be granted provisional admittance. This may be the case if the Online Admissions Department has a complete application but is still expecting one of the following items: questionnaire, official transcripts, references. The Online Admissions Department needs to have confirmation from the applicant that they have requested official transcripts and the method of delivery and/or that the references have received the reference form and will fill it out in a timely manner. If these requirements are not met by the end of the orientation class, the student will not be allowed to enroll in classes.

Acceptance/Denial Notification

After a decision has been made, the applicant will be notified by official email if they were approved for acceptance or denied acceptance from the Registrar. Denial emails will include the reason for denial and what steps, if any, the student can take to be eligible to be reconsidered for acceptance. Acceptance letters for transfer students will include a degree audit which will include the classes that transferred into the program and those that the student has yet to complete.

International Student Admissions Procedures

International students are required to provide English proficiency scores and a detailed explanation of how they plan to pay for the program before a link to the Online International Application will be sent to them. International Students are required to provide the same admissions requirements as citizens of the United States. International students are required to pay for their entire semester up front. They will not be able to enroll for their next semester until it is also paid up front. International students are responsible for determining the best method to receive textbooks and materials needed to be successful

³ Conditional Admittance places the student in the college with a probationary semester, academic hours are limited to 12. Online students are limited to one class per session.

in classes. Students who are not citizens of the United States, but who reside in the United States, are required to provide proof of residency.

Registration

Students register for classes each semester on a rolling basis. First time students are also required to complete an online orientation class. All students must complete and pass the orientation before they begin their online work. The orientation is designed to acquaint new students with the learning management system, Barclay policies, and principles for being a successful online student

Enrollment for online classes is arranged through the office of the Registrar via email. Students can enroll in classes one level above their standing. Thus, a freshman 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 or a class with a score of less than C- must be re-enrolled at the first opportunity.

Students wishing to withdraw from a class need to contact the office of the Registrar 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 workload 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.

Remember: One class requires 15-20 hours of student engagement per week. Two classes require about 30-40 hours of student engagement per week. This course schedule is very difficult for most students to complete successfully.

Expenses and Financial Aid

Tuition and Fees

Current tuition is \$395 per credit hour plus a \$30 technology fee. First semester tuition is due at registration/orientation, prior to the first session. Subsequent tuition fees are due at the time the student registers for classes during any given semester. Different payment plans are available depending on student need.

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 Barclay College until the financial aid arrives. Students 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. Students can choose the payment plan to prepay so that funds are available when the next session starts. **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 opened to students two days before they are scheduled to start. Students are invited to the classes on the Saturday prior to the start of class. Those students who have confirmed their desire to take a class, 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). Day Three is the last day students can 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 can take credit card payments over the phone: (620) 862-5252 or 1-800-862-0226.

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. 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 timeframe in which a student must complete his or her educational objective. The modification provides that the maximum timeframe 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 Registrar's 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 is 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.

Withdrawal and Refund Policy

Student Initiated Withdrawals

Students who request withdrawal on or after the 15th day of an online class will be charged full tuition and fees for that class. Tuition and fees will be refunded only for withdrawals on or before the 14th day of a class, with a withdrawal fee assessed as follows:

1 st Withdrawal	No fee
2 nd and 3 rd withdrawals	\$50 each
4 th withdrawal	\$100 fee and student's financial and academic standing sent to online committee for review

Table 3

This fee schedule will reset with each new semester unless an individual's withdrawal patterns warrant further review. For example, a student with two or three withdrawals in two or more subsequent semesters may be considered for review by the online committee.

Note: there are no refunds for independent studies.

Administration Initiated Withdrawals

The college reserves the right to withdraw students who fail to meet financial or academic obligations or who, because of misconduct, disrupt the academic process.

Students will be withdrawn for non-participation after the first week of any class. Participation is determined within the online learning environment by posting on a discussion board within the first week of the course. Both the faculty member and the online administration will make a good faith effort to contact students before withdrawing them.

Students who are withdrawn from an online class for failure to participate in the first week of class will be charged a \$100 fee.

Procedure for Withdrawing from a Class

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

Online students wishing to 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.
2. Then, call and talk with your adviser at 1-620-862-5252, 1-800-862-0226. If you call and leave a message on voicemail, 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 two if a student wishes to be refunded.** If you have any questions, please feel free to contact the Online Education office.

