

**2015-2016**  
**Graduate Academic Catalog**  
6<sup>th</sup> Edition

This catalog serves as an augment to Northwest's Undergraduate Academic Catalog and includes information and policies specifically applicable to Northwest's graduate programs

Since 1934

ON THE EASTSIDE OF  
**SEATTLE**

## **2015-2016 GRADUATE ACADEMIC CATALOG**

Date of Publication: May 2015

### **NORTHWEST UNIVERSITY**

Northwest University does not discriminate on the basis of sex, race, color, age, national or ethnic origin, or physical disability in its admissions policies. Further, it is the policy of the University not to discriminate on the basis of sex, race, color, age, national or ethnic origin, marital status, veteran status, disability status, or any other basis prohibited by federal, state, or local law, in the administration of its educational programs, including employment, scholarship and loan programs, and athletic and other college-administered programs and activities. Northwest is a drug and alcohol-free campus for all employees and students, and offers educational programs in alcohol and drug awareness for all campus groups. Inquiries regarding Northwest's policy and responsibilities should be addressed to the Senior Vice President.

Northwest University reserves the right to make any changes in the content and provisions of the catalog without notice. This includes the right to change the rules regulating admission to, instruction in, and graduation from the University, and to change any other regulations affecting the student body which shall apply not only to prospective students, but also to those presently matriculated in the University.

Veterans: Information contained in this publication is hereby certified as true and correct in content and policy as of the date of publication, in compliance with the Veterans Administration DVB Circular 20-76-84 and Public Law 94-502.

Northwest University is in compliance with the Family Educational Rights and Privacy Act (FERPA) of 1974/1996. A full description of FERPA rights is in the Academic Services section.

### **ACCREDITATION AND AFFILIATIONS**

Northwest University is accredited by the Northwest Commission on Colleges and Universities (regional). The University is endorsed by the Commission on Christian Higher Education of the Assemblies of God and the Association of Christian Schools International.

Accreditation of an institution of higher education by the Northwest Commission on Colleges and Universities indicates that it meets or exceeds criteria for the assessment of institutional quality evaluated through a peer review process. An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the Northwest Commission on Colleges and Universities is not partial but applies to the institution as a whole. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

The University holds membership in the Council for Christian Colleges and Universities. The Council is committed to cultivating communities of educational excellence in which the Lordship of Jesus Christ is central. Membership in this esteemed association of Christian colleges and universities provides opportunities for personal and professional enrichment for students, faculty, and administrators.

The University is also approved by the Board of Education and Superintendent of Public Instruction of the State of Washington to prepare elementary and secondary education teachers and recommend for certification. It is a member of the American Association of Colleges for Teacher Education.

The Buntain School of Nursing baccalaureate program at Northwest University is accredited by the Commission on Collegiate Nursing Education (CCNE), One DuPont Circle, NW, Suite 530, Washington, DC 20036, and (202) 887-6791. “(CCNE is an autonomous accrediting arm of the American Association of Colleges of Nursing for baccalaureate and graduate nursing programs.) In addition, the School of Nursing has received approval from the Washington State Nursing Care Quality Assurance Commission.

The College of Business is accredited by the Accrediting Council for Business Schools and Programs.

The University is approved by the Federal and State Governments for student aid programs and for the training of international students. Selected programs of study are approved by a Washington State Approving Agency for enrollment of those eligible for benefits under Title 38 and Title 10, U.S. Code and by Washington State for training in Vocational Rehabilitation. It is listed in the current bulletin, “Accredited Higher Education Institutions,” published by the U.S. Office of Education.

The University is approved by the Federal and State Governments for student aid programs and for the training of international students. It is also approved by the Veteran’s Administration for the training of veterans under U.S. Code, Title 38, Chapters 30, 31, 32, 34, 35, and Title 10, Chapter 1606 and by Washington State for training in Vocational Rehabilitation.

Inquiries’ regarding an institution’s accredited status by the Northwest Commission on Colleges and Universities should be directed to the administrative staff of the institution. Individuals may also contact:

Northwest Commission on Colleges and Universities  
8060 165th Avenue N.E., Suite 100  
Redmond, WA 98052  
(425) 558-4224  
[www.nwccu.org](http://www.nwccu.org)

# TABLE OF CONTENTS

<b>University and Program Overview .....</b>	<b>6</b>
<b>Graduate Programs Admissions.....</b>	<b>10</b>
<b>Financial Information .....</b>	<b>12</b>
<b>Academic Policies and Procedures .....</b>	<b>18</b>
<b>Dual Degrees.....</b>	<b>25</b>
<b>College of Arts and Sciences .....</b>	<b>26</b>
Teaching English to Speakers of Other Languages .....	27
<b>College of Business .....</b>	<b>30</b>
Master of Business Administration .....	33
<b>College of Education.....</b>	<b>36</b>
Master in Teaching .....	37
Master of Education: Curriculum and Instruction .....	38
<b>College of Ministry .....</b>	<b>40</b>
Master of Arts in Bible and Theology .....	41
Master of Arts in Missional Leadership .....	43
Master in Ministry .....	45
<b>College of Social and Behavioral Sciences.....</b>	<b>49</b>
Master of Arts in Counseling Psychology .....	51
Master of Arts in International Community Development.....	53
Doctor of Psychology in Counseling Psychology .....	55
<b>Course Descriptions and Special Courses .....</b>	<b>61</b>
<b>Graduate Program Faculty.....</b>	<b>84</b>

## CONTACT INFORMATION

### Physical and Mailing Address:

5520 108<sup>th</sup> Ave NE  
P.O. Box 579  
Kirkland, WA 98083-0579

### Graduate General Admissions: [gpse@northwestu.edu](mailto:gpse@northwestu.edu)

Toll-free phone ..... 877.453.5327  
Toll-free fax ..... 866.329.5327

### Online Program Representative: [online@northwestu.edu](mailto:online@northwestu.edu)

Toll-free phone ..... 888.690.2635

### Financial Aid Services: [gpsfinaid@northwestu.edu](mailto:gpsfinaid@northwestu.edu)

Financial Aid Coordinator ..... 425.889.7791

### Information (Computer) Services: [help@kace.northwestu.edu](mailto:help@kace.northwestu.edu)

Help Desk ..... 425.889.5310

### Student Accounts: [studentaccounts@northwestu.edu](mailto:studentaccounts@northwestu.edu)

Director of Student Accounts ..... 425.889.5326

### Registrar's Office: [registrarsoffice@northwestu.edu](mailto:registrarsoffice@northwestu.edu)

Registrar ..... 425.889.5228  
Veterans Matters ..... 425-889-5263

### College of Business: [mba@northwestu.edu](mailto:mba@northwestu.edu)

Graduate Enrollment Counselor ..... 425.889.5213  
Office Coordinator ..... 425.889.5754

### College of Education: [soe@northwestu.edu](mailto:soe@northwestu.edu)

Graduate Enrollment Counselor ..... 425.889.7794  
Office Coordinator ..... 425.889.5299

### College of Ministry: [comgrad@northwestu.edu](mailto:comgrad@northwestu.edu)

Graduate Enrollment Counselor ..... 425.889.7795  
Office Coordinator ..... 425.889.5296

### College of Social & Behavioral Sciences: [csbs@northwestu.edu](mailto:csbs@northwestu.edu)

Coordinator of MA Programs ..... 425.889.5328  
Coordinator of Psy.D. Programs ..... 425.889.5320

# UNIVERSITY AND PROGRAM OVERVIEW

**Classification** Private, Christian Liberal Arts

**Institutional Accreditation** Northwest Commission on Colleges and Universities (NWCCU)

*Northwest University is a regionally-accredited, Christian coeducational institution awarding associate, baccalaureate, masters and doctoral degrees. The University is operated under the control of the Alaska, Montana, North Pacific Latin American, Northern California Nevada, Northwest, Northwest Hispanic, Oregon, Southern Idaho, and Wyoming districts of the Assemblies of God. All these districts are represented on the University's Board of Directors.*

## NORTHWEST UNIVERSITY MISSION

We, the people of Northwest University, carry the call of God by continually building a learning community dedicated to spiritual vitality, academic excellence, and empowered engagement with human need.

### CORE VALUES

The Mission of Northwest University, a Christian university affiliated with the Assemblies of God, is derived from the following core values:

#### ***Spiritual Vitality (Heart)***

- Moving together in personal relationship with Christ Jesus and knowledge of God's calling, we dedicate ourselves to Spirit-filled service.
- Practicing discipleship and worship with biblical faithfulness, we develop courage and character to meet the challenges of our world.
- Crafting a diverse, lifelong community, we recognize the intrinsic worth and dignity of each individual and facilitate friendships and networks that reach out to welcome others in love.

#### ***Academic Excellence (Head)***

- Exploring all truth with scholarly excellence, we build a biblical worldview to prepare each other for service and leadership throughout the world.
- Developing moral, spiritual, intellectual, and aesthetic values through the arts and sciences, we integrate faith, learning, and life.
- Thinking critically, we aid one another in academic achievement and lifelong pursuit of knowledge, wisdom, and skills.

#### ***Empowered Engagement (Hand)***

- Growing holistically, we clarify and obey individual God-given callings.
- Communicating and modeling the Gospel, we call people and communities to be reconciled to God and to each other.
- Demonstrating Spirit-inspired compassion and creativity, we meet the needs of individuals, build communities, and care for creation.

### CORE THEMES

#### ***Core Theme One***

- Building a caring community and enduring culture

#### ***Core Theme Two***

- Developing Christian commitment and Spirit-formed lives

#### ***Core Theme Three***

- Advancing academic engagement through teaching, learning and scholarly production

#### ***Core Theme Four***

- Empowering people with the vision and tools to meet human need in their personal and professional lives

## COMMUNITY COVENANT

Our community covenant is founded on our shared calling and relationship as Christ-followers, as outlined in Colossians 3:12-15. *“Therefore, as God’s chosen people, holy and dearly loved, clothe yourselves with compassion, kindness, humility, gentleness and patience. Bear with each other and forgive one another if any of you has a grievance against someone. Forgive as the Lord forgave you. And over all these virtues put on love, which binds them all together in perfect unity. Let the peace of Christ rule in your hearts, since as members of one body you were called to peace. And be thankful.”*

Based on the teachings in this verse and the enabling of God, we endeavor that all of our interactions and communications will show respect for the wellbeing of all, especially those who may disagree with us.

To that end, we commit before God to communicate honestly, openly, and humbly— without cynicism or a supposed sense of superiority and always with the respect that allows us to recognize the value of others as children of God and members of this community. Furthermore, we recognize the value of diverse opinions and that unity does not require unanimity.

### Standards of Civility

By civility, we intend more than mere politeness. Rather we intend a basic set of attitudes and actions upon which we can build a community that is able to celebrate our differences, make decisions, and resolve conflict in a positive and forward-moving manner. These standards do not intend to stifle anyone’s leadership, academic freedom, or freedom of speech. Rather they provide ‘guidelines of participation’ for our Christian and professional community. The goal is to create the conditions that best allow trust and positive relationships to flourish.

Therefore, the NU administration, faculty, and staff commit to prioritize the following in our communications within NU and concerning NU to the general public:

1. Encouragement: encourage each other and value the contributions that all members make to the shared mission of NU.
2. Collaboration: choose to enter into communication non-defensively, assuming other parties have good will toward us and are acting in good faith.
3. Forgiveness: allow others to grow through forgiveness, and avoid holding grudges.
4. Inclusiveness: prioritize inclusive language and actively recruit input from under-represented voices (bearing in mind categories like gender, culture, ethnicity, position, and rank).

### Governance, Planning and the Use of Authority

We recognize that we all exercise authority in one or more areas, making decisions that affect others. Therefore, we commit to the following tenets:

Whether as individuals or as groups, we affirm that it is incumbent on us to value a broad perspective and seriously take into account those whom our decisions affect and those with a reasonable interest in our decisions. It is also incumbent on us, when we have a reasonable interest in decisions, to engage and offer input.

Similarly, we acknowledge that there are times when decisions are made with which everyone does not agree. In those instances, we commit to behave with a cooperative and positive attitude, even while we may continue to work respectfully within the system to seek change.

### Healthy Interaction, Input, Grievances, Complaints, and Contributions

In our communication, we will seek the most respectful, orderly, and productive tone and medium appropriate for our message and context. Particularly in times of conflict, we should, as professionals, craft our communication in a manner that minimizes miscommunication and preserves the intent of our message. The Employee and Faculty Manuals outline procedures for engaging the system and working through committee and group structures to affect change. In the case of more personal grievances between individuals, all effort should be made to resolve the issue through the process outlined in the Employee Manual, Section V: Conduct: Complaint Resolution.

We commit to the following actions:

1. Be truth seekers who speak in specifics, not in generalities.
2. Seek to understand fully before expressing disagreement or dissent.
3. Rely on first-hand accounts.
4. Strive to reconcile hurts and reach a mutually agreed upon resolution.
5. Take personal responsibility for uncivil or improper actions in order to restore harmony in the community.
6. Participate in the discussion of issues of concern, or if not, choose to respect the outcome.

We commit to this covenant remembering that in the companionship of fellow Christians we can see the image of God in one another. As Paul exhorts us, *“therefore make every effort to do what leads to peace and to mutual edification”* (Romans 14:19).

### Non-Discrimination

Northwest University does not discriminate on the basis of sex, race, color, age, national or ethnic origin, or physical disability in its admissions policies. Further, it is the policy of the University not to discriminate on the basis of sex,



race, color, age, national or ethnic origin, marital status, veteran status, disability status, or any other basis prohibited by federal, state, or local law, in the administration of its educational programs, including employment, scholarship and loan programs, and athletic and other college-administered programs and activities. Northwest is a drug and alcohol-free campus for all employees and students, and offers educational programs in alcohol and drug awareness for all campus groups. Inquiries regarding Northwest's policy and responsibilities should be addressed to the Executive Vice President.

Northwest University is in compliance with the Family Educational Rights and Privacy Act of 1974/1996. A full statement on FERPA rights is found in this catalog.

### **Precision of Language**

Northwest University is committed to the equality of men and women and to creating a learning community for all people. This commitment is based on the Bible's teaching that God's kingdom is made up of men and women from every nation, tribe, people, and language—and that no group constitutes the norm. Therefore, we expect students and members of the faculty, staff and administration to avoid sexist language and to employ inclusive language in writing, public speaking, and public worship. Further, we encourage members of the Northwest University community to be sensitive and respectful whenever referring to the personal characteristics of others. For guidance, see the Non-Discriminatory Language Guide at the Hurst Library.

### **Program Format**

Most graduate programs at Northwest University use a cohort system for most courses. Each new student is grouped into a "cohort" with the other entering students and registers for nearly the same course schedule as the other members of their graduate program's cohort for the entire program. In most programs students are allowed to take additional courses with other cohorts. Program cohorts range from 12-40 students, depending on the specific graduate program and course. The advantage of this system is the support and openness it creates. The cohort becomes a valuable resource into which students can tap. Students study and learn together. They also become comfortable with one another to the point of being able to discuss difficult issues and share personal accounts. Since a higher level of openness is attainable, a higher level of learning can also be reached.

### **Course Format**

Classes are designed to complement the lives of adult learners who often seek to balance their academic goals with the demands of everyday life. Masters level graduate programs take one to two years while doctoral programs may require a minimum of five years of full-time study scheduled across three annual semesters. Each graduate

program has been designed based on the nature of the discipline and vocational commitments of its students. For instance, the College of Education's programs are designed with sensitivity to teachers who are daily in the classroom, while many of the College of Ministry's classes meet for week-long intensive seminar sessions. Some graduate courses utilize Friday evening and all day Saturday schedules. Students should consult their respective program's course format details and the current program schedule online at [www.northwestu.edu](http://www.northwestu.edu) and in this catalog for specific class offerings, including days and times.

### **On-Demand Courses**

A limited number of course electives may be offered when enough students express interest. Students do so by communicating with their respective program at least one term before they desire to take the course.

### **Special Seminars**

Periodically, programs may offer students the opportunity to register for optional courses that do not meet in the traditional classroom format. At times, special seminars may be offered in a variety of formats. These seminars are taught to enrich the curriculum and build awareness for graduate students. Students should consult their program's semester schedule for more details.

### **Graduate Research**

Several graduate programs either require or offer students the opportunity to work with a graduate faculty member through independent or directed research on a topic of the student's choice. Students desiring to conduct graduate research in addition to the research requirements of their program must complete and submit a special request form to their program's office. If approved, a program professor will be assigned to the student to ensure that the proper quantity and quality of work is assigned and performed.

### **Institutional Review Board**

The Institutional Review Board (IRB) regulates the care of human participants and non-human subjects in research. In particular the job of the IRB is to establish and enforce ethical guidelines that protect human participants from harm, respect their dignity, and ensure the appropriate treatment and use of non-human subjects (animals). The IRB especially seeks to protect those who have limited understanding of the risks of their participation or who have diminished decision-making abilities. Thus all potential research projects that involve the use of human participants or animal subjects need to be reviewed by this board prior to their implementation. The IRB reports to the Academic Affairs Committee.

### **Membership**

The National Institute of Health specifies that the board must have at least five members who represent a variety of backgrounds. In particular federal policy indicates that at



least one member of the committee must be a scientist, one member a non-scientist and one member must not be affiliated with the institution in question.

### **Library**

The D.V. Hurst Library provides the Northwest University community with collections, services, and spaces that foster the integration of biblical faith with the academic research process. Library collections can be searched from the library website (<http://library.northwestu.edu/>) and most are available in online or digital formats.

Collections include substantial eJournal, eBook, and print book holdings covering all subject areas; the NU Archives and Syllabus Archive; the Perkins Judaic/Messianic Collection; and the Pentecostal Collection.

Library services include research guides and tutorials, interlibrary loan for articles, the EasyBib citation generator, computers, and wireless access. Librarians are available for consultation for any information needs, and specific queries can be sent by email to [library@northwestu.edu](mailto:library@northwestu.edu) or by using the chat form on the library website. NU students also enjoy borrowing privileges at a number of other local libraries (see <http://library.northwestu.edu/napcu/> for the full list).

The NU Library has a physical location on each of the three NU campuses. On the Kirkland Campus, the D.V. Hurst Library building provides a number of study environments including a 24 hour study space, collaborative group study areas, large and small group study rooms, and study carrels. The Kirkland Campus Library also offers color printing, scanning, and interlibrary loan for books.

### **Internships**

Internships allow students to put into practice what they learn in the classroom, and are an integral part of several graduate programs. If students desire to experience an internship when it is not required by their program, they should contact their program office for details. If an internship is approved, a graduate professor will provide guidance in the selection and approval of an internship site and assist in formulating the Internship Site Agreement. The program dean must approve the registration and internship schedule, including any specialized courses or activities pertinent to the internship. Ultimately, the student is responsible to ensure that internship activities satisfy any degree requirements.

# GRADUATE PROGRAMS ADMISSIONS

## General Admission Requirements

- A Bachelor of Arts or Science (or an equivalent degree) from a regionally accredited college or university. Allowances may be made for degrees accredited by the Association for Biblical Higher Education (ABHE), depending on the degree and major earned and the selected graduate program.
- A minimum of a 3.0 grade point average (GPA) on a 4.0 scale. College of Ministry graduate programs require a minimum of a 2.70 grade point average (GPA).
- Entrance Tests: The MBA program application requires a qualifying score on the Graduate Management Admissions Test (GMAT). The Psy.D. Program application requires taking the Graduate Record Exam (GRE). Northwest University's Institutional Code is #4541.
- Completion of application process, fulfillment of program-specific requirements, and acceptance into the respective graduate program.
- A maximum of six credits may be transferred into a Master's program to meet course requirements. A maximum of twenty credits may be transferred into the Doctor of Psychology program. (Any specific exceptions are explained in the respective program section of this catalog.) Grades received on transfer courses must meet the grade requirements of those of the student's graduate program.
- For additional, program-specific admissions requirements, please contact the respective enrollment counselor.

For students who have a green card or who are in the process of obtaining citizenship and are in good standing with the United States government:

- Fulfillment of General Admission Requirements and any program-specific admission requirements.
- Degrees obtained outside the US must be evaluated for the US degree equivalency and GPA by a NACES member agency.

<http://www.naces.org/members.html>

## Conditional Admissions Status

Conditional admission status may be offered to students who meet entrance requirements at Northwest University, but do not have a completed application. Admission to Northwest University is conditional based upon satisfying specific requirements prior to full admission. Individuals

admitted on Conditional standing will not be permitted to take courses for more than one term or session.

## International Student Admission Requirements

In addition to program-specific admission requirements, international students (those operating on an F-1 student visa) must:

- have a valid passport
- have proof of adequate funds to cover all expenses and travel for the duration of their first year of study
- have international medical insurance while studying at Northwest University
- comply with all laws and regulations related to F-1 students, as determined the United States Citizens and Immigration Services

## English Testing Requirement

Citizens of approved countries with English as an official language and/or the language of instruction are exempt from the TOEFL and IELTS. A current list of approved countries is maintained by the Center for English Language Education.

In addition, international students who have completed one full year of full-time study in the United States or other approved countries are not required to submit TOEFL or IELTS scores.

For graduate students whose native language is not English, one of the following requirements is necessary to qualify for admission to Northwest University: TOEFL internet-based score of 90 or IELTS score of 7. MATESOL students must submit a TOEFL internet-based score of 100 or IELTS score of 7.5.

## Foreign Degree Requirements

Any college or university transcript which is submitted from a school located outside of the US and Canada must be supplemented by an official evaluation of the transcript for US **degree equivalency** and **GPA**, performed by an institution approved by NACES <http://www.naces.org/members.html>. (Course-by-course evaluations are not required unless transfer credit is requested; for more information, please consult the enrollment counselor for the program to which you are applying.)

## TOEFL or IELTS Requirements and Waiver

For international students whose native language is not English, and do not hold a bachelor's degree or a master's degree from a US-based institution which is a) regionally accredited, and b) teaches its classes in English, are subject to the TOEFL or IELTS requirement:

- A minimum TOEFL score\* within the last two years: 90 on the internet based test -iBT exam;
- 6.5 on the IELTS exam;
- Or the successful completion of the Northwest University's CELE program is also acceptable: <http://www.northwestu.edu/cele/>

*\*Or as specified for each program.*

If you hold an equivalent degree from another English-only speaking country (as determined by an official evaluation), you may be eligible to receive a waiver of the TOEFL or IELTS.

Information concerning TOEFL schedules and test centers may be obtained from U.S. consulates or bi-national cultural centers in many countries or from the [TOEFL website](#). Information concerning IELTS testing may likewise be obtained from the [IELTS website](#).

### **Application Deadlines**

December 1; March 1; and June 1 prior to the applicable entering fall semester, or as specified for each program.

Priority is given to the first application deadline. Applications received by the first application deadline will be processed and either accepted, denied, or deferred to the second application deadline. Following the final deadline, applicants will be accepted as space is available. International students are encouraged to make the first application deadline because of the time it takes to issue an I-20 and receive a student visa.

## **LIFESTYLE STANDARDS**

### **Northwest University Lifestyle Standards**

Northwest University places a great deal of importance on relationships and recognizing the need for responsible behavior. The covenant linked below is the description of the environment the University seeks to maintain. Any questions about the covenant should be directed to the respective program dean or the Dean of Student Development.

In attending a Christian university, faculty and students expect a certain environment in which to study and pursue truth. Mutual respect and encouragement, healthy relationships, honesty, patience, forgiveness, and accepting personal responsibility for one's actions all create an atmosphere in which individuals from a variety of backgrounds and holding diverse viewpoints can learn from each other. As guided by the instructor, presentation of one's points of view is expected and encouraged. However, respect for the instructor, fellow students, and the learning environment has precedence over an individual's rights of expression. Abuse of good classroom etiquette is not allowed, and depending on the gravity of

the situation, might result in a student having restrictions placed on classroom discussion or interactions with other students. In extreme situations, a student's course grade may be reduced, or he/she may be removed from the class or the program. It is the policy of the University to prohibit harassment of any person by any of its employees or students.

The Community Handbook, Lifestyle Standards, is available online at:

<http://eagle.northwestu.edu/departments/student-handbook/>.

## **ENGLISH LANGUAGE EDUCATION**

Students who are admitted to Northwest University but who need additional help to bring their writing up to the level expected for graduate work may be encouraged or required to enroll in one or more of the following courses. Course descriptions are included at the end of this catalog, and course scheduling, registration, and cost details are available through the student's respective graduate office.

- LANG 4912 Graduate ESL Research Writing (two undergraduate semester credits)
- LANG 4922 Graduate ESL Grammar (two undergraduate semester credits)
- LANG 4932 Advanced Aural/Oral Skills (two undergraduate semester credits)

## **DISABILITY SERVICES**

For students with learning and/or physical challenges, as defined by the ADA and Section 504 of the Rehabilitation Act, Northwest University takes an individual and holistic approach to providing accommodation. A student may notify the University of his/her disability when the student is confirmed for enrollment. Formal notification to the Director of Academic Success and Advising is required prior to the consideration of an accommodation request. Documentation should include a medical or educational evaluation by a physician or licensed learning specialist, a description of what specific accommodations have been offered in the past, and a list of specific needs and services that will be requested from Northwest University. The Director works closely with students and their respective graduate programs and faculty to ensure all reasonable accommodations and services are provided.

## FINANCIAL INFORMATION

Northwest University is a private, church-related university. Therefore, no operating funds from taxes or public funds support its operation. Each student is charged tuition and certain fees which cover about eighty-five percent of the cost of his/her education. The remainder of the cost is provided by gifts from friends of the University, supporting districts, endowment income, and other earnings.

### Tuition

#### College of Arts and Sciences (CAS)

MATESOL-Online (per credit hour) ..... \$641.00

#### College of Business (COB)

MBA (per credit hour) ..... \$857.00

MBA-Online (per credit hour) ..... 857.00

#### College of Education (COE)

MIT (per credit hour) ..... \$868.00

M.Ed. (per credit hour) ..... 685.00

Professional Certification Only ..... 458.00

*Note: the 4 credits in the Professional Certification portion of the M.Ed. program (applicable also to students taking only the Pro-Cert program courses) have tuition of \$416/credit for pre-determined courses.*

#### College of Ministry (COM)

MABT (per credit hour) ..... \$544.00

MAML (per credit hour) ..... 544.00

MIM (per credit hour) ..... 544.00

#### College of Social and Behavioral Sciences (CSBS)

MACP (per credit hour) ..... \$723.00

MAICD (On-Campus, per credit hour) ..... 677.00

MAICD (Online Global Hybrid, per credit hour) ..... 627.00

Psy.D. (per credit hour) ..... 799.00

### Admissions Processing Fees

Application Fee (all programs; one-time fee) ..... \$30.00

### Deposits

Tuition Deposit (all programs; nonrefundable) ..... \$350.00

Housing Fee-Residence Halls, Student Apartments (one-time/non-refundable) ..... 150.00

Housing Deposit-Firs ..... 300.00

Housing Deposit-Duplexes ..... 500.00

## Special Fees

Because each graduate program has courses and experiences that are unique to students in that program, the following special fees above tuition apply as noted. Because fees are usually tied to specific services, all fees are subject to change without notice and may not be refundable.

