



Academic Catalog

2018-2019



2018-2019 CATALOG

35109 Royal Place
Soldotna, AK 99669

Phone: 907-260-7422

Fax: 907-260-6722

www.alaskacc.edu

mail@alaskacc.edu

Alaska Christian College provides equal educational opportunities for all, regardless of religion, race, color, national origin, sex, age, physical handicap or veteran status.

This catalog is intended to be a fair representation of Alaska Christian College. However, the College reserves the right to make changes as circumstances require. In these cases, an attempt will be made to communicate changes with faculty, staff and students.

An educational ministry of the Evangelical Covenant Church of Alaska, Alaska Christian College is authorized by the State of Alaska Commission on Postsecondary Education to operate a postsecondary institution.

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2018-2019 ACADEMIC CALENDAR

FALL 2018

August 23-26	Orientation and Registration
August 27	First Day of Classes
September 3	No Class: Labor Day
September 7	Last Day to Add/Drop a Course
September 17	Constitution Day
October 19	Last Day to Change a Course to Audit
October 18-19	Fall Break (AFN): No Classes
November 16	Last Day to Withdraw from a Course
November 22-23	No Class: Thanksgiving Break
December 7	Last Day of Classes
December 10-12	Finals

SPRING 2019

January 12-14	Orientation and Registration
January 15	First Day of Classes (Tuesday)
January 25	Last Day to Add/Drop a Course
March 8	Last Day to Change a Course to Audit
March 10	Spring Break Begins at 5:00 PM
March 18	Classes Resume
April 12	Last Day to Withdraw from a Course
April 29	Last Day of Classes
April 30-May 2	Finals
May 2-4	End-of-Year Retreat
May 4-5	Commencement Weekend

Summer, 2018

Get ready for the adventure of your life.

When I was a young adult, I was searching for meaning in my life and the world around me. Growing up in a small town and attending a small school made a very positive impact on my life. Attending church for the first time as a junior in high school opened up a journey of adventure in my life I never thought possible!

For students at Alaska Christian College, each day is an adventure with our faculty and staff team, with fellow students, and with God. You may find yourself deeply immersed in a faith discussion with your fellow students; on a local, state, or international service trip; or sitting in class learning things never discussed or getting questions never answered before. It is an adventure worth pursuing.

I challenge you to give this time to us at ACC as an investment of your life to prepare yourself for whole-life discipleship. We commit to do our best to prepare you for next steps in your life whether they be attending another educational institution or pursuing work and ministry. We commit to serve your whole being—your heart, your soul, and your mind. We also want you to experience what grace is all about as ACC is a place of grace. Come to ACC not perfect, but imperfect and open yourself up to be served as you find out who God has made you to be.

When I was in high school, I heard about a college in Canada similar to ACC, but chose not to attend. I wish I could turn back the clock and go back and receive that foundational education. I encourage you to pursue wholeness and adventure along the faith and educational journey through ACC.

I am here to be your friend, your instructor, and your president. Allow me the privilege of serving you at ACC!

Your servant,



Dr. Keith J. Hamilton, President



WELCOME INFORMATION

MISSION

The Mission of Alaska Christian College is to empower Alaska Natives through biblically based higher education and Christian formation to pursue excellence in character, learning, and service as followers of Christ.

VISION

The Vision of Alaska Christian College is to be the premier college of choice for Alaska Native students so that our graduates follow and serve Christ within the Church and larger society.

INSTITUTIONAL GOALS

The institutional goals for Alaska Christian College stem from the mission statement. Each goal is followed by specific objectives.

Effective Teaching and Learning

- ACC program objectives are achieved
- ACC engages in assessment to improve, inform, and demonstrate student learning

Student Success

- ACC students successfully access and engage resources with a specific relevance toward Alaska Natives
- ACC students are retained and persist to achieve their academic goals

Christian Formation

- ACC students are encouraged to develop a biblical worldview and a passion to know and experience their faith in an everyday context.
- ACC is a safe community where students engage in activities designed to encourage personal, emotional, and spiritual formation.

Community Engagement

- ACC students engage in service-based relationship
- ACC preserves and develops strategic partnerships that are mutually beneficial

Institutional Excellence

- ACC intentionally stewards its human, financial, and physical resources
- ACC promotes an environment that embraces and displays an accurate understanding of Alaska Native culture.
- ACC assesses academic programs, academic support services, and institutional support services in a comprehensive systematic approach that fosters continuous improvement.

GUIDING VALUES

1. We value a living faith and relationship with Jesus Christ
2. We value the Bible, the Old and New Testament, as the Word of God and the only perfect rule for faith, doctrine, and conduct
3. We value the image of God in everyone
4. We value holistic Christian formation
5. We value Alaska Native culture and tradition
6. We value authentic personal relationships offered with grace as gifts from God
7. We value safety and healthy choices for all
8. We value open and honest communication

HISTORY

It was the vision of many among Alaska Natives and others to plant a one-year discipleship college for Native Alaskans. A pilot project named “Alaska Leadership College” served five students in 1999 as they traveled around Western Alaska and took classes in various villages, learning ministry and being taught what it means to be a disciple.

In 2000, Alaska Christian College was incorporated. A call was made to Dr. Keith Hamilton to begin the project with no finances, no faculty, no facility, and no students. In December of 2000, an 8,400 square foot home on 10.5 acres was purchased in April, 2001 to begin the school. By the fall of 2001, Alaska Christian College began with 22 students and 16 staff and faculty. Alaska Christian College has continued to grow each year. ACC has expanded its programming and vision, moving from a one-year to two-year college and adding general education to the curriculum in 2008 and two associate degrees in 2013.

ACC continues its mission: to be a place where grace is expressed regularly, the Word of God is communicated, and students are prepared for lives of character, service and learning. It is a place of healing as many have come with deep wounds, and benefit from one-on-one mentoring and the services of adjoining New Hope Counseling Center that began in 2002. ACC desires to be Alaska's first choice for students who wish to be educated and disciplined in a post-secondary educational, Christian setting.

ACCREDITATION

Alaska Christian College receives accreditation with the Association for Biblical Higher Education, 5850 T. G. Lee Blvd, Suite 130 Orlando FL 32822, (407) 207-0808.

Accreditation materials may be reviewed with Lindsay Hallam, Vice President for Academic Affairs. Verification of accreditation status is located in the office of the Vice President for Academic Affairs. Alaska Christian College is authorized to operate as a post-secondary educational institution (Alaska Commission of Postsecondary Education under AS 14.48 and 20 AAC 17). The Alaska Commission of Postsecondary Education may be contacted at (907) 465-6741.

CAMPUS AND LOCALE

Alaska Christian College's campus is located next to Kenai Peninsula College on 17 acres in Soldotna, Alaska. Soldotna is 3 hours from Anchorage by car and 25 minutes by air. The Soldotna area provides opportunities to fish, hike, and ski as well as recreational facilities and places to shop, eat and enjoy a movie.

The ACC campus features a residence hall, dining commons, large common rooms, classroom space, a Learning Resource Center (LRC), a Student Success Center (SSC), a prayer chapel, a counseling center, and faculty offices. The friendly community environment provides opportunity to study, learn, and grow in relationship with others and with God.

A University of Alaska campus, Kenai Peninsula College, is just two blocks away. It offers a library and computer center that students are able to use when necessary. Students may visit the Kenai Recreational Center to play basketball, volleyball, and lift weights and travel to the Nikiski Pool to swim. Hiking is also a popular activity.

STUDENT LIFE

Community is an important part of the program at Alaska Christian College. Community life serves as a foundational component for a student's growth in areas of discipleship, academics, and spiritual maturity. The conduct of students and staff is to be governed by Scripture and the principles outlined for healthy relationships.

The community of ACC is a place where one can live out the truths of the Bible and the Christian walk. Because of the immense potential for the community of ACC to bless all—personally and corporately—we take very seriously individual's behaviors and community life.

We encourage members of the community to consider the focus of Philippians 2:1-5 to consider the needs of others and to be sensitive to community policies:

1If you have any encouragement from being united with Christ, if any comfort from his love, if any fellowship with the Spirit, if any tenderness and compassion, 2then make my joy complete by being like-minded, having the same love, being one in spirit and purpose. 3Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves. 4Each of you should look not only to your own interests, but also to the interests of others. 5Your attitude should be the same as that of Christ Jesus.

RULES AND REGULATIONS FOR CONDUCT

If a student is having difficulties with an issue in his/her life, that person is strongly encouraged to seek help from some member of the campus community. When students come forward seeking help, every effort will be made by the college to bring healing, wholeness, and reconciliation. Instructors, resident advisors, counselors, and staff are eager to listen and help students through difficulties.

It is understood that there will be a variety of views within the student body, as there are in the Church, regarding many lifestyle issues. Discussion of these views is encouraged both in and out of the classroom guided by God's Word. For the duration of the college year, in the interest of Christian unity and in light of the fact that this is a community focused on maximum discipleship, it is asked that the ACC student pursue the highest standards in choices of entertainment and activities.

For further information and specific details about the rules that govern ACC and student disciplinary procedures, please see the Student Handbook.

STUDENT APPOINTED LEADERSHIP TEAM

The Student Appointed Leadership Team (SALT) consists of students elected by a general vote of the student body. The purpose of the Student Appointed Leadership Team is to enhance the student's experience at ACC by caring for and serving the community in whatever way seems wise. While the leadership team will organize itself in order to achieve its goals, it is anticipated that the student body will have opportunity to volunteer on various committees and projects that will contribute to our life together.