A class must be dropped by the last day of the second week to receive the refund for that class. Note: Requests for withdrawal will be recorded on the next business day if received after 5:00 PM Central 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 because 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.

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. Barclay 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 Registrar evaluates student academic progress at the beginning of each award year. Students are evaluated based on grade point average (GPA), credit hour completion, and maximum timeframe limitation.

Grade Point Average

With a completion of	1-24 hours	25-55 hours	56 or more hours
A minimum GPA of	1.75	1.90	2.00

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 timeframe 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 Barclay Academic Catalog. In addition, a SAP policy letter is mailed prior to the start of a new academic term notifying the student of his/her academic standing.

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.

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.

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 four 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 4 out of every 7 days of each week**. This is measured by recording the date of each note you post in the class discussion – *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 outside of the class assignment area do not count for attendance.

To meet the criteria of 4 of 7 days contact, we use the dates recorded when the notes are received on our server. 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 necessary for education to take place. The attendance and participation requirements will be strictly enforced.

Very Important Attendance Information: To 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 outside of the class assignment area will not be counted as participation notes. Participation 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.

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, unreferenced information pulled from ANY internet location, 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. However, plagiarism is fully presented to each student during the Online Orientation, giving students no excuse for plagiarism, cheating, or stealing the work of others.

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

Graduation Requirements

Bachelor's Degree Requirements

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 faculty.

Associate's Degree Requirements

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.

LIBRARY AND OTHER LEARNING RESOURCES

Barclay College offers a full-service library program to all the college's students and employees. Worden Memorial Library contains approximately 62,972 volumes and 174 periodical subscriptions that support Barclay's curriculum.

In addition, Worden Memorial Library provides many Internet services to students and has access to the Kansas Library catalog which contains the holdings of most of the libraries in Kansas. Through the Kansas State Library and the state's regent's universities, Barclay students have access to several online databases, such as OCLC's Firstsearch, Gale Group's InfoTrac, and EBSCOHost, and other electronic-based resources. Put together, these links provide Barclay College students with access to over one million full-text or abstracted titles.

Full print and electronic reference works are also available to library patrons. Other individualized electronic resources that support specific courses are also available.

Worden Memorial Library offers bibliographic instruction and research assistance to all patrons. The library is accessible from the Internet via Barclay's homepage and offers quality links to websites that will assist Barclay students with their research.

Barclay students also benefit from a computer lab that is open to all students. The lab features a range of productivity tools including word-processing, database, spreadsheet, and Bible software, as well as Internet access. The campus network provides file storage space and file backup for each student, as well as e-mail service. Network and Internet access data ports are available throughout the Library building, in all classrooms, and the residence halls. Wi-Fi access is also available throughout the campus.

Barclay Online Program Requirements

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 with a score of 80 or higher, 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. 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 3 credit hours. New students may take additional hours with special permission from the Registrar. Permission will be given in consultation with the Associate Vice President for Academic Services – Distance Education and will be based on high school or transfer college grade point averages along with current performance in the online program. 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.

Division of General Studies

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. Critically evaluate diverse perspectives
2. Form and answer questions to advance knowledge
3. Team with others to accomplish goals
4. Communicate effectively in written and oral forms.

Associate of Arts – General Studies

The Associate of Arts in General Studies is designed 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. The Associate of Arts in General Studies also provides Bible College coursework for the student wishing to gain a strong biblical foundation before transferring to another institution to complete a major not offered at Barclay College.

Course Requirements

Course Number	Course Name	Credit Hours
OBI205	Bible Study Methods	3
OCM107	Survey of Ministry	3
OCM322	World Christian Perspectives	3
OCM323	Advanced Spiritual Formation	3
OEN101	College Writing	3
OEN202	Research and Writing	3
	General Education Electives	5
	Humanities Electives	6
	Math Elective	3
ONT102	New Testament Survey	3
ONT241	Synoptic Gospels	3
OOT101	Old Testament Survey	3
OPH205	Introduction to Philosophy	3
OPY103	General Psychology	3
OPY204	Marriage and Family	3

	Science Elective	3
OSO211	Introduction to Sociology	3
OSP202	Fundamentals of Speech	3
	Social Science Elective	3
OTH302	Doctrine of Holiness	3
Total		65

Division of Bible and Ministry

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.