Travel Course Fees.....	(see applicable semester schedule for updated travel fees)
Course Auditing: Tuition per credit hour.....	(20% of respective program's tuition)
Independent Study Fee.....	(tuition plus 20% of respective program's tuition)
Vehicle Registration Fee (most campus based programs; per year) .....	\$70.00

## College of Arts & Science

Independent Study Fee (per credit in addition to applicable tuition charge) .....	\$128.00
Graduation Fee (one time prior to graduation).....	110.00
LANG 4912 Graduate ESL Research Writing (one time tuition charge) .....	1,000.00
LANG 4922 Graduate ESL Grammar (one time tuition charge) .....	1,000.00
LANG 4932 Advance Aural/Oral Skills (one time tuition charge).....	1,000.00

## College of Business

Independent Study Fee (per credit in addition to applicable tuition charge) .....	\$171.00
Graduation Fee (one time prior to graduation).....	110.00
Library Fees (exception MBA Online; per semester).....	35.00
Student Activity Fee (exception MBA Online; per semester) .....	25.00
BUSM 5153 Negotiations (simulation case study) .....	24.00
BUSM 5313, 5463, 5573 (Business Week Subscription) .....	27.00
BUSM 6513 Legal & Ethical Responsibility (Comprehensive testing fee) .....	40.00

## College of Education

Independent Study Fee (MIT, per credit in addition to applicable tuition charge) .....	\$174.00
Independent Study Fee (M.ED, per credit in addition to applicable tuition charge).....	137.00
Graduation Fee (one time prior to graduation).....	110.00
EDMA 5013 Curriculum Design and Instruction (Candidate Planner Fee) .....	20.00
EDMA 5043 Foliotek Portfolio System.....	120.00
EDMA 5421 Safety and Legal Seminar (Seminar Fee) .....	35.00
EDMA 5486 Student Teaching Fee (College of Education only; one time).....	250.00

## College of Ministry

Independent Study Fee (per credit in addition to applicable tuition charge) .....	\$109.00
Graduation Fee (one time prior to graduation).....	110.00
Library Fees (exception MLM; per semester).....	35.00
Student Activity Fee (exception MLM; per semester) .....	25.00
BIBL 5003 Biblical Land Trip (Travel Fee) .....	4,000.00
THEO 5893 Germany Reformation (Travel Fee) .....	3,300.00
CMIN/THEO Project Additional Reader Fee (College of Ministry).....	250.00
CMIN/THEO 6990 Project Continuation (College of Ministry; per semester) .....	250.00

## College of Social & Behavioral Sciences

Independent Study Fee ( <i>MACP, per credit in addition to applicable tuition charge</i> ) .....	\$145.00
Independent Study Fee ( <i>MAICD, per credit in addition to applicable tuition charge</i> ).....	135.00
Independent Study Fee ( <i>MAICD Online Global Hybrid, per credit in addition to applicable tuition charge</i> ).....	125.00
Graduation Fee ( <i>one time prior to graduation</i> ).....	110.00
Library Fees ( <i>per semester</i> ) .....	35.00
Student Activity Fee ( <i>exception MAICD; per semester</i> ).....	25.00
CSBS Student Lab Fee ( <i>exception MAICD; per semester</i> ).....	35.00
GLST 5932 Oxford Orientation Trip ( <i>MAICD Online Global Hybrid only; one time only</i> ) .....	1,000.00
GLST 59x2 Oxford Thesis Presentation Trip ( <i>MAICD Online Global Hybrid only, per semester</i> ) .....	200.00
GLST 5952 Practicum III ( <i>Assessment fee</i> ) .....	160.00
MAICD Leadership Fee ( <i>MAICD On Campus only, per semester</i> ) .....	60.00
MAICD Research Tutor Fee ( <i>Online Global Hybrid only, per semester</i> ) .....	60.00
PSYC 6403 Psychodiagnostics ( <i>MACP Lab Fee; one time</i> ) .....	100.00

## Doctor of Psychology Program:

Independent Study Fee ( <i>per credit in addition to applicable tuition charge</i> ) .....	\$160.00
Graduation Fee ( <i>MACP en route to PsyD; one time prior to graduation</i> ).....	25.00
Graduation Fee ( <i>one time prior to graduation</i> ).....	110.00
Library Fees ( <i>per semester</i> ) .....	35.00
Student Activity Fee ( <i>per semester, first four years of program</i> ) .....	25.00
PYSC 7202 Social Justice and Faith Integration ( <i>Cultural Immersion Fee</i> ).....	1,000.00
PYSC 7502 Multicultural Issues in Psychology ( <i>Cultural Immersion Fee</i> ) .....	1,000.00
PYSC 7662 International Field Study ( <i>Cultural Immersion Fee</i> ).....	1,000.00
PSYC 8963 Doctoral Dissertation in Psychology ( <i>Publication fee</i> ) .....	130.00
Psy.D. Assessment Fee ( <i>per semester, first four years of program</i> ) .....	35.00
Psy.D. Foliotek Fee ( <i>New Student, one time</i> ).....	120.00
Psy.D. Student Professional Development Fee ( <i>Psy.D. only; per semester</i> ) .....	75.00



## PAYMENT POLICIES

### Payment of Accounts

The total cost of each term is based upon the total number of credits taken that term. It is the policy of the University that there can be no outstanding past due accounts at registration. All past due and old accounts must be settled or alternate arrangements must be agreed upon with the Student Accounts Office prior to registering for the following term. Negotiated arrangements for paying anything other than the full amount must be established prior to registration. The Payment of Accounts Policy also applies to those qualifying for veteran's benefits and outside scholarships.

### Pay In Full Plan

Tuition and fees are to be paid in full before the first day of class each term unless prior arrangements have been made with the Student Accounts Office. All students must sign a contract/promissory note agreeing to the payment conditions prior to program enrollment.

### Monthly Payment Plan: Tuition Management System (TMS)

Students wishing to make monthly payments based upon the annual cost of tuition and fees can enroll in TMS, which is a budgeting service that allows students to pay an entire year's education cost in monthly installments. TMS provides an annual twelve month payment plan based upon the estimated program charges, minus the estimated financial aid (including loans) for the entire academic year in order to help students spread out and manage the cost of education. For students choosing to utilize this option there is an annual \$110.00 enrollment fee, and the first payment must be received by TMS no later than August 10th of each year. Should a student enroll with TMS after the August 10th starting date, multiple payments may be required in order to make his or her plan current. Non-delinquent participants will not be assessed finance charges. If you have any questions, contact the Student Accounts Office or visit TMS online at [www.afford.com](http://www.afford.com).

### Past Due Accounts

A balance owing is considered past due if:

- Payments are not made by the dates on which they are due.
- Financial aid is not credited to the student's account by the due date as specified in the promissory note (typically the last business day of the month following registration).
- Any charges which were not included in the payment plan are still owing on the last business day of the month in which they were charged.

The Student Accounts Office will contact students failing to meet the payment schedule via e-mail and telephone. Northwest University personnel, including staff from the

respective graduate office, may also contact the student. These efforts to communicate will be made for a period of approximately 45 days, and students failing to respond may be withdrawn from the University. Since financial responsibility is part of the educational process, the Student Accounts Office encourages students to meet and counsel with University personnel any time a financial problem arises. Many problems may be avoided and/or resolved with communication, which is the key to successful fiscal responsibility. The University reserves the right to assign delinquent accounts to an agency for collection and/or attach the student's credit report.

### Educational Benefits

Northwest University is approved as an educational institution for the training of veterans or their dependents. Applications are available on the Department of Veterans Affairs website at [www.gibill.va.gov](http://www.gibill.va.gov). Those qualifying under the extended Social Security Act should apply for benefits at their local offices of the Social Security Administration. The University will make the proper certifications as to enrollment and attendance after the student has enrolled in the University.

### Late Fees

Northwest will charge late fees as follows: For balances between \$0.00 and \$25.00, the late fee will be zero. For balances \$25.01 and over a 1.5% late fee not to exceed \$100.

TMS - Tuition Management system will assess a \$55.00 late fee for each late payment made on the monthly plan established at the beginning of the school year/semester the student is attending. Please contact TMS for further details.

### Past Due Accounts

A student is considered past due if:

- payments are not made by the dates on which they are due.
- financial aid is not credited to the student's account by the due date as specified in the promissory note (typically the last business day of the month following registration).
- any charges, which were not included in the payment plan, still owe on the last business day of the month in which they were charged.

Students failing to meet the payment schedule will be contacted through campus mail and by telephone by the Student Accounts Office. The student may also be contacted by campus registered mail and Northwest University personnel which may include staff from the Student Development Office and/or professors. Efforts to communicate will be made for a period of approximately 45 days.



If, after these efforts are accomplished and it is clear that the student is aware that payments are delinquent, reasonable attempts to address the financial obligations have not been made, the student will no longer be allowed meal card privileges, and/or Internet privileges.

If the financial problems persist, on-campus resident students will no longer be allowed to live in on-campus housing, and may be suspended from class until a solution is reached between the Student Account Office and the student. Students failing to respond will be withdrawn from the University by the Provost.

Since financial responsibility is part of the educational process, the Student Accounts Office encourages students to meet and council with the University personnel any time a financial problem arises. Many problems may be avoided and/or resolved with communication. Communication is the key to successful fiscal responsibility.

The University reserves the right to assign delinquent accounts to an agency for collection and/or attach student's credit report. The venue of defaulted Federal Perkins Student Loans shall be in King County, State of Washington or as determined by the holder of the defaulted Promissory Note.

### **Cancellation of Registration**

The Registration Cancellation Policy applies to all terms. When a student registers for term courses but decides not to attend, he or she should cancel his or her registration by notifying the Registrar's Office in writing before the first day of the term. If a student does not cancel his or her registration prior to the first day of classes and does not attend class, a \$100.00 administrative fee in addition to the \$25.00 registration fee will be charged. Students who attend classes and then decide not to attend will need to withdraw from the term classes (see the Withdrawal Policy below and the academic calendar for the applicable first day of class).

- Even with cancellation received prior to the first day of class, a \$25.00 registration fee is incurred.
- With cancellation on or after the first day of class with no classes attended, a \$25.00 registration fee and a \$100.00 administrative fee is incurred.

### **Withdrawal from the University**

Adjustments will be made on the accounts of students who withdraw from the University during the term; however, the outcome is subject to the following conditions:

- The student must have officially withdrawn from the University.
- Fees are nonrefundable.
- Tuition is charged based upon the highest number of credits during the term and will be charged according to the chart below based upon the date the withdrawal paperwork is submitted:
  - 12.5% ..... during first week of classes
  - 25.0% ..... during second week of classes
  - 37.5% ..... during third week of classes
  - 50.0% ..... during fourth week of classes
  - 62.5% ..... during fifth week of classes
  - 75.0% ..... during sixth week of classes
  - 87.5% ..... during seventh week of classes
  - 100.0% ... after seventh week of classes

### **Withdrawal from University – Administrative**

If a student is absent from all classes for more than two weeks consecutively without contacting the Registrar's or Provost's Office to explain the reason for his or her absences, the University has the authority to administratively withdraw the student from all course enrollments and to assign grades of "F" to each course. In this case, the official withdrawal date for financial obligation purposes will be two weeks after the last date of class attendance as certified by faculty and verified by the Registrar's Office.

# GRADUATE ACADEMIC PROGRAMS

Academic Discipline	Degree	Major	Concentration	Campus Offering	Online Offering
<b>College of Arts and Sciences</b>					
TESOL	MA	✓			✓
<b>College of Business</b>					
Business Administration	MBA	✓		✓	✓
Non-Profit Management			✓		✓
Project Management			✓		✓
Public Safety Administration			✓		✓
<b>College of Education</b>					
Curriculum and Design	M.Ed.	✓		✓	✓
Educational Assessment			✓		
English Language Learning			✓		
Teacher Leadership			✓		✓
Master in Teaching	MIT	✓		✓	
<b>College of Ministry</b>					
Master in Ministry	MIM	✓			✓
Bible and Theology	MA	✓		✓	
Missional Leadership	MA	✓		✓	
<b>College of Social and Behavioral Science</b>					
Counseling Psychology	MA	✓		✓	
Counseling Psychology	Psy.D.	✓		✓	
International Community Development	MA	✓		✓	✓

# ACADEMIC POLICIES AND PROCEDURES

## Grade Quality of Performance

Grade	Explanation	Grade Points	Grade	Explanation	Grade Points
A	Superior performance in all aspects of the course with work exemplifying the highest quality-Unquestionably prepared for subsequent courses in field.	4.0	D+	Minimal learning and low quality performance throughout the course-Doubtful chance of success in subsequent courses.	1.3
A-	Superior performance in most aspects of the course; high quality work in the remainder-Unquestionably prepared for subsequent courses in field.	3.7	D	Very minimal learning and very low quality performance in all aspects of the course-Highly doubtful chance of success in subsequent courses in field.	1.0
B+	High quality performance in all or most aspects of the course-Very good chance of success in subsequent courses in field.	3.3	D-	Little evidence of learning-Poor performance in all aspects of the course-Almost totally unprepared for subsequent courses in field.	0.7
B	High quality performance in some of the course; satisfactory performance in the remainder-Good chance of success in subsequent courses in field.	3.0	F	Failure to meet requirements of the course-Unprepared for subsequent courses in field.	0.0
B-	Satisfactory performance in the course-Evidence of sufficient learning to succeed in subsequent courses in field.	2.7	I/*(grade default)	Incomplete coursework/*grade default, if the incomplete coursework is not resolved the approved timeframe, the Incomplete will revert to the recorded grade default	n/a
C+	Satisfactory performance in most of the course, with the remainder being somewhat substandard-Evidence of sufficient learning to succeed in subsequent courses in field with effort.	2.3	NC	No Credit, C- or lower grade	n/a
C	Evidence of some learning but generally marginal performance-Marginal chance of success in subsequent courses in field.	2.0	P	Pass C or better grade	n/a
C-	Minimal learning and substandard performance throughout the course-Doubtful chance of success in subsequent courses.	1.7	R	Repeated Course	n/a
			S	Satisfactory	n/a
			W	Withdrawal from course	n/a
			WZ	Administrative Withdrawal for non-attendance	n/a
			Z	Grade Unavailable (temporary grade assigned while the actual grade is being clarified)	n/a

# GRADING AND GRADE POINT AVERAGES

## Grade Points

Northwest University desires to provide students with an honest evaluation of their performance, not only in relation to other students in a particular course, but also in relation to the academic standards generally expected at institutions of higher education. To that end, and especially as a Christian university, we approach grading with a focus on the values of integrity, truth-telling, and respect. In the assigning of grades, these values apply not only to the relationship of the faculty member to the individual student, but also to the relationship of Northwest University to larger communities – social, regulatory, business, religious, and academic. Consequently, Northwest University seeks to uphold a grading system that carefully differentiates and provides an honest assessment of student performance, recognizes truly exceptional achievement, and maintains University credibility.

## Grade Point Average

A student's grade point average (GPA) is determined by dividing the total number of grade points earned during a given period by the number of credits for which the student was enrolled and received a regular grade during the same period. Students' semester grade point average (SGPA) and cumulative grade point average (CGPA) are calculated and reported each semester. For example:

### 1<sup>st</sup> Semester:

15 credits attempted

47 grade points earned

SGPA = 3.133 (47/15 = 3.133)

CGPA = 3.133 (47/15 = 3.133)

### 2<sup>nd</sup> Semester:

17 credits attempted

50 grade points earned

SGPA = 2.941 (50/17 = 2.941)

CGPA = 3.031 (97/32 = 3.031)

### 3<sup>rd</sup> Semester:

17 credits attempted

65 grade points earned

SGPA = 3.824 (65 / 17 = 3.824)

CGPA = 3.306 (162 / 49 = 3.306)

## Academic Progress towards Graduation

Each graduate program establishes its own guidelines and requirements to insure students demonstrate sufficient mastery of course material. Although overall end-of-program requirements always exist, most programs also have incremental course-by-course limits. These might specify minimum course grades, which if not met means the course must be repeated. The program might require an overall cumulative average for program courses. Consult the respective graduate program section for details.

## Academic Probation

Students who fail to maintain a satisfactory academic progress towards graduation are placed on Academic Probation. Probation is a temporary status intended to help focus the student's effort while concentrating the program's resources to address and remedy the causes of insufficient academic progress. Probation is not intended as a punitive measure but as a warning and a time for necessary improvement. Probation, however, could lead to further academic penalties and financial aid restrictions as deemed necessary by the program. Consult the respective graduate program section for details.

## Course Repeat

Should a student desire to repeat a course for the purpose of raising his or her grade, the student must obtain prior permission from their program. Re-registration for the course is required, depending on the respective program, and there is a re-registration cost. The latest completed course grade is considered the grade of record as it pertains to credit toward graduation and to the official transcript. (A grade of "W" is not considered a completed course grade.) Graduate programs may have a higher GPA graduation requirement that must be met, but in no case will a student graduate with a CGPA below 2.0.

## Grade Reports

Grade reports are made available to all students following the close of each term via the online web site.

## Incomplete Grades

A student may request an Incomplete Grade for reasons of illness or emergency. A written request for an Incomplete must be submitted to and approved by the professor of the course before the end of the course. The Incomplete must be completed by the end of the fourth week of the following course session. In the interim time period, the grade of "I/default grade" will be posted on the student's transcript. At the conclusion of the four week time period, the incomplete grade will be updated by the professor or convert to the current grade reported by the professor.

## Enrollment Certifications

The Registrar's Office certifies official enrollment verifications after the Last Day to Add/Drop Courses.

## Full-Time/Part-Time Enrollment Status

Enrollment status is an important issue and is based on the amount of assigned and expected work contained in the program classes. Accrediting agencies stipulate that a full-time enrollment status equates to a student working on course-related assignments between 40-45 hours each week, hence the term "full-time." Because each graduate program is unique and has established expected student research and assignment workloads, the number of credits involved in determining enrollment status varies between programs. Financial Aid is awarded based on the enrollment status of students following the information below for each program. By Department of Education regulations, no financial aid is available for students who are registered for less than half-time. Consult the Financial Aid Office for specific questions regarding the program of interest.

### College of Arts & Sciences – MA-TESOL:

Full-Time = 9 credits;  
Three-Quarter Time = 7 or 8 credits;  
Half-Time = 6\* credits

### College of Business:

Full-Time = 6 credits;  
Three-Quarter Time = 5 credits;  
Half-Time = 4 credits

### College of Education – Master in Teaching:

Full-Time = 9 credits;  
Three-Quarter Time = 7-8 credits;  
Half-Time = 6\* credits

### College of Education – Master of Education:

Full-Time = 9 credits;  
Three-Quarter Time = 6-8 credits;  
Half-Time = 5\* credits

### College of Ministry:

Full-Time = 9 credits;  
Three-Quarter Time = 7 or 8 credits;  
Half-Time = 6\* credits

### College of Social and Behavioral Sciences – MA-Counseling Psychology, Psy.D. in Counseling Psychology

Full-Time = 9 credits;  
Three-Quarter Time = 7 or 8 credits;  
Half-Time = 6\* credits

### College of Social and Behavioral Sciences – MA-International Community Development

Full-Time = 8 credits;  
Three-Quarter Time = 6-7 credits;  
Half-Time = 5 credits

*\*Exception: graduate students enrolled in their respective graduate program's thesis, dissertation, or internship course will be considered as registered as a half-time student.*

Most graduate programs are based on a cohort system, and attending part time usually is not a readily available option. (Consult the applicable portion of this catalog for specific

program enrollment options.) For this reason, a student is responsible for all complications (concerning the availability of required courses or the ability to meet graduation requirements, for example) that may occur should, for emergency reasons, he or she need to attend less than full time.

A student must have the permission of their program in order to enroll for fewer than the required credits in any given term during the course of the program, and that option may not be available. Should a student take less than a full-time academic load in any semester, either due to transferring credits or emergency reasons, his or her financial aid may be affected.

## Course Sequence and Program Progression

For some graduate programs, the sequence of courses is critical to the complete educational and professional experience. Additionally, many graduate programs are designed to rely heavily on the student cohort model. Thus, students are expected to enroll in every predetermined course scheduled each term. Electives are extra, optional, and made available only with a sufficient number of requests. In an emergency situation, a student may be allowed to postpone, drop, or withdraw from one or more courses. In some programs, in order to preserve all cohorts, the student may be required to make up all missed mandatory courses in an independent study format and to pay the associated independent study fee in addition to the cost of tuition. A student will very seldom be integrated into another cohort. In every situation the format in which the student will make up the course(s) is up to the determination of the respective graduate program office. In addition, should a student decide in conjunction with the graduate program office to take fewer courses per semester than the required course sequence entails, the student must complete the entire program within four years from the program start date for master's students and within seven years for doctoral students, or he or she may no longer be allowed to continue in the program. Graduate students are completely responsible to complete their program within the allotted timeframe.

Another consideration when deferring courses is that complications arise when the deferred class is a prerequisite for a subsequent course. Courses cannot be taken unless all prerequisites are fulfilled, and it is the student's complete responsibility to verify that all prerequisites are met before enrolling in any course. Also, any complications that may occur should he or she postpone, drop, or withdraw from a mandatory course are the student's complete responsibility. The student must confer with their graduate program office when deciding to postpone, drop, or withdraw from a mandatory course.

Should a student defer enough courses to put him or her below the number of credits required to meet full-time or



half-time equivalency, financial aid eligibility may be affected. See the section on Full-Time/Part-Time Status.

### **Class Attendance**

Classes are conducted to help students develop their skills and knowledge. Students' attendance is assumed. If absences occur, the student is responsible for missed work. Because classes differ, individual instructors state their specific attendance policies and define the consequences of absence, tardiness, and early exiting in the course syllabus. Appeals relating to attendance are addressed first to the instructor and second to the respective graduate program office.

### **Dropping a Course**

In an emergency situation, and before the student attends the first class of the semester, he or she may drop a course by submitting an Add/Drop Form to the Registrar's Office. The tuition paid for that class will then be reimbursed in full. After the Last Day to Drop a Course for the respective program, courses cannot be added or dropped, and tuition will not be reimbursed. Dropped courses do not appear on a student's transcript.

### **Withdrawing from a Course**

After the Last Day to Drop a Course has passed, a student can only withdraw from a course and will receive no tuition reimbursement. In this event, the course remains on the transcript as a part of the academic record with a "W" (Withdrawal). Withdrawals must be completed prior to the end of the course withdrawal period for the respective graduate program. The student's GPA is not affected by a withdrawal. However, financial aid eligibility may be affected. In order to withdraw from a course one must submit a Course Withdrawal form to the Registrar's Office.

### **Withdrawing from the Program**

In order to withdraw from all courses and from the University, students must submit a Cancellation / Withdrawal Form to the Registrar's Office. If it is impossible to follow this procedure due to some emergency, the Registrar must be notified within one week of the student leaving.

### **Auditing Courses**

An auditor is a person who attends a class but is not held responsible for the course work. Out of courtesy, the auditor should not participate in discussions except as allowed in consultation with the professor. An audited class requires the prior permission of the course's graduate program office and a Request to Audit form completed and submitted to the Registrar's Office. A special Audit Fee is required. Online courses are not available for Audit.

### **Transferring Credits from Other Institutions**

Northwest University's academic calendar is formatted on a semester basis. A credit transferred into Northwest from

a college operating on a quarter-calendar is equivalent to 2/3 of a semester credit. Thus, one can translate quarter credits to semester credits by dividing the quarter credits by 1.5.

Master's students are allowed to transfer a maximum of six graduate credits, while doctoral students are allowed to transfer a maximum of 20 credits, from other regionally accredited colleges and universities. In order to determine credit equivalency by comparing the desired course(s) to be transferred with the desired course requirements to be fulfilled, the following are considered: the number of credits per each course, the equivalency of the units (for example, if the credits are based upon quarter units instead of semester units), the content of each course, and the student's earned grade in the course to be transferred.

In order for the transfer of credits to occur it is the student's responsibility to contact the respective graduate office to initiate the process. In all cases an official transcript must be received, evaluated by the graduate office, and approved by the dean. This must be done prior to registering for any courses in the program to prevent granting credit twice for the same course. There is no charge for transferred courses and transferred credits do not apply towards financial aid awards.

### **Academic Honesty**

Northwest University has intentionally developed a learning community that includes Academic Honesty as a foundational value and expects honesty from faculty and students in all areas, including academic lives.

Northwest University considers dishonest academic conduct by students to include any activity that allows a student to take an unfair advantage of fellow students. Examples of academic dishonesty by students include the following:

- Cheating on assignments or examinations.
- Submitting material that has been prepared by someone else or failure to give full credit to material prepared by someone else (plagiarism). Plagiarism is defined as "using someone else's ideas or phrasing and representing those ideas or phrasing as our own, either on purpose or through carelessness" (MLA).
- Arranging for another person to serve as test-taker.
- Seeking help from another person or source during a test in which collaboration is not permitted.
- Submitting the same (or essentially the same) paper in more than one course without prior consent of the current assigning professor(s).
- Making false statements in order to acquire special consideration from an instructor.
- Sabotaging another student's work.

Additionally, for faculty, academic dishonesty included unduly altering a student's grade or awarding points when not earned.

The Academic Honesty policy functions at Northwest University on an honor basis so faculty and staff agree to academic integrity standards upon hire and acknowledge willingness to enforce the policy and report misconduct. Academic dishonesty may result in the student failing the assignment, receiving an "F" in the course, or possibly being dismissed from the University. Instances of academic dishonesty are typically reported to the Provost's Office. Any student disciplined by a faculty member for alleged academic dishonesty has the right to appeal the disciplinary action. The student should initiate his/her appeal according to procedures outlined in the Northwest University Student Academic Appeals Policy, which is available in the Provost's Office or the Student Development Office.

### **Anti-Plagiarism Software**

When academic dishonesty occurs, the teaching-learning process is undermined and students rob themselves of the educational benefit intended by the assignment. To assist students and faculty, Northwest University is utilizing Turnitin.com, an online plagiarism detection service that conducts textual similarity review of submitted papers. When papers are submitted to Turnitin.com, the service will retain a copy of the submitted work in the Turnitin database for the sole purpose of detecting plagiarism in future submitted works. Students retain copyright of their original work.

### **Academic Appeals**

**Student Responsibility and Expectations:** A student is expected to relate to the standards of his/her graduate program and to the individual professor's classroom regulations and course expectations in a positive way. Students must be courteous toward the professor and refrain from conduct which disrupts the learning process. If a student has a grievance against a professor with regard to a grade received, a discipline received for academic dishonesty, or other teacher action affecting the student's standing, the student shall first respectfully speak to the professor concerning the situation.