SPIRITUAL LIFE

All students, faculty and staff are encouraged to use the opportunities provided on campus for their spiritual growth. Opportunities include a weekly chapel, Story, Talking Circles, special gatherings, services, and Core Groups. Students are also encouraged to attend a local church of their choosing.

STUDENT GRIEVANCES

If a student believes he or she has received unfair treatment in the community life experience, he or she should first consult the respective staff member. If necessary, the student should then consult the Student Appointed Leadership Team to discuss the matter. The SALT team will write a proposal and submit it to the Director of Student Services. A meeting will be called to discuss the issue and a judgment will be made. If the issue is not resolved at this point, the student may write a formal grievance that will be addressed jointly by the Director of Student Services and the Executive Vice President. If need be, the President's Cabinet may be called in for their expertise. If all other avenues fail, grievances may be taken to the Board of Trustees of ACC. As final recourse, students may bring their grievance to the Alaska Commission on Postsecondary Education at (907) 465-6741.

CAMPUS & COMMUNITY RESOURCES

LEARNING RESOURCE CENTER

The Learning Resource Center (LRC) is housed in two rooms in the south end of the administration building. The LRC is a center of teaching and learning. Its purpose is to fulfill information needs and to assist in development of information literacy skills. The LRC houses over 12,000 volumes, mostly in the areas of discipleship, Christian life, missions, theology, and general education accessible via remote access through the Destiny online catalog. In addition to print volumes, ACC subscribes to EBSCO's Community College eBook collection, which contains over 55,000 books accessible online. There is access to a paper periodical collection, as well as access to thousands of full-text periodicals through SLED (Statewide Electronic Doorway) and several other research databases including ATLASerials and Credo Reference. Interlibrary loan services for information not available in the collection are secured through the Christian Library Consortium (CLC).

TEXTBOOK SERVICES

Course textbooks are located in Classroom 1 in the Administration Building. Hours for obtaining textbooks will be announced.

STUDENT SUCCESS CENTER

The Student Success Center (SSC) is located in the administration building. The purpose of the SSC is to provide tutoring, advising, and assessment services to help all students succeed academically.

COMPUTER ACCESS

Computers in the Learning Resource Center and the Student Success Center are intended for research and other academic uses. Computers in the computer lab may be used for email and other social networking for a reasonable amount of time. Any misuse of computers: gambling, pornography, harassment, etc., will result in losing computer privileges. Students can login with a user-specific ID and access their stored files on any of the 24 computers.

CAMPUS MANAGEMENT SYSTEM

Every student has a personal identification in Populi, the Campus Management System for ACC. Students can access course schedules and materials, current grades, financial invoices, announcements, and other campus information. Students can also sign up for the campus Emergency Notification System on Populi.

NEW HOPE COUNSELING CENTER (NHCC)

In partnership with ACC is New Hope Counseling Center (NHCC). The mission of NHCC is to heal, restore, and equip young men and women to a life of wholeness and hope. The staff at NHCC desires to provide tools of healing so that students may pursue the life that God has created for them. NHCC offers a comprehensive treatment approach. As a participant of NHCC, students will have the opportunity to meet with a counselor or mentor who will assist in customizing

a treatment plan that is tailored to meet specific needs. It is the desire of NHCC to respect the participant's goals and to work together in assisting the participant in the pursuit of those goals. The staff at NHCC understands that healing and growth take place in a supportive environment and therefore have taken measures to provide many avenues of support and accountability.

KENAI PENINSULA COLLEGE (KPC)

Kenai Peninsula College is an extension campus of the University of Alaska, Anchorage. It is located within a ten-minute walk from the ACC campus and provides many services to our ACC students including computer labs, an art gallery, a library, and a Learning Center.

ADMISSIONS

APPLICATION DEADLINES

Alaska Christian College receives applications on a rolling admission basis for the fall and spring semesters.

APPLICATION FOR ADMISSION

Complete the application for admission form and return it to the Admissions Area at the address below. ACC will assign a student identification number that will identify you with your academic records.

ADMISSIONS REQUIREMENTS

- Completed and signed application
- Must have a high school diploma or a GED equivalent
- At least one reference (pastoral or church leader reference is optional, but strongly encouraged)
- Have a high school GPA of at least 2.0 OR references that reflect potential for the student to succeed
- OPTIONAL: while it is not a requirement, we do ask students to submit their Accuplacer or ACT test scores. The ACT code for ACC is **6335**

TRANSCRIPTS

Students must submit official high school transcripts or GED scores. If you are still in high school, your transcript must list the courses in which you're enrolled during your senior year. All transcripts must bear an official signature and stamp of the school or college issuing them. They must be mailed directly to ACC or submitted by the applicant in a sealed envelope from the issuing institution.

Acceptance is granted after required documentation (application, references, and official transcript) has been received and reviewed by the admission staff.

ENROLLMENT

Once a student has been accepted, they are eligible to enroll.

The Enrollment Area will stay in close contact with you during this entire process updating you on any further documentation or requirements that are needed.

Alaska Christian College provides equal educational opportunities for all, regardless of religion, race, color, national origin, sex, age, physical handicap, or veteran status.

To receive an admissions application or to contact us:

Write to:

Office of Admissions
Alaska Christian College
35109 Royal Place
Soldotna, Alaska 99669

Or email:

admissions@alaskacc.edu

Or apply online: www.alaskacc.edu

Or call: 1-877-222-7211 or (907) 260-7422; Fax: (907) 260-6722

FINANCIAL INFORMATION

2018-2019 Tuition, Room & Board, and Fees

	Semester	Year
Tuition	\$3,950	\$7,900
Room	\$3,150	\$6,300
Board	\$2,350	\$4,700
Total Tuition, Room & Board	\$9,450	\$18,900
Housing Maintenance Fee	\$50	\$100
Books and Supplies	\$40	\$80
Technology Fee	\$7	\$14
Total Fees	\$97	\$194
TOTAL COST FOR YEAR		\$19,094

PART-TIME STUDENTS

Students desiring to enroll in less than 12 credit hours will be billed at \$329.17 per credit hour. A student will be billed the base tuition cost when enrolled in 12 or more credits. The Housing Maintenance fee only applies to students living on campus.

SECONDARY STUDENT ADMISSION

Secondary (high school) students interested in taking ACC courses for credit while still in high school should follow the procedures in the Secondary Student Enrollment Policy. Secondary school students are not eligible for admission to degree programs until they earn a high school diploma or GED.

REFUND POLICY

All student accounts will be billed on a semester basis at the beginning of the semester. Students are expected to have their bills paid in full by the end of the semester. Failure to pay all outstanding bills may result in students being unable to re-enroll the following semester.

If a student withdraws or is dismissed from ACC, tuition will be refunded on the following schedule, with the exception of the \$194 (\$97 per semester) in fees. ACC shall acknowledge a student’s cancellation or withdrawal, in writing, within five business days after receipt of notification. Refundable tuition and fees will be sent to the student no later than 30 days after receipt of notification of student’s withdrawal or last day of physical attendance, whichever is earlier. Refunds will be computed from the last day of physical attendance. Time spent on approved leave of absence will not be considered as time in attendance for the purposes of determining a refund.

Tuition is refunded on the following schedule:

If the withdrawal is requested between the:

1 st and 14 th day of class.....	100% refund
15 th and 30 th day of class.....	80% refund
31 st and 55 th day of class.....	30% refund
56 th and 110 th day of class.....	no refund

Room and Board is refunded on the following schedule:

If the withdrawal is requested on or between the:

1 st and 14 th day of the semester	75% refund
15 th and 30 th day of the semester	50% refund
After 31 st day of the semester.....	0% refund

The first day of classes is the first day of the semester.

If a student withdraws with more than 60 percent of the semester remaining and has received any type of federal financial aid, that aid will need to be refunded on a prorated scale. See the Financial Aid office with questions.

The college will not issue an official transcript, certificate, or degree until all debts with the College have been paid in full.

FINANCIAL AID

Attending college is an investment. ACC will help in providing students that want to attend ACC the opportunity to do so. ACC provides resources such as working one-on-one to complete scholarship applications, providing institutional scholarships, providing work opportunities, Federal Student Aid and other various options to meet individual needs.

ACC NEED-BASED GRANT

ACC provides a need-based grant based on the student's Expected Family Contribution (EFC) determined from a completed FAFSA. The maximum amount of the grant is \$4,000 per academic year. The grant has the following requirements:

- The student must be enrolled in 12 or more credits applicable toward an ACC degree program
- The student must be in on-campus housing
- The student must maintain Satisfactory Academic Progress (SAP)

UNPAID STUDENT ACCOUNT

Students who have unpaid accounts cannot receive an official transcript until the balance is paid in full or an agreed upon payment plan is established.

STUDENT EMPLOYMENT

It is the intent of the Alaska Christian College Student Employment Program to provide an opportunity for students to participate in on-campus employment to offset tuition costs and grow in their work place skills and personal development. Opportunities and position availability will be posted early in the semester. Student employment not only provides for tuition, but also allows the student to participate more in the life of the campus. Student employment will allow a student to keep a certain percentage of earnings for personal use.

FEDERAL STUDENT AID PROGRAM

There are several options from the federal government that can be used to help fund your college education. The first step is to fill out the FAFSA application found at www.fafsa.ed.gov. This will determine if and what federal programs you are eligible for which could include Pell Grant, FSEOG grant, work-study, and loans. You will then be contacted from the financial aid office as to you financial aid package.