Bachelor of Science – Biblical Studies

The Bible is God’s 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 following outcomes:

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.

Course Requirements

General Studies Group		
OEN101	College Writing	3
OEN202	Research and Writing	3
	Humanities Elective	6
	Math Elective	3
	Science Elective	3
OSP202	Fundamentals of Speech	3
	Social Science Elective	6
Biblical & Theological Studies Group		
	Biblical Studies Electives	15
	Theological Studies Electives	9
OTH308	Teachings of Friends	3

OTH302	Doctrine of Holiness	3
Professional Studies Group		
OBI205	Bible Study Methods	3
OBI306	Hermeneutics	3
OCM323	Spiritual Formation	3
OCM346	Church History	3
OMI322	World Christian Perspective	3
ONT241	Synoptic Gospels	3
ONT333	Writings of John	3
ONT343	Pauline Epistles	3
OOT252	Old Testament Poetry	3
OOT341	Pentateuch	3
OOT351	Old Testament Prophets	3
OTH304	Apologetics	3
OTH341	Systematic Theology 1	3
OTH342	Systematic Theology 2	3
Unrestricted Electives		
		29

Bachelor of Science – Christian Ministry 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.

Program Outcomes

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.
4. Accurately interpret scripture, using sound methodology and a familiarity with New Testament Greek.
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.

Course Requirements

General Studies Group		
OEN101	College Writing	3
OEN202	Research and Writing	3
	Humanities Elective	6
	Math Elective	3
	Science Elective	3
OSP202	Fundamentals of Speech	3
	Social Science Elective	6
	Social Science Elective	6
Biblical & Theological Studies Group		
	Biblical Studies Electives	15
	Theological Studies Electives	9
OTH308	Teachings of Friends	3
OTH302	Doctrine of Holiness	3
Professional Studies Group		
OCM335	Theories of Leadership	3
OCM346	Church History	3
OBM315	Personal Financial Management	3
OTH324	Foundational Theology	3
OCM107	Survey of Ministry	3
OCM323	Spiritual Formation	3
OCM402	Senior Forum	2
Pastoral Ministries Concentration		
OPM100	Intro to Preaching	3
ONT322	Church Planting & Evangelism	3
OWA101	Intro to Worship	3
OCM225	Ecclesiology	3
OCM307	Ministry Leadership & Admin.	3
OPM101	Pastoral Care & Counseling	3
ONT344	Pastoral Principles	3
Unrestricted Electives		
		30

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.

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

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 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.

Course Requirements

General Studies Group		
OEN101	College Writing	3
OEN202	Research and Writing	3
	Humanities Elective	6
	Math Elective	3
	Science Elective	3
OSP202	Fundamentals of Speech	3
	Social Science Elective	6
	Social Science Elective	6
Biblical & Theological Studies Group		
	Biblical Studies Electives	15
	Theological Studies Electives	9
OTH308	Teachings of Friends	3
OTH302	Doctrine of Holiness	3
Professional Studies Group		
OBM106	Introduction to Business	3
OBM311	Life Assessment/Self- Management	3
OCM335	Theories of Leadership	3
OBM341	Financial Management	3
OBM344	Small Business 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
OMA399	Statistical Research	3
OBM409	Senior Forum	2
Unrestricted Electives		
		36

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

1. Articulate the complementary 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.

Course Requirements

General Studies Group		
OEN101	College Writing	3
OEN202	Research and Writing	3
	Humanities Elective	6
	Math Elective	3
	Science Elective	3
OSP202	Fundamentals of Speech	3
	Social Science Elective	6
	Social Science Elective	6
Biblical & Theological Studies Group		
	Biblical Studies Electives	15
	Theological Studies Electives	9
OTH308	Teachings of Friends	3

OTH302	Doctrine of Holiness	3
Professional Studies Group		
	Introduction to the Bible	3
OMA399	Statistical Research	3
OPY314	Family Systems	3
OPY322	Theories of Personality	3
OPY323	Developmental Psychology	3
OPY332	Models of Research Design	3
OPY333	Social Psychology	3
OPY337	Integration of Psychology and Christianity	3
OPY341	Abnormal Psychology	3
OPY344	Tests and Measurements	3
OPY401	Senior Forum (Fall)	2
OPY402	Senior Forum (Spring)	1
OTH308	Teachings of Friends	3
Unrestricted Electives		
		35

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).