**The Academic Appeals Process:** If an acceptable resolution is not reached between the student and the professor, or if the student finds the professor unapproachable, the student should speak to the graduate program dean (or applicable associate dean). Again, if an acceptable resolution is not reached or if the professor is the dean, the student may appeal to the Provost. A form for this purpose (Student Petition for General Academic Matters) is available on the web site of the Office of the Provost.

If the matter still remains unresolved, the student will have seven days to request (in writing to the Provost) a hearing

by the Academic Affairs Committee (the University's highest academic consideration committee). Instructions for this process are found in the Student Academic Appeals Policy which is available from the Office of the Provost.

### **Electronic Communication**

Students will need access to high speed internet to support interaction in classes and with their program leadership. Student also must have access to and use the most recent version of Microsoft Word (available to students from the Northwest Bookstore at a significant discount).

It is essential that students understand the nature and scope of electronic communications in their graduate program. Nearly all communication between students and their graduate office, all administrative forms management, course management and reporting, and cohort information are conducted through electronic means. Graduate programs have important information on the following Northwest University websites:

- the "eagle" website:  
<http://eagle.northwestu.edu/academic>,
- the main university website:  
<http://www.northwestu.edu/graduate/>
- the course management system's website:  
<https://discoverv.northwestu.edu>

Each of these provide pertinent and helpful information for course-related matters such as syllabi, grades, testing and for submitting papers, as well as updates and announcements regarding special program offerings and services provided by the student's graduate office. All graduate students are assigned a Northwest University e-mail account prior to the start of the first course. Students are required to use such as the primary means of communication for issues related to academic, advising and student services. Students are able to access and download the various management tools necessary for a wide variety of tasks inside and outside of the classroom.

### **Solicitation and Confidentiality**

Since graduate classes and cohorts provide a warm and inviting environment conducive to fostering close student relationships, respect and care for such relationships and all information disclosed by students over the course of the program must be preserved. Therefore, students should keep all student information, including student contact information, completely confidential. Students are prohibited from using student contact information and student mailboxes for solicitation purposes of any kind. In addition, students are not obligated to disclose any information, including contact information, to other students.



## **Campus Alert System and Emergency Closure Notification Procedures**

In the case of an emergency or class cancellation due to weather the University's Campus Alert system will send out emergency text messages directly to student and employee cell phones. You can sign up for this service by going to the Eagle website at [eagle.northwestu.edu](http://eagle.northwestu.edu) and clicking on the "Campus Alerts Tab." You can also call the main Northwest University phone line at 425.822.8266.

## **STUDENT RECORDS**

### **Transcripts**

An official copy of a student's academic record at Northwest University that bears the official seal of the University and the signature of the Registrar is referred to as a transcript. Requests for transcripts must be accompanied by the student's signature and a \$5.00 fee for each copy. Phone orders for transcripts cannot be accepted.

**NOTE:** Financial indebtedness to the University will prevent the release of a student's transcript. If a student is delinquent (as determined by the Promissory Note) in his/her Federal Perkins Student Loan or NDSL payment, he or she will not be eligible to receive deferment, cancellation provisions, nor will academic transcripts be released.

Since the Registrar can only verify the authenticity of course work earned at Northwest University, transcripts entrusted to the University from other institutions cannot be duplicated and given to the student or other external individuals without the expressed written permission of the institution and the student.

### **Family Education Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act of 1974 specifies and protects students' rights and privileges concerning their records and information. Be aware of your following rights:

**The Right to Prevent Disclosure** – You have the right to prevent disclosure of educational records to third parties with certain limited exceptions. It is the intent of this institution to limit the disclosure of information contained in your educational records to those instances when prior written consent has been given to the disclosure, as an item of directory information of which you have been refused to permit disclosure, or under the provisions of FERPA which allow disclosure without prior written consent.

**The Right to File a Complaint with the U.S. Department of Education** – You have the right to file a complaint with the U.S. Department of Education if this institution fails to comply with FERPA. Do so by contacting:

The Family Policy and Regulations Office  
U.S. Department of Education

400 Maryland Ave. SW  
Washington D.C. 20202

**The Right to Inspect** – You have the right to review and inspect substantially all of your educational records maintained by or at this institution.

**The Right to Obtain Policy** – You have the right to obtain a copy of Northwest University's written FERPA policy. A copy may be obtained through the Registrar's Office in person or by mail. Do so by contacting:

Registrar's Office  
Northwest University  
P.O. Box 579  
Kirkland, WA 98083-0579

**The Right to Request Amendment** – You have the right to seek to have corrected any parts of an educational record in which you believe to be inaccurate, misleading, or otherwise in violation of your rights. This includes the right to a hearing to present evidence that the record should be changed if this institution decided not to alter the educational records according to your request

## **PROGRAM COMPLETION, GRADUATION, AND COMMENCEMENT PARTICIPATION**

### **Course Completion**

Northwest graduates students three times a year: early May, late August, and late December. (The specific graduation dates are listed in the Academic Calendar available through the eagle website.) The graduation date should not be confused with the public Commencement Ceremony that occurs in late April or early May, described below. Each graduating student must complete all required coursework, credit hours, and maintain all GPA requirements prior to graduation. (Because several graduate programs utilize the summer semester as their final semester, some programs' students are allowed to participate in commencement ceremonies as long as their degrees will be completed by the end of the summer semester following commencement.) Since the awarding of a degree certifies that the student has met all requirements, students who have not met these requirements will be reclassified as graduating the following term, provided the requirements are met by that time.

### **Degree Requirements**

All requirements must be completed prior to graduation. Incomplete courses are not considered completed. Candidates who receive an incomplete grade in a course required for graduation will have their application reclassified to the next term. The catalog requirements in effect during the term in which the student first enrolled are

applicable, provided graduation is within four years from the end of that term for master's students and within seven years for doctoral students.

### **Graduation Application Fee and Submission Deadline**

All applicants for graduation must pay at the time of application a fixed, nonrefundable graduation fee to cover the cost of the diploma and commencement. If the student cancels the application for graduation or if graduation is postponed, the fee is retained and used when the student graduates. Students must submit a Graduation Application to the Registrar's Office no later than the end of the first week of the term before they wish to graduate.

### **Graduation Audit**

Each graduating student must have his or her records audited by the Registrar's Office prior to graduation to confirm the remaining graduation requirements and ensure that they will be met. It is the student's responsibility to arrange this audit with the Registrar's Office.

### **Residency Requirements**

Residency refers to the coursework completed in the student's respective graduate program. No more than six graduate semester hours can be transferred from another accredited college or university (Doctor of Psychology students should reference that portion of the catalog for additional information). All graduates, at the time of graduation, must be enrolled or eligible to be enrolled for the term in which they graduate.

### **Student Responsibility**

While the University provides advisement services to its students through the graduate program offices, the Registrar's Office, and other sources, the final responsibility rests with the student to fulfill all requirements for graduation, including those identified in an official program audit. This includes requirements resulting from program modifications affecting course offerings as may be adopted by the University and/or by the respective graduate program.

### **Commencement Participation**

No one will be presented as graduating at a public commencement ceremony if they have not satisfied each graduate program's requirements (refer to individual program for specific requirements). The Registrar's Office requests clarification for outstanding credits during the spring semester and must certify to the Provost that students will have satisfied all graduation requirements. Only the Provost can allow students to participate in commencement with outstanding requirements.

### **Honor Societies**

**Psi Chi** – Psi Chi is the National Honor Society in Psychology, founded in 1929 at Yale University. The purpose of Psi Chi is to encourage, stimulate, and maintain excellence in scholarship.

# DUAL DEGREES

## Purpose of Dual Degrees

Northwest University, having recognized the possibility of shared features between certain of our graduate programs, has created dual degree programs that will serve a select constituency of students wishing to embrace a broader academic experience.

The College of Ministry in conjunction with the College of Education and the College of Business has created the following dual degree programs:

- Master of Arts in Missional Leadership with Master of Business Administration
- Master of Arts in Missional Leadership with Master in Teaching
- Master of Arts in Missional Leadership with Master of Education

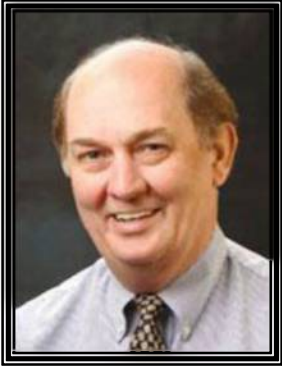
Moreover, we recognize that individual degree programs undergo episodic curricular revision and so both academic departments involved in the delivery of a specific dual degree program will remain in close communication with each other when either individual degree program is undergoing curricular changes that could affect the program and delivery of the dual degrees.

## Programmatic Distinctive of Dual Degrees

There are some distinct differences in the nomenclature of “dual” vs. “joint” degrees that require clarification. Here are some of the essential programmatic features of a dual degree should be viewed:

- A dual degree is a combined program whereby at the completion, a student will earn two master’s degrees (not one).
- Students enrolled in a dual degree program must complete the entire prescribed program as stated in order to earn the dual degrees.
- Students wishing to enroll in the dual degree program must meet all programmatic prerequisites as well as gain admission to both degree programs.
- Students will be expected to pay all the respective tuition and fees corresponding to both degree programs unless otherwise indicated.
- Each program will determine whether or not they wish to have their own thesis or action research, or whether they choose to allow an interdisciplinary capstone experience.
- The curriculum and delivery of each distinct degree remains under the sole jurisdiction of its respective academic unit.
- The individual programs are pursued seriatim, meaning that a student will pursue the prescribed requirements of one program and complete them in their entirety before moving on to the other program. Essentially, we are using a “stackable” delivery format.

# COLLEGE OF ARTS AND SCIENCES



A Word from the Dean:

The College of Arts and Sciences at Northwest University is committed to prepare graduates to work or teach in a variety of intercultural settings or to pursue entry to Ph.D. programs by providing a strong foundation in TESOL pedagogy, linguistics, and intercultural studies. Our MATESOL represents the gold standard in accreditation. You'll graduate knowing that your degree is widely recognized, deeply respected, and has prepared to you to lead with excellence. Build a comprehensive foundation in literacy, linguistics, cultural perspectives, and other core areas.

The MATESOL is designed for students with a bachelor's degree who'd like to make an even bigger difference in their world. It's for TESOL instructors who'd like to move their career to the next level—not only for themselves—but to help others on a larger scale.

This program was not designed from theory, but from the vast experience of our professors. Each one has spent years teaching English around the world. In developing our master's curriculum, they had one overarching goal: to provide you with real-world knowledge you can use from day one.

If you are ready for a new level of challenge for your professional competencies and character, we invite you to join us.

– Darrell Hobson, D.Min  
Dean, College of Arts and Sciences

# TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES

## Online – Master of Arts in Teaching English to Speakers of Other Languages

For over 20 years, NU has trained students to work in the field of TESOL. The MA-TESOL will uniquely prepare graduates to work or teach in a variety of intercultural settings or pursue entry to Ph.D. programs.

The 36-credit MA-TESOL program is designed for students who have completed a bachelor's degree in a variety of disciplines and currently live domestically or internationally. The program will provide students with a foundation in TESOL pedagogy, linguistics, and intercultural studies.

Globally, people use English in diverse contexts, creating high demand for TESOL professionals, particularly individuals who have completed a master's degree.

The MA-TESOL program combines a cohort-based community approach to learning with an online delivery method. The online Master's degree serves the needs of students desiring a combination of an interactive learning experience with the flexibility of electronically mediated coursework. The MA-TESOL allows working professionals to remain fully engaged in their career. This format will create a rich environment of teachers who engage with the material and their peers based on their students, classroom location and a variety of experiences including life, teaching, and language learning.

The 36-credit program can be completed in 23 months, taking one or two courses at a time.

## Program Highlights

**Ethics and Integrity** – Because we are a Christian institution, learning opportunities will be centered in the context of a distinctive, ethically responsible worldview. Unique courses in this MA-TESOL program are Language, Culture, and Power, and Globalization; both courses encourage students to consider their potential impact on a larger social scale.

**Quality** – Professors bring extensive experience teaching in the field of TESOL to this program and prepared carefully designed courses. As a culminating project, each student will write a graduate thesis suitable for publication.

**Convenience** – Students in the MA-TESOL program will benefit from the convenience of studying through the online format. By taking one or two classes at a time, you can balance work and home responsibilities and complete the degree in less than two years. You can start in fall or spring.

**Join a Community** – You will not be on your own as you pursue your degree. You start and finish the MA-TESOL with the same group of students. Your cohort will become a support network of trusted friends. You'll be assigned an advisor to assist you.

**International Experience** – Students will have the opportunity to conduct their thesis research at an international location.

**Relevant Professional Training** – Practical courses provide you with real-world insight and skills that you can apply right away.

**Qualified and Caring Faculty** – The instructors who will teach in this program are highly qualified to serve, as they represent academic preparation from a broad range of content areas and bring to the classroom years of practical experience. Instructors have experience teaching both overseas, and/or in the U.S., and have experience teaching at the university level. Faculty members all have professional experience, in addition to their academic qualifications, and are available to advise and guide students.

## Program Admission Requirements:

- A Bachelor of Arts or Science (or equivalent degree) from a regionally accredited college or university
- GRE required only for students with an undergraduate GPA lower than 3.3 (on a 4 point scale).
- Minimum GRE score of 155 on verbal portion of exam (500 on exams prior to August 1, 2011) or MAT score of 400.
- TOEFL score of 90 on the iBT or 580 on the paper-based test required for all non-native English speakers. GRE is waived for applicants with this TOEFL score.

## Certificate – Teaching English as a Foreign Language

*This short term certificate is designed for those with a BA who plan to teach English as a Foreign Language. Due to the practicum method of instruction, TEFL Certificate students must have access to a language classroom where they can practice the methods and techniques that are discussed. The TEFL Certificate also serves as a ladder into the MA TESOL program. The completed certificate counts toward the Intercultural electives (3 credits) in the MA-TESOL program of study.*

### Aims

The aims of the TEFL Certificate are:

- To provide the student with introductory exposure to second language acquisition theories and the accompanying teaching methodologies,
- To provide the student with practical curriculum development practice and feedback,
- To allow the student to study and apply second language literacy pedagogy, and
- To allow the student to practice basic EFL assessment strategies in a variety of contexts and on various language skills.

### Educational Objectives

Completion of the TEFL Certificate requires the student to demonstrate competencies in:

- Writing and speaking the English language;
- Critical thinking skills used by TEFL instructors;
- Language Acquisition knowledge and reasoning skills applicable to TEFL related fields;
- Basic understanding of foreign language pedagogy and classroom management

### TEFL CERTIFICATE ----- 8

LANG 4762	Introduction to TEFL Method .....	2
LANG 4772	TEFL Curriculum Development.....	2
LANG 4782	L2 Literacy .....	2
LANG 4792	EFL Assessment.....	2

## Master of Arts in Teaching English to Speakers of Other Languages

### YEAR ONE – Fall Semester ----- 9

LANG 5013	Survey of Linguistics .....	3
LANG 5033	SLA Theory .....	3
LANG 5133	Sociolinguistics .....	3

### YEAR ONE – Spring Semester ----- 9

LANG 5233	SLA Research Methods.....	3
LANG 5323	Methods of TESOL .....	3
LANG 5443	Syntax and Grammar Pedagogy .....	3

### YEAR ONE – Summer Semester ----- 9

GLST 5673	Globalization.....	3
LANG 5373	Literacy 3 .....	
LANG 5603	Assessment.....	3

### YEAR TWO – Fall Semester ----- 9

LANG 6263	Language, Culture, and Power .....	3
LANG 6943	Internship .....	3
LANG 6963	Research/Thesis .....	3

*If needed:*

### YEAR TWO – Spring Semester ----- 3

LANG 6973	Research/Thesis .....	3
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**TOTAL: 36 SEMESTER CREDITS**



## COLLEGE OF BUSINESS



### A Word from the Dean:

The College of Business at Northwest University is committed to developing socially responsible leaders for today's rapidly changing world. We believe the purpose of business is to serve others. Organizations that provide goods and services benefit not just investors, but customers, employees, and the common good. To be effective servants, organizational leaders need competence and integrity. Our MBA is designed for the real world. Our courses prepare working professionals for higher levels of management responsibility, so they will be able to serve their organizations as innovative and effective leaders.

Our MBA has distinct advantages over other programs. In addition to our solid Core Curriculum, our Cohort Model ensures an active learning process. You will engage in experiential learning with your peers, mentored by high quality, caring professors. You will be challenged to consider global perspectives as you study each business discipline. You will develop and refine a variety of relevant management and communication skills. You will learn to think critically about the complexities of management. You will become more competent in your ability to decide and take action. Finally, because we are a private Christian institution, your learning opportunities will be centered in the context of a distinctive, ethically responsible worldview.

If you are ready for a new level of challenge for your professional competencies and character, we invite you to join us.

– Teresa R. Gillespie, J.D.  
Dean, College of Business

# COLLEGE OF BUSINESS

## **Mission:**

We are a learning community committed to academic excellence in business education within the context of Christian faith and service.

## **Vision:**

We will be a leading innovator in business education and entrepreneurship.

## **Values:**

### **Learning**

- Process: Experiential, Life-long, Integrated and Communal
- Business knowledge and skills
- Critical thinking and analysis

### **Faith and Integrity**

- Christian character and discipleship
- Consistency between faith and action
- Fulfill individual calling

### **Innovation**

- Identify new solutions
- Create positive social change
- Pragmatic flexibility

### **Leadership**

- Open and clear communication
- Trust and Respect
- Supportive Team Partnership

### **Professionalism**

- Staying current in our discipline
- Consistent quality work on time
- Business as an extraordinary opportunity to serve others

## **Graduate Program Goals:**

1. **Graduate Level Knowledge** – Graduates integrate functional knowledge from a variety of business disciplines and understand business as an integrated system. Graduates demonstrate graduate-level understanding of general theories, principles, processes and skills in: Marketing, Operations, Finance, Management and International Business.
2. **Innovation & Critical Thinking** – Graduates have well-developed problem-solving skills, are able to analyze facts and data in forming conclusions and propose innovative business solutions.
3. **Leadership & Communication** – Graduates enhance verbal, written and interpersonal leadership skills.
4. **Integrity & Ethics** – Graduates recognize ethical issues in the business environment and understand the role of their personal integrity and values.
5. **Professionalism** – Graduates recognize the professional obligations of business leaders and develop their own career professional goals.

## Master of Business Administration

Northwest University MBA prepares graduate students for higher levels of responsible leadership. Our students learn how to lead so they can make a difference in the organizations that they serve.

### Accreditation

Northwest University's MBA is accredited by the Accreditation Council of Business Schools and Programs. Accreditation standards are modeled on the Baldrige National Quality Program. Employers find value in knowing that Northwest University uses the same standards as those used by other organizations to recognize excellence.

### Admission Requirements

- A Bachelor of Arts or Science (or equivalent degree) from a regionally accredited college or university.
- A minimum 3.0 grade point average (GPA) on a 4.0 scale on all previous college work.
- A qualifying score on the Graduate Admissions Test (GMAT)
  - Northwest University's Institutional Code is #4541
  - The GMAT is WAIVED for applicants with a master's degree or a 3.0 undergraduate GPA.
- A completed application.
- International students whose native language is not English must submit a minimum score of 580 (or equivalent) on the TOEFL exam as part of the application process.
- Applicants without an undergraduate course in finance or accounting must take a tutorial or seminar prior to the MBA finance and accounting courses at the start of their second year.

### Business Seminars for Non-Business Undergraduate majors

All non-business undergraduate students seeking the MBA degree must demonstrate a basic understanding of marketing, management, finance, accounting, economics, and the legal environment of business. The requirement can be met by prior work experience or satisfactory completion of a seminar or online tutorial.

- BUSM 5001 Business Foundations Seminar

### Work Experience

Work experience as a business professional is necessary for successful completion of the MBA degree. Admitted students without such experience will satisfy this curricular requirement with an internship or graduate practicum.

### Academic Progress

Students whose academic histories reflect a GPA below 3.0 ("B" level) may be admitted to the program on academic probation. Students may also be placed on probation if their GPA falls below 3.0. Students are given one academic term to show improvement and to raise their GPA to at least 3.0, at which point they are removed from probationary status. If the student's GPA has been below 3.0 for two or more terms, he or she is placed on academic suspension (disqualification). Students must earn at least a 3.0 overall grade point average to graduate.

## Master of Business Administration

Courses are offered in two formats: online and on-campus. Each online course lasts for eight weeks. In our on-campus format, students attend class one night per week from 6:00 – 10:00 p.m. for seven weeks, plus one Saturday morning session. In both programs, students take one course at a time. Students also have the option of doing a hybrid program and take both online and on-campus courses

The MBA’s strong core curriculum covers functional areas of business (operations, marketing, finance) as well as leadership soft skill development and corporate strategy analysis, all in the context of Christian values. Courses are taught in a cohort model in which students start and finish the program together with the same group. The cohort becomes a learning community as well as a trusted support network of friends.

The 39 credits (40 credits for non-business undergraduates) can be completed in 23 months.

BUSM 5001	Business Foundations Seminar* .....	1
	<i>(*For non-business undergraduates)</i>	
BUSM 5153	Negotiations .....	3
BUSM 5253	Business Innovation and Research .....	3
BUSM 5413	Organizational Management .....	3
BUSM 5433	Project Management .....	3
BUSM 5453	Marketing Management .....	3
BUSM 5463	Operations Management .....	3
BUSM 5573	Financial Management .....	3
BUSM 6253	Intermediate Accounting for Managers .....	3
BUSM 6xx3	Business Elective* .....	3
BUSM 6753	Corporate Strategy .....	3
BUSM 6123	International Business .....	3
BUSM 6xx3	Business Elective* .....	3
BUSM 6513	Legal & Ethical Responsibility .....	3

**TOTAL: 39 SEMESTER CREDITS** (40 for non-business undergraduates)

***\*Elective Choices may include:***

*Agile Project Management, Nonprofit Management, Income Tax for Business Managers, Graduate Internship, and Leadership Challenges, and Informational Management*

## MBA Concentrations

MBA students may choose one of the following concentrations. The concentration allows students to focus their study in the indicated field without increasing the number of overall credits required for the degree. Some of these courses may only be available in an online delivery format.

**MBA with a Concentration in Nonprofit Management** – Students may receive a MBA with a Concentration in Nonprofit Management by selecting the following courses:

BUSM 6423	Management of Nonprofits .....	3
BUSM 5323	Leadership Development for Nonprofit Managers .....	3
BUSM 5533	Human Resource Management for Nonprofit Managers .....	3

**MBA with a Concentration in Project Management** – Students may receive a MBA with a Concentration in Project Management by selecting the following courses:

BUSM 5663	Agile Project Management .....	3
BUSM 5323	Leadership Development for Project Management Professionals .....	3
BUSM 5533	Human Resource Management for Project Management Professionals .....	3

**MBA with a Concentration in Public Safety Administration** – Students may receive a MBA with a Concentration in Public Safety Administration by selecting the following courses:

PSAD 5203	Public Safety Administration .....	3
PSAD 5323	Leadership Development for Public Safety Administrators .....	3
PSAD 5533	Human Resource Management for Public Safety Administrators .....	3

## 5-year BA/MBA

This accelerated, dual-degree program is designed to graduate students with a combined Bachelor of Arts in a Business major and Master in Business Administration (MBA) degree within five years. The combined degrees prepare students for professional careers in business, government or nonprofit organizations. Students begin taking four first-year MBA courses in their senior year and apply those 12 credits to their undergraduate requirements. The student is then able to finish the rest of the MBA in the following year, thus eliminating a year of college tuition.

### Requirements:

1. Apply to the program at the beginning of the Junior Year with a cumulative GPA of at least 3.3 or above. Submit an essay describing why they want to be in the program.
2. Generally students will take six MBA credits and six undergraduate credits each semester of their senior year. The senior year credits are charged at the undergraduate tuition rate. All remaining undergraduate credits must be completed at Northwest University. Students may take no more than 15 total credits (MBA and undergrad combined) each semester in their senior year. No more than 12 MBA credits may be taken while still an undergraduate. Once students complete all undergraduate course, they will be charged at the MBA tuition rate as they continue on to MBA courses.
3. Maintain 3.3 Cumulative GPA during their Senior Year.
4. Since professional business experience is required for all MBA students, student in this program will be required to take the MBA Graduate Internship course as one of their electives.
5. Students complete all 39 of the required MBA credits.
6. This program is not available to the Business Management and Organizational Management majors offered in the Adult Evening or Online programs.
7. Since Accounting, Marketing, Music Business, and International Business majors have discrete major requirements, students of these majors will need to substitute elective credits for their MBA course work in their senior year. The Business Administration and Management majors can substitute one or two courses from their undergraduate major.

### Undergraduate Senior Year (Fall/Spring)

BUSM 5413	Organizational Management .....	3
BUSM 5153	Negotiations .....	3
BUSM 5463	Operations Management .....	3
BUSM 5573	Financial Management .....	3

### Graduate MBA Year (Summer, Fall, Spring, Summer)

BUSM 5253	Business Innovation and Research .....	3
BUSM 5313	Information Technology Management .....	3
BUSM 5453	Marketing Management .....	3
BUSM 6123	International Business .....	3
BUSM 6253	Intermediate Accounting for Managers .....	3
BUSM 6513	Legal & Ethical Responsibility .....	3
BUSM 6753	Corporate Strategy .....	3
BUSM 6963	Graduate Business Internship .....	3
BUSM 6xx3	MBA Business Elective .....	3

# COLLEGE OF EDUCATION



A word from the Dean:

It is often not difficult to think back to a teacher who made a positive impact on our lives. For me, I immediately think of my fifth-grade teacher, Mr. McElroy. He not only got on the floor with us to play gym hockey each week, he also spoke into our lives on a regular basis. All these years later his voice, encouragement, and belief in me still resonate in my head and in my work. Teaching continues to be one of those vocations where professionals can make a significant impact on young lives and on society at large. In the Northwest University College of Education we prepare learner-centered, adaptive and holistic teachers who help their P-12 students excel academically and as people.

The Master in Teaching (MIT) program prepares post-baccalaureate candidates with strong academic credentials who seek the first level of teacher certification and who demonstrate a high aptitude for scholarship and teaching at the elementary and secondary levels. The MIT is an intensive, eleven-month program focused on building professional experience in area public and private schools, developing best practices aimed at making a positive impact on P-12 students.

The Master of Education (M.Ed.) in Curriculum and Instruction is a 21-month, continuing education program for certificated teachers and other educators. Candidates focus on a selected area of interest, including concentrations in Educational Assessment, Teacher Leadership, and English Language Learning. In all of our College of Education graduate programs you will learn from faculty with strong academic knowledge and practical classroom experience. Drawing on full-time faculty, as well as adjunct practitioners, candidates are prepared to be educational leaders through rigorous, relevant, and hands-on training.