PROGRAMS OFFERED BY ALASKA COMMISSION ON POSTSECONDARY EDUCATION (ACPE)

ACC participates in three programs through the State of Alaska in order to assist students in funding their education. These three programs include:

Alaska Education Loan Program provides two specific loans, the Alaska Supplemental Educational Loan (ASEL) and the Family Education Loan (FEL). Information such as features and eligibility can be found at:

<https://acpsecure.alaska.gov/>

Alaska Performance Scholarship is a scholarship provided by the State of Alaska that pays for college or career training in Alaska. More information, including eligibility requirements can be found at: aps.alaska.gov

Alaska Education Grant is a program to provide need-based financial assistance to eligible Alaska students attending qualifying postsecondary educational institutions in Alaska. More information can be found at: http://acpe.alaska.gov/FINANCIAL_AID/Grants_Scholarships/Alaska_Education_Grant

A completed FAFSA is the application for both the Alaska Performance Scholarship and the Alaska Education Grant.

SCHOLARSHIPS / GRANTS

Various scholarships are available through private organizations, churches, and corporations. ACC also has scholarships available to students on a need-basis. Contact the Financial Aid office to learn of these opportunities.

Some scholarship granting Native corporations are listed below. All applications are found on the web. Contact your tribal council for other funding opportunities. Please check the respective website for dates and specific deadlines.

SOME ORGANIZATIONS WITH SCHOLARSHIP OPPORTUNITIES

Ahtna Region	Calista	Louis Bunyon
Aleut Region	Chugach	Martin Olson
Aqqaluk Trust	CIRI	NANA
Arctic Slope	Doyon	NSEDC
BBEDC	Frank Ferguson	NSHC
Bering Straits	Kawerak	ONC
Bethel Native Council	Koniag	OTZ Telephone
Bristol Bay	Kuskokwim Corporation	Sinasuak

ACADEMIC INFORMATION

ACADEMIC MISSION

The Academic mission of ACC is to promote learning through biblically based higher education while leading students to excellence in character, learning and service by providing excellent instruction, resources, and academic support.

Alaska Christian College offers coursework leading to an Associate in Arts with an emphasis in Christian Ministry, Behavioral Health, General Studies or Paraprofessional Education.

Fall Semester consists of an orientation and 15 weeks of coursework. Spring semester consists of 15 weeks of coursework followed by a year-end retreat.

ACADEMIC TESTING

Students will take a placement assessment (Accuplacer) at the beginning of their first semester. Students are given scores for reading, writing, and math aptitude. These scores are used to assist students in selecting appropriate courses and identify areas where special attention or assistance may be helpful to overall success. Accuplacer is required for students applying for admission to a degree or certificate program as well students registering for math, English composition, or communication courses for the first time. Study materials for the Accuplacer can be found online at:

<http://www.collegeboard.com/student/testing/accuplacer/>

Ongoing academic testing for the purpose of assessment and reporting may also be required.

ACADEMIC ADVISING

Alaska Christian College places a high priority on one-to-one guidance and assistance to help maximize the educational experience for each student. All students are assigned an academic advisor. This advisor will meet with each student regarding course load and expectations periodically throughout the year. Any student desiring additional assistance and accountability can develop an Academic Learning Plan with the Student Success Center. Students are also encouraged to monitor their academic progress on the Populi degree audit feature.

REGISTERING FOR CLASSES

Students will register for Fall classes during Fall Orientation. Students will register for Spring Semester courses during the final weeks of the Fall Semester. Students arriving in January for their first term will register prior to beginning classes the Spring Semester. See the Academic Calendar for registration deadlines.

COURSE LOAD

The normal academic load at ACC is 15-17 credit hours. The minimum load to

graduate with an Associate degree within two academic years is 16 credits per semester. Any student housed at ACC is expected to take a minimum of 12 semester credits.

Any student wishing to register for more than 18 credits must get approval for a course overload from the Vice President for Academic Affairs. Any deviation from the 12-credit minimum is at the sole discretion of the Vice President for Academic Affairs after conferring with the student and his/her Academic Advisor.

Students may petition denials of course overload with the Executive Vice President.

ADD/DROP AND WITHDRAWAL

A student may drop or add a course within the first two weeks of classes without academic penalty. A student may withdraw from a class between the start of the third week and the end of the twelfth week; a withdrawal (W) will be recorded permanently on the student's transcript. A student must be enrolled for a minimum of twelve credit hours per semester to be considered a full-time student.

If a student withdraws from the institution entirely, he/she will receive a "W" on the transcript for all classes until the end of the twelfth week of the term. After the twelfth week, withdrawing from ACC entirely will result in a letter grade.

ACADEMIC EFFORT

Alaska Christian College wants all students to be empowered to pursue excellence in character, learning, and service as followers of Christ. This requires a commitment to attending class and completing assignments.

Students are expected to attend scheduled meetings for each course and complete all assignments. Failure to attend class and/or complete assignments may lead to the student being dropped from the course. If a student drops below 12 credits, they will not fulfill ACC's residential requirements and may need to withdraw from the remainder of their courses. Attendance and grade checks will occur at Week Four, Week Eight, and Week Twelve of the semester.

Students who fail to have a 2.0 Cumulative GPA at the end of a semester will be required to develop an Academic Learning Plan for the following semester. This Academic Learning Plan may include but not be limited to attending mandatory tutoring sessions, counseling, and study groups and will be developed through the Student Success Center.

ACADEMIC STANDING

Students are considered to be in **good academic standing** if either of the following conditions are met by the student:

- Cumulative GPA of 2.0
- Academic Learning Plan established and followed

Extracurricular Activities

For students wishing to play basketball, attend admission trips, development trips, or other service trips are required to have a 2.0 Term GPA at the time of departure.

ATTENDANCE POLICY

Successful college students understand the importance of attending class periods and at ACC class attendance is tracked. An attendance policy will be outlined for each class on the course syllabus. Students who receive more than six unexcused absences will be given a failing grade (F) for the course. Students are responsible for tracking their own attendance on Populi and making up any missed work as a result of missing a class if the professor allows. Students are greatly encouraged to discuss absences with their professors to determine what was missed and to decide whether or not the absence could be considered excused.

If a student happens to reach **four unexcused absences (six for a class that meets three times a week)** a note will be placed in his/her box alerting them to their number of absences. A meeting with the professor and/or Manager of the Student Success Center will then take place to develop a successful plan for the student to attend classes more faithfully.

If a student happens to reach **six unexcused absences (nine for a class that meets three times a week)** a meeting with the professor, Vice President for Academic Affairs, and/or Manager of the Student Success Center will take place to serve as a heightened warning that the individualized plan set forth earlier must be followed.

If a student reaches **seven unexcused absences (ten for a class that meets three times a week)** he/she will be given a failing grade for the course.

Any adjustments to a student's number of absences past this point will be made at the discretion of the Vice President for Academic Affairs in consultation with the course professor and/or Manager of the Student Success Center.

EXCUSED ABSENCES

If a student becomes ill, the student must notify the instructor before the class in order for the absence to be excused. Students should also try to schedule medical appointments when they do not have class. Students will need to provide confirmation of the appointment to be excused from class. If a student is absent for medical reasons for more than 10 days, a doctor's note should be submitted to the Vice President for Academic Affairs. Homework and other assignments must be completed according to the course syllabus.

SATISFACTORY ACADEMIC PROGRESS

In order for students to complete their studies in a timely manner, Alaska Christian College has adopted standards for maintaining satisfactory academic progress. In order to achieve the status of Satisfactory Academic Progress (SAP), the student must achieve both (Qualitative and Quantitative) of the following standards:

Minimum Cumulative GPA (Qualitative):

1-30 attempted credits: 1.6

31-45 attempted credits: 1.8

45-60 attempted credits: 2.0

Credit Pace for Completion (Quantitative)

The maximum time allowed to complete the degree is 150% of the published length of the educational program, as measured in credit hours. The Associate Degrees at ACC consist of 61 credits, so the maximum attempted credits to remain within SAP is 91.5

Credit pace will be evaluated at the end of each semester. Students must earn a minimum of 75% of attempted credits in order to achieve SAP each semester.

In order to graduate with any degree from Alaska Christian College a student must have a cumulative GPA of 2.0.

Retaking Courses

Students are allowed to retake a course once with the original course grade being purged from factoring GPA. If a student needs to retake a course more than once, the lowest grade will be purged with all subsequent grades remaining in the factoring of GPA.

Students are allowed to receive Title IV aid for 90 credit hours or six semesters of full-time enrollment in order to reach the requirements for graduation for the Associate degrees. After 90 credits or an SAP review dictates that a student cannot complete the program within 90 credits, Title IV aid will stop.

GPA/CREDIT REVIEW

At the end of each semester, the Registrar will review the cumulative GPA and the number of credits earned. If a student is found to be out of compliance with Satisfactory Academic Progress, the student will receive a warning letter that they are in danger of being put on probation if they fail to meet SAP after the next semester in attendance. Students that fail to meet SAP after a semester of warning must appeal for review with the SAP Appeal Committee. This appeal will result in being put on probation if a student can meet SAP after another semester, or the student will be required to develop an Academic Learning Plan if it is not possible to reach SAP within a semester. If a student does not adhere to the requirements of the Academic Learning Plan, he or she may lose the ability to receive financial aid.