Friends Ministry Training Certificate

To earn the Friends Ministry Training certificate, students must complete the following classes:

Course Number	Course Name	Credit Hours
OCM100	Introduction to Evangelism, Missions, and Church Growth	3
OHI100	Quaker History	3
OHI101	Introduction to Church History	3
ONT102	New Testament Survey	3

OOT101	Old Testament Survey	3
OPM100	Introduction to Pastoral Preaching	3
OPM101	Introduction to Pastoral Care and Counseling	3
OPM226	Introduction to Pastoral Ministry	3
OTH101	Introduction to Friends Theology	3
OTH105	Basic Christian Doctrine	3

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:

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

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.

Course Listings

BARCLAY COLLEGE SUCCESS

OBC101: Orientation to Barclay College Online (0)

Familiarization with the learning environment, the institution, and the challenges of online learning are crucial to being a successful student. Therefore, this course is designed to introduce you to our learning management system, Canvas, and the various components and people that make up the Barclay community. It will also prepare you for the unique difficulties and benefits of distance education.

OBC201: 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.

BIBLICAL STUDIES

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.

OBI306: Hermeneutics (3)

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.

OBI321: Introduction to the Bible (3)

Introduces the Bible to the student. Discusses the origin of the Bible, an overview of the Bible history and Bible personalities, and biblical values and worldview.

BUSINESS MANAGEMENT

OBM106: Introduction to Business (3)

A course designed to acquaint the student with the basic concepts of the nature, scope, and importance of the business system to the economic advantage of the individual, the church, and the nation. The course emphasizes how business is owned, organized, managed, and controlled and how the Christian in business can apply Biblical principles of business ethics and stewardship.

OBM315: Personal Financial Management (3)

Applying financial principles to life's decision-making issues, and how each decision affects the others, income tax and estate planning, retirement, investments, portfolio management and risk management. This class provides a hands-on opportunity to understand and apply the key concepts and ideas of

financial planning, with a gospel-centered perspective to this important topic. You will utilize this information and prepare your own Personal Financial Plan (PFP).

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.

OBM409: Business Senior Forum (2)

A course designed to integrate all facets of business into a comprehensive study of the business world. The student's understanding of business will be supported by researching the various business careers available to the student and compiling that information into a presentation. The resulting study will become the capstone project for the major.

CRIMINAL JUSTICE

O CJ211: Criminal Justice System (3)

This course provides an overview of the criminal Justice system and is designed to familiarize students with the basic facets and components of criminal justice at the local, state, and federal levels.

OCJ212: Peace and Justice through Community Policing (3)

A study of peace-making in the local community through relationship building and local strategies to promote justice. An emphasis will be given to community policing and non-violent strategies for maintaining order. Covers history and development of community policing, community relations, and problem solving.

OCJ222: Christian Foundations of Law & Ethics (3)

Jurisprudential survey of the Christian foundations of Anglo-American law, including the development of higher/natural law thinking, higher law influence on the development of the common law, the rise of modern legal philosophies and the influence of Christian and secular worldviews on the development of American law.

OCJ223: Corrections (3)

An overview of the theory behind corrections, as well as historical and current practices of corrections within the criminal justice system. This course examines various types of correctional institutions, alternatives to incarceration, legal rights of inmates, reintegration into the community following release, parole/probation, and major issues confronting correctional institutions.

OCJ233: Constitutional Law & Criminal Procedure (3)

This course will especially focus on the rights of a criminal defendant. The areas to be highlighted on will include: The Fourth Amendment's protection against unreasonable searches and seizures by the police; the Fifth and Fourteenth Amendments' guarantees of "due process" for an alleged criminal; the Sixth Amendment's guarantee of the right to counsel along with the landmark case of *Miranda v. Arizona*; and the Eighth Amendment's prohibition of cruel and unusual punishment.

OCJ234: Current Approaches to Restorative Justice (3)

Students will be introduced to the philosophy and principles of restorative justice including its historical and theological roots. Assumptions about crime and justice will be examined by comparing retributive and restorative paradigms. Application of restorative justice and the use of restorative justice principles in offender reintegration will be examined in depth. Students will be asked to think critically about our current justice system as well as the restorative justice perspective.