- Ron Jacobson, Ph.D.  
Dean, College of Education

## Academic Progress

Undergraduate students whose academic histories reflect a GPA below 3.0 (“B” level) may be admitted to the program on academic probation. Students may also be placed on probation if their GPA falls below 3.0. Students are given one academic term to show improvement and to raise their GPA to at least 3.0, at which point they are removed from probationary status. If the student’s GPA has been below 2.75 for two or more terms, he or she is required to develop a remediation plan; outlining how/when GPA will be increased. Students must earn at least a 3.0 overall grade point average to graduate. These guidelines also apply to Master in Teaching candidates, except that they are required to maintain a 3.3 GPA.



## Master in Teaching

The Master in Teaching (MIT) program prepares post-baccalaureate candidates with strong academic credentials who seek the first level of teacher certification and who demonstrate a high aptitude for scholarship and teaching at the elementary and secondary levels. Candidates will earn the Washington State Residency Teaching Certificate and the Master in Teaching Degree simultaneously.

Post-graduate students commit to a three semester learning experience: fall, spring, and summer terms, in order to earn 30 credits for the MIT degree. The credit requirements include student teaching (8 credits) plus graduate level coursework (22 credits). Classes meet in the evenings, on weekends, and during the summer months for cohorts commencing their programs in August. Student teaching will be accomplished during daytime hours.

### MIT Degree Requirements

#### CORE CURRICULUM ----- 16

EDMA 5013 Curriculum Design & Instruction.....	3
EDMA 5043 Learning Psychology & Student Needs .....	3
EDMA 5063 Educational Research Methods: Theory.....	3
EDMA 5272 Classroom Management.....	2
EDMA 5421 Safety and Legal Issues Seminar .....	1
EDMA 5561 Professional Seminar .....	1
EDMA 5682 --Educational Research Methods: Data.....	2
EDMA 5691 --Educational Research Methods: Reporting .....	1
EDMA 5300 Technology Seminar .....	0

#### ELEMENTARY ENDORSEMENT METHODS ----- 6

EDMA 5342 Reading & Language Arts Methods .....	2
EDMA 5352 Math & Science Methods .....	2
EDMA 5362 Social Studies & Arts Methods .....	2

#### SECONDARY METHODS ----- 6

EDMA 5413 Secondary Literacy Across the Curriculum .....	3
EDMA 5423 Secondary Subject Area Methods.....	3

#### STUDENT TEACHING ----- 8

EDMA 5202 Part-time Student Teaching .....	2
EDMA 5486 Full-time Student Teaching .....	6

#### TOTAL: 30 SEMESTER CREDITS

#### Endorsements:

<ul style="list-style-type: none"> <li>Biology (5-12)</li> <li>Elementary (K-8)</li> <li>English/Language Arts (5-12)</li> <li>English Language Learners (K-12)</li> <li>Health and Fitness (K-12)</li> <li>Mathematics (5-12)</li> </ul>		<ul style="list-style-type: none"> <li>Middle Level (4-9): Humanities, Mathematics, or Science</li> <li>Music – Instrumental/Choral (K-12)</li> <li>Physics (5-12)</li> <li>Social Studies (5-12)</li> <li>Theatre Arts (K-12)</li> </ul>
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## Master of Education: Curriculum and Instruction

The Master of Education (M.Ed.) in Curriculum and Instruction is designed to help practicing teachers and educational professionals take the next step in their professional development. M.Ed. candidates will be prepared to take on greater leadership in their classrooms, schools and districts, growing in their ability to make a positive impact on their schools and students. The M.Ed. program will help you earn a graduate degree in Curriculum and Instruction with one of three concentrations: Teacher Leadership, Educational Assessment, or English Language Learning (ELL).

The five-semester, thirty-credit curriculum offers advanced coursework on learning theory, educational standards, assessment, teacher leadership and collaboration, and family engagement. Courses are offered in two formats: online and on-campus. The Northwest University M.Ed. is designed to serve several populations:

- Bachelors graduates holding the Residency Teacher Certificate who seek the M.Ed. degree in Curriculum and Instruction
- Bachelors or masters graduates adding the ELL Endorsement to their Washington State Certificate
- Educators (with or without a Residency Teacher Certificate) who wish to enhance their educational knowledge and skills through one of our three concentrations

*The College of Education offers non-degree support courses for students wishing to pursue their Professional Certificate with the state.*

### **PROTEACH SUPPORT ----- 2**

EDMA 5701 ProCert Pre-Assessment and Orientation Seminar .....	1
EDMA 5781 ProTeach Preparation Seminar .....	1

# Master of Education: Curriculum and Instruction

(Students complete the Core Curriculum and one Concentration; courses are offered in two formats: online and on-campus.)

## CORE CURRICULUM ----- 18

EDMA 5073	Community Engagement and Student Achievement .....	3
EDMA 5083	Action Research .....	3
EDMA 5503	Advanced Issues in Instructional Design .....	3
EDMA 5613	The Integrated Teacher .....	3
EDMA 5623	Harassment, Intimidation, Bullying (HIB) and Moral Education.....	3
EDMA 5833	Learning Strategies & Applied Technology.....	3

## CONCENTRATION ----- 12

Select one concentration from the following:

### Data-driven Instruction Concentration

EDMA 5523	Educational Standards and Accountability .....	3
EDMA 5213	Exceptionality and Reflective Assessment.....	3
EDMA 5713	Data Analysis .....	3
EDMA 5753	Program, Process and Policy Evaluation .....	3

### Teacher Leadership Concentration

EDMA 5543	Current Educational Issues and Trends .....	3
EDMA 5813	Collaboration, Coaching, and Professional Communication .....	3
EDMA 5873	Leadership and Organizational Change.....	3
EDMA 5523	Educational Standards and Accountability .....	3

### English Language Learning (ELL) Focus

EDMA 5103	Introduction to English Language Learning .....	3
EDMA 5113	Methods and Materials for English Language Learning.....	3
EDMA 5153	Assessment in English Language Learning .....	3
EDMA 5163	Teaching English Language Learning Literacy .....	3

*School-based practica, required for the ELL Endorsement, are imbedded within these courses*

**TOTAL: 30 SEMESTER CREDITS**

# COLLEGE OF MINISTRY



A Word from the Dean:

To meet the church's current and future needs, ministry must be both biblically authentic and culturally relevant, and preparation for Christian ministry must be as thorough as possible and of the highest caliber possible.

The College of Ministry at Northwest University seeks to meet this need by offering continuing in-service education at the master's degree level for those who are engaged in ministry – pastors, evangelists, missionaries, educators, counselors, and lay workers.

Ministry involves the person of God communicating a divine message to people to achieve divine ends. Those who minister for God must know Him intimately, must be able to exegete His Word accurately, must understand and appreciate the context in which they minister, and must comprehend God's eternal purpose and be able to relate it to the church and ministry.

These M.A. programs integrate academic experiences, spiritual formation activities, and skills development to enhance intellectual, spiritual, personal, and functional readiness for effective ministry leadership.

- Wayde Goodall, D.Min.  
Dean, College of Ministry

## Master of Arts in Bible and Theology

The purpose of the Master of Arts in Bible and Theology (MABT) is to enable effective witness and service both within the Christian community and to the larger society. Through exploration of the various influences on contemporary culture and theology, you will come to a better understanding of your own assumptions and those of your faith tradition.

The program encourages development of the necessary understanding and skills for effective engagement with cultural trends, social transformation, and the attendant challenges facing the church. The goal is to develop thinking and practice that is biblically informed and creatively faithful to the historic mission of the Christian faith.

The overall objective of the MABT is to immerse graduate students in an integrated, comprehensive arts approach to theological graduate education that draws from the best of theology, philosophy, history, and biblical studies, thus enabling the student to engage in theological and spiritual reflection within a vibrant, Christian community.

For a full-time student, this program can take as little as two years (24 months), with courses scheduled across three annual terms. The program delivery includes language courses meeting on week-nights and core courses meeting on Friday/Saturday intensives once a month. Three weekends complete one course. During the summer, some elective courses meet in one week block while others meet in Friday/Saturday intensives once a month. This flexible delivery format is designed to accommodate the diverse needs of our graduate students.

Admission into the Master of Arts in Bible and Theology requires the completion of a Bachelor of Arts or Science (or an equivalent degree) from a regionally accredited college or university. Allowances may be made for degrees accredited by the Association for Biblical Higher Education (ABHE). Students also complete the application and acceptance process for the College of Ministry Graduate School. MAML and MABT students may transfer up to nine credit hours of eligible graduate level coursework (subject to Program Director's approval) from an accredited institution towards their degree requirements.

In addition to achieving the general goals of the University and the College of Ministry, completing the Master of Arts in Bible and Theology results in the following learning outcomes:

- Students will demonstrate awareness of contemporary culture and theological influences and develop effective engagement with cultural trends, social transformation, and current challenges facing the church.
- Students will further discover their personal faith-beliefs and assumptions while becoming aware of the theological challenges of the day and developing skills to articulate their theological beliefs.
- Students will understand the historic mission of the Christian faith while developing skills in thinking and application both within the church and in other ministry involvements.
- Students will develop skills to enable them to serve as effective, relevant, and unique witnesses within the Christian community and the society at large.

## Master of Arts in Bible and Theology

### FORMATIONAL CORE----- 9

BIBL 5553	Reading the Bible: Exegesis and Interpretation .....	3
PMIN 5253	Spiritual Formation and Direction.....	3
PMIN 6193	Pastoral Care and Human Development .....	3

### BIBLE AND THEOLOGY CORE----- 15

BIBL 5303	Entering the Biblical Narrative .....	3
BIBL 5253	Corinthian Correspondence.....	3
BIBL 6413	Deuteronomy.....	3
THEO 5223	Systematic Theology .....	3
	Graduate Level: Historical Theology or Church History Elective .....	3

### GRADUATE ELECTIVES ----- 15

	Graduate Level BIBL, LANG, or THEO Electives .....	9
	Graduate Level <i>selected from BIBL, CMIN, LANG, PMIN, THEO disciplines</i> .....	6
	BIBL 6xx3 OT and/or NT Texts Within Context	
	THEO 5533 Theology of Vocation	
	LANG 6513/6523 Greek I & Greek II	
	LANG 6413/6423 Hebrew I & Hebrew II	

**TOTAL: 39 SEMESTER CREDITS**



## Master of Arts in Missional Leadership

The purpose of the Master of Arts in Missional Leadership (MAML) is to develop a theoretical framework for understanding leadership, mission and culture, globalization, ethics, motivation, creativity, vision, strategic planning, teamwork, spirituality, and other leadership issues. This program emphasizes the need for Missional leaders to live out the gospel so that it is seen and experienced in community.

The overall objective of the M.A. in Missional Leadership program is to develop a biblical and theoretical framework for leadership that is both academically rigorous and praxis-oriented, and facilitates the growth and development of missional leadership for the twenty-first century church. Full time students can finish in 24 months.

Students meet together in 4-day intensives, typically 8 a.m. -5 p.m.

Admission into the Master of Arts in Missional Leadership requires the completion of a Bachelor of Arts or Science (or an equivalent degree) from a regionally accredited college or university. Allowances may be made for degrees accredited by the Association for Biblical Higher Education (ABHE). Students also complete the application and acceptance process for the College of Ministry Graduate School. MAML students may transfer up to 9 credit hours of eligible graduate level coursework (subject to Program Director's approval) from an accredited institution towards their degree.

In addition to achieving the general goals of the University and the College of Ministry, completing the Master of Arts in Missional Leadership results in the following learning outcomes:

- Students will develop an understanding of a theological and theoretical framework for leadership, culture, and mission for the present day church.
- Students will develop skills that are both academically rigorous and practical for ministry settings.
- Students will understand and apply technological tools through online and classroom involvements and develop skills to utilize technological developments in today's ministry opportunities.
- Students will observe skilled leaders – faculty, church leaders, and para-church leaders – and understand present day ministry practices while developing techniques to relevantly apply in today's church ministries.
- Students will understand spiritual leadership principles, missional strategy, ethics, creativity, vision development, strategic planning, working as a team, and ongoing spiritual formation.

## Master of Arts in Missional Leadership

**FORMATION CORE ----- 9**

BIBL 5553	Reading the Bible Exegesis.....	3
PMIN 5253	Spiritual Formation and Direction.....	3
PMIN 6193	Pastoral Care and Human Development .....	3

**LEADERSHIP CORE ----- 3**

CMIN 5163	Team Building and Managing Conflict .....	3
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**MINISTRY LEADERSHIP ELECTIVES ----- 12**

CMIN/PMIN	Graduate Level Ministry Leadership Electives .....	12
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**BIBLE/THEOLOGY ELECTIVES ----- 12**

Graduate Level Electives .....	12
<i>Select from BIBL, LANG, THEO disciplines</i>	

**TOTAL: 36 SEMESTER CREDITS**

## Master in Ministry

The Master in Ministry (MIM) is an online graduate degree offered by the College of Ministry at Northwest University. It will help prepare the graduate student intellectually, spiritually, and functionally for ministry leadership. Reflecting the emphasis of this three-pronged approach, the curriculum is academically rigorous, spiritually enriching, and practical oriented to prepare the student holistically for successful Christian leadership

The MIM is designed with a delivery system enabling students to complete this degree in sixteen months or (four semesters). Thus, working professionals can remain fully engaged within their profession while furthering their education. Students admitted to the cohort-based program progress together towards completion in a learning community providing a supportive, engaging environment that empowers and reinforces Christian leadership formation. The MIM degree program is specifically targeted for individuals who evidence a divine call on their life and wish to pursue lay or vocational ministry and who already possess an undergraduate degree in a field other than Bible, Theology, Christian Education, or Ministry.

The MIM program seeks to equip Christian leaders intellectually, spiritually, and functionally to successfully:

- Serve as leaders in a variety of Christian leadership contexts including local and para-church ministries
- Engage in biblical and theological reflection especially as it relates to one's ministry context
- Provide individuals wishing to transition into ministry from a lay background by providing the academic foundation needed to obtain ministerial credentials
- Serve as academic foundation for those wishing to pursue further graduate theological training
- Note: The General Council of the Assemblies of God will accept any graduate theological program offered by the College of Ministry at Northwest University as meeting the academic requirements for ministerial credentials. Students from other denominations will need to check with their respective denominational offices as to the applicability of the MIM for meeting ministerial credential requirements.

In addition to achieving the goals of the University and the College of Ministry, the Master in Ministry results in the following learning outcomes:

- Students will develop the skills to serve as leaders in a variety of Christian contexts, including the local church and para-church ministries.
- Students will engage and understand biblical and theological principles to enable them to successfully serve in Christian leadership.
- Students will be prepared to intellectually, spiritually, and functionally become involved in vocational or lay ministry.
- Students will understand academic disciplines, develop spiritual character, and be aware of methods that apply Christian truths in full-time or lay ministry settings.
- Students will develop skills in technology and online formats for MIM courses and understand technological research methods for further educational development.
- Students will establish an academic foundation to further prepare them for graduate training, ministry credentials, or transitioning from lay to professional ministry involvement.

## Master in Ministry

### **BIBLICAL AND THEOLOGICAL CORE ----- 15**

BIBL 5103	Old Testament Introduction: Background & Theology .....	3
BIBL 5203	New Testament Introduction: Background & Theology .....	3
BIBL 5553	Reading the Bible: Exegesis and Interpretation .....	3
BIBL 6xx3	Graduate Level Bible Elective .....	3
THEO 5213	Christian Theology: An Introduction .....	3

### **MINISTRY LEADERSHIP CORE ----- 12**

PMIN 5413	Ministry Essentials.....	3
PMIN 6243	Ministry Leadership and Administration.....	3
PMIN 6323	Biblical Preaching & Teaching .....	3
CMIN/PMIN	Graduate Level Ministry Elective.....	3

### **GENERAL ELECTIVE ----- 3**

	Graduate Level General Elective .....	3
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**TOTAL: 30 SEMESTER CREDITS**

## DUAL DEGREES

### The MAML/MBA Dual Degree Program

Jointly sponsored by the College of Ministry and the School of Business, the Master of Arts in Missional Leadership (MAML) and the Master of Business Administration (MBA) can be earned as a dual degree whereby students will enroll in both programs and at the completion of the dual degree program the student will be awarded two degrees. The following conditions apply to the MAML/MBA dual degree program:

- Students must be accepted into both degree programs in order to qualify for the dual degree.
- Students enrolled in the dual degree program must take courses in a specified order and sequence in order to complete the requirements of both degree programs in a timely fashion.
- Students enrolling in the dual degree program must pay the appropriate tuition and fees corresponding to each degree program.
- Students enrolled in the dual degree program must complete both programs in order to receive their degrees.
- Students who decide to withdraw from one of the programs have the option of completing the entire remaining degree program with no course reductions.
- Students enrolling in the dual degree program have a curricular overlap that reduces the dual degree credit hours by taking the program concurrently.
- Students who follow the prescribed program of study may be able to complete the program in as little as 36 months.

#### The dual degree completion will be as follows:

- Students will subsequently enroll in the MBA program and take the program in its entirety.

#### Potential Audience:

The MAML/MBA degree may be attractive to lead pastors, executive pastors, church administrators, as well as leaders in para-church, or faith-based non-profit organizations who may benefit from the coupling of business and organizational management with the distinctive philosophical undergirding of missional leadership.

### The MAML/MIT Dual Degree Program

Jointly sponsored by the College of Ministry (COM) and the School of Education (SOE), the Master of Arts in Missional Leadership (MAML) and the Master of Arts in Teaching (MIT) can be earned as a dual degree whereby students will enroll in both programs and at the completion of the dual degree program the student will be awarded two degrees. The following conditions apply to the MAML/MIT dual degree program:

- Students must be accepted into both degree programs in order to qualify for the dual degree. This includes passing the two state examinations: the Washington Educator Standards Test-Basic (WEST-B) and the Washington Educator Standards Test-Endorsement (WEST-E) in their respective areas as a prerequisite to admission to the dual degree program.
- Students enrolled in the dual degree program must take courses in the specified order and sequence in order to complete the requirements of both degree programs in a timely fashion. Students wishing to “reverse the order” of the program sequence by beginning with the MIT program first will need to gain written approval from the Deans of both programs.
- Students enrolling in the dual degree program must pay the appropriate tuition and fees corresponding to each degree program.
- Students enrolled in the dual degree program must complete both programs in order to receive their degrees.
- Because of faculty staffing, the COM and the SOE reserve the right to impose limits on the numbers of dual degree candidates that can be accommodated at any one time.
- Students enrolling in the dual degree program have a curricular overlap that reduces the dual degree credit hours by taking the program in dual degree configuration.
- Students who follow the prescribed program of study may be able to complete the program in as little as 27 months.
- Students who decide to withdraw from one of the programs have the option of completing the entire remaining degree program with no course reductions.

#### The dual degree completion will be as follows:

- Students will subsequently enroll in the MIT program and complete the degree program in its entirety.

#### Potential Audience:

The MAML/MIT degree may be desirable for individuals wishing to teach in a Christian school in the K-12 sector and incorporate a Christian world view and ministry mindset into the educational setting. Alternatively, church leaders could gain a more sophisticated understanding of educational formation that could be then incorporated into the ministry setting.

### The MAML/M.Ed. Dual Degree Program

Jointly sponsored by the College of Ministry (COM) and the School of Education (SOE), the Master of Arts in Missional Leadership (MAML) and the Master of Education degree (M.Ed.) can be earned as a dual degree

whereby students will enroll in both programs and at the completion of the dual degree program the student will be awarded two degrees. The following conditions apply to the MAML/M.Ed. dual degree program:

- Students must be accepted into both degree programs in order to qualify for the dual degree.
- Students enrolled in the dual degree program must take courses in the specified order and sequence in order to complete the requirements of both degree programs in a timely fashion. Students wishing to “reverse the order” of the program sequence by beginning with the M.Ed. program first will need to gain written approval from the Deans of both programs.
- Students enrolling in the dual degree program must pay the appropriate tuition and fees corresponding to each degree program.
- Students enrolled in the dual degree program must complete both programs in order to receive their degrees.
- Because of faculty staffing, the COM and the SOE reserve the right to impose limits on the numbers of dual degree candidates that can be accommodated at any one time.
- Students enrolling in the dual degree program have a curricular overlap that reduces the dual degree credit hours by taking the program in dual degree configuration.

- Students who follow the prescribed program of study may be able to complete the program in as little as 39 months.
- Students who decide to withdraw from one of the programs have the option of completing the entire remaining degree program with no course reductions.

**The dual degree completion will be as follows:**

- Students will subsequently enroll in the M.Ed. program and complete the degree program in its entirety.
- Students will do an action research project that is interdisciplinary in scope but that meets the requirements of both the MAML and the M.Ed. program. In this case, the action research chair must be drawn from approved faculty from the SOE. An additional committee member will be drawn from the COM. The COM faculty member is subject to the approval of the SOE action research chair.

**Potential Audience:**

The MAML/M.Ed. may be desirable for individuals wishing to teach in a Christian school in the K-12 sector and incorporate a Christian world view and ministry mindset into the educational setting.



# COLLEGE OF SOCIAL AND BEHAVIORAL SCIENCES



A Word from the Dean:

The College of Social and Behavioral Sciences at Northwest University educates individuals to serve within the mental health and human service professions both locally and internationally. Its three graduate programs, the Master of Arts in Counseling Psychology (MACP), the Doctorate of Psychology in Counseling Psychology (Psy.D.), and the Master of Arts in International Community Development (MAICD), are built upon the integration of psychology, culture, and social justice.

Students enrolled in the Psy.D. Program will learn to integrate a strong theoretical knowledge base with practical, evidence-based skills to provide psychological and counseling services in a globally relevant and socially conscious manner. This program specifically prepares students to qualify for licensure as a Psychologist in Washington State.

Students involved in the MACP Program prepare to serve individuals from different backgrounds with a variety of needs. This program has a unique multicultural focus with an emphasis on social justice and prepares students to qualify for licensure as a Mental Health Counselor in Washington State.

Students participating in the ICD Program are equipped to identify, analyze, and understand cultural differences in contexts of need, and to develop holistic responses that are sensitive to the particular constraints and opportunities presented in those settings. This program prepares students for context-sensitive, strategic leadership in meeting the needs of the poor and oppressed, both in the U.S. and overseas.

All students have the opportunity to participate in a wide variety of cultural immersion experiences both locally and internationally. Past immersion experiences include Morocco, Brazil, India, and Turkey. These opportunities provide students with the chance to connect theory to praxis and heed Christ's call to love, serve, and care for those who are hurting.

Whether serving locally or internationally, graduates of the College of Social and Behavioral Sciences are prepared to respond to the call of Christ through excellent theory development and advanced applied skills to provide care in a rapidly globalizing world. We hope that you will consider joining us!

- Matt Nelson, Ph.D.  
Dean, College of Social & Behavioral Sciences

# College of Social and Behavioral Sciences General Policies

## Application Deadlines

- Psy.D – Jan 15
- MACP – Jan 31, April 1
- MAICD – Dec 1, Mar 1, and May 1

## Academic Progress towards Graduation

Courses taken from the College of Social and Behavioral Sciences (CSBS), including electives, must earn a grade of B- or above. In addition, students must maintain a minimum cumulative GPA of 3.000.

Furthermore, Psy.D students must also pass qualifying exams, write, defend, and disseminate a dissertation, fulfill all practica requirements, and reach a professional standard as outlined in the Pys.D Student Handbook.

## Academic Probation

Students must earn a grade of B- or above on all courses taken in CSBS Graduate Programs, including electives. Should a student earn a grade of C+ or below in any class during the course of the program, the student will be placed on academic probation and will remain on academic probation until the grade has been replaced with a grade of B- or above. In order to replace a grade of C+ or below the student will be responsible to pay again for tuition and all associated course fees and will be responsible to pay all applicable independent study fees. (See Course Repeat policy above.) If a student's academic history prior to attending the College of Social and Behavioral Sciences at Northwest University reflects a GPA below 3.000 ("B" level), yet the application review board deems him or her a worthy candidate for the M.A. in Counseling Psychology, the M.A. in International Community Development, or the Psy.D. in Counseling Psychology Program, he or she may be admitted to the program on academic probation. Such students will remain on academic probation until all grade reports for the program reflect no grades of C+ or below. If a student is placed on probation a second time, the student may be dismissed from the program. Probationary students are under the supervision of the College of Social and Behavioral Sciences. Probation is not intended as a punitive measure but as a warning and time for necessary improvement. Probation, however, could lead to further academic penalties as deemed suitable by the Director of Academic or Psy.D Programs.

## Attendance Policy

In addition to the attendance policy in the general section of this catalog, the College of Social and Behavioral Sciences maintains the following:

- Regular class attendance is important and expected of all students.
- Specific attendance policies and consequences of missing a class session are at the discretion of the individual professor of each class.
- If a student knows they will need to miss a class, the student should contact the professor in advance.
- A student cannot miss more than a third of the sessions of any given course.
- Attendance is included as part of the overall course grade and if a student misses more than a third of the sessions, the student will not be able to receive a passing grade. In this circumstance, the student is encouraged to withdraw from the course and retake the class when it is offered again.

## Ethical Obligations Regarding Student Enrollment

The College of Social and Behavioral Sciences must meet its ethical obligation as a professional training institution by reserving the right to determine the suitability of each student for professional practice. Therefore, the College of Social and Behavioral Sciences may refuse admission to any applicant and may discontinue education to any student based on the Dean's discretion.

## Re-Entry Policy

The College of Social and Behavioral Sciences has specific policies and requirements for students who wish to reenter the program after previously withdrawing. Students who withdraw from a semester and return to the program the following semester do not need to reapply. Students who withdraw from a semester and are not enrolled for one or more succeeding semesters are required to complete the entire reapplication process. They will then be reviewed by the respective Review Board Committee and are not guaranteed re-admittance. In addition, it is up to the discretion of the Review Board Committee if the applicant will return to his or her cohort or be placed in a new cohort. Also, the applicant will need to meet with his or her respective Program Director to create a course completion plan, which may include the need to complete missed courses via independent study.

## Master of Arts in Counseling Psychology

The Master of Arts in Counseling Psychology is designed to prepare students to serve their communities as licensed Mental Health Counselors in the State of Washington as well as in other capacities. The professors draw from their academic studies and professional experiences to provide students with the background they will need to be successful in the field of counseling psychology. Students learn through lecture, discussion, and research, and then put their new knowledge to work in their internship or thesis, all guided by their professors. The program has a unique multicultural focus with an emphasis on social justice. Instructors seek to equip students to serve individuals from different backgrounds with widely different needs.

In addition to achieving the general goals of the university and of the College of Social and Behavioral Sciences, completing the MA in Counseling Psychology results in the following learning outcomes:

- Students will understand people biologically, psychologically, spiritually, and culturally;
- Students will think critically concerning issues relating to social justice;
- Students will be equipped as a therapist to work with diverse populations and develop a corresponding professional identity;
- Students will acquire, refine, and demonstrate appropriate master-level skills as a clinician or a researcher.