APPEAL

Students must complete the Student Appeal form if they fail to meet satisfactory academic progress after a semester of warning. The student appeal must include why the student failed to meet SAP and what changes they will make to achieve satisfactory academic progress. If an appeal is approved, the SAP Appeal Committee will determine if a student can be placed on probation or if a personalized Academic Learning Plan will be approved. The appeal committee is

made up of members of the Student Success Center, Financial Aid, and Academics. Students have the option of requesting staff from New Hope Counseling Center be placed on their appeal committee.

ACADEMIC DISMISSAL

If a student fails to follow his/her Academic Learning Plan without extenuating circumstances, he/she will be academically dismissed from ACC. Dismissal is determined by the Vice President for Academic Affairs. The words “academic dismissal” will appear on the student’s transcript. The Vice President for Academic Affairs will notify students of their dismissal.

If students feel that they have been unfairly treated regarding SAP and academic dismissal, they can petition the president and the Board of Trustees to reconsider the decision of the Vice President for Academic Affairs. If students still feel aggrieved after the Board of Trustees decision, they can appeal to the Alaska Commission on Postsecondary Education by calling (907) 465-6741.

READMITTANCE

A student is eligible for re-admittance after sitting out one semester. The student must write to the Vice President for Academic Affairs asking for re-admittance to ACC. The Academic Appeal must reach the Vice President for Academic Affairs 30 days prior to the start of classes of the semester in which they desire to enroll. The SAP Committee will decide if the student will be permitted to re-enroll at ACC under academic probation or an Academic Learning Plan.

The readmitted student has two semesters to attain Satisfactory Academic Progress providing he or she receives at least a 2.0 Term GPA their returning semester. Upon return, the student is required to follow an established Academic Learning Plan. If a readmitted student does not achieve a 2.0 Term GPA, the student will need to sit out another semester. If a student fails to attain Satisfactory Academic Progress, he or she will be dismissed again from ACC. A student is allowed a maximum of two appeals of readmission.

FINANCIAL AID

In compliance with the federal and state government, ACC will only disburse federal and state financial aid monies to those students who either meet, or have potential to meet, satisfactory academic progress.

Credits earned while attending ACC as well as credits transferred from other institutions will be counted toward the Credit Pace for Completion requirement.

AUDIT

A student may change to audit status if they cannot meet the course requirements or does not desire to receive a grade and credit for the class. Students may choose to audit a course at any time during the semester before the end of the eighth week of class. If you audit a course, you are expected to attend regularly. A minimum of **80 percent** attendance is required for audited classes. A professor may choose to assign minimal work to ensure participation

in class. Tuition for audited classes remains the same as for graded classes.

To add, drop, withdraw, or audit a class, students must complete the form(s) provided by the Registrar. The Registrar must approve the change before it is effective.

CLASSIFICATION OF STUDENTS

Freshman = 0-30 credit hours earned
Sophomore = 31-62 credit hours earned

TRANSFER OF CREDIT

Transfer students are classified depending on the program into which they are enrolling: Associate in Arts or Certificate of Biblical Studies. Students may transfer a maximum of 16 credits into the Associate degrees and a total of 6 credits into the Certificate of Biblical Studies.

General policies for the transfer of credit are as follows:

1. Credits earned at other institutions with a grade of "C" or better may be transferred to ACC and applied toward graduation, provided those credits meet the program requirements. Pass/no pass courses do not transfer. The institution needs to be recognized by an accrediting agency or acknowledged by ACC.
2. The Vice President for Academic Affairs determines the applicability and credit awarded by reviewing coursework transferred from other institutions. Students may be asked to validate equivalent courses taken at non-accredited schools. After equivalency has been approved, the credits will be pending official approval until the student achieves a minimum GPA of 2.0. This must be done during the student's first year at ACC or the transfer credits will be lost.
3. Transfer students do not transfer in their GPA. Their cumulative GPA consists of classes taken only at ACC.
4. Credits earned from ACC and transferred from other institutions will be counted toward the Credit Pace for Completion requirement. The Vice President for Academic Affairs will determine the number of semesters this equals and note it on the student progress sheet.

DIRECTED STUDIES

Directed Studies are courses listed in the Academic Catalog and delivered on an individual basis when the course is not currently offered for general registration. As a guideline, directed studies will be offered only when a student needs the course to graduate before it will be offered again. The faculty member offering the directed study must have taught the course prior to teaching it as a directed study. If a faculty member that has already taught the course cannot be secured to teach the directed study, the Vice President for Academic Affairs in conjunction with the appropriate faculty chair can determine an alternative instructor.

FINAL EXAMINATIONS

Students are expected to take final examinations during scheduled exam times. It is ACC policy that students take the exam during the scheduled exam time, as noted on the syllabus, unless excused for medical emergency or death in the family. If a student cannot make up the exam during the semester, the professor may give him/her an incomplete (I) and allow the student to take the exam within the first three weeks of the following semester. An unexcused absence from any final exam results in failure on that exam.

A student with exceptional circumstances may submit a petition to the professor to be approved by both the professor and Vice President for Academic Affairs. If the petition were to be denied, the student's failure to take the exam at the scheduled time would be considered an unexcused absence.

INCOMPLETE GRADE STANDING

An incomplete (I) taken in any course due to death in the family or medical emergency must be made up according to the Incomplete Grade Contract established by the student and instructor. An incomplete (I) becomes the grade earned as outlined in the Incomplete Grade Contract if not completed within six months.

GRADUATION REQUIREMENTS

Upon satisfactory completion of the requirements for graduation, Alaska Christian College awards students an Associate degree or a Certificate of Biblical Studies.

The following requirements must be met for graduation:

- 1) Complete one of the programs offered by the College by satisfactorily completing the required courses
- 2) Complete all Emphasis Coursework with a "C-" or better
- 3) Complete and submit an Application for Graduation to the Vice President for Academic Affairs 30 days prior to the final day of the semester
- 4) Fulfill ministry practicum requirements (PRAC 101, 102, 201, 202)
- 5) Receive financial clearance from the Business Office
- 6) Meet with an ACC staff member for an exit interview
- 7) Participate in Commencement unless a written request to be absent is approved by the Vice President for Academic Affairs

Students complete degree and certificate requirements under the catalog year in which they entered the program.

ASSESSMENT OF STUDENT LEARNING

Alaska Christian College has developed an assessment plan for documenting student academic achievement. One of the primary elements in the assessment plan is conducting research on student learning and personal development. Students are encouraged to participate fully in such projects whenever invited to do so. This includes a formal review of candidates for graduation.

COMMENCEMENT

A commencement ceremony will occur at the end of the Spring Semester. All students are encouraged to attend. Those who have completed the graduation requirements will be awarded a certificate or degree.

GRADUATION HONORS

Those completing the requirements for graduation with a GPA above a 3.0 with receive the following recognition:

- Highest Honors 3.9-4.0
- High Honors..... 3.5-3.89
- Honors3.0-3.49

GRADING

Grading at Alaska Christian College is based on the following scale:

- A 100-92%
- A- 91-90%
- B+ 89-88%
- B 87-82%
- B- 81-80%
- C+ 79-78%
- C 77-72%
- C- 71-70%
- D+ 69-68%
- D 67-62%
- D- 61-60%
- F 59% or below

Students are allowed to retake a course once with the original course grade being purged from factoring GPA. If a student needs to retake a course more than once, the lowest grade will be purged with all subsequent grades remaining in the factoring of GPA.

BEREAVEMENT POLICY

ACC will allow academic accommodation for students experiencing bereavement. In times of bereavement, a student has four weeks (or until the last scheduled class period, whichever is shorter) to apply for academic accommodation. Students will need to meet with the Vice President for Academic Affairs to formalize academic accommodation. Students can petition to have more time to complete the work assigned outside scheduled class time. Students will receive an "Incomplete" on their grade report until the required work is completed. Students will need to meet with the Vice President for Academic Affairs and professor to work out the details for this option. Students can meet with the professor and Vice President for Academic Affairs to create an alternate assignment/grading system for the courses affected by tragedy. The deadline for audits will be waived for the student affected by bereavement allowing them to audit until the last class period.

MODIFICATION OF ASSESSMENT AND INSTRUCTION

Students needing special modification for assessment or instruction resulting from physical limitations or learning disabilities must speak with the Manager of the Student Success Center. This includes but is not limited to orally taking exams, having more exam time, receiving teacher notes, and having special seating. Special modifications will be made so that all students have equal opportunity to succeed at ACC. If a student experiences difficulty learning in the classroom or a functional impairment, contact the Student Success Center Manager for support services. The Student Success Center is available to assist students requesting any type of tutoring. For greatest academic success, it's recommended that a student set up services early in the semester. Your privacy is protected; the Student Success Center will not provide anyone with information regarding a particular functional impairment.

MITIGATING CIRCUMSTANCES

The student may appeal if there were mitigating circumstances that affected his/her academic progress. Mitigating circumstances include serious physical or mental health illness, hospitalization, death in the family, and other situations that the Vice President for Academic Affairs considers to be "serious and legitimate." The student will write a letter explaining his or her situation to the Vice President for Academic Affairs. This letter should be accompanied by documentation that explicitly shows the student's mitigating circumstances. If the student does not agree with the decision of the Vice President for Academic Affairs, that student may appeal to the Executive Vice President. The Executive Vice President's decision is final.