CHRISTIAN MINISTRY LEADERSHIP

OCM100: Introduction to Evangelism, Missions and Church Growth (3)

This is a basic introduction of evangelism, missions, and church growth within the church life. We will examine the ways in which it strengthens the individual believer and the church. These practices, both historically and currently in western culture, will be studied within the framework of understanding and applying to an individual believer and their ministry situations.

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.

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: Spiritual Formation (3)

A course designed to strengthen the devotional life of each student 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.

OCM335: Leadership Theory (3)

An exploration of the dynamics of leadership in the broad spectrum of vocational calling. Attention will be given to the leadership style of Jesus Christ, the biblical qualities of Christian leadership, and the study and application of the models of leadership theory.

OCM346: Church History (3)

A history of the Christian Church, including theology and mission, from apostolic days to the present.

ENGLISH COMPOSITION

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.

OEN202: Research and Writing (3)

A foundational research and writing course. The 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.

HISTORY

OHI100: Quaker History (3)

An overview of history of the Friends Church (Quakers), beginning with the movement's origins in England through the global Friends movement in the twenty-first century. The course is divided into chronological eras and themes. The course will include a basic introduction to trends in Quaker historiography over time.

OHI101: Introduction to Church History (3)

An introduction to the story of the Christian Church in its global context. The movement from the early Christian gatherings to the spread of the church through missions forms the focus. The class is a general survey of major personalities and events.

OHI204: History of the Civil War (3)

A course examining the causes, course, and consequences of the American Civil War. Emphasis is placed on slavery and sectional differences leading to the conflict, the military and political events in the war and the impact of the war on American society.

MATHEMATICS

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.

OMA107: Beginning & Intermediate Algebra

Reviews basic math, including fractions, decimals, estimating, percentages, and real numbers and moves into topics in algebra, including linear equations, polynomials, quadratic equations, and factoring. Recommended for students with a 21 or lower on ACT Math.

OMA108: College Algebra (3)

Extends and applies principles of algebra. Includes systems of equations and inequalities, polynomials, rational expressions, radicals, quadratic equations, conic sections, and logarithmic and exponential functions.

OMA399: Statistical Research (3)

A study in rational decision-making. Attention will be given to collecting, analyzing, interpreting, and presenting data.

MISSIONS

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.

MUSIC

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.

NATURAL SCIENCES

ONS101: General Biology (3)

This general biology course includes: the biological and philosophical foundations of life science, life within the environment, life within organisms, and life within the cell. Emphasis is placed on understanding how all living systems show an amazing degree of God's creative engineering.

ONS121: Physical Science (3)

This course provides an overview of the physical sciences. It will begin with basic physics, then move into chemistry, and finally apply both of those subjects to geology and astronomy.

NEW TESTAMENT STUDIES

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.

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 lifetime of guidance and inspiration.

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.

ONT333: 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.).

ONT343: Pauline Epistles (3)

A study of each of Paul's epistles. 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.

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.

ONT392: Models of Conflict Management (3)

An in-depth study of two New Testament books which present biblical models of conflict resolution. Philippians presents Paul's theology of conflict management and Acts the historical record.

OLD TESTAMENT STUDIES

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.

OOT341: 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.

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.

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 book 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.

Oral Composition

OSP201: Fundamentals of 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.

PHILOSOPHY

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 worldview.

PASTORAL MINISTRY

OPM100: Introduction to Pastoral Preaching (3)

This course is designed to prepare and equip the student in the basics and fundamentals of pastoral preaching and teaching. Specific attention is given to the communication methods used by Jesus in the Gospels and other communicators in the Old and New Testament. Culturally relevant communication based on scriptural example is the focus of the pedagogy.

OPM101: Introduction to Pastoral Care and Counseling (3)

A study of the task of pastoral care/counseling in the local congregation, including such areas as: the nature of pastoral care and counseling, practical application of pastoral care, the development of pastoral teams, the dynamic tension between pastoral care/counseling and outreach, the development of skills in this area.

OPM226: Introduction to Pastoral Ministry (3)

A study of the task of pastoral ministry in the local congregation, including such areas as: the nature of the church, the nature and leadership of worship, cooperation with congregational leadership, funerals, weddings, and dedications.

PSYCHOLOGY

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.