### Masters Level Counseling State Licensure

Students must complete an internship during the program to be eligible for Washington State licensure. Since licensure requirements differ slightly from state to state, the required course sequence may not fulfill all educational licensure requirements for every state. Given this, it is the student's responsibility to determine the licensure requirements for the state through which he or she desires to become licensed and to determine whether or not the required course sequence meets those requirements. The College of Social and Behavioral Sciences may be able to offer electives to students in order to meet licensure requirements not met by the required course sequence; however, students must work in conjunction with the Director of Academic Programs and Dean and have their expressed permission in order to enroll in electives for the purpose of meeting licensure requirements.

## Master of Arts in Counseling Psychology

### YEAR ONE – Fall Semester ----- 11

PSYC 5111	Research Methods I–Introduction .....	1
PSYC 5252	Communication & Counseling Skills w/in Multicultural Contexts .....	2
PSYC 5453	Psychopathology .....	3
PSYC 5502	Multicultural Issues in Psychology .....	2
PSYC 5612	History of Psychology .....	2
PSYC 5941	Practicum I .....	1

### YEAR ONE – Spring Semester----- 11

PSYC 5152	Research Methods II–Quantitative.....	2
PSYC 5202	Critical Thinking in Psychology, Culture, and Social Justice .....	2
PSYC 5403	Psychotherapeutic Systems .....	3
PSYC 5701	Child, Spouse, and Elder Abuse.....	1
PSYC 5951	Practicum II.....	1
PSYC 6602	Advanced Lifespan Development .....	2

### YEAR ONE – Summer Semester ----- 10

PSYC 5352	Biological Basis of Behavior I–Neuropsychology .....	2
PSYC 5552	Psychology Law and Ethics .....	2
PSYC 5653	Systems of Family Therapy in Cultural Context.....	3
PSYC 5961	Practicum III .....	1
PSYC 6152	Research Methods III–Qualitative.....	2

### YEAR TWO – Fall Semester----- 10

PSYC 5302	Group Counseling and Cultural Dynamics.....	2
PSYC 6453	Theories and Practice in Cultural Context .....	3
PSYC 6462	Advanced Psychopathology .....	2
PSYC 6943	Internship I or PSYC 6913 Thesis I .....	3

### YEAR TWO – Spring Semester----- 10

PSYC 6352	Biological Basis of Behavior II–Psychopharmacology .....	2
PSYC 6403	Psychodiagnostics .....	3
PSYC 6552	Child and Adolescent Therapy .....	2
PSYC 6953	Internship II or PSYC 6923 Thesis II.....	3

### YEAR TWO – Summer Semester----- 10

PSYC 6142	Perspectives of Human Sexuality.....	2
Choose one of the following: .....		2
PSYC 6362	Counseling and Career Development	
PSYC 6412	Marriage and Couple Therapy	
PSYC 6701	Capstone: Integration of Psychology, Culture, & Social Justice.....	1
PSYC 6762	Substance Abuse Counseling .....	2
PSYC 6963	Internship III or PSYC 6933 Supervised Thesis III.....	3

**TOTAL: 62 SEMESTER CREDITS**

## Master of Arts in International Community Development

The International Community Development Master's degree is designed to prepare men and women for context-sensitive, strategic leadership for advocacy and social change, both in the US and overseas. The degree highlights core issues of global-cultural awareness and social justice and places special emphasis on the needs of the poor, the marginalized, and the oppressed. Students will be equipped to identify, analyze, and understand cultural differences in contexts of need, and to develop holistic responses that are sensitive to the particular constraints and opportunities presented in those settings. Students will, in the course of study, explore career options in relief and development contexts, including leadership, sustainable funding, and social entrepreneurship, as well as project design and program evaluation.

In addition to achieving the general goals of the university and of the College of Social and Behavioral Sciences, completing the MA in International Community Development results in the following learning outcomes:

- Students will become scholars with sensitivity and expertise at observing and interpreting culture;
- Students will become innovators who can create culturally responsive programs that address social issues;
- Students will become critical thinkers able to evaluate existing approaches to meeting the needs of the poor and oppressed;
- Students will become leaders and managers who inspire with life-changing compassion and world-changing vision;
- Students will become collaborative practitioners who build authentic and supportive communities.

### Program Delivery Models and Curriculum

Applicants to the MA in International Community Developments choose between On Campus and Online Global Hybrid program delivery models.

The Online Global Hybrid MAICD begins with a week in Oxford, England, and ends with another trip to Oxford, England for the presentation of thesis projects. The On Campus MAICD meets one or two evenings per week and also includes mid-program and end-of-program retreats.

Both versions of the MAICD are identical in terms of their programmatic requirements, learning outcomes, and course sequence. Students take 40 credits over a period of 20-21 months. Students are enrolled in one three-credit course at a time. Simultaneously, students are also enrolled in a two-credit practicum course for the respective semester of study. Theoretical grounding, the development of practical skills, and experiential learning are critical values for the program. Leadership modules occur throughout the curriculum to facilitate the development of personal leadership as well as foster organizational leadership skills. Fieldwork is designed by each student with input from the program director or chair, and consists of 80 hours of service which will provide a relevant context for research; students are expected to complete their fieldwork by the middle of the second fall semester. Students complete a thesis project or traditional thesis, which they present at the end of the program.

## Master of Arts in International Community Development

*Courses may be taught in a different semester sequence.*

### **YEAR ONE – Fall Semester ----- 8**

GLST 5313	Community Development .....	3
GLST 5503	Culture Studies in Global Context.....	3
GLST 5932	Practicum I: Project Management .....	2

### **YEAR ONE – Spring Semester----- 8**

GLST 5153	Research for Social Change .....	3
GLST 5942	Practicum II: Project Management.....	2
GLST 6423	Social and Environmental Justice.....	3

### **YEAR ONE – Summer Semester ----- 8**

GLST 5203	Spirituality, Culture, and Social Justice .....	3
GLST 5673	Globalization and Development.....	3
GLST 5952	Practicum III: Program Evaluation.....	2

### **YEAR TWO – Fall Semester----- 8**

GLST 5962	Practicum IV: Field Work and Thesis Project.....	2
GLST 6343	Social Entrepreneurship .....	3
GLST 6573	Children, Poverty, and Development .....	3

### **YEAR TWO – Spring Semester----- 8**

GLST 5333	Leadership.....	3
GLST 5972	Practicum V: Thesis Project.....	2
GLST 6593	Disaster Relief and Development.....	3

**TOTAL: 40 SEMESTER CREDITS**

## Doctor of Psychology in Counseling Psychology

The Doctor of Psychology degree (Psy.D.) in Counseling Psychology at Northwest University prepares students to qualify for professional licensure as a Licensed Psychologist in Washington State with tangible knowledge and skills that can be used to serve the needs of others in a globally relevant and socially conscious manner. Using the practitioner-scholar model, we provide excellent training to equip psychologists with counseling, assessment, and intervention skills leading to qualification for licensure as a psychologist. Our program has a unique focus on cross-cultural psychology and service to the global community, with commitment to social justice, from a Christian worldview. Whether alleviating psychological suffering for those who reside here in our own city, or developing services for the afflicted around the world, we strive to equip our graduates to serve others with compassion and excellence. This applied program focuses on training skilled practitioners with a solid focus on scholarly research, discipline and inquiry. Students learn to integrate a strong theoretical knowledge base with practical, theory-informed, evidence-based skills to provide psychological and counseling services.

In addition to achieving the general goals of the university and of the College of Social and Behavioral Sciences, the Psy.D. Program has the following program goals:

- Students demonstrate the knowledge and abilities needed for providing professional psychological and counseling services.
- Students demonstrate knowledge of the scientific foundations of psychology, skill in psychological assessment, and proficiency in intervention (including evidence-based practice).
- Students demonstrate skills in providing effective consultation and supervision.
- Students demonstrate research literacy and the ability to critically analyze scientific research, as well as conduct psychological research.
- Students demonstrate an awareness of issues related to social justice and the needs of underserved populations, both locally and globally.

Admission into the Doctor of Psychology in Counseling Psychology Program requires the completion of a Bachelor of Arts or Science (or an equivalent) degree from an accredited college or university to qualify for admission to the program. It is preferred that students have a major in psychology. However, if you do not, you must have completed: (a) General Psychology, (b) Theories of Personality or Theories of Psychotherapy, (c) Abnormal Psychology or Psychopathology, (d) Developmental or Lifespan Psychology, and (e) Statistics or Research Methods.

Among application materials listed online, students are required to submit scores for the Graduate Record Exam (GRE) General Test. The information from the GRE will be considered along with the other application materials during the admission process. A maximum of 20 graduate-level semester credits may be transferred from regionally accredited institutions if they are specifically evaluated as equivalent to those required in the program and approved by the Director of the Psy.D. Program. Under special circumstances additional graduate credit beyond this limit may be considered on a case-by-case basis.

### State Licensure as a Psychologist

Since licensure requirements differ slightly from state to state, the required course sequence may not fulfill all educational licensure requirements for every state. Given this, it is the student's responsibility to determine the licensure requirements for the state through which he or she desires to become licensed and to determine whether or not the required course sequence meets those requirements. The College of Social and Behavioral Sciences may be able to offer electives to students in order to meet licensure requirements not met by the required course sequence; however, students must work in conjunction with the Director of Psy.D. Program and have the Director's expressed permission in order to enroll in electives for the purpose of meeting licensure requirements.

### Program Curriculum

#### Overview

The Psy.D. degree is a five-year post-bachelor's program designed to prepare the doctoral student to serve in diverse community settings as a counseling psychologist. The program focuses on theoretical and applied evidence-based scholarly literature and research. Emphasis is placed on international, multicultural, and social justice issues. Students build on their critical thinking skills and their understanding of diversity while acquiring, refining, and demonstrating doctorate-level skills as practitioners, researchers, and academics.

The program is organized as a year-round cohort system, with 119 credits required for graduation. Classroom instruction is the focus of the first three years, along with a requirement for cultural immersion and a practicum. Clinical training is the focus of the last two years. The fourth covers fewer courses, dissertation work and advanced practicum or a pre-internship. The fifth year is a yearlong internship.

During the fifth year of the doctoral program, PysD students have the option to register for a 6 credit internship course should the student wish to receive Federal Financial



Aid support. If the student registers for the 6 credit internship course, the university will provide a scholarship equal to 4 credits of tuition so the students' end tuition expense is the required 2 credits per semester. This allows students to qualify for financial aid by meeting the minimum credits required by does not cost the students more than their counterparts who register for the traditional 2 credit internship.

### **Credit Transfer Procedure for New Incoming Psy.D. Students**

*Step 1.* The accepted student submits a written request to the Director of Psy.D. Student Services proposing that previous credit(s) earned from another institution be substituted for required course(s).

*Step 2.* The student must obtain an official transcript and a copy of course descriptions and syllabi obtained from the other school's published catalog and submit all items to the Director of Psy.D. Student Services.

*Step 3.* The Director of Psy.D. Student Services will cross-check the proposal and submit a completed proposal form to the Director of the Psy.D. Program.

*Step 4.* The Director of Psy.D. Student Services and the Director of the Psy.D. Program will audit the proposal. A list of accepted credit substitutions will be marked on the proposal form and returned to the Director of Psy.D. Student Services.

*Step 5.* The Director of Psy.D. Student Services will inform the student of the accepted credit substitutions.

*Step 6.* The student will accept or deny the accepted proposal, at which time the student will inform the Director of Psy.D. Student Services whether he or she plans to make a deposit with NU.

*Step 7.* If the student agrees to the accepted substitution of credits, then the Director of Psy.D. Student Services submits a Degree Requirement Substitution / Waiver form to the Registrar's office.

### **Professional Standards**

The student's academic progress, clinical competency, emotional stability, interpersonal skills, maturity, and ethical conduct will be evaluated annually by Psy.D. Program faculty. Faculty reserves the right to request a student to engage in psychotherapeutic counseling and may require counseling as a condition for remediation or readmittance in the program. Students are expected to adhere to:

- American Psychological Association (APA) Ethics Codes: (<http://www.apa.org/ethics>)
- Laws of the Washington State Board of Examiners of Psychologists: (<http://apps.leg.wa.gov/WAC>)

The student's academic and/or ethical failings will be considered by a committee of program administrators and faculty of the College of Social and Behavioral Sciences. Failure to adhere to the above standards may be cause for dismissal from the program at any time (see Dismissal from the program).

### **Probation**

Probation is not intended as a punitive measure, but as a warning that improvement is needed for continuation in the program. Program administrators and faculty will continue to provide guidance and support in helping the student to assume responsibility for his or her academic success. The Director of the Psy.D. Program will provide support and monitoring of the student's progress. Documentation regarding the student's probationary status will be placed in his or her file.

*A student may be placed on probation for one of the following reasons:*

1. The student's academic history prior to entry into the Psy.D. Program reflects a GPA of below a 3.000 ("B" level), yet the application review board deemed him or her a worthy candidate for admission into the program.
2. A student fails to maintain a grade of B- or higher in all courses and/or a minimum 3.000 cumulative GPA. In addition, the student must retake the course with less than a B- within a time period determined by the Program Director.
3. A student fails to meet the criteria of professional behavioral standards, including, but not limited to: emotional stability, interpersonal skills, maturity, and ethical conduct.
4. If a student is placed on probation a second time, the student may be dismissed from the program.

*A student will be taken off of probation when:*

1. A grade of B- or higher in all courses the following semester and a minimum of a 3.000 cumulative GPA are achieved.
2. The student meets the criteria of professional behavioral standards, including, but not limited to: emotional stability, interpersonal skills, maturity, and ethical conduct according to the student's yearly evaluation as assessed by faculty.

### **Dismissal from the Program**

**A student may be dismissed from the Psy.D. Program due to any one of the following factors:**

- **Continual Poor Performance** in the classroom or in applied settings. Should the student be unable to achieve a minimum cumulative GPA of 3.0 and/or earn a grade of B- or higher in all courses the semester following being placed on academic probation, the student may be dismissed from the program. In

addition, if a student is placed on probation more than twice throughout the course of the program, he or she may be dismissed from the program. Furthermore, if a student fails to retake the course within a time period determined by the Program Director, he or she may be dismissed from the program.

- **Professional Conduct.** Students are expected to comply with the behavioral standards of Northwest University, the ethical code of the American Psychological Association and laws established by Washington State or local government bodies. Should a student fail to meet the criteria of professional behavioral standards, including, but not limited to: emotional stability, interpersonal skills, maturity, and ethical conduct, the student may be dismissed from the program.

Students dismissed from the Psy.D. Program by the program leadership may appeal the decision to the Dean of the College of Social and Behavioral Sciences, and further appeal could be made to the Provost of the university. The reviewing personnel will be provided with all relevant information regarding the student's academic performance and professional conduct.

#### **MA in Counseling Psychology en Route to Psy.D**

Students have the option of applying for a Master of Arts in Counseling Psychology (MACP) degree en route to the Psy.D. degree after completing the third year of the Psy.D. Program. Students must submit a completed application to the Assistant Director of Academic Programs who will present the application to a committee of Psy.D. faculty and staff for review. In order to qualify, the student must have (1) successfully completed all 92 credits of coursework for the first three years of the program, (2) passed the qualifying exam, (3) completed all required practicum hours, and (4) completed the elective course PSYC 5701 Child, Spouse, and Elder Abuse.

#### **Process of Submitting/Disseminating Doctoral Dissertation**

As a requirement of the Psy.D Program, each student will complete and disseminate a doctoral dissertation. The dissertation is intended to provide the student with the opportunity to produce a significant piece of scholarly work that represents the culmination of both the student's acquisition of knowledge in the field of psychology as well as his or her professional development and area of specialization. In addition, the student is required to have their dissertation bound and published through an online database as specified by the College of Social and Behavioral Sciences. Lastly, the students must successfully defend and disseminate his or her dissertation prior to participating in commencement.

#### **Primary Requirements for the Psy.D. Degree:**

1. 119 semester hours of coursework
2. PsyD students are required to participate in 10 hours of individual psychotherapy within the first year of the doctoral program and to provide written verification of the completion of these hours from their psychotherapist (see current PsyD Student Handbook for specific requirements).
3. Doctoral Student Progress Assessment – Year One, Two, and Three
4. Cultural Immersion Experience – course requirement of PSYC 7662 International Field Study – Summer semester Year One
5. Clinical Qualifying Examination – Year Three
6. Doctoral Dissertation: There are options for a focused dissertation that is comprised primarily of one of the following:
  - Quantitative research;
  - Qualitative research;

The process will include a dissertation proposal, proposal defense, and dissertation defense to the respective dissertation committee. It is also required that the student formulates and deliver a presentation of the dissertation (e.g., publication, speaking engagement, formal report to a clinic or other agency).

7. An approved Doctoral Practicum that meets Washington State and program requirements.
8. An approved Pre-Internship or an Advanced Practicum that meets Washington State and program requirements.
9. An approved Internship that meets Washington State and program requirements.
10. In order to graduate and participate in the Northwest University Spring Commencement Ceremony, the student must complete all requirements as noted in the Psy.D. Student Handbook. The student will receive the diploma at the next regularly scheduled graduation period. (May, August, and December)

#### **Program Timeframe**

Students are required to complete the Psy.D. Program requirements of 119 semester credit hours of the prescribed course work, an original dissertation, an organized, sequential and coordinated practicum, pre-internship, and internship within seven years of beginning the program. Extra fees related to additional dissertation credits, practicum, pre-internship and/or internship credits and program continuation fees may be applied within the fourth-seventh year.

## Doctor of Psychology in Counseling Psychology

*Courses may be taught in a different semester sequence.*

### YEAR ONE – Fall Semester ----- 9

PSYC 7252	Communication & Counseling Skills within Multicultural Contexts.....	2
PSYC 7502	Multicultural Issues in Psychology .....	2
PSYC 7602	Advanced Lifespan Development .....	2
PSYC 7613	History and Systems of Psychology .....	3

### YEAR ONE – Spring Semester----- 11

PSYC 7003	Theories of Personality .....	3
PSYC 7202	Social Justice and Faith Integration.....	2
PSYC 7403	Psychotherapeutic Systems .....	3
PSYC 7453	Psychopathology .....	3

### YEAR ONE – Summer Semester ----- 10

PSYC 7632	Indigenous Psychologies.....	2
PSYC 7653	Systems of Family Therapy.....	3
PSYC 7662	International Field Study.....	2
PSYC 8103	Advanced Law and Ethics.....	3

### YEAR TWO – Fall Semester----- 11

PSYC 7263	Research Methods I: Statistics .....	3
PSYC 8023	Cognitive Affective Basis of Behavior.....	3
PSYC 8462	Advanced Psychopathology .....	2
PSYC 8773	Psychological Assessment I: Cognitive Assessments .....	3

### YEAR TWO – Spring Semester----- 11

PSYC 7143	Human Sexuality and Relationships.....	3
PSYC 7273	Research Methods II: Design and Ethics.....	3
PSYC 7302	Group Counseling and Cultural Dynamics.....	2
PSYC 8783	Psychological Assessment II: Personality Assessments.....	3

### YEAR TWO – Summer Semester----- 11

PSYC 7283	Research Methods III: Techniques of Data Analysis .....	3
PSYC 7353	Biological Basis I: Neuropsychology .....	3
PSYC 7552	Child and Adolescent Therapy .....	2
PSYC 8793	Psychological Assessment III: Projective Techniques .....	3

**YEAR THREE – Fall Semester ----- 10**

PSYC 7443	Social Psychology and Behavior.....	3
PSYC 7912	Doctoral Practicum I.....	2
PSYC 8123	Interventions & Practice I: Psychotherapeutic Modalities.....	3
PSYC 8242	Consultation in Health Delivery System.....	2

**YEAR THREE – Spring Semester----- 11**

PSYC 7763	Substance Addiction and Intervention.....	3
PSYC 7922	Doctoral Practicum II.....	2
PSYC 8133	Interventions & Practice II: Population-based Approaches.....	3
PSYC 8353	Biological Basis II: Psychopharmacology.....	3

**YEAR THREE – Summer Semester ----- 8**

PSYC 7362	Counseling and Career Development.....	2
PSYC 7412	Marriage and Couples.....	2
PSYC 7932	Doctoral Practicum III.....	2
PSYC 8162	Interventions & Practice III: Efficacy of Interventions and Innovative Therapies.....	2

**YEAR FOUR – Fall Semester ----- 7**

PSYC 8752	Professional Practice Seminar: Supervision.....	2
PSYC 8943	Doctoral Dissertation in Psychology I.....	3
<b>Select One:</b>		
PSYC 7942	Doctoral Advanced Practicum I.....	2
PSYC 8912	Doctoral Pre-Internship I.....	2
<b>* If needed:</b>		
*PSYC 7991	Doctoral Practicum Continuation.....	1

**YEAR FOUR – Spring Semester----- 7**

PSYC 8732	Professional Practice Seminar: Professional Standards.....	2
PSYC 8953	Doctoral Dissertation in Psychology II.....	3
<b>Select One:</b>		
PSYC 7952	Doctoral Advanced Practicum II.....	2
PSYC 8922	Doctoral Pre-Internship II.....	2
<b>* If needed:</b>		
*PSYC 7991	Doctoral Practicum Continuation.....	1

**YEAR FOUR – Summer Semester ----- 7**

PSYC 7032	Interprofessional Practice.....	2
PSYC 8963	Doctoral Dissertation in Psychology III.....	3
<b>Select One:</b>		
PSYC 7962	Doctoral Advanced Practicum III.....	2
PSYC 8932	Doctoral Pre-Internship III.....	2
<b>* If needed:</b>		
*PSYC 7991	Doctoral Practicum Continuation.....	1

<b>YEAR FIVE – Fall Semester</b> .....	<b>6</b>
PSYC 8972/6 Doctoral Internship in Psychology I.....	2-6
<b>* If needed:</b>	
PSYC 8001 Pre-Internship in Psychology Continuation.....	1
PSYC 8011 Internship in Psychology Continuation .....	1
PSYC 8021 Doctoral Dissertation in Psychology Continuation .....	1
<b>YEAR FIVE – Spring Semester</b> -----	<b>6</b>
PSYC 8982/6 Doctoral Internship in Psychology II .....	2-6
<b>* If needed:</b>	
PSYC 8001 Pre-Internship in Psychology Continuation.....	1
PSYC 8011 Internship in Psychology Continuation .....	1
PSYC 8021 Doctoral Dissertation in Psychology Continuation .....	1
<b>YEAR FIVE – Summer Semester</b> -----	<b>6</b>
PSYC 8992/6 Doctoral Internship in Psychology III .....	2-6
<b>* If needed:</b>	
PSYC 8001 Pre-Internship in Psychology Continuation.....	1
PSYC 8011 Internship in Psychology Continuation .....	1
PSYC 8021 Doctoral Dissertation in Psychology Continuation .....	1
 <b>TOTAL: 119-131 SEMESTER CREDITS</b>	

## COURSE DESCRIPTIONS AND SPECIAL COURSES

- Independent Study Courses** — Identified with an “IS” and a code of x80x - x83x (if not a catalogued course). An IS course is specifically formatted to be delivered by a professor according to the individual student’s needs and learning style outside of a regular classroom setting. The IS course topic, requirements, and expectations are communicated through a course syllabus/contract between the student and instructor that specifies the nature and extent of interaction between the student and instructor and the expectations for satisfactory course completion. This syllabus along with the Request for Independent Study form must be submitted to the dean responsible for the department in which the course is offered. Based on the nature of the course and the student, the instructor of an IS course may require a number of face-to-face meetings. (A special Independent Study Fee is charged for Independent Study courses.)
- Special Topic Courses** — Identified with a “TOP” (unless the title includes the type of course) and a code of x84x - x88x. TOP courses are periodically included in the semester schedule to enrich the curriculum and are not listed specifically in the catalog. A professor instructs a semester-length structured class regarding a specific topic. These may be repeated for credit on different subjects.
- Travel Courses** — Identified with a “TVL” (unless the title includes the type of course) and a code of x89x - x91x. Travel courses are faculty-led experiences that combine classroom-based preparatory teaching with on-site instruction in selected locals. Travel courses are periodically included in the semester schedule and are not listed specifically in the catalog. Special fees to cover course expenses may be charged.
- Internship and Practicum Courses** — Identified with an “INT” (unless the title includes the type of course) and a code of x9xx - x9xx. These allow the student a length of time at a specific location(s) where he/she makes application of the broad-range of theoretical learning while under the direct supervision of a professional in the discipline. (A special Internship or Practicum Fee may be required.)
- Field Experience Courses** — Identified with a “FLD” (unless the title includes the type of course) and a code of x97x. Students do short-term, on-site observations and evaluations in a discipline. Field experience courses may be repeated for credit. (A special Field Experience Fee may be required.)
- Certified Prior Learning Courses** — Credits awarded for learning obtained via sources that have been previously identified are identified with a “CPL” on the transcript.
- Portfolio Courses** — Credits awarded for learning verified through faculty assessment of students’ portfolios are identified with a “PRT” on the transcript. (A special Portfolio Assessment Fee is required.)
- Graduate Student Instructor** — A graduate student contracted to teach one or more courses and who is responsible for reporting grades in his/her own name. An individual engaged in this capacity must be enrolled in an academic program of the university.
- Graduate Assistant** — A graduate student of the university contracted on a part-time, temporary basis for the performance of academic services including research or general assistance with academic programs. An individual engaged in this capacity must be enrolled in an academic program of the university.
- Graduate Teaching Assistant** — A graduate student contracted on a part-time, temporary basis to carry out instructional activities or lab supervision. The primary responsibility of this position is to assist faculty members in performing instructional tasks. An individual engaged in this capacity must be enrolled in an academic program of the university.

## COLLEGE OF ARTS AND SCIENCES

- LANG 5013 SURVEY OF LINGUISTICS** – Surveys the study of linguistics followed by in depth treatment of phonology, phonetics, morphology, and syntax. Students will interpret linguistic data in each area.
- LANG 5033 SLA THEORY** – Introduces core theories of how second and foreign languages are learned after a first language has already been acquired. Students will focus on cognitive theories and the historical framework of the field.
- LANG 5133 SOCIOLINGUISTICS** – Investigates the relationship between language and culture. Students will examine how societal factors impact linguistic choices.
- LANG 5233 SLA RESEARCH METHODS** – Introduces action research methodology as applied in English language education. Students will review basic statistical analysis. Introduces American Psychological Association (APA) format for professional writing.
- LANG 5323 METHODS OF TESOL** – Examines approaches and methods for teaching English language. Students will focus on producing unit plans for specific demographics, and on developing appropriate activities for various skill areas.
- LANG 5373 LITERACY** – Explores the developmental stages in the process of reading and writing, as well as teaching literacy pedagogy.
- LANG 5443 SYNTAX AND GRAMMAR PEDAGOGY** – Explores the theoretical treatment of syntax to understand modern theories of grammar, followed by pedagogical applications of the theory for teaching grammar in an ESL/EFL context.
- LANG 5603 ASSESSMENT** – Practices constructing and administering tests in ESOL classes. Evaluation tools for assessing second language proficiency are studied.
- LANG 6263 LANGUAGE, CULTURE, AND POWER** – Examines critical connections between language and culture through the exploration of communities of practice, identity, heteroglossia, and power.
- LANG 6943 INTERNSHIP** – Melds theory with practice through onsite teaching and applied research at a rotating international site resulting in a research article for publication. Cohorts will participate in the international internship for 3-6 weeks in the final semester of the program.
- LANG 6963 RESEARCH THESIS** – Develops a research article for publication based on international internship teaching and researching.
- LANG 6973 RESEARCH THESIS CONTINUATION** – Continuation of research article for publication based on international internship teaching and researching.