TRANSCRIPT SERVICES

By provision of the Family Educational Rights and Privacy Act of 1974, as amended, grades and transcripts cannot be issued to a third party without the written consent of the student. You may request copies of your transcript by submitting a formal, signed request to the Registrar's office. Your account must be paid in full before an official transcript will be released.

Alaska Christian College cannot guarantee that its credits or programs will

transfer to any other school of higher education. We will work to create articulation agreements with other schools, but the transfer of credits is at the discretion of the receiving institution. Please contact the Vice President for Academic Affairs for more information about articulation agreements.

DISCLOSURE INFORMATION

The Family Educational Rights and Privacy Act (1974, final rule 2008) provides the student with privacy of education records, the right to review his or her educational record, and guidelines to correct inaccurate information.

The Registrar and Vice President for Academic Affairs maintain student records within Alaska Christian College Document Storage. Students will need to set up a time with either the Registrar or Vice President for Academic Affairs to gain access to their files and review them.

ACC reserves the right to change, without notice, any statement concerning, but not limited to, rules, policies, tuition, fees, faculty, curriculum and courses.

STUDENT GRADE CONCERNS

Concerns regarding grades or academics should first be brought to the individual instructor or appropriate person. If the issue is not resolved between the individuals, the concern may be addressed with the Vice President for Academic Affairs. The Vice President for Academic Affairs may bring the issue to the attention of the Executive Vice President when the prior steps have been taken.

PROGRAMS OF STUDY

ASSOCIATE IN ARTS **61 credits**

The Associate in Arts degree is intended to provide students with knowledge and skills necessary for entry-level employment and to prepare students to transfer to a baccalaureate program. Students can choose between a degree in **Behavioral Health** or **Christian Ministry** or **General Studies** or **Paraprofessional Education**. Each degree requires students complete 31 credits of general education, 15 credits of biblical core, and 15 credits of content in the degree emphasis. Students must also complete two required seminars as well as a Ministry Practicum component. A student can complete any of the Associate in Arts degrees in two years.

31 credits of non-DEV General Education Courses			
15 credits of Biblical Core			
Service & Ministry Practicums / Seminars			
Behavioral Health 15 credits	Christian Ministry 15 credits	General Studies 15 credits	Paraprofessional Education 15 credits

GENERAL EDUCATION

Purpose Statement

The purpose of the General Studies coursework is to develop Christians who are critical thinkers, equipped to engage their culture and make a difference in the world. Graduates are prepared to affect change in the world through a foundation of multi-disciplinary education. The general education courses serve to foster wisdom and knowledge gained from academic study across various curriculum, providing the footing for strong leadership that is informed and disciplined. Additionally, the courses serve to support the degree programs.

Objectives

The General Education coursework enables the student to do the following:

- To foster a Biblical worldview across multiple academic disciplines
- To develop information literacy, aptitude for research, and the ability to think critically
- To equip individuals to grow in character, knowledge, and discipline
- To provide the basic framework and understanding of multi-disciplinary subjects required having an understanding of the world from various academic disciplines

The following table indicates the courses that satisfy the categories set out by the Alaska Commission on Postsecondary Education see 20 AAC 17.225 (b).

Category	Course
Communications	GEN 162 Interpersonal Communication
Math	GEN 140 Foundations of Mathematics
Laboratory Science	GEN 153 Introduction to Lab Science
Social Science	GEN 163 Developmental Psychology
Humanities	GEN 121 Principles of Music or GEN 122 Principles of Art

REQUIRED COURSES: GENERAL CORE

GEN 111 (3) English and Composition (must meet minimum score on ACCUPLACER)	3
Choose 1 course from the following:	3
GEN 211 (3) Academic Writing About Literature	
GEN 215 (3) Creative Writing	
GEN 216 (3) Research Writing	
GEN 162 (3) Interpersonal Communication	3
GEN 153 (4) Introduction to Laboratory Science	4
GEN 140 (3) Foundations of Mathematics (must meet minimum score on ACCUPLACER)	3
GEN 150 (3) Health and Wellness	3
GEN 122 (3) Principles of Art or GEN 121 (3) Principles of Music	3
APL 222 (3) History of the Church in Alaska	3
BTS 111 (3) Introduction to Christian Theology	3
GEN 163 (3) Developmental Psychology	3

Total General Education Credits 31

REQUIRED COURSES: BIBLICAL CORE

BTS 101 (3) Old Testament Survey	3
BTS 102 (3) New Testament Survey	3
BTS 121 (3) Methods of Biblical Interpretation	3
APL 231 (3) Biblical Ethics	3
Choose one Biblical Elective (Other classes may be offered):	3
APL 292 (3) Expressions of Faith in Everyday Life	
BTS 201 (3) Studies in Old Testament	
BTS 202 (3) Studies in New Testament	
BTS 210 (3) Jesus and the Gospels	

Total Biblical Core Credits 15

SERVICE AND MINISTRY PRACTICUM COMPONENT

PRAC 101 (0) Ministry Practicum I	
PRAC 102 (0) Ministry Practicum II	

PRAC 201 (0) Ministry Practicum III
PRAC 202 (0) Ministry Practicum IV

REQUIRED SEMINARS

PRAC 100 (0) Freshman Seminar
PRAC 290 (0) Graduation Seminar

The Required Seminars and the courses in the Service and Ministry Practicum component are Pass/Fail and are considered zero credits. They are requirements for graduation but students are not charged tuition for any credits associated with the requirement.

In order to complete the requirements of the AA degree, the student needs to choose an emphasis and complete the required coursework.

AA in BEHAVIORAL HEALTH

Purpose Statement

The emphasis in Behavioral Health prepares graduates to have the educational foundation to serve as “Behavioral Health Aides” as determined by the Alaska Native Tribal Health Consortium. The emphasis requirements ensure that students receive clinical instruction in order to obtain the fundamental knowledge, skills, and ethical principles for professional entry-level work in the behavioral health field. The emphasis focuses on Alaskan Native issues presented in rural Alaskan environments and may provide a basis for continued study in human services related programs.

Objectives

The AA in Behavioral Health enables the student to do the following:

- Demonstrate professional knowledge of the helping profession with commitment to ethical quality health care practice in rural settings
- Demonstrate competence in basic attending skills with individuals (active listening, summarizing, reflection, etc. . .)
- Promote healthy behaviors on an individual, family, and community level
- Advocate for the inclusion of community elder wisdom and willingness to help other medical or behavioral health providers understand the importance of recognizing traditional values and practices
- Learn to integrate a deep understanding of how personal faith and beliefs create an underlying foundation for work in the helping profession

EMPHASIS COURSES: BEHAVIORAL HEALTH

BEH 201 (3) Rural Counseling and Indigenous Ways of Change	3
BEH 211 (3) Case Management and Ethics of Professional Practice	3
BEH 221 (3) Critical Incidents in Trauma: Rethinking the Past	3
BEH 231 (3) Crisis, High Risk Behaviors, and Community Prevention	3
BEH 241 (2) Addictive Behaviors and Recovery Health	2
BEH 299 (1) Bridging Two Worlds: Serving and Surviving in Behavioral Health Services	1

Total Emphasis Credits 15

AA in CHRISTIAN MINISTRY

Purpose Statement

The Associate Degree in Christian Ministry prepares graduates to serve in various ministry positions, particularly those within the state of Alaska. The degree requirements ensure that graduates gain the biblical, theological, and general education necessary to serve in a church or ministry setting. An emphasis is placed on the practical application of skills necessary in a ministry setting as well as providing a basis for continued study beyond the degree program.

Objectives

The AA in Christian Ministry enables the student to do the following:

- To serve as leaders in a ministry setting
- To develop techniques, skills, and strategies necessary for ministry practice
- To apply these techniques, skills, and strategies through practical ministry experience
- To develop an understanding of the character, spirituality, and signs of calling necessary for ministry practice

EMPHASIS COURSES: CHRISTIAN MINISTRY

MIN 221 (3) Spiritual Practices	3
MIN 211 (3) Ministry Issues in Alaska	3
MIN 201 (3) Principles of Leadership	3
MIN 299 (3) Ministry Field Experience	3
Choose 1 course from the following:	3
APL 241 (3) Preaching and Teaching	
MIN 231 (3) Youth and Children's Ministry	
Total Emphasis Credits	15

AA in GENERAL STUDIES

Purpose Statement

The Associate in Arts in General Studies degree prepares students with an education that enables proficiency across a multidisciplinary spectrum. The courses taken in this degree program are ones which will prepare the graduate to either pursue further coursework in higher education, or for employment in a variety of different disciplines. These courses selected are considered core curriculum at many different colleges and degree programs, carefully chosen to optimize transferability, or employability, as the student graduates.

When taken in anticipation of a baccalaureate program, note that many courses will serve as core-courses within the first two years of a four-year degree program, however, transferability is not guaranteed.

Objectives

The AA in General Studies enables the student to do the following:

- Develop technical skills and a working knowledge across a wide range of general topics that are useful in the workplace and continued education, including computer proficiency, research methods, effective communication, and competency in scientific and mathematical concepts.
- Cultivate a Biblical worldview that is practical for operating in a general studies context, such as work or school.
- Foster an appreciation for Alaska Native culture, values, and awareness.

EMPHASIS COURSES: GENERAL STUDIES

Students that choose to pursue the General Studies emphasis can choose from the 200-level GEN electives offered at ACC. Students can also use emphasis courses from the other AA degrees to fulfill the 15 credits of emphasis requirements for the AA in General Studies.