OPY312: Techniques of Counseling (3)

Familiarizes students with the basic concepts and theories of effective guidance and counseling. Includes laboratory experiences.

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 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.

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.

OPY337: Integration of Psychology and Christianity (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.

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.

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: Psychology Senior Forum (Fall) (2)

A seminar designed to integrate all facets of psychology into a comprehensive perspective on human behavior. The student's understanding of human behavior will be supported by research of psychological theories. The resulting study will become the capstone project for the major.

OPY402: Psychology Senior Forum (Spring) (1)

A seminar designed to integrate all facets of psychology into a comprehensive perspective on human behavior. The student's understanding of human behavior will be supported by research of psychological theories. The resulting study will become the capstone project for the major.

Sociology

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.

Theological studies

OTH101: Introduction to Friends Theology (3)

Friends theology, despite being less than four centuries old, is profoundly robust. We will begin its examination in this course by introducing you to the major theological themes throughout the movement's history. Your exposure here will inspire further study of the theological issues Friends have wrestled with and developed in their own unique way.

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.

OTH308: Teachings of Friends (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.

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.

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.

OTH342: Systematic Theology 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: OTH341)

DIRECTORY INFORMATION

Barclay College

www.barclaycollege.edu

607 N. Kingman
Haviland, KS 67059

800.862.0226

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

Learning Management System: barclaycollege.instructure.com/

Faculty

Lee Anders | V.P. for Business Services, Chair of Business | B.S. Barclay College; B.S. McPherson College; M.B.A. (Business Administration) Emporia State University.

Derek Brown | Director of M.A. Pastoral Ministries & Transformational Leadership | B.A. Barclay College; M.A.R. Liberty Baptist Theological Seminary; Ph.D. (Leadership Studies) Johnson University.

Josh Bunce | Chair of Bible/Theology | B.S. Barclay College, M.Div. (Ministry) George Fox Evangelical Seminary.

Cheryl Couch | Chair of Elementary Education | B.S.E. Oklahoma Christian University; Elementary Education Certificate Kansas Newman University; M.S (Early Childhood Special Education) Wichita State University.

David Kingrey | Director of M.A. Spiritual Formation & Quaker Studies | B.A. Earlham College; M. Div. and D. Min. (Ministry/Bible/Theology) Earlham School of Religion; Post Grad Studies, Purdue University.

Royce Frazier | 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.

Ryan Haase | V.P. for Student Services | B.S. and M.A. (Transformational Leadership), Barclay College.

Adrian Halverstadt | Chancellor, Chair of Online Bible/Ministry | B.S. Fort Wayne Bible College; M.A. (Ministry) Huntington University; Ph.D. (Philosophy/Concentration Theory Conflict Management) Trinity College.

Tim Hawkins | Associate V.P. for Academic Services, Chair of English, Literature, | B.A. Central Christian, M.A. (English) Kansas State University, M.F.A. (Creative Writing) University of Alaska.

Steven King | Science/Mathematics Chair | M.A. (Vertebrate Paleontology) Bowling Green State University; Graduate Certificate in Mathematics, Emporia State University (in process).

Glenn Leppert | Greek, History, Bible | 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.

Larry Lewis | V.P. for Institutional Advancement, Chair of Sports and Recreation | B.S. Fort Wayne Bible College; B.S. Friends University; M.S. (Physical Education) Wichita State University.

Kevin Mortimer | Chair of Missions | 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).

Jesse Penna | Chair of Youth Ministry | B.A. Friends University; MACM (Ministry) Friends University.

Jared Ross | Chair of Worship Arts | B.S. Friends University; M.M.E. (Music Education) Wichita State University; Ph.D. (Worship Studies) The Robert E. Weber Institute.

Jeannie Ross | Director of Library Services | M.L.S. (Library Science) Emporia State University.

Kayleen Stevens | Chair of Online Business | B.S. Emporia State University; M.A. (Business Administration).

Keith White | Chair of Psychology and Family Studies | BS, Barclay College; MRE, Nazarene Theological Seminary; Ph.D. (Educational Psychology and Research) University of Kansas.

Shelby Williams | Chair of Online Psychology | B.S. Barclay College; M.S. (Family Therapy) Friends University.

Adjunct Faculty

Paul Cochrane | Bible and Ministry | D. Min (Ministry) Fuller Theological Seminary.