## COLLEGE OF BUSINESS

- BUSM 5001 BUSINESS FOUNDATIONS SEMINAR** – All non-business undergraduate students seeking the MBA degree must demonstrate a basic understanding of marketing, management, finance, accounting, economics, and the legal environment of business. The requirement can be met by prior work experience or satisfactory completion of a seminar or online tutorial. (Grade Pass/No Credit)
- BUSM 5153 NEGOTIATIONS**– An examination of the theory and processes of negotiation in a variety of business settings. Graduate students improve negotiation skills, prepare strategies and analyze outcomes.
- BUSM 5213 LEADERSHIP CHALLENGES** – This course examines leadership theory and the application to current challenges. Students learn to evaluate and develop professional leadership skills particularly in the areas of conflict resolution, change management, and team development.
- BUSM 5253 BUSINESS INNOVATION AND RESEARCH** – A review of the entrepreneurial planning process and methodology of business research. Students write a business plan, conduct market research or evaluate a business problem, issue or possibility that will be completed over the subsequent three semesters.
- BUSM 5313 INFORMATION TECHNOLOGY MANAGEMENT** - An introduction to business information systems concepts, uses, and issues from a management perspective.
- BUSM 5413 ORGANIZATIONAL MANAGEMENT** – A study in the structure and functioning of complex organizations, as are organizational change processes. Topics covered include leadership, individual and group behavior, systems and culture. Issues relating to managing change and ethics are addressed through the use of case studies.
- BUSM 5433 PROJECT MANAGEMENT** – A focus on the tools and techniques required to plan, direct, control and manage resources to meet the technical requirements, cost targets and time constraints of a project and to meet project objectives.
- BUSM 5453 MARKETING MANAGEMENT** – An analysis of corporate marketing concepts. Evaluation of effective pricing, product development, promotion, channel selection and consumer behavior evaluation are considered.



- BUSM 5463 OPERATIONS MANAGEMENT** – A study of the strategies for the production of goods and delivery of services. Topics include supply chain management, inventory, requirements planning, product and process design, facility, layout, job design, customer order fulfillment, production planning, and operations analysis.
- BUSM 5493 CONFLICT RESOLUTION** – This course focuses on the processes of informal conflict in organizations, as well as more formal situations of negotiation and bargaining. By observing conflict and negotiation in a variety of settings, the student learns multiple methods of analysis and response to this type of organizational situation.
- BUSM 5533 HUMAN RESOURCE MANAGEMENT** – This course will examine the strategic role of human resources systems in supporting the business objectives of an organization. Topics include organizational development, building and managing teams, conflict resolution and human resource issues in the global business environment.
- BUSM 5573 FINANCIAL MANAGEMENT** – The study of a firm’s investment and financing decisions. Topics treated intensively include valuation and risk, capital budgeting, financial leveraging.
- BUSM 5622 COACHING PROJECT MANAGERS** – A study of the Project Management process from the perspective of an executive leader or project sponsor. This course focuses on how to use the coaching process to support managers and develop more effective leaders.
- BUSM 5663 AGILE PROJECT MANAGEMENT** – An introduction to the principles and methodologies of Agile Project Management which are particularly applicable to project requirements that are continuously changing, such as software design.
- BUSM 5693 FINANCE FOR MANAGERS** – This Course provides an introduction the essential components of organizational finance that any leader should understand. Students will gain a foundational overview of the basic principles of organizational finance. Topics include the goals and functions of financial management, financial analysis and planning, working capital management, and long-term financing.
- BUSM 5793 CHANGE MANAGEMENT** – This course focuses on forecasting and designing alternative futures for organizations and understanding organizational change as it relates to mission, strategies, tactics,
- BUSM 6123 INTERNATIONAL BUSINESS** – Discussion and analysis of international business operations from a management framework, including the role of multinational corporations.
- BUSM 6143 INTERNATIONAL ECONOMIC TOPICS** – A study of international economic issues relevant to a specific country or region in the context of a foreign study tour. (Special travel fees apply)
- BUSM 6253 INTERMEDIATE ACCOUNTING FOR MANAGERS** – Study and application of intermediate accounting concepts used by management for planning and controlling organizational activities.
- BUSM 6373 STRATEGY FOR SOCIAL IMPACT ORGANIZATIONS** – A capstone course study of the role of strategic thinking for nonprofits and other organizations committed to social impact. This course integrates previous course work.
- BUSM 6423 MANAGEMENT OF NON-PROFITS** – A study of the unique challenges of leading and managing nonprofit organizations. Topics include working with a Board and volunteers, and strategic planning and assessing the effectiveness of the organization’s mission.
- BUSM 6513 LEGAL AND ETHICAL RESPONSIBILITY** – A study of business law and ethics, with an emphasis on recognizing ethical dilemmas, managing legal risk and leading with integrity. Legal topics include contracts, torts, intellectual property and organizational structure.
- BUSM 6753 CORPORATE STRATEGY** – A capstone course study of business policy and strategic analysis. This course integrates all previous course work. Topics include developing plans for organizational success and evaluating outcomes.
- BUSM 6943 RESEARCH PROJECT OR THESIS** – Primary or secondary research based upon a topic or area of interest related to student’s workplace or career. (Grade Pass/No Credit)
- BUSM 6951-6963 INTERNSHIP** – An internship is an opportunity for graduate students to apply theoretical principles to practice in a functioning organizational setting.
- PSAD 5203 PUBLIC SAFETY ADMINISTRATION** – This course provides students with the knowledge and skills needed for management and leadership in Public Safety Administration. This course includes the operational environment and the impact of local government, organized labor, and special interest groups. Financial and personnel management will be discussed along with strategic plan development. Personal management styles will be reviewed and assessed in light of working in a public sector environment.
- PSAD 5323 LEADERSHIP DEVELOPMENT FOR PUBLIC SAFETY ADMINISTRATORS** – *Course Description Pending*
- PSAD 5533 HUMAN RESOURCE MANAGEMENT FOR PUBLIC SAFETY ADMINISTRATORS** – *Course Description Pending*

# COLLEGE OF EDUCATION

- EDMA 5XX3 DATA-DRIVEN INSTRUCTION** – Introduces educational assessment theory, including pre-, formative, summative, and student self-assessment strategies and tools. Incorporates the use of student data in instructional reflection, allowing for instructional strategy adjustments aimed at student learning and growth.
- EDMA 5XX1 EDTPA SEMINAR I** – Introduces the state-required Teacher Performance Assessment (edTPA), mainly focused on edTPA rubrics, structure, and timeline. In addition, an overview of building the edTPA through our COE online portfolio is provided.
- EDMA 5XX1 EDTPA SEMINAR II** – Provides an overview of edTPA construction. This will include training on commentaries, artifacts, and upload. Writing days are also provided, allowing candidates pull-out time from Student Teaching to write their assessment.
- EDMA 5013 CURRICULUM DESIGN AND INSTRUCTION** – Introduces the theory and practice of effective teaching, emphasizing lesson planning and delivery based on instructional objectives. Incorporates philosophical, historical, and sociological development of American education. Covers Washington State learning goals, including Essential Academic Learning Requirements (EALRs) and Grade Level Expectations (GLEs). Provides opportunities for micro-teaching to develop instructional skills.
- EDMA 5042 LEARNING PSYCHOLOGY AND STUDENT NEEDS** – Explores relationships between education and psychology in the classroom with emphasis on cognitive, moral, and social development; learning problems; and diversity issues. Helps aspiring teachers to recognize the special needs of students with disabilities, talents, and learning gifts. Attention given to laws governing special education, as applied in the public school setting.
- EDMA 5062 EDUCATIONAL RESEARCH METHODS** – Introduces social science research methodology as applied in P-12 education. Reviews basic statistical analysis. Exposes learners to information resources, such as library holdings, on-line journals, research studies and projects, theses, and dissertations. Introduces American Psychological Association (APA) format for professional writing. Develops individual proposals for EDMA 5682 Educational Research Methods: Data and EDMA 5691 Educational Research Methods: Reporting
- EDMA 5073 COMMUNITY ENGAGEMENT AND STUDENT ACHIEVEMENT** – Provides a broad theoretical and practical consideration of collaboration with learning partnerships aimed at increased student learning. These partnerships will include collaborations with learning communities within the school (e.g., collaborating with fellow teachers, specialists) as well as outside of the school (e.g., community organizations, parents, families, etc.).
- EDMA 5083 ACTION RESEARCH** – Basic action research theory with a culminating classroom-based project.
- EDMA 5103 INTRODUCTION TO ENGLISH LANGUAGE LEARNING** – Presents theory, methods, and practical aspects of teaching English to speakers of other languages. The course is designed for educational professionals, volunteers, and tutors in both American and foreign schools and settings.
- EDMA 5113 METHODS AND MATERIALS FOR ENGLISH LANGUAGE LEARNING** – Examines and critiques methods and materials for teaching ELL with attention to principles of assessing student needs and selecting appropriate methods and materials. Provides practice in developing and adapting ELL materials in the context of specific methodologies.
- EDMA 5183 ASSESSMENT IN ENGLISH LANGUAGE LEARNING** – Construct and administer tests within ELL classes. Study and evaluate tools for assessing second language proficiency.
- EDMA 5163 TEACHING ENGLISH LANGUAGE LEARNING LITERACY** – Examine development stages in reading and writing processes, as well as teaching techniques for reading and writing. Analyze written English with an emphasis on both structure and style. Study the levels of literacy: emergent, proficient, and specialized.
- EDMA 5202 PART-TIME STUDENT TEACHING** – Daily, two to four hour field experience, where the student observes and assists a practicing teacher, applies specific subject area methods, tutors and teaches lessons, and develops classroom management skills. Taken concurrently with EDMA 5413 & 5423 for secondary endorsements or EDMA 5342, 5352, & 5362 for the elementary education endorsement. Prerequisite: Fingerprinting and FBI-Washington State Patrol criminal background checks; fee required.
- EDMA 5213 EXCEPTIONALITY AND REFLECTIVE ASSESSMENT** – Helps the candidate use various data sources to inform their teaching practice. Considering student assessment data, video data, Professional reflection, etc., the candidate will engage in the processes of analysis and reflection, using that data as a catalyst to change their instruction. The course helps candidates adjust teaching practice and make teaching decisions based on student, teacher and research data.

**EDMA 5232 MIDDLE SCHOOL CULTURE AND INSTRUCTION** – Overview of middle school philosophy, organization, and methods. Includes information about current learning strategies, teaching processes, lesson planning, and curriculum organization appropriate for contemporary middle school environments.

**EDMA 5272 CLASSROOM MANAGEMENT** – This course provides prospective teachers with a conceptual framework and a practical knowledge base for proactive and corrective management in the P-12 classroom. Topics include the critical role of leadership in the classroom, the power of teacher-student relationships, the strategic set-up of the classroom and its procedures, and disciplinary interventions. Prerequisite: Admission to the professional sequence. Courses taken in sequence as required by the College of Education.

**EDMA 5300 TECHNOLOGY IN EDUCATION SEMINAR**– Candidates will learn to integrate current technology into teaching in their content areas. This course provides an overview of technology (software and hardware) available to teachers across content areas, helping pre-service teachers build a portfolio of options which will serve them in the field. This seminar is directly linked to the candidate’s teaching methods courses and field work. Graded as Pass/No Credit.

**EDMA 5342 READING AND LANGUAGE ARTS METHODS**– Presents theoretical foundations and instructional skills to teach reading and language arts in kindergarten through eighth grade, taking an eclectic approach to programs and practices found in schools. Covers theories, curricular design, lesson planning, and instructional strategies for phonetics, vocabulary acquisition, spelling, listening, oral communication, writing, children’s literature, and whole language. Focuses on special needs, cultural diversity, and Washington State learning goals, EARLs and GLEs. Taken concurrently with EDMA 5202 Part-time Student Teaching. Prerequisite: EDMA 5013 Curriculum Design and Instruction.

**EDMA 5352 MATHEMATICS AND SCIENCE METHODS**– Explores elementary mathematics and science teaching, including research and curricular trends, resources and materials, instructional techniques, the scientific method, and integration with other elementary subjects. Focuses on special needs, cultural diversity, and Washington State learning goals, EARLs and GLEs. Taken concurrently with EDMA 5202 Part-time Student Teaching. Prerequisite: EDMA 5013 Curriculum Design and Instruction.

**EDMA 5362 SOCIAL STUDIES AND ARTS METHODS** – Presents methods for teaching the social sciences and the arts. Visual, musical and dramatic, and suggests ways to integrate them with other subjects in the elementary curriculum. Emphasizes American history, citizenship education, Christian values, sociology, economics, and geography. Focuses on lesson and unit planning, special needs, cultural diversity, and Washington State learning goals, EARLs and GLEs. Taken concurrently with EDMA 5202 Part-time Student Teaching. Prerequisite: EDMA 5013 Curriculum Design and Instruction.

**EDMA 5413 SECONDARY LITERACY ACROSS THE CURRICULUM** – Explores and analyzes the effectiveness of general methods for teaching students at the middle, junior high, and high school levels. Focuses on research, curriculum trends, adolescent development, instructional strategies applicable to all subjects in the secondary school, special needs, cultural diversity, and Washington State learning goals, EARLs and GLEs. Taken concurrently with EDMA 5202 Part-time Student Teaching and EDMA 5423 Secondary Subject Area Methods. Prerequisite: EDMA 5013 Curriculum Design and Instruction.

**EDMA 5421 SAFETY AND LEGAL ISSUES SEMINAR** – Teacher candidates receive training in Washington State child abuse reporting procedures, HIV/AIDS and blood borne pathogens, and CPR/First Aid certification. Graded Pass/No Credit

**EDMA 5423 SECONDARY SUBJECT AREA METHODS** – Students select one methods course specific to subject area and certificate endorsement: DRAM 5423 Theatre Arts Methods, ENGL 5423 English/Language Arts Methods, HIST 5423 Secondary Social Studies Methods, LANG 5423 English as a Second Language Methods, MATH 5423 Secondary Mathematics Methods, or SCIE 5423 Biology Methods & Lab Management. Emphasizes curriculum design, instructional planning, technology, and resources. Focuses on special needs, cultural diversity, and Washington State learning goals, EARLs and GLEs. Application in assigned classroom setting. Taken concurrently with EDMA 5202 Part-time Student Teaching and EDMA 5413 General Secondary Methods. Prerequisite: EDMA 5013 Curriculum Design and Instruction.

**DRAM 5423-THEATRE ARTS METHODS**

**ENGL 5423-ENGLISH/LANGUAGE ARTS METHODS**

**HIST 5423-SECONDARY SOCIAL STUDIES METHODS**

**LANG 5423-ENGLISH AS A SECOND LANGUAGE METHODS**

**MATH 5423-SECONDARY MATHEMATICS METHODS**

**SCIE 5423-BIOLOGY METHODS AND LAB MANAGEMENT**

**EDMA 5453 ASSESSMENT AND EXCEPTIONALITY** – Engages research around exceptionality (special education, advanced students), specifically as it touches on areas of assessment. Candidates will reflect on assessment tools and strategies across the learning spectrum, considering the merits and challenges of assessing special needs students through standardized testing, as well as assessing advanced students in critical thinking and subject synthesis. This course is focused on effective assessment processes for a diverse P-12 student population.

**EDMA 5486 FULL-TIME STUDENT TEACHING** – Monday-Friday field experience, where the student plans and teaches the classroom curriculum for at least three consecutive weeks. Manages classroom routines. Assessment of the student’s ability to implement what has been learned in the professional education sequence. Demonstration of subject knowledge, positive impact on student learning, and instructional skills. Pass the Washington State Pedagogy Assessment. Taken concurrently with EDMA 5561 Professional Seminar. Prerequisite: Completion of methods courses and EDMA 5202 Part-time Student Teaching. (Non-education graduates: 6 credits)

**EDMA 5503 ADVANCED ISSUES IN INSTRUCTIONAL DESIGN** – Beyond the basics (learning targets, lesson planning, etc.), this course allows for an in depth look at concepts such as student self-assessment (i.e., student voice), advanced instructional strategies (e.g., POGL, flipped classrooms, etc.), as well as current state learning standards (i.e., Common Core). This course is aimed at developing the instructional repertoire of the seasoned teacher, allowing for greater flexibility and effectiveness in the P-12 classroom.

**EDMA 5523 EDUCATIONAL STANDARDS AND ACCOUNTABILITY** – Analyzes history and purposes of educational standards from multiple perspectives, e.g., philosophical, political, social, equal opportunity, and pedagogical. Compares American standards and results with the expectations of other developed countries. Addresses influence of the federal government through legislation, regulation, and enforcement activities. Covers school improvement initiated by Washington State since 1993, including program and student performance assessments: norm and criterion-referenced tests. Studies development and impacts of state standardized testing.

**EDMA 5543 CURRENT EDUCATIONAL ISSUES AND TRENDS (Assessment/Leadership)** – Evaluate contemporary movements, theories, products, and practices which affect common schools (P-12). Topics vary by term depending on current events; may include federal and state legislation, court cases, regulations, religion in public schools, published studies and journal articles, social and political dynamics, school finance, special needs populations, diversity, affirmative action, equal educational opportunity, technology, teacher preparation and licensure, professional development, teacher effectiveness, professional ethics, and career and retirement planning. Candidate focus will follow their program Concentrations (Assessment/Leadership).

**EDMA 5561 PROFESSIONAL SEMINAR** – Seminar sessions include discussions on educational philosophy, values and ethics, Christian worldview, effective teaching practices, conflict management, problem-solving strategies, and assessment of student learning. Activities and assignments focus on job search skills and professional development: resume writing, production of a teacher placement file, simulated job interviews, Washington State teacher certification and continuing education requirements, and drafting a professional growth plan related to the Professional Teacher Certificate. Taken concurrently with EDMA 5486 Full-time Student Teaching or EDMA 5786 Full-time Student Teaching. (Requirement satisfied by EDUC 4971, if completed in post-BA status)

**EDMA 5613 THE INTEGRATED TEACHER** – Considers the aims, structure and styles of educational endeavors. With the individual teacher in mind, using philosophical and practical texts, this course directs candidates to think deeply about their own aims of education, who they are in the classroom and what structures align with those realities. The goal of this course is to foster authentic teachers who engage their students in meaningful and effective ways.

**EDMA 5623 HARASSMENT, INTIMIDATION, BULLYING (HIB) AND MORAL EDUCATION** – Provides a broad overview of the phenomenon of bullying as it plays out in P-12 schooling. The course will outline current research on school bullying, including definitions, Washington state law regarding harassment, intimidation and bullying within schools, bully/victim characteristics, gender in bullying, and bullying motivations. Further, the course will consider several current anti-bullying programs, outlining both their programs and aims. Finally, the course will more broadly consider the notion of “moral transformation,” considering both behavioral and dispositional change, specifically discussing the roles of student identity construction and school culture as they intersect with bullying activities and moral development.

**EDMA 5682 EDUCATIONAL RESEARCH METHODS: DATA** – A continuation for EDMA 5063, this course focuses candidates on their data collection efforts, aimed toward a final educational research project. Candidates will collect data for their projects by means consistent with their previously developed research proposals. Prerequisite: EDMA 5063 Education Research Methods: Theory.

**EDMA 5691 EDUCATIONAL RESEARCH METHODS: REPORTING** – A continuation from EDMA 5063 and EDMA 5682, this course focuses candidates on analyzing their data (collected in EDMA 5682), writing a final educational research report, and presenting it to a panel of peers and community members. Candidates will write a full research report based on the data collected and proposal developed earlier. Prerequisite: EDMA 5063 Education Research Methods: Theory; EDMA 5682 Educational Research Methods: Data.

**EDMA 5701 PROCERT PRE-ASSESSMENT AND ORIENTATION SEMINAR** – In line with Washington State's Professional Certification requirement for newer teachers, the ProCert Pre-Assessment and Orientation Seminar is a 'support program' aimed at aiding ProCert candidates in their preparation for the ETS ProTeach Electronic Portfolio submission. The Pre-Assessment seminar is focused on unpacking the 12 state ProCert Criteria as well as the three Entries required for the ProTeach Portfolio. In addition, candidates will become familiar with the online Portfolio textboxes, evidence requirements, submission process, and benchmark examples, working with a cohort to gain clarity throughout. (Grade Pass/No Credit)

**EDMA 5713 DATA ANALYSIS** – Introduces data analysis methodologies on theoretical and practical levels. This will include basic statistical analysis, as well as qualitative methodologies. Practically this course is aimed at helping candidates in their efforts to effectively collect and analyze classroom data (i.e., student performance, assessment and behavioral data), ultimately aimed at more effective practice and increased student learning. Prerequisites: EDMA 5063 Educational Research Methods: Theory; EDMA 5682 Educational Research Methods: Data; EDMA 5691 Educational Research Methods: Reporting.

**EDMA 5753 PROGRAM, PROCESS AND POLICY EVALUATION** – Evaluating programs, processes, and policies within educational settings.

**EDMA 5781 PROTEACH PREPARATION SEMINAR** – Helps the candidate through the ProTeach submission process. Working with an NU mentor, the candidate will begin the preparation processes involved in the electronic Portfolio submission, including collecting evidence, writing narrative portions, and using ProTeach forms (e.g., Needs Assessment, Professional Growth Activities Log, etc.). While Northwest University cannot guarantee passage of the ProTeach Assessment (since all Portfolios are scored independently by ETS), we do provide support throughout the process, setting the candidate up with clear understanding and collaborative experiences. (Grade Pass/No Credit)

**EDMA 5813 COLLABORATION, COACHING, AND PROFESSIONAL COMMUNICATION** – Provides a theoretical and practical overview of co-teaching practices in the classroom. The course will provide working definitions of co-teaching, an overview of co-teaching strategies (e.g., one teach, one observe; one teach, one assist; station teaching; parallel teaching; team teaching; etc.), as well as discussing the benefits and difficulties of the co-teaching model. In addition, the course will review the current research on collaborative teaching best practices, including impact on student performance.

**EDMA 5833 LEARNING STRATEGIES AND APPLIED TECHNOLOGY** – This course builds on the teaching expertise of practitioners and extends their knowledge of researched strategies and technologies shown to enhance the learning of elementary and secondary students and to support the narrowing of achievement gaps for minority populations. Tailored to meet the needs and addresses the interests of graduate cohort members, course content remains flexible in terms of selected readings and activities focused on learning theory, effective strategies, and available electronic technologies.

**EDMA 5873 LEADERSHIP AND ORGANIZATIONAL CHANGE** – Provides a broad overview of the teacher-leader in today's P-12 school setting. The course will provide a theoretical understanding of the teacher-leader, including leadership theory, as well as topics such as mentoring and school reform. In addition, the course will focus on practical aspects of teacher leadership spread across a variety of rolls within the school (induction support, collaborative professional development, curriculum coach, community partnership, etc.). This course is aimed at equipping classroom teachers toward strong professional contribution within their schools.

**EDMA 5972 FIELD PROJECT** – Focuses the candidate on an intentional project within a school, district or learning community, developed by the candidate in consultation with the professor. The project is aligned by purpose and Concentration (Assessment/Teacher Leadership/ELL), and aimed to facilitate practical application of theory in a field-based experience.

## COLLEGE OF MINISTRY

**BIBL 5003 BIBLICAL LANDS TRIP** – A course to prepare students for an on-site tour of selected Bible lands at the conclusion of the semester. The seminar is a survey of the Bible lands with special emphasis on their biblical, historical, geographical, archaeological, and cultural associations. Special travel fee is required.

**BIBL 5103 OLD TESTAMENT INTRODUCTION: BACKGROUND & THEOLOGY** – This serves as an introductory graduate survey that examines the basic structure and biblical content of the Old Testament as well as the core history of Israel in tandem with their relationships to other contemporaneous Near Eastern peoples. This course will also assist students in developing a foundational understanding of hermeneutical and exegetical method and essential theological themes as they interface with the Old Testament canonical literature.

**BIBL 5203 NEW TESTAMENT INTRODUCTION: BACKGROUND & THEOLOGY** – This course serves as an introductory graduate survey of the New Testament beginning with an overview of the major literary components of the Gospels, Acts, the Pauline corpus, the General epistles, and Revelation. The entire scope of the New Testament writings will be reviewed in terms of authorship, date, occasion for writing, as well as for structure and theological content. Attention will also be given to the textual traditions, language and canonicity of the NT.

**BIBL 5253 CORINTHIAN CORRESPONDENCE** – A course focusing on Paul's epistles to the Corinthians in the context of his larger relationship with the church at Corinth. Study of both the historical-critical setting as well as careful, passage by passage exposition of the text will be pursued in an effort to grasp the theological import of this watershed text. The course will also include a review of the history of the epistles' interpretation, a discussion of the larger issues in the current academic discussion on Paul's works and thought, and the potential impact of these epistles' timeless thoughts on contemporary culture.

**BIBL 5303 ENTERING THE BIBLICAL NARRATIVE** – This course seeks to ground biblical and theological reflection in the overarching story of the Christian Scriptures. Thus it assumes that the biblical text will be read responsively within its worldview. In this way, the text is not only interpreted by, but also transforms the reader. Students are equipped to embody the effective nature of these living texts within their own cultural contexts.

**BIBL 5333 A BIBLICAL THEOLOGY OF DREAMS AND VISIONS** – Dreams, along with prophecy and visions have been understood to be a significant expression of the out-pouring of God's Spirit in the Old Testament. In the New Testament, Luke also champions dreams and visions. This course investigates the broad topics of sleep, dreams, visions, and divine revelation in both the Old and New Testaments. It is a study that attempts to pull together the disparate reflections on the biblical understanding of dreams from a Pentecostal-Charismatic perspective.

**BIBL 5423 BIBLICAL INTERPRETATION AND MODERNITY** – This course is an introduction to and interaction with the more recent history of biblical scholarship. This course surveys the trends, developments and critical methodologies within the field of biblical studies. The effects of modern thought on the spiritual life and surrounding culture of western Christian communities are explored. Students learn to evaluate the assumptions / values of competing intellectual ideologies as they influence our understanding of biblical texts.

**BIBL 5553 READING THE BIBLE: EXEGESIS AND INTERPRETATION** – This course serves as an introductory graduate experience in biblical exegesis and Christ-centered hermeneutics as applied to the entire scope of the biblical narrative. Special attention is given to the development of an intellectual framework for biblical interpretation, coupled with skillful exegesis that lays a solid foundation for both oral and written exposition of canonical sources. Students will also gain an understanding of the principles and methods which apply to the entire Scripture as well as specific methodologies that are necessary to interpret various genres of biblical material such as narrative text, epistles, poetry, and prophetic writings.