GEN 201 (3) Information Literacy	3
GEN 221 (3) Visual Communications	3
GEN 231 (3) Financial Management	3
GEN 241 (3) Elementary Statistics	3
GEN 251 (3) Non-Western Philosophy and Perspectives	3

Total Emphasis Credits 15

AA in PARAPROFESSIONAL EDUCATION

Purpose Statement

The Associate Degree in Paraprofessional Education prepares graduates to serve as “highly qualified Paraprofessional Classroom Aides” as determined by the United States Department of Education. The degree requirements ensure that graduates meet the requirements to be highly qualified to serve as Paraprofessional classroom aides in any K-8 classroom, particularly those in rural Alaskan settings.

Objectives

The AA in Paraprofessional Education enables the student to do the following:

- To master the knowledge and skills necessary to work with students from kindergarten to eighth grade including: child development, educational psychology, and classroom management
- To develop techniques for engaging students while leading activities in the classroom
- To prepare students with dispositions that reflect that all children are capable of learning and deserve educational opportunities
- To demonstrate an integration of faith and learning

EMPHASIS COURSES: PARAPROFESSIONAL EDUCATION

PAR 201 (3) Introduction to Paraprofessional Education and Technology	3
PAR 211 (3) Developing Children as Readers and Writers	3
PAR 221 (3) Early and Upper Elementary Level Math	3
PAR 231 (3) Differentiating Instruction/Classroom Management	3
PAR 299 (3) Paraprofessional Education Capstone/Practicum	3

Total Emphasis Credits 15

Paraprofessional education candidates must take the National ETS ParaPro Assessment prior to graduation.

For more information on this assessment visit:

www.ets.org/parapro/state_requirements/

COURSES OFFERED AT ALASKA CHRISTIAN COLLEGE

APPLIED STUDIES

APL 199 – (1 – 4) Independent Study: Explores topics in applied studies under the direction of a faculty member. Students and faculty create learning objectives, assignments, and a list of directed readings.

APL 221 – (3) Church History and Worship: Provides an historical overview of the development of the Church to the Reformation. Examines the call to be worshippers of the living God, a biblical understanding of worship, and the need and call of the church in society.

APL 222 – (3) History of the Church in Alaska: Presents the history, impact and current situation of Christianity in Alaska. It will explore the theological focuses of Alaskan church and how it has developed.

APL 231 – (3) Biblical Ethics: Studies ethics based on the Bible, including deliberation and practice. Emphasizes systems of Biblical ethics and applications to contemporary and ethical issues including war, sexuality, suicide, abortion, poverty, and others. Prerequisite: “C-” or better in BTS 111.

APL 241 – (3) Preaching and Teaching: This course will discuss the basics of sermon preparation and delivery, biblical teaching techniques, and storytelling. The course will also cover basic elements of effective communication from both a preaching and teaching aspect. Students will be required to present a sermon and lesson during the course. Prerequisite: “C-” or better in BTS 121

APL 292 – (3) Expressions of Faith: Gives students a theoretical, theological, and practical approach to integrating Christian beliefs in all areas of life, including academic pursuits, vocation, relationships, art, and culture. Prerequisite: “C-” or better in BTS 111.

APL 299 – (1 – 4) Field Experience: Explores practical field experience in applied studies under the direction of a faculty member. Students and faculty create learning objectives, assignments, and work/internship activities.

BIBLICAL AND THEOLOGICAL STUDIES

BTS 101 – (3) Old Testament Survey: An overview of the Old Testament, including historical background, purpose, major themes, important persons, and authorship. Emphasizes how the Old Testament contributes to the whole Bible and how lessons from the Old Testament are pertinent to today’s culture.

BTS 102 – (3) New Testament Survey: An overview of the New Testament, including historical background, purpose, major themes, important persons, and authorship. Emphasizes understanding the story of Christ’s birth, work, death,

and resurrection, and its impact on human history.

BTS 111 – (3) Introduction to Christian Theology: Examines basic faith issues, such as the creator God, original of Scripture, meaning of salvation, work of the Holy Spirit, fellowship of the church, and theories of end times.

BTS 121 – (3) Methods of Biblical Interpretation: Provides an introduction to Bible study skills, interpretation and disciplines. Emphasizes the regular habit of Bible study and the careful handling of the truth of Scripture. Students will have plenty of practical experience interpreting numerous Bible passages.

BTS 199 – (1 – 4) Independent Study: Explores topics in Biblical and theological studies under the direction of a faculty member. Students and faculty create learning objectives, assignments, and a list of directed readings.

BTS 201 – (3) Studies in Old Testament: Presents an in-depth study of an Old Testament book or series of books, i.e. Pentateuch, Minor Prophets, Writings, Historical Books. Prerequisite: “C-” or better in BTS 101.

BTS 202 – (3) Studies in New Testament: Presents an in-depth study of a New Testament book or series of books, i.e. Pastoral Epistles, Johannine Letters, Letters of Peter, etc. Prerequisite: “C-” or better in BTS 102.

BTS 210 – (3) Jesus and the Gospels: This course provides a cultural and historical understanding of the birth, life, death, and resurrection of Jesus Christ within the context of first-century Judaism. Attention is paid to the political, religious, and socioeconomic background of the gospels as well. The course will also explore Indigenous components of the life and practices of Jesus. Prerequisite: “C-” or better in BTS 102.

BTS 250 – (3) Seminar in Biblical or Theological Studies: Designed to give students the opportunity to delve deeply into a theological or biblical topic. Topics may include: Theodicy, Atonement, Historical Jesus, Ecology and the Bible, or specific theologians.

BTS 299 – (1 – 4) Field Experience: Explores practical field experience in Biblical studies under the direction of a faculty member. Students and faculty create learning objectives, assignments, and work/internship activities.

DEVELOPMENTAL EDUCATION

DEV 102 – (3) Academic Language I: Approaches development of advanced reading/writing through listening/speaking skills. Critical thinking will be applied in all communication modes. Comfort and competency in all modes and different forms of writing/reading emphasized by credit/no credit and graded assignments. Reading/writing assignments from concurrent courses will be used to help develop the student communicators, starting at their individual levels of proficiency. Active participation, speaking/writing assignments, personalized projects required. Placement based on Accuplacer score of: <50 (Reading

Comprehension) and <60 (Sentence Skills).

DEV 103 – (3) Structures in Mathematics I: Provides basic concepts of pre-algebra mathematics. Includes arithmetic operation and applications, whole numbers, integers, fractions, decimals, ratio and proportion, percent, geometry and measures, exponents, algebraic expressions, polynomials, solutions of simple equations, and introduction to graphing and statistics. Placement based on Accuplacer score of: <43 (Elementary Algebra).

DEV 104 – (3) Academic Language II: Designed to help students improve their writing skills. Covers basic principles of grammar and composition to meet college-level writing standards. Includes focus on reading strategies and the mechanics of writing. Special emphasis on sentence, paragraph, and essay construction. Prerequisites: “C-” or better in DEV 102 or an Accuplacer score of: 51-74 (Reading Comprehension) and 61-84 (Sentence Skills).

DEV 105 – (3) Structures in Mathematics II: Provides basic concepts of elementary algebra. These include operations with signed numbers and polynomials, factoring, exponents, radicals, algebraic fractions, solution of linear equations, systems of equations, linear inequalities, quadratic equations, and basic graphing. Geometric formulae will be given on a case-by-case basis as needed. Prerequisites: “C-” or better in DEV 103 or an Accuplacer score of: 44-69 (Elementary Algebra).

GENERAL EDUCATION

GEN 111 – (3) English and Composition: will practice strategies for generating and developing ideas, locating and analyzing information, analyzing audience, drafting, writing sentences and paragraphs, evaluating drafts, revising, and editing in essays of varying lengths. Students will also become experienced in computer-assisted writing and research. Prerequisites: “C-” or better in DEV 104 or an Accuplacer score of: 75+ (Reading Comprehension) and 85+ (Sentence Skills) or an ACT score of 22+.

GEN 122 – (3) Principles of Art: Development of an appreciation of all the visual arts. Emphasis is on the theories, practice, materials, and techniques of the visual arts.

GEN 140 – (3) Foundations of Mathematics: This course provides the basic concepts of intermediate algebra. This includes radicals, solutions of quadratic equations, graphing of quadratic equations and other functions, functions and their inverses, and introduction to logarithmic and exponential functions. Also covered are application of these concepts, system of equations, and rational expressions. Prerequisites: “C-” or better in DEV 105 or an Accuplacer score of: 69+ (Elementary Algebra) or 40+ (College Mathematics) or an ACT score of 18+.

GEN 150—(3) Health and Wellness: This course is designed to provide the foundational knowledge and dispositions necessary to lead a lifestyle that aligns

with God's desire for health and well being with a specific attention to the challenges, diet and culture of Alaska Native people.

GEN 153—(4) Introduction to Laboratory Science: Origins of earth, including its formation, its place in the universe, and life on earth. Processes that shape the earth, reasons that earth contains life, and varieties of past and present forms of life. *Contact: 3 hours of classroom and 2 hours of lab.*

GEN 161— (3) Introduction to Psychology and Counseling: Introduces students to major issues in society that impact their lives, behaviors, and the way they think. Course requires student to critically address controversial and non-controversial issues through clear argumentations, intensive writings, research, and presentations. Includes intensive seminar on “Counseling for Abuse.”