Brockie Follette | Bible and Ministry | M.A. (Family Ministry) Barclay College.

Laura Gallagher | Biblical Studies | BA-Biblical/Theological Studies 2008; MA: Biblical Languages 2014.

Greg Hinshaw | History | Ed.D. (School Administration/History) Ball State University.

Arden Kinser | Bible and Ministry. D. Min. (Marriage & Family) Palmer Theological Seminary.

Marius Lazau | Business Administration | BS Business Administration: Toccoa Falls College; MBA: Palm Beach Atlantic University (2010).

David Mabry | Bible and Ministry | D.Min. (Transformational Leadership) Ashland Theological Seminary.

Mark Miller | Worship Arts | M.M. (Conducting) Azusa Pacific University.

David Phillips | Bible and Ministry | D.Min. (Leadership/Spirituality) Fuller Seminary.

Anissa Potter | English; Elementary Education | M.A. (Secondary Education – Business) Southwestern College.

Laurie Reinhart | Business Administration | M.S. (Human and Org. Development) Azusa Pacific University.

Michael Sanders | Elementary Education | M.A. (School Leadership) Friends University.

Charity Savage | Psychology | M.S. Nova Southeastern University (2008) BA University of Northern Florida (2004).

Randi Shetley | Drama | B.A. Wichita State University.

Linda Snyder | Psychology | M.A. (Human Services Counseling) Regent University.

Aaron Stokes | Director, Distance Education | M.A. (Quaker Studies) Barclay College.

Kay Unruh | Elementary Education | M.Ed. (Master Teacher/Reading Specialist) Emporia State University.

Gary Wright | Bible and Ministry | M.A. Trinity Divinity School (in process).

Carol Wright | Bible and Ministry | M.A. (Spiritual Formation and Leadership) Spring Arbor University.

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

Jonathan Bridges	Friendswood, Texas
DeWayne Bryan	Haviland, Kansas
Richard Carlson	Rock Springs, Wyoming
Sheldon Carpenter (honorary member)	Pratt, Kansas
Linda Clarkson	Pratt, Kansas
Jim Day	Galena, Kansas

Bob Harvey	Wichita, Kansas
Dave Hickman	Wichita, Kansas
Sheila Hinshaw	Saddlebrooke, Missouri
Trent Jacks	Haviland, Kansas
Dale Johnson	Coldwater, Kansas
John Lemmons (honorary member)	Kelso, Washington
Matthew Macy	Wichita, Kansas
Duane Morford	Haviland, Kansas
John Plank (honorary member)	Platte City, Missouri
David Robinson	Wichita, Kansas
Paul Ross (honorary member)	Haviland, Kansas
Doug Shoemaker	Muncie, Indiana
Tom Showalter	Oskaloosa, Iowa
Steve Slack	Wichita, Kansas
Marion Spatz	Wichita, Kansas
Stan Stark	Wichita, Kansas
Carolyn Taylor	Haviland, Kansas
Marjorie Thompson	Haviland, Kansas
William Wells	Wichita, Kansas
Keith Whitney	Fowler, Kansas
Kathy Wiebe	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

Tim Hawkins, M.F.A., Vice President for Academic Services

Derek Brown, Ph.D., Vice President of Graduate Studies

Adrian Halverstadt, Ph.D., Chancellor

Larry Lewis, M.A., Vice President for Institutional Advancement

Ryan Haase, M.A., Vice President for Student Services

Academic Services

Derek Brown, Ph.D., Vice President of Graduate Studies

Tim Hawkins, M.F.A., Vice President for Academic Services

Mark Miller, M.A., Registrar

Aaron Stokes, M.A., Associate Vice President for Academic Services -- Distance Education

Student Services

Ryan Haase, B.S., Vice President for Student Services

Sarah Easterwood, B.S., Coordinator of Online Enrollment Services

Justin Kendall, B.S., Director of Admissions

Charity Murrell, B.A., Admissions Counselor

Business Services

Lee Anders M.B.A., Vice President for Business and Support Services

Ginger Maggard, B.A., Director of Financial Aid

Elaina Halverstadt, B.S., Accounts Receivable

Gayle Mortimer, B.S., Accounts Payable, Human Resources

Chance Young, Financial Aid Specialist