**BIBL 6413 DEUTERONOMY** – *Course Description Pending* **BIBL 6843 - 6913 TEXTS WITHIN CONTEXT: SPECIAL TOPICS** – Using biblical books as a point of departure, this type of course would provide an exegetical basis for interpretation framed with particular contextual issues in mind. Sample course titles include: Luke / Acts: Wealth and Possessions, Amos: Economics and Social Justice, Revelation: Politics and Empire, 1 Corinthians: Power and Justice in Relationships

**CMIN 5103 UNDERSTANDING MISSION AND CULTURE** – This course examines mission, especially as it relates to the local church. This interdisciplinary study is designed to move the student toward a visionary and inclusive understanding of mission in relation to the transformation of individuals, communities, cultures and the planting of churches. Students will reflect on a biblically based theology that takes seriously the church's missional vocation.

**CMIN 5163 TEAM BUILDING AND MANAGING CONFLICT** – This course will explore team building as integral to preventing conflict and the role of conflict in healthy team formation. Participants will examine the nature of conflict, how it develops within individuals, relationships, and organization as well as the methods for effectively managing conflict.

**CMIN 5213 ETHICAL AND LEGAL CONCERNS IN MINISTRY** – This course will examine the development of a constructive Christian ethic as a basis from which to address the moral problems and legal issues confronting the church in today's culture. Students will explore the relationship between theological reflection and ethical thinking in light of the church's moral mission in society.

**CMIN 5363 THE MEANING OF CHRISTIAN COMMUNITY** – This course explores the implications of 'mission': What does the church exist for? Emphasis is placed both on a biblical understanding of the people of God and historic expressions of that community through the centuries. These observations will then serve as a framework for critically evaluating current issues facing church life and organization. Students will be encouraged to consider how they might express biblically centered expressions of Christian community in diverse ethnic, social and global contexts.

**CMIN 6143 LEADERSHIP AND PLURALISTIC ISSUES** – This course is based on the assumption that cross-cultural competency is essential on a personal level for meaningful human relationships and on a professional level for success as a leader. Church leaders and other ministry practitioners alike need to understand how to cope with the differing ideologies of modern society. This course examines biblically grounded principles and models that will enable the student to understand the extent and realities of cultural diversity, and thus to render more effective leadership in communicating the Christian message in a pluralist society. This interdisciplinary study deals with the leadership implications and strategies of the religious, ideological and cultural diversity that surrounds the church in its local and global context. Special focus is given to the nation's growing ethnic communities in order to form an understanding of the purposeful inclusive nature and role of the church today. This understanding is critical for the church to accomplish its missional goal of leading the transformation of individuals, communities and cultures as an "alternative & counter-culture" community of faith.



- CMIN 6173 STRATEGIC PLANNING AND ORGANIZATIONAL CHANGE** – This course will examine the strategic planning process for redefining the shape of a missional organization in a pluralistic society. It will focus on ministry analysis, values discovery, mission, vision, and strategy development, ministry contingencies and evaluation. Students will explore the leader's role in organizational change - creating and preventing change as well as determining the organization's readiness for change. In addition, students explore the reasons for resistance to change and strategies for coping with resistance.
- CMIN 6183 MOTIVATION, COACHING, AND MENTORING** – This course explores the practice of mentoring in the context of missional ministry. Students will be exposed to mentoring in a variety of contexts, and will examine and experience community as a missional people as well as the intricacies of motivating, coaching, and disciplining people.
- CMIN 6203 RESEARCH METHODOLOGY** – This course is designed to develop advanced skills for theological, biblical, literary and cultural research and writing. Advanced research methods will be examined as the student develops the necessary tools to produce a quality final degree document. Students planning to pursue another advanced degree are strongly encouraged to complete this course. Students who will be taking either THEO 6943 (Thesis), THEO 6953 (Comprehensive Exam), or CMIN 6943 (Culminating Leadership Project) are required to complete this course. A proposal, as per the specific MA in Theology and Culture or MA in Missional Leadership requirements must be completed to pass this course and will serve as the student's starting submission for entry in to CMIN 6943 or THEO 6953. (Same as THEO 6203)
- CMIN 6333 CHURCH AND SOCIETY IN AMERICA** – This course seeks to guide the participant in being able to articulate the wide diversity of Christian expression existing in contemporary American culture as well as be able to evaluate the cultural conditioning of churches. To engage that conversation, two foundational questions are asked: First, in what ways does the "church" mirror "society?" Secondly, in what specific ways is the Church impacting society and acting as Christ's agent of reconciliation and change?
- CMIN 6453 THE SPIRITUALITY OF CHRISTIAN WORSHIP** – Participants in this course define and exegete 'worship' as a biblical theme and are introduced to the 'psychology' of worship and group dynamics. Furthermore, the class explores the spectrum of secular manifestations of 'worship' as a means to both understanding popular culture and framing Christian worship as distinct from these expressions.
- CMIN 6543 THEOLOGY AND CONTEMPORARY MEDIA: INTERPRETING THE HOLLYWOOD NARRATIVE** – This course explores the connections between theology and artistic expression (imagination). Film brings together visual, literary and musical arts to function as a sort of "uber-art." The point of entry into popular culture might be through the role of film in shaping the narratives of western culture.
- CMIN 6943 CULMINATING LEADERSHIP PROJECT** – This course brings together all of the student's program course work by researching and writing on one of the following possibilities: a new ministry that can be developed and the leadership that will be required; restructuring an organization or ministry to be more effective and capture the leadership realities that will need to be faced to bring about this about; exploring and analyzing various leadership models used in different venues and how they are working in specific contexts; exploring the state of a particular leadership model within a denomination or organization and how that style has impacted the denomination or organization; examining biblical models of leadership and how they are being carried out or being neglected in various Christian groups; developing a model for leadership that could better serve new churches or organizations; in consultation with the Graduate Program Director, an approach can be tailored to best service the student's context and future planning. Students will be assigned to a faculty supervisor according to the selected subject matter. Prerequisite: CMIN 6203 Research Methodology, completed proposal, (Grade Pass/No Credit)
- CMIN 6990 THESIS CONTINUATION** – Students who need additional time to finish their thesis after completing the appropriate CMIN 6943 Thesis course, must register for this course each term through completion. No student can enroll in this course for more than three years (six terms) without the approval of the Dean of the College of Ministry. A Continuation Fee applies to this course.
- LANG 5303 BIBLICAL LANGUAGES: METHOD AND INTERPRETATION** – This course assumes that sound biblical interpretation is dependent upon basic proficiency in biblical languages. Students will be introduced to basic grammar and syntax of both biblical Hebrew and Greek. Opportunity will be given for students to develop the skills necessary for accessing the better lexical tools and commentaries specific to biblical and theological studies.
- LANG 6413 HEBREW I** – A beginning study of biblical Hebrew that enables participants to read simple narrative passages and some poetry. Through a variety of learning activities participants learn to speak Hebrew as they progress together from simple vocabulary through fundamental grammatical forms and sentence structure to the point of reading several chapters of the Bible. Appeals to visual, aural, and kinesthetic learners who desire to read and translate Hebrew as well as to use their skills to better interpret the Bible and make use of commentaries and other tools of biblical study.



**LANG 6423 HEBREW II** – Building on LANG 6413, Hebrew 2 develops further proficiency with the forms and uses of the Hebrew verbal system. Through continued use of spoken Hebrew, participants read many chapters of Hebrew narrative and a few psalms as they gain experience not only in translating Hebrew but also in understanding Hebrew style and idiomatic expressions. The pedagogical approach focuses on the functions of language in context, gradually building vocabulary and familiarity with the verbal system through repeated yet creative exposure to large passages of biblical text.

**LANG 6513 GREEK I** – An introduction to the basic grammar, syntax and vocabulary of New Testament Greek combining both deductive and inductive approaches and emphasizing reading in the Greek New Testament.

**LANG 6523 GREEK II** – A continuation of Greek I that introduces basic grammar, syntax and vocabulary of New Testament Greek combining both deductive and inductive approaches and emphasizing reading in the Greek New Testament. Note: Greek I and Greek II must be taken sequentially.

**PMIN 5023 BIBLICAL LEADERSHIP MODELS AND CULTURAL RELEVANCE** – This course will analyze the various leadership models found in the biblical record of the Old and New Testament, along with culture parallels, to demonstrate the variety of leadership models that are necessary depending upon the culture and people. Special attention will be given to the Christological Model of leadership and the unfolding models that proceeded from that New Testament foundation. Each model will be examined with consideration being given to potential application within contemporary culture.

**PMIN 5133 LEADERSHIP AND CHARACTER DEVELOPMENT** – This course explores the holistic life of the leader with an emphasis on divine design, character, spirituality and personal ethics. Opportunity is given for spiritual, physical, emotional, mental and relational development within in one's life, and how it can influence interpersonal relationships and the public roles of leadership in the missional workplace.

**PMIN 5233 CREATIVE PREACHING** – This course will provide an exploration of innovative ways to proclaim God's Word, such as dramatic narrative, audience participation, interview format and video integration. Students will be equipped to creatively communicate the Bible with cultural relevance and scriptural fidelity.

**PMIN 5253 SPIRITUAL FORMATION AND DIRECTION** – This course is designed to enhance the minister's experience of lifelong spiritual transformation. In addition to the classic spiritual disciplines and virtues, an array of contributions from various streams of the Christian tradition are considered, including the ways in which life experience can be spiritually forming if properly engaged. The model used in this course is designed to encourage leaders to facilitate the spiritual growth of those they lead by example, to become leaders worth following.

**PMIN 5413 MINISTRY ESSENTIALS** – Participants will develop a practical, biblically based foundation for ministry that integrates theology and praxis including *Missio Dei*, the conducting of sacerdotal functions (communion, weddings, funerals, baby dedications) as well as establishing ethical parameters in pastoral counseling, time management, ministerial ethics, and leadership style. Special emphasis will be given to the divine call of vocational ministry, the attendant challenges of balancing one's spiritual, personal, and professional life as well as interfacing with those in ecclesiastical oversight roles.

**PMIN 5713 CROSS-CULTURAL LEADERSHIP I** – This course is based on an international or stateside course of study under the direction of a professor taking place within one of the following settings: Universities, training centers, mission field experiences, mega-churches, organizations, businesses or cross-cultural setting in which leadership approaches and styles are examined and analyzed. Field service is required so that the student is actively participating in the experience. This course will expand the cross-cultural understanding of the student to more effectively assess and respond to the realities being faced in that particular setting and evaluate the transferability of various leadership models in other cultures. This course examines the role of culture and cultural dynamics in the selection, emergence and functioning of leadership. The student is responsible for expenses related to fieldwork.

**PMIN 5953 MINISTRY LEADERSHIP EXPERIENCE** – This course is designed for those who are currently involved in 20 hours or more of ministry per week in a local church or parachurch organization. Theory and practice are merged through course readings and ministry practice as the student analyzes how they are functioning within the ministry context and develops healthier ways in which to lead in the specific context. A system will be developed for evaluation of ministry effectiveness, time and life management, in working with others. This takes place under the guided supervision of a professor.

**PMIN 6193 PASTORAL CARE AND HUMAN DEVELOPMENT** – This course helps students to understand the nature and practice of pastoral care. A survey of development stages and tasks common to all persons throughout the life cycle is examined. One particular emphasis of the course is placed on the special needs for ministry to marriages and family life. The course aims to enable students to create real and vital communities that care.

**PMIN 6243 MINISTRY LEADERSHIP AND ADMINISTRATION** – The course serves to prepare students to lead a church or other ministry organization by teaching principles of leadership, financial management, governance, board leading, staff and volunteer recruiting and management, recording keeping, vision development, relevant legal issues, and strategic planning.

**PMIN 6323 BIBLICAL PREACHING & TEACHING** – The class provides a graduate level foundation to effectively communicating God's Word to engage and empower listeners to live transformed lives. The course introduces the student to various forms of preaching and teaching (including communicating in cross-cultural contexts) and prepares students to effectively prepare and deliver sermons as well as didactic presentations. Students will also gain a fundamental understanding of how to incorporate technology into their communication.

**PMIN 6723 CROSS-CULTURAL LEADERSHIP II** – This course builds upon PMIN 5713 Cross-Cultural Leadership I. This course consists of an international or stateside course of study under the direction of a professor taking place within one of the following settings: Universities, training centers, mission field experiences, mega-churches, organizations, businesses or cross-cultural setting in which leadership approaches and styles are examined and analyzed. Field service is required so that the student is actively participating in the experience. This course will expand the cross-cultural understanding of the student to more effectively assess and respond to the realities being faced in that particular setting and evaluate the transferability of various leadership models in other cultures. This course examines the role of culture and cultural dynamics in the selection, emergence and functioning of leadership. In addition to the requirements of PMIN 5713, the student will design either leadership models to address the cultural context or b) utilize existing models and how they would interface with the specific context. The student will demonstrate the transferability of such models to other cultural contexts. Prerequisite: PMIN 5713 Cross-Cultural Leadership I. The student is responsible for expenses related to fieldwork.

**PMIN 6973 LEADERSHIP PRACTICUM** – This course is designed for those who desire to serve under the direction and mentoring of a gifted leader in the field, while working with a faculty supervisor in the process. The student makes the selection in conjunction with a professor and specific goals for the semester are established with the leadership mentor in relation to reading, projects, writing and service designed for personal leadership growth.

**THEO 5213 CHRISTIAN THEOLOGY: AN INTRODUCTION** – A foundational overview of basic systematic theology as articulated in the evangelical expression of the Church with which the Assemblies of God in broad perspective identifies itself. This course will also give specific attention to the theological formation of classical Pentecostal doctrine as articulated by the Statement of Fundamental Truths of the Assemblies of God.

**THEO 5223 SYSTEMATIC THEOLOGY** – *Course Description Pending*

**THEO 5313 PHILOSOPHY FOR UNDERSTANDING THEOLOGY** – This course maps the influence of the western philosophical tradition on Christian theology through the centuries. Important questions will be explored: 'What is philosophy?'; 'How does it influence thinking about God - both consciously and sub-consciously?' Through a series of case studies, students will be introduced to basic principles for sound theological reflection and assisted in communicating those thoughts in a contemporary context.

**THEO 5423 CHRISTIANITY IN CONVERSATION WITH CONTEMPORARY WORLDVIEWS** – This course surveys post-modern thought and examines its influence on contemporary worldviews. The goal is to foster healthy critiques of the diverse expressions of this present-day conversation. The task of bringing theology to bear on the assumptions of contemporary worldviews will enable the student to develop a constructive Christian response to current trends.

**THEO 5533 A THEOLOGY OF VOCATION** – Participants examine biblical teaching and theological reflection on the concept of vocation. Developments in the understanding of the nature and purpose of work and perspectives on the role of human participation in the divine activity of creation and redemption are reviewed and assessed. Students construct a suitable theological framework from which to evaluate their own calling and explore ways in which faith communities can better assist members to discover and cultivate working lives that are worthwhile and meaningful.

**THEO 6203 RESEARCH METHODOLOGY** – This course is designed to develop advanced skills for theological, biblical, literary and cultural research and writing. Advanced research methods will be examined as the student develops the necessary tools to produce a quality final degree document. Students planning to pursue another advanced degree are strongly encouraged to complete this course. Students who will be taking either THEO 6943 (Thesis), THEO 6953 (Comprehensive Exam), or CMIN 6943 (Culminating Leadership Project) are required to complete this course. A proposal, as per the specific MA in Theology and Culture or MA in Missional Leadership requirements must be completed to pass this course and will serve as the student's starting submission for entry in to CMIN 6943 or THEO 6953. (Same as CMIN 6203)

**THEO 6393 BIBLICAL IMAGERY AND THEOLOGICAL IMAGINATION** – This is an advanced interpretation course that explores the following: the use of symbol and imagery in literature (with specific emphasis on biblical texts), the appropriation of biblical imagery in popular culture, and the communication of biblical themes in a culture-relevant and biblically honest format.

**THEO 6423 A HISTORY OF CHRISTIAN THEOLOGY** – This course invites the student to consider the development of orthodox Christian theology and reflect on its significance for current expressions of Pentecostal-charismatic communities in a global context. There exists an ongoing need to provide a rationale for the historic creeds and confessions of the Christian church. The aim is to provide the student the skills necessary for critical, loyal engagement with their own confessional tradition.

**THEO 6943 THESIS I** – Thesis I prepares the student for Thesis II. (Grade Pass/No Credit)

**THEO 6953 COMPREHENSIVE EXAMINATION** – The comprehensive examination tests the breadth of a student’s knowledge within the scope of the MA in Theology and Culture program. The examination includes a written portion and, at the discretion of the examination committee, it may also include an oral component. Taken at or near the completion of the program, students prepare by reading a representative selection of material (normally between 3,000 and 4,000 pages) chosen by the course’s professor. The professor in conjunction with the examination committee will look to address the student’s specific academic interests as well as core knowledge representative of the program. The comprehensive examination option allows students who wish to take a broader selection of courses than those pursuing the thesis option. This approach differs from the thesis option in that it emphasizes breadth to a greater extent than it does depth. (Grade Pass/No Credit. A grade of “Pass” is required to graduate from the MA in Theology and Culture program. Students will be assessed a reader’s fee for one additional exam reader.)

**THEO 6963 THESIS II** – Under the guidance of a thesis supervisor and two readers, students prepare a final written thesis that serves as the programmatic capstone for the MA in Theology and Culture program as well as a contribution to the literature base. A reader’s fee will be charged for two readers beyond the supervisor. All students submit a copy of their final, approved thesis to the library in electronic format. (Grade Pass/No Credit, Reader fee assessed).

**THEO 6990 THESIS CONTINUATION** – Students who need additional time to finish their thesis after completing the appropriate THEO 69xx Thesis course, must register for this course each term through completion. No student can enroll in this course for more than three years (six terms) without the approval of the Dean of the College of Ministry. A Continuation Fee applies to this course.

## COLLEGE OF SOCIAL AND BEHAVIORAL SCIENCES

**GLST 5153 RESEARCH FOR SOCIAL CHANGE** – A comprehensive overview of research methods in the social sciences, and their capacity to improve the lives of individuals and communities. The course focuses primarily on the design and implementation of multiple forms of qualitative studies. Special emphasis is placed on ethnography and action research as core ICD methods that are utilized in other program courses and thesis project field research. Students will also learn to read and interpret quantitative research, to critically evaluate research write-ups, and to utilize quantitative data to address social needs.

**GLST 5203 SPIRITUALITY, CULTURE AND SOCIAL JUSTICE** – Students are encouraged to explore personal, spiritual, and theological foundations for being involved in a helping profession. The course focuses on issues of culture and justice as they apply to socio-cultural contexts and physical environments, and fosters the development of critical perspective that thinks beyond the surface of challenging social/environmental issues.

**GLST 5313 COMMUNITY DEVELOPMENT** – This course explores the broad practice of community development, and the various ways the field is defined and expressed in both global and local contexts. Through background readings, reflections, online discussions, and group exercises, class members will study both the dominant and competing paradigms to development and poverty alleviation, the shift in these paradigms over time, and recurrent themes of social change.

**GLST 5333 LEADERSHIP** – Students in this course will learn about the specific challenges of leading and managing nonprofit organizations in a global context. Through consideration of both theory and case studies, students will gain greater insight into such issues as vision development, innovative fundraising and sustainable business practices, strategic planning, business ethics, and organizational culture.

**GLST 5503 CULTURE STUDIES IN A GLOBAL CONTEXT** – In a globalizing world, being able to understand and negotiate the challenges of cultural diversity is more important than ever. This course will consider issues of culture from a general perspective, and will also look at a number of case studies in which practical issues illustrate and problematize the theories we look at. Most importantly, we want to consider the sorts of intercultural challenges that are faced by those working in the helping professions.

**GLST 5673 GLOBALIZATION AND DEVELOPMENT** – This is a course that aims to position students in the larger context of global systems – economic, cultural, and geopolitical. The primary objective is to increase understanding of the interdependent world in which we live – and the pervasive, unstoppable movement of globalization that characterizes it. The course also seeks to equip students with some of the necessary cultural knowledge and empathy required to operate in the increasingly dominant “monoculture,” and at the same time to navigate (and value) multicultural distinctiveness.

**GLST 590X RESEARCH LABORATORY** – *[Offered for variable credit]* An application course which provides students with hands-on experience in research methods. Emphasis is placed, depending on the semester, on different aspects of the research process including study design, methodology, literature review, data collection, data coding and analysis and writing. Students meet regularly with the instructor and spend most of their time participating in the various elements of the research process. (Graded on a Pass/No credit basis) Prerequisite: Instructor’s permission.

- GLST 5932 PRACTICUM I: PROJECT MANAGEMENT** – This course provides an introduction to the paradigm of Project Management. Students will learn principles of project management through work with actual organizations. Student will acquire skills for the initiation, planning, and presentation of projects designs. In addition, the goals of this initial practicum are to establish good relational dynamics for the cohort community, become familiar with MLA style requirements, consider questions of personal calling and vocational aspirations, and work towards the integration of learning from other course in the semester.
- GLST 5942 PRACTICUM II: FUNDING, GRANT WRITING, AND VOLUNTEER MANAGEMENT** – A study in strategies for sustainable resource development for non-profits and businesses. Students will explore strategies for resource development for non-profit organizations, and will apply their skills in organizational contexts. Topics include: grant writing techniques, donor-centered fundraising, fundraising management, giving campaigns, the use of technology, and volunteer management.
- GLST 5952 PRACTICUM III: PROGRAM EVALUATION** – In this course, students will be introduced to the basic concepts of outcomes-based evaluation and will become familiar with the necessary tools to design and conduct program evaluations. This is a hands-on course that requires students to actually evaluate real programs in their local contexts. It is intended to provide students with practical knowledge that can be used to improve programs and organizations, so that they can make a more meaningful difference in people’s lives and communities. (Course fee required)
- GLST 5962 PRACTICUM IV: FIELDWORK AND THESIS PROJECT** – This course provides the opportunity for individualized student fieldwork, the beginning of the thesis process, and the integration of lessons learned from fieldwork into the thesis project. In addition, the goals of this practicum are to maintain good relational dynamics for the cohort community, and to work towards the integration of learning from other courses in the semester.
- GLST 5972 PRACTICUM V: THESIS PROJECT** – This course supports the student in completing the thesis project. At the end of the course, students will present and defend their thesis work before an audience of their peers and professors. In addition, the student will be encouraged to consider questions of personal calling and vocational aspirations, and to work towards the integration of learning from all courses in the semester.
- GLST 6343 SOCIAL ENTREPRENEURSHIP** – This course is intended to be an introduction to practices and principles of social entrepreneurship. The course focuses in great part on innovative approaches to addressing social needs, and explores contemporary case studies. Topical themes include: Economic development through social enterprise; policy, politics, and free market forces; ethics and social responsibility; and globalization and the new economy. Special attention will be given to re-discovering our imaginative, inventive capacities, and cultivating entrepreneurial qualities.
- GLST 6423 SOCIAL AND ENVIRONMENTAL JUSTICE** – Issues of justice both between humans, and also between humans and the world of Creation, are considered in this course. Students will examine in-depth the historical roots and current manifestations of social and environmental injustices, made visible in issues such as economic inequality, globalization, labor and fair trade, human trafficking, indigenous rights, toxins, consumption and waste, environmental racism, and gender inequality. Students examine the case for Christianity as an Earth-honoring and justice-seeking religion, and explore Christian traditions’ contributions to contemporary work for social justice, fairness and equality around the world.
- GLST 6573 CHILDREN, POVERTY, AND DEVELOPMENT**– Prevention and advocacy for children at risk and the creation of healthy environments and communities for children are the two main foci of this course.
- GLST 6593 DISASTER RELIEF AND DEVELOPMENT** – Students will examine the critical concepts, principles, and tools that are needed in order to effectively intervene in emergency relief and disaster situations, as well as the relationship between disaster relief and community development. Special attention is paid to the contextual elements of urbanization, migration, and refugees.
- PSYC 5101 GRANT WRITING** – This course teaches students how to write grants that apply to the field of mental health and culture.
- PSYC 5111 RESEARCH METHODS I: INTRODUCTION** – This course provides an introduction to graduate- level research and writing.
- PSYC 5152 RESEARCH METHODS II: QUANTITATIVE** – This course provides a comprehensive overview of quantitative research in the social sciences. Its purpose is to impart an understanding of research methodology and quantitative statistical techniques. Specific applications to social issues will also be explored.
- PSYC 5202 CRITICAL THINKING IN PSYCHOLOGY, CULTURE, AND SOCIAL JUSTICE** – This course encourages and initiates thought in the realms of psychology, culture, and social justice. Class sessions are composed of lecture and practice of critical thinking skills.
- PSYC 5252 COMMUNICATION AND COUNSELING SKILLS WITHIN MULTICULTURAL CONTEXTS** – This course is a comprehensive overview of counseling skills, empathy training, and negotiation skills. It emphasizes the exploration of communication theory within diverse multicultural contexts.
- PSYC 5302 GROUP COUNSELING AND CULTURAL DYNAMICS** – This course provides an overview of the theory and dynamics of group counseling. Special emphasis is given to therapeutic settings and differences which exist within multicultural groups.