GEN 162— (3) Interpersonal Communication: A survey and skill development course of interpersonal communication and factors that affect it—e.g. culture, intrapersonal communication, electronic communications. The theories, principles, and skills of interpersonal communication will be discussed and engaged through observation and analysis, in-class activities, individual and small group assignments, presentations, inventories. The application areas include self-concept, family communication, personal relationship development, family work/task groups, and organizational communication.

GEN 163 – (3) Developmental Psychology: This course provides students opportunities to: understand the typical developmental stages God has designed for people to progress through as they grow from infant to adult; understand the theories and contributions of major educational psychologist and theorists examining how they fit with God’s word; understand how knowledge of development and educational theory can impact their personal learning and growth as children of God.

GEN 199 – (1 – 4) Independent Study: Explores topics in general studies under the direction of a faculty member. Students and faculty create learning objectives, assignments, and a list of directed readings.

GEN 201 – (3) Information Literacy: An introduction to the concepts of information literacy focusing on the critical thinking skills necessary to locate, evaluate, and use effectively the needed information.

GEN 211 – (3) Academic Writing about Literature: Familiarizes students to a variety of literature: poetry, essay, drama, short story, and novel. Students will be able to recognize the different genres and learn how to analyze and interpret the literature. Prerequisite: “C-” or better in GEN 111.

GEN 215 – (3) Creative Writing: Encourages the writing of imaginative materials, emphasizes poetry and short stories. Students will become aware of the literary devices of these genres and will practice creative writing and literary analysis. Prerequisite: “C-” or better in GEN 111.

GEN 216 – (3) Research Writing: Improves students’ skills in source analysis,

critical thinking, and argumentation to create a research paper. Develops skills in research for using reference materials, journals, and databases. Prerequisite: “C-” or better in GEN 111.

GEN 221 – (3) Visual Communications: An introduction to the fundamentals needed to communicate using print and digital media. This will include an introduction to basic working environments (UI) and software, slide formatting, social media, presentation editing and modification, data-based illustrations, and presentation finalization and delivery.

GEN 231 – (3) Financial Management: This course is designed to introduce fundamental issues of financial management and to the quantitative techniques used to interpret and apply them. Both corporate and personal financial elements will be addressed, with emphasis on budgeting, financial statement analysis, cash flow management, risk and return, and sources of finance.

GEN 241 – (3) Elementary Statistics: An introduction to the theory and practice of statistics with an emphasis on visualization, description, and presentation of data. Topics will include a discussion of descriptive statistics, probability calculations, fundamental discrete and continuous probability distributions, an introduction to confidence intervals, hypothesis testing for single and multiple variables, and basic correlation and regression principles. Prerequisite: “C-” or better in GEN 140.

GEN 251 – (3) Non-Western Philosophy and Perspectives: This course explores some of the philosophical understandings about individuals, their relationship to other living and non-living things, and the nature and scope of social, political, and theological involvement. The course involves the perspectives of a number of non-Western traditions with a focus on Alaska Native ways of knowing. Prerequisite: “C-” or better in BTS 111.

GEN 299 – (1 – 4) Field Experience: Explores practical field experience in general studies under the direction of a faculty member. Students and faculty create learning objectives, assignments, and work/internship activities.

LANG 101 (3) Introduction to Conversational Yup’ik: An introduction to the basic language skills of listening, speaking, reading, writing, and cultural notes.

LANG 102 (3) Intermediate Conversational Yup’ik: A continuation of skill development in the Yup’ik language.

PRAC 090 (0) Student Appointed Leadership Team (SALT): This course is made up of members of the Student Appointed Leadership Team (SALT). Each team member is elected by the student body to serve as their representatives in student government. Each team member attends regular meetings to plan student activities and be advocates for the needs of the student body.

PRAC 100 (0) Freshman Seminar: In this pass/fail course students will participate in reading and group discussion of material chosen for its

effectiveness to help incoming, first-time freshmen adjust to the rigors of college life. Materials cover important spiritual, intellectual, emotional, and social principles involved in the disciplines of successful academic study and time management.

PRAC 101 (0) Ministry Practicum I: This is one semester of practical ministry experience with an organization in the local community or as a mission trip. Students are required to serve a minimum of ten hours a semester. Students will be required to provide reflections on their service and how it affected their heart for God and others. This course is pass/fail, and is required for graduation.

PRAC 102 (0) Ministry Practicum II: A continuation of PRAC101. This is a second semester of practical ministry experience with an organization in the local community or as a mission trip. Students are required to serve a minimum of ten hours a semester. Students will be required to provide reflections on their service and how it affected their heart for God and others. This course is pass/fail, and is required for graduation.

PRAC 201 (0) Ministry Practicum III: A continuation of PRAC101 and 102. This is a third semester of practical ministry experience with an organization in the local community or as a mission trip. Students are required to serve a minimum of ten hours a semester. Students will be required to provide reflections on their service and how it affected their heart for God and others. This course is pass/fail, and is required for graduation.

PRAC 202 (0) Ministry Practicum IV: A continuation of PRAC101, 102 and 201. This is a fourth and final semester of practical ministry experience with an organization in the local community or as a mission trip. Students are required to serve a minimum of ten hours a semester. Students will be required to provide reflections on their service and how it affected their heart for God and others. This course is pass/fail, and is required for graduation.

PRAC 290 (0) Graduation Seminar: This pass/fail course provides graduating students with the practical information and hands-on experience necessary for a smooth transition from college into their chosen vocation, ministry or next educational pursuit. Topics covered include job search skills, job interview techniques, budgeting, church life, community involvement, and other subjects critical to a successful transition into post-college life.

BEHAVIORAL HEALTH

BEH 201 (3) Rural Counseling and Indigenous Ways of Change: Introduces and presents accepted Western counseling theories and examines behavioral health practices from a traditional Alaskan Native health perspective, drawing on wisdom and knowledge of Elders and cultural viewpoints of tribe, family, and the rural community.

BEH 211 (3) Case Management and Ethics of Professional Practice:

Covers principles and processes of case management. Presents legal and ethical considerations, professional documentation, interview and assessments, developing service plans, managing information, planning and linkage with community agencies, monitoring services, referral and successful termination and discharge. Co-requisite: GEN 111 and GEN 162.

BEH 221 (3) Critical Incidents in Trauma: Rethinking the Past:

Examines historical trauma of Alaskan Native peoples and its role on present behavioral health issues. Covers basic responses to trauma care, trauma conceptualization, and current research relating to trauma and posttraumatic stress disorder and resilience. Explores trauma response in rural settings. Co-requisite: GEN 111 and GEN 162.

BEH 231 (3) Crisis, High Risk Behaviors, and Community Prevention:

Presents Roberts' Crisis Intervention Model. Explores assessment and case management responses in acute situations with particular attention given to suicidology. Addresses prevention models and community responses to behavioral health needs. Co-requisite: GEN 111 and GEN 162.

BEH 241 (2) Addictive Behaviors and Recovery Health:

Reviews history of addictions and society issues. Explores basic principles of addictive behaviors, treatment modalities, and case management in substance abuse. Includes physiological, psychological, and sociological aspects of addictions, abuse and dependence. Co-requisite: GEN 111 and GEN 162.

BEH 299 (1) Bridging Two Worlds: Serving and Surviving in Behavioral Health Services:

Covers models of community approaches in rural Alaska. Explores the challenge and balance of living and working in the rural Alaskan environment as both a community member and a professional. Emphasizes supervision, self-care practices, engagement with the community, and looking to elders. Prerequisite: BEH 201. Co-requisite: GEN 111 and GEN 162.

CHRISTIAN MINISTRY

MIN 221 – (3) Spiritual Practices: This course provides an overview of and implementation of the practices of spiritual formation. The more common forms of Christian formation and spiritual practices will be emphasized, as well as an Indigenous sense of place-based spirituality. Special emphasis will be placed on the uniqueness of the Alaskan environment for spiritual growth and development. Prerequisite: “C-” or better in BTS 111.

MIN 211 – (3) Ministry Issues in Alaska: Discussion of the issues related to conducting ministry with particular emphasis on Alaskan communities. The course will provide a historical framework as well as discussion of Indigenous and non-Indigenous cross-cultural awareness. Reflection on and processing of a personal sense of calling to this unique setting will also be highlighted. Prerequisite: “C-” or better in BTS 111, MIN 201.

MIN 201 – (3) Principles of Leadership: This course is designed to introduce students to the principles of Indigenous and non-Indigenous models of leadership. This course will also provide opportunities for assessment of personal leadership styles through classroom tools and practical leadership experiences in the community. Learning opportunities with local leaders will be provided as well.

MIN 231 – (3) Youth and Children’s Ministry: This course provides a general understanding of youth ministry within the local church, parachurch, and road/rural systems. This course examines child and adolescent development, methodology, discipleship, and recreational ministries. The course explores the importance of teaching Biblical truth in the formation and growth of the young believer. Prerequisite: “C-” or better in BTS 111

MIN 299 – (3) Ministry Field Experience: This course provides an opportunity for students to serve in a ministry setting of their choice and to gain practical experience for future employment. Students will be involved in a leadership role in a ministry setting where they will be mentored by a local ministry leader. The course will also provide opportunities for students to process their experiences through classroom discussion and individual assignments. Prerequisite: “C-” or better in BTS 111, MIN 201 and MIN 221.

PARAPROFESSIONAL EDUCATION

PAR 201 – (3) Introduction to Paraprofessional Education and Technology:

This course provides initial instruction to the paraeducator on the roles and responsibilities relating to working in Alaskan schools. A wide spectrum of topics will be incorporated including: history of paraprofessional education, Alaska Native education, major support programs, categories of disabilities, educational technology standards, communicating/working with adults and FERPA.

PAR 211 – (3) Developing Children as Readers and Writers: This course will instruct paraeducators on how to assist teachers in assessing students' reading and writing skills, especially in rural Alaska. Students will also learn techniques and develop an understanding of how to create environments that inspire children as readers and writers using a variety of indigenous authors. Co-requisite of GEN 111.

PAR 221 – (3) Early and Upper Elementary Level Math: This course will help paraeducators develop the skills necessary for assisting teachers in individual and small group instruction using best practices in math for primary and upper level classrooms, particularly those in rural Alaskan settings. Co-requisite of GEN 140.

PAR 231 – (3) Differentiating Instruction/Classroom Management: This course focuses on universal design using a variety of culturally appropriate modalities. The paraeducator will develop ways to observe and document effective classroom organization, management, and communication.

PAR 299 – (3) Paraprofessional Education Capstone/Practicum: This course is designed to provide students with opportunities to apply skills and knowledge gained in previous coursework to a long-term classroom setting while developing a capstone project to satisfy the State of Alaska Paraprofessional Qualification Standards. Prerequisite: "C-" or better in PAR 201.

LEADERSHIP AND GOVERNANCE - BOARD OF TRUSTEES

Paul Hawkinson, Chair
Exec. Dir of Finance
Green Oaks, Illinois

Korie Hickel
ANTHC/APU Project Manager
Anchorage, AK

Bethany Nyboer, Vice Chair
Young Life Area Director
Soldotna, AK

Scott Merriner
Exec Pastor of Ministries
Anchorage, Alaska

Andy Stemp, Treasurer
Director of Finance
Barrow, Alaska

Laura Welles
Legislative Information Officer
Barrow, AK

Sandy Parnell, Secretary
Business Co-Owner
Anchorage, AK

Curtis Ivanoff
Superintendent, Alaska
Conference of the ECC
- Ex Officio
Anchorage, Alaska

Joelle Peelgren
Human Resources Consultant
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Keith Hamilton
President - Ex Officio
Soldotna, Alaska

Mark Meredith
Lead Pastor
Sammamish, Washington

Jim Dekker
Professor - Christian College
Grand Rapids, MI

JR Wilcox
Company President
Anchorage, Alaska

Marlene Watson
Training Specialist, Designer
Anchorage, Alaska

Lori Michero
Homemaker
Eagle River, Alaska

ADMINISTRATION AND FACULTY 2018-2019

Dr. Keith J. Hamilton, *President, 2000-*

Doctor of Ministry, Youth and Family Culture, Fuller Theological Seminary (CA)

Master of Divinity, Theology with Youth Ministry concentration,

Fuller Theological Seminary (CA)

Bachelor of Arts, Christian Education, Seattle Pacific University (WA)

Associate of Arts and Sciences, Everett Community College (WA)

Additional Coursework:

Orientation Studies, North Park Theological Seminary (IL)

Major Subject Disciplines:

Biblical and Theological Studies

Jeffrey G. Siemers, *Executive Vice President; Associate Professor, 2001-*

Master of Fine Arts, Azusa Pacific University (CA)

Associate of Arts, General Studies, Rock Valley College (IL)

Doctor of Philosophy, Art Theory, Philosophy, and Aesthetics, Institute for

Doctoral Studies in

the Visual Arts (ME)—in process

Diploma of Christian Studies, Regent College (BC)—in process

Lindsay Hallam, *Vice President for Academic Affairs; 2013-*

Master of Arts, Information Technology and Library Science, University of Arizona, Tucson (AZ)

Bachelor of Arts, Psychology, University of Colorado, Boulder (CO)

Additional Coursework:

30 graduate semester hours in Theology from Golden Gate Baptist Theological Seminary, Phoenix (AZ)

Major Subject Disciplines:

Information Literacy, Cultural Librarianship, Library Management, Digital Resource Management

Dr. Steven C. Hallam, *Chair, General Education; Assistant Professor, 2013-*

Doctor of Philosophy, Biblical Studies with New Testament emphasis, Golden Gate Baptist Theological Seminary (CA)

Master of Divinity, Golden Gate Baptist Theological Seminary (AZ)

Bachelor of Science, Civil Engineering, Colorado School of Mines (CO)

Master of Science, Mathematics, Emporia State University (KS)

Additional Coursework: University of Washington (WA)

Major Subject Disciplines:

General Education, Biblical and Theological Studies

Joli Lewis, *Chair, Behavioral Health*, Assistant Professor, 2017-
Master of Arts, Marriage and Family Therapy—Southern Nazarene University (OK)
Bachelor of Arts, Psychology, Southern New Hampshire University (NH)

Additional Coursework:

Post-Master's Studies in Substance-Abuse Counseling -- University of North Carolina at Charlotte (NC)

Licensed Professional Counselor
Licensed Clinical Addictions Specialist

Major Subject Disciplines:

Behavioral Health, Crisis Management, Substance-Abuse Counseling, Dialectical Behavior Therapy, Marriage and Family Therapy

Katie Olson, *Chair, Paraprofessional Education*, Assistant Professor, 2013-
Master in Early Childhood Education, University of Alaska--Southeast (AK)
Bachelor of Science, Psychology/Biology, University of Alabama--Birmingham (AL)
Montessori Credential Pre-K-Kindergarten, North American Montessori Center (BC)
State of Alaska Teaching Credential, Primary Education (AK)

Additional Coursework:

20 graduate semester hours for Secondary Science and Math Teaching Credential, University of San Francisco (CA)

Major Subject Disciplines:

Early Childhood, Assessment, Curriculum, Paraprofessional Education

Rev. Scott D. Pitsch, *Chair, Christian Ministry; Associate Professor*, 2001-

Master of Divinity (Missions Concentration), Bethel Theological Seminary (MN)
Bachelor of Science, Fisheries and Wildlife Biology, Iowa State University (IA)

Doctor of Philosophy, Indigenous Studies, University of Alaska --Fairbanks (AK)-
In Process

Additional coursework:

Orientation Studies, North Park Theological Seminary (IL)

Major Subject Disciplines:

Biblical and Theological Studies, Christian Ministry

ADJUNCT FACULTY 2018-2019

Greg Crawford, *Adjunct Faculty*, 2016-

Master of Divinity, Southern Baptist Theological Seminary (KY)

Bachelor of Arts, Christian Education, Patriot Bible University (CO)

Marsha Hallam, *Adjunct Faculty*, 2017-

Master of Science, Business, California State University (CA)

Bachelor of Arts, English Literature, Kansas State University (KS)

Vicki Hollingsworth, *Adjunct Faculty*, 2014-

Master of Education, Reading Program, University of Alaska southeast (AK)

Bachelor of Arts, Elementary Education, University of Alaska- Anchorage (AK)

Eric Johnson, *Adjunct Faculty, VP of Advancement*, 2006-

Master of Arts, Christian Ministries, North Park Theological Seminary (IL)

Bachelor of Science, Elementary Education, North Park University (IL)

Krista Pitsch, *Adjunct Faculty, Director of Enrollment/Financial Aid*, 2004-

Master of Divinity, Bethel Theological Seminary (MN)

Bachelor of Social Work, College of St. Catherine (MN)

Jennifer Reed, *Adjunct Faculty*, 2018-

Doctor of Chiropractic, Chiropractic Physician, Texas Chiropractic College (TX)

Bachelor of Science, Biomedical Sciences, Sam Houston State University (TX)

Bachelor of Science, Human Biology, Texas Chiropractic College (TX)

Noreen Sullivan, *Adjunct Faculty*, 2016-

Bachelor of Arts, Business Education and English, Northwest Nazarene College (ID)

Master of Arts, Education, Cambridge College (MA)

David Waltemyer, *Adjunct Faculty*, 2016-

Master of Science, Fisheries Biology, University of Alaska Southeast (AK)

Bachelor of Science, Fishery Biology, Colorado State University (CO)

Gary Willford, *Adjunct Faculty*, 2016-

Master of Sacred Theology, Dallas Theological Seminary (TX)

Master of Divinity, Western Seminary (OR)

Bachelor of Science, Wheaton College (IL)

ACADEMIC SUPPORT 2018-2019

Kathy Hofseth, *Student Success Center Manager*, 2015-
Bachelor of Arts, Communicative Disorders, Long Beach State University (CA)

Robin Davis, *Tutor*, 2017-
Master of Divinity, Southeastern Baptist Theological Seminary, Wake Forest (NC)
Master of Science, Engineering Management, Air Force Institute of Tech. (OH)
Bachelor of Science, Mechanical Engineering, Auburn University (AL)

Irene Houdek, *Director of Information Technology Services*, 2006-
Master of Science, Kinesiology, University of Colorado, Boulder (CO)
Bachelor of Science, Computational Mathematics, Eastern Illinois University (IL)
Bachelor of Arts, Mathematics, Eastern Illinois University (IL)

Mary Hunt, *Learning Resources Technician/Textbook Manager*, 2010-
Business and Office Technology Program, Administrative Assistant
AVTEC Alaska's Institute of Technology (AK)

Judy Nelson, *Tutor*, 2007-
Bachelor of Arts, Elementary Education (Spanish minor), Augsburg College (MN)
Diploma, Luther College of the Bible and Liberal Arts (NJ)

Catalog is applicable until May 31, 2019.