- PSYC 5352 BIOLOGICAL BASIS OF BEHAVIOR I NEUROPSYCHOLOGY** – This advanced course helps students understand the role physiology plays in psychology and human functioning, as well as the issues pertaining to the brain and behavior.
- PSYC 5403 PSYCHOTHERAPEUTIC SYSTEMS** – This course provides a historical overview of the various schools of psychotherapy: psychodynamic, behavioral, humanistic, cognitive, and cognitive-behavioral. Students are presented with the theories and aspects of treatments used in professional counseling.
- PSYC 5453 PSYCHOPATHOLOGY** – This course focuses on the diagnosis and treatment of the major psychopathologies and how those pathologies differ in various cultures. Emphasis is placed on the use of the current Diagnostic and Statistical Manual of Mental Disorders (DSM).
- PSYC 5502 MULTICULTURAL ISSUES IN PSYCHOLOGY** – This course examines the differences in psychology and human behavior among various cultures.
- PSYC 5552 PSYCHOLOGY LAW AND ETHICS** – This course presents students with regulations, laws, and ethics relating to the professional practice of counseling and psychology. This course also helps students think legally, ethically, and with good judgment.
- PSYC 5612 HISTORY OF PSYCHOLOGY** – This course provides an advanced analysis of the development of clinical and counseling psychology and psychotherapy. Emphasis is given to the effects of specific historical antecedents on contemporary trends in psychology.
- PSYC 5653 SYSTEMS OF FAMILY THERAPY IN CULTURAL CONTEXT** – This course provides a review of the major family system theories, as well as the theoretical and practical knowledge necessary for practicing family therapy.
- PSYC 5701 CHILD, SPOUSE, AND ELDER ABUSE** – This course provides an overview of the issues that surround child, spouse, and elder abuse. Emphasis is placed on the recognition and assessment of abuse, appropriate prevention and reporting procedures, and the differing views various cultures hold on this topic.
- PSYC 590X RESEARCH LABORATORY** – *[Offered for variable credit]* An application course which provides students with hands-on experience in research methods. Emphasis is placed, depending on the semester, on different aspects of the research process including study design, methodology, literature review, data collection, data coding and analysis and writing. Students meet regularly with the instructor and spend most of their time participating in the various elements of the research process. (Graded on a Pass/No credit basis) Prerequisite: Instructor's permission.
- PSYC 5941 PRACTICUM I** – This course represents the first of three semesters of practicum to be completed prior to internship or thesis. This course is designed to prepare students for internship or thesis and provide them with an introduction to the profession of counseling. In a supervised small group experience students explore vocational aspirations and consider how internship or thesis would complement their goals.
- PSYC 5951 PRACTICUM II** – This course represents the second of three semesters of practicum to be completed prior to internship or thesis. This course is designed to prepare students for internship or thesis. In a supervised small group experience students choose the internship or thesis track and take preliminary steps in the direction of their choice.
- PSYC 5961 PRACTICUM III** – This course represents the third of three semesters of practicum to be completed prior to internship or thesis. Students will receive an introduction to crisis, trauma, and grief and loss in this course, providing them with a foundation prior to the specific trainings that they will receive at their internship sites.
- PSYC 6112 ADVANCED STATISTICS** – This course is an advanced study of the fundamentals of statistical analysis as it applies to the social sciences.
- PSYC 6142 PERSPECTIVES OF HUMAN SEXUALITY** – This course considers the psychological, physiological, and sociological perspectives of human sexuality. Sexual terms, behaviors, and disorders are reviewed.
- PSYC 6152 RESEARCH METHODS III: QUALITATIVE** – This course is a comprehensive overview of qualitative research in the social sciences. Various problems that arise while researching different cultural groups are examined.
- PSYC 6162 ART THERAPY** – This course is a study of the theory and application of art therapy.
- PSYC 6212 THEORY OF HEALTH PROMOTION AND DISEASE PREVENTION** – This class focuses on the effects of health promotion and disease prevention relating to various health issues around the world.
- PSYC 6312 INTRODUCTION TO CLINICAL MEDICINE** – This course presents a basic understanding of the human physiological organ system, pathophysiology, course of illness, and current treatment of common chronic, traumatic, and/or life-threatening illnesses. The psychological and psychiatric aspects of medical illness are discussed. A special emphasis is placed on understanding pathophysiological systems as seen in other cultures.

**PSYC 6352 BIOLOGICAL BASIS OF BEHAVIOR II PSYCHOPHARMACOLOGY** – This course presents an overview of basic psychopharmacology. Emphasis is placed on the interaction between neurophysiology and psychotropic medications, as well as on how such interactions influence psychotherapy, treatment planning, and interventions.

**PSYC 6362 COUNSELING AND CAREER DEVELOPMENT** – This course provides an understanding of the various aspects of career counseling.

**PSYC 6403 PSYCHODIAGNOSTICS** – This course teaches the concepts and skills used in the development, selection, administration, and interpretation of psychological tests.

**PSYC 6412 MARRIAGE AND COUPLE THERAPY**–This course provides a study in the area of marriage and couple therapy. Emphasis is placed on the assessment and evaluation of couples and their interactions.

**PSYC 6432 CROSS-CULTURAL PERSPECTIVES IN THE WORKPLACE** – This course is for the management-level individual who desires to improve his or her skills and working relationships with people from various countries and cultures. Efficiency and organizational cooperation are stressed.

**PSYC 6453 THEORIES AND PRACTICE IN CULTURAL CONTEXT** – This course examines the major schools, including, but not limited to, psychodynamic, behavioral, and cognitive behavioral. This course covers treatment strategies and interventions from within the various schools that can be used in different cultural contexts.

**PSYC 6462 ADVANCED PSYCHOPATHOLOGY** – This course presents the chance to learn to make differential diagnoses using the current Diagnostic and Statistical Manual of Mental Disorders (DSM).

**PSYC 6552 CHILD AND ADOLESCENT THERAPY** – In this course, students learn and apply the basic therapeutic treatments available for children and adolescents.

**PSYC 6602 ADVANCED LIFESPAN DEVELOPMENT IN PSYCHOLOGY** – This course is a comprehensive survey of human development from conception through death. The interacting processes of physical, cognitive, social, emotional, and moral developments are examined.

**PSYC 6701 CAPSTONE: INTEGRATION OF PSYCHOLOGY, CULTURE AND SOCIAL JUSTICE** – This course is designed to provide a final integration, as well as practical application, for the constructs of psychology, culture, and social justice from a Christian worldview.

**PSYC 6762 SUBSTANCE ABUSE COUNSELING** – This course looks at the psychological, physiological, and sociological components of addictions, placing emphasis on appropriate interventions, treatments, and prevention techniques across different cultures.

**PSYC 680X INDIVIDUALIZED STUDY** – This is a supervised one, two, or three credit course that can be used by the student to research or gain experience in a specific area of interest in the field of psychology. It is recommended for second year students.

*Internships are designed to give students an opportunity to make significant career connections and find their place in the working world of psychology. It is recommended for those entering the career field upon graduation.*

**PSYC 6903 ADVANCED INTERNSHIP** – This course offers a supervised counseling experience complete with diagnosis, treatment plans, interventions, group feedback, and evaluations. Students must combine classroom knowledge and practicum experience to deliver psychological counseling services at his or her internship site.

**PSYC 6943 INTERNSHIP I** – This course represents the first of three consecutive semesters in a clinical (with supervised counseling) or nonclinical setting. The student combines classroom knowledge and practicum experience at his or her internship site.

**PSYC 6953 INTERNSHIP II** – This course is a continuation of Internship I.

**PSYC 6963 INTERNSHIP III** – This course is a continuation of Internship II.

*Thesis courses are designed to give students the opportunity to demonstrate their experience and success as an academic. Completing a master's thesis is one way to demonstrate research ability and strengthen one's application to a doctoral program. It is recommended for those pursuing a doctoral program or a career in research.*

**PSYC 6913 THESIS I** – This course represents the first of three consecutive semesters in which a student, under the supervision of a professor, performs an in-depth research paper and/or project. The purpose of this course is to demonstrate one's detailed knowledge and research competence.

**PSYC 6923 THESIS II** – This course is a continuation of Thesis I.

**PSYC 6933 THESIS III** – This course is a continuation of Thesis II.

**PSYC 7003 THEORIES OF PERSONALITY** – This advanced course is a survey of past and current theories of personality. An integrative approach, this course will examine important elements of each theory. Consideration will be given for the application of these personality theories to the field of psychology.

- PSYC 7032 INTERPROFESSIONAL PRACTICE** – Students will study health psychology and the role of the psychologist in an interprofessional practice. Attention will be given to medical literacy as is applicable to counseling psychology, evidence-based brief interventions in a medical setting, bio-psycho-social-spiritual treatments of psychiatric illnesses and applications of psychological interventions to illnesses commonly treated in primary care.
- PSYC 7143 HUMAN SEXUALITY AND RELATIONSHIPS** – This advanced course considers the psychological, physiological, sociological, and cultural perspectives of human sexuality and relationships. Sexual terms, behaviors, and disorders are reviewed. The student is given the opportunity to apply the concepts through case vignettes and therapeutic role plays.
- PSYC 7202 SOCIAL JUSTICE AND FAITH INTEGRATION** – Students examine how current social justice and faith integration issues impact mental health and evaluate the implications of these issues for psychotherapy. Additional attention is given to preparation for the Cross-Cultural immersion experience.
- PSYC 7252 COMMUNICATION & COUNSELING SKILLS WITHIN A MULTICULTURAL CONTEXT** – This course is a comprehensive overview of counseling skills, empathy training, and negotiating skills. It emphasizes the exploration of communication theory within diverse multicultural contexts.
- PSYC 7263 RESEARCH METHODS I: STATISTICS** – This is a doctoral level course examining and understanding statistical methods that are used in the social and behavioral sciences. Statistical analysis procedures are explored and SPSS is employed as a research tool. Scientific ethics, especially those relating to human subjects, are given careful consideration. Additionally, the interpretation of statistical results is covered. Keeping consistent with the ethos of the doctoral program in psychology, various challenges that arise while researching different cultural groups is given attention.
- PSYC 7273 RESEARCH METHODS II: DESIGN AND ETHICS** – This doctoral level course is a comprehensive overview of research in the social sciences; specifically as it relates the field of psychology. As a result of this course the student will have an understanding of the research methodologies for both quantitative and qualitative research. Scientific ethics, especially those relating to human subjects, are given careful consideration. Focus is given to methodologies and techniques as they relate to the doctoral dissertation. Keeping consistent with the ethos of the doctoral program in psychology, various challenges that arise while researching different cultural groups is given attention.
- PSYC 7283 RESEARCH METHODS III: TECHNIQUES OF DATA ANALYSIS** – This doctoral level course builds on the previous course, PSYC 7273 Research Methods II: Design and Ethics, and explores the various techniques of data analysis for both quantitative and qualitative research. The student is given the opportunity to employ various techniques of data analysis – especially as related to the student’s doctoral dissertation. Keeping consistent with the ethos of the doctoral program in psychology, various challenges that arise while researching different cultural groups is given attention.
- PSYC 7302 GROUP COUNSELING AND CULTURAL DYNAMICS** – This advanced course provides an overview of the theory and dynamics of group counseling. Special emphasis is given to therapeutic settings and differences that exist within multicultural groups.
- PSYC 7312 COMMUNITY DEVELOPMENT AND PSYCHOLOGY** – This course surveys the broad practice of community development as it relates to the field of psychology and mental health. The various ways that community development is defined and expressed in both local and global contexts are explored. Through case studies, students will gain insight into the latest developments and creative approaches that characterize community development “success stories.”
- PSYC 7353 BIOLOGICAL BASIS OF BEHAVIOR I: NEUROPSYCHOLOGY** – This advanced course helps students understand the role physiology plays in psychology and human functioning, as well as the issues pertaining to the brain and behavior.
- PSYC 7362 COUNSELING AND CAREER DEVELOPMENT** – This course provides students with an understanding of the various aspects of career counseling. This will include theory and application. Career counseling will be examined through the lens of psychology, culture, and social justice.
- PSYC 7403 PSYCHOTHERAPEUTIC SYSTEMS** – This advanced course provides a historical overview of the various schools of psychology: psychodynamic, behavioral, cognitive, cognitive-behavioral, humanistic/existential, and other current therapies. Students are presented with theories and treatment interventions used in therapy.
- PSYC 7412 MARRIAGE AND COUPLE THERAPY** – This advanced course provides a study in the area of marriage and couple therapy. Emphasis is placed on the assessment and evaluation of couples and their interactions.
- PSYC 7443 SOCIAL PSYCHOLOGY AND BEHAVIOR** – This is an advanced course which seeks to examine the theories and methods of social interactions in the development of personal and group behavior. Emphasis is placed not only on predominately western theories of social interaction and behavior, but also upon social phenomenon as they occur in non-western and indigenous contexts. An examination of culture and its relationship to social interactions and behaviors is paramount in this course.
- PSYC 7453 PSYCHOPATHOLOGY** – This course focuses on the diagnosis and treatment of psychological disorders and how those disorders differ in various cultures. Emphasis is placed on the use of the current Diagnostic and Statistical Manual.



- PSYC 7502 MULTICULTURAL ISSUES IN PSYCHOLOGY** – This advanced course examines the differences in psychology and human behavior among various cultures. Particular attention is given to preparation for the Cross-Cultural Immersion experience at the end of the 3rd semester. Course fee attached.
- PSYC 7552 CHILD AND ADOLESCENT THERAPY** – In this advanced course, students learn and apply therapeutic treatments available for children and adolescents. Focus is given to current interventions.
- PSYC 7602 ADVANCED LIFESPAN DEVELOPMENT** – This advanced course is a comprehensive study of human development from conception through death. The interacting processes of physical, cognitive, social, emotional, and moral developments are examined. Special emphasis is placed upon culture as it interacts with development.
- PSYC 7613 HISTORY AND SYSTEMS OF PSYCHOLOGY** – This course provides an advanced analysis of the development of clinical and counseling psychology and psychotherapy. Emphasis is given to the effects of specific historical antecedents on contemporary trends in psychology.
- PSYC 7632 INDIGENOUS PSYCHOLOGIES** – Students examine different indigenous psychologies and study the circumstances under which they were developed. Students will gain an understanding of the psychological context of people of diverse backgrounds so that they may compare and contrast approaches and conceptualizations of psychotherapeutic treatment and diagnoses.
- PSYC 7653 SYSTEMS OF FAMILY THERAPY** – This advanced course provides a study of the major family system theories, as well as the theoretical and practical knowledge necessary for practicing family therapy.
- PSYC 7662 INTERNATIONAL FIELD STUDY** – This course is a case study of the psychology, culture, and social justice issues related to the people indigenous to the country of the cultural immersion trip. (Course fee attached)
- PSYC 7763 SUBSTANCE ADDICTIONS AND INTERVENTIONS** – This advanced course looks at the psychological, physiological, and sociological components of addictions, placing emphasis on appropriate interventions, treatments, and prevention techniques across different cultures.
- PSYC 790X RESEARCH LABORATORY** – *[Offered for variable credit]* An application course which provides students with hands-on experience in research methods. Emphasis is placed, depending on the semester, on different aspects of the research process including study design, methodology, literature review, data collection, data coding and analysis and writing. Students meet regularly with the instructor and spend most of their time participating in the various elements of the research process. (Graded on a Pass/No credit basis) Prerequisite: Instructor's permission.
- PSYC 7912 DOCTORAL PRACTICUM I** – This course represents the first of three consecutive semester of a practicum experience in a professional psychology setting. In addition to on-site supervision, the student will participate in group supervision and case consultation in class. Topics to be addressed include: assessment, treatment planning, case management psychotherapeutic intervention, evidence-based practice, cultural psychology and, social justice. Attention will be paid to personal and professional development as applies to doctoral practicum students. Focus is given to preparing the students for their pre-internships.
- PSYC 7922 DOCTORAL PRACTICUM II** – This course is the second of three consecutive semesters of a practicum experience in a professional psychology setting. In addition to on-site supervision, the student will participate in group supervision and case consultation in class. Topics to be addressed include: assessment, treatment planning, case management psychotherapeutic intervention, evidence-based practice, cultural psychology and, social justice. Attention will be paid to personal and professional development as applies to doctoral practicum students. Focus is given to preparing the students for their pre-internships. In addition, students will prepare a proposal for presenting at a conference in the students fourth year of the program.
- PSYC 7932 DOCTORAL PRACTICUM III** – This course is the last of three consecutive semesters of a practicum experience in a professional psychology setting. In addition to on-site supervision, the student will participate in group supervision and case consultation in class. Topics to be addressed include: assessment, treatment planning, case management psychotherapeutic intervention, evidence-based practice, cultural psychology and, social justice. Attention will be paid to personal and professional development as applies to doctoral practicum students. Focus is given to preparing the students for their pre-internships.
- PSYC 7942 DOCTORAL ADVANCED PRACTICUM I** – This course represents the first of three consecutive semesters of an advanced, second year practicum experience in a professional psychology setting. At the practicum site, the student will obtain a level of experience commensurate with doctoral level clinical training. Throughout the duration of this course, the student will be supervised by a licensed professional at his or her practicum site. Additionally, the student will participate in supervision and case consultation on campus, facilitated by program faculty. Preparation for the fifth year doctoral internship is included in the second year practicum course sequence.

**PSYC 7952 DOCTORAL ADVANCED PRACTICUM II** – This course represents the second of three consecutive semesters of an advanced, second year practicum experience in a professional psychology setting. At the practicum site, the student will obtain a level of experience commensurate with doctoral level clinical training. Throughout the duration of this course, the student will be supervised by a licensed professional at his or her practicum site. Additionally, the student will participate in supervision and case consultation on campus, facilitated by program faculty. Preparation for the fifth year doctoral internship is included in the second year practicum course sequence.

**PSYC 7962 DOCTORAL ADVANCED PRACTICUM III** – This course represents the last of three consecutive semesters of an advanced, second year practicum experience in a professional psychology setting. At the practicum site, the student will obtain a level of experience commensurate with doctoral level clinical training. Throughout the duration of this course, the student will be supervised by a licensed professional at his or her practicum site. Additionally, the student will participate in supervision and case consultation on campus, facilitated by program faculty. Preparation for the fifth year doctoral internship is included in the second year practicum course sequence.

**PSYC 7991 DOCTORAL PRACTICUM CONTINUATION** – Continuing enrollment in Doctoral Practicum past Doctoral Practicum III. (Special Fee involved, Grade Pass/No Credit)

**PSYC 8001 PRE-INTERNSHIP CONTINUATION** – Continuing enrollment in Pre-Internship past Pre-Internship III. (Special Fee involved, Grade Pass/No Credit)

**PSYC 8011 INTERNSHIP CONTINUATION** – Continuing enrollment in Internship past Internship III (Special Fee involved, Grade Pass/No Credit)

**PSYC 8021 DOCTORAL DISSERTATION IN PSYCHOLOGY CONTINUATION** – Continuing enrollment in Doctoral Dissertation in Psychology past Doctoral Dissertation III (Special Fee involved, Grade Pass/No Credit)

**PSYC 8023 COGNITIVE AFFECTIVE BASIS OF BEHAVIOR** – This advanced course examines theories and issues in learning, memory, perception, cognition, thinking, motivation, and emotion as they relate to the professional practice of psychology. Additionally, culture is examined as it relates to the construction of cognition.

**PSYC 8103 ADVANCED PSYCHOLOGY LAW AND ETHICS** – This advanced course presents students with regulations, laws, and ethics relating to the professional practice of psychology. This course also helps students think legally, ethically, and with good judgment.

**PSYC 8123 INTERVENTIONS AND PRACTICE I: PSYCHOTHERAPEUTIC MODALITIES** – Students study theory, mechanisms of change, empirical efficacy, interventions, and practice of several contemporary psychotherapeutic modalities. Students learn methods of building an effective therapeutic alliance and will study how cultural and religious constructs affect the building of the relationship between client and therapist.

**PSYC 8133 INTERVENTIONS AND PRACTICE II: POPULATION-BASED APPROACHES** – Students examine clinical approaches to specific groups of people served by psychologists including ethnic and cultural populations and specific diagnostic groups.

**PSYC 8162 INTERVENTIONS AND PRACTICE III: EFFICACY OF INTERVENTIONS AND INNOVATIVE THERAPIES** – Students study the etiology and implementation of outcome measures in psychotherapy and will analyze and discuss emerging treatment modalities.

**PSYC 8242 CONSULTATION IN HEALTH DELIVERY SYSTEMS** – This course is designed to be essentially practical and to help the student in understanding and navigating health delivery systems both locally as well as extended to a global context. A variety of health delivery systems and corresponding case examples will be examined. Specifically, the student will gain an understanding of the interplay between systems; seeking to develop a collaborative and cooperative approach to healing.

**PSYC 8353 BIOLOGICAL BASIS OF BEHAVIOR II: PSYCHOPHARMACOLOGY** – This doctoral level course provides the student with an appropriate overview of psychopharmacology. Emphasis is placed on the interaction between neurophysiology and psychotropic medications, as well as on how such interactions influence psychotherapy, treatment planning, and interventions.

**PSYC 8462 ADVANCED PSYCHOPATHOLOGY** – This advanced course is a continuation of PSYC 7453, Psychopathology, and presents the student with the knowledge to make differential diagnoses using the current Diagnostic and Statistical Manual. Specific focus is given to case vignettes that demonstrate complex cases.

**PSYC 8732 PROFESSIONAL PRACTICE SEMINAR: PROFESSIONAL STANDARDS** – Students focus on the practical application of current professional standards and ethics to the practice of psychology. Emphasis is placed on synthesizing information from coursework, clinical training, and dissertation.

**PSYC 8752 PROFESSIONAL PRACTICE SEMINAR III: SPECIAL TOPICS** – This is the third of three courses in Professional Practice. Special topics will be covered as relevant to the professional practice of psychology. Class time will consist of case vignettes, current research, current literature, and providing the student the opportunity to synthesize information from their coursework, their pre-internship, and their dissertation.

**PSYC 8773 PSYCHOLOGICAL ASSESSMENT I: COGNITIVE ASSESSMENTS** – This course specifically examines those tests relating to cognitive assessment. The student is given the opportunity to become familiar with the various tests and instruments via class exercises and assignments. As a result of this class, the student will be equipped with the knowledge and skills to administer such tests under supervision in his or her respective internship setting.

**PSYC 8783 PSYCHOLOGICAL ASSESSMENT II: PERSONALITY ASSESSMENTS** – This course builds upon PSYC 8773, Psychological Assessment I, and specifically examines those tests relating to personality assessment. The student is given the opportunity to become familiar with the various tests and instruments via class exercises and assignments. As a result of this class, the student will be equipped with the knowledge and skills to administer such tests under supervision in his or her respective internship setting.

**PSYC 8793 PSYCHOLOGICAL ASSESSMENT III: PROJECTIVE TECHNIQUES** – This course builds upon PSYC 8773, Psychological Assessment I, and PSYC 8783, Psychological Assessment II, and specifically examines those tests relating to projective assessment. The student is given the opportunity to become familiar with the various tests and instruments via class exercises and assignments. As a result of this class, the student will be equipped with the knowledge and skills to administer such tests under supervision in his or her respective internship setting.

**PSYC 8912 DOCTORAL PRE-INTERNSHIP I** – This course represents the first of three consecutive semesters of a pre-internship experience in a professional psychology setting. The student will spend a significant amount of time in his or her setting and obtain a level of experience which is commensurate with that which is required at the doctoral level. Throughout the duration of this course, the student will be supervised by an appropriate licensed professional at his or her pre-internship site. Additionally, the student will participate in group supervision and case consultation with the students and program faculty. Focus is given to preparing the students for their internships. (Grade Pass/No Credit)

**PSYC 8922 DOCTORAL PRE-INTERNSHIP II** – This course represents the second of three consecutive semesters of a pre-internship experience in a professional psychology setting. The student will spend a significant amount of time in his or her setting and obtain a level of experience that is commensurate with what is required at the doctoral level. Throughout the duration of this course, the student will be supervised by an appropriate licensed professional at his or her pre-internship site. Additionally, the student will participate in supervision and case consultation via small group experiences facilitated by program faculty. Focus is given to preparing the student for their internship. (Grade Pass/No Credit)

**PSYC 8932 DOCTORAL PRE-INTERNSHIP III** – This course represents the third of three consecutive semesters of a pre-internship experience in a professional psychology setting. The student will spend a significant amount of time in his or her setting and obtain a level of experience that is commensurate with what is required at the doctoral level. Throughout the duration of this course, the student will be supervised by an appropriate licensed professional at his or her pre-internship site. Additionally, the student will participate in supervision and case consultation via small group experiences facilitated by program faculty. Focus is given to preparing the student for their internship. (Grade Pass/No Credit)

**PSYC 8943 DOCTORAL DISSERTATION IN PSYCHOLOGY I** – Selection of a desired topic related to the profession of psychology and use of quantitative or qualitative methodologies to explore the issue, collect and analyze data, and disseminate results. (Grade Pass/No Credit)

**PSYC 8953 DOCTORAL DISSERTATION IN PSYCHOLOGY II** – A continuation of PSYC 8943 (Grade Pass/No Credit)

**PSYC 8963 DOCTORAL DISSERTATION IN PSYCHOLOGY III** – A continuation of PSYC 8953 (Grade Pass/No Credit)

**PSYC 8972/8976 DOCTORAL INTERNSHIP IN PSYCHOLOGY I** - This course represents the first of three consecutive semesters of an internship experience in a professional psychology setting. The student will spend a significant amount of time in his or her setting and obtain a level of experience which is commensurate with that which is required at the doctoral level. Throughout the duration of this course, the student will be supervised by an appropriate licensed professional at his or her internship site. Additionally, the student will participate in supervision and case consultation via small group experiences facilitated by program faculty. (Grade Pass/No Credit)

**PSYC 8982/8986 DOCTORAL INTERNSHIP IN PSYCHOLOGY II** – This course represents the second of three consecutive semesters of an internship experience in a professional psychology setting. The student will spend a significant amount of time in his or her setting and obtain a level of experience which is commensurate with that which is required at the doctoral level. Throughout the duration of this course, the student will be supervised by an appropriate licensed professional at his or her internship site. Additionally, the student will participate in supervision and case consultation via small group experiences facilitated by program faculty. (Grade Pass/No Credit)

**PSYC 8992/8996 DOCTORAL INTERNSHIP IN PSYCHOLOGY III** – This course represents the third of three consecutive semesters of an internship experience in a professional psychology setting. The student will spend a significant amount of time in his or her setting and obtain a level of experience that is commensurate with that which is required at the doctoral level. Throughout the duration of this course, the student will be supervised by an appropriate licensed professional at his or her internship site. Additionally, the student will participate in supervision and case consultation via small group experiences facilitated by program faculty. (Grade Pass/No Credit)

# ADMINISTRATION

**Joseph L. Castleberry (2007)** ..... *President*

B.A., Evangel University 1983

M.Div., Princeton Theological Seminary (1988)

Ed.D. Teachers College, Columbia University (1999)

**Kenneth E. Cornell (2013)** ..... *Senior Vice President, Advancement*

B.A., Seattle Pacific University, 1985

M.B.A., Seattle Pacific University, 1994

**James R. Heugel (1999)** ..... *Provost*

B.A., Northwest College, 1979

M.A., Fuller Theological Seminary, 1984

Ph.D., University of Washington, 2000

**John Jordan (2012)** ..... *Chief Financial Officer*

B.S., Central Washington University, 1981

**Phil Rasmussen (2001)** ..... *Vice President, Campus Ministries and Church Relations*

B.A., Northwest College, 1986

M.A., Assemblies of God Theological Seminary, 2002

## ADMINISTRATIVE DIRECTORS & COORDINATORS

Academic Success and Advising, Director .....	<a href="#">Amy Jones</a>
Admissions (Traditional), Director .....	<a href="#">Andy Hall</a>
Alumni and Parent Relations, Director .....	<a href="#">Leanne Konzelman</a>
Athletics, Director.....	<a href="#">Garv McIntosh</a>
Career Development, Director .....	<a href="#">Levi Davenport</a>
Center for English Language Education, Director.....	<a href="#">Autumn Witt</a>
College of Adult & Professional Studies, Dean.....	<a href="#">Jim Jessup</a>
College of Social & Behavioral Science, Director of Academic Programs ..	<a href="#">Brooke Lundquist</a>
Comptroller.....	<a href="#">Reba Mart</a>
Conference and Event Services, Director .....	<a href="#">Dani Havnes</a>
Development, Executive Director.....	<a href="#">Justin Kawabori</a>
Family Housing, Coordinator .....	<a href="#">Susan Turnquist</a>
Financial Aid Services, Director.....	<a href="#">Roger Wilson</a>
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Information Technology, Director .....	<a href="#">David Bazan</a>
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Library, Director .....	<a href="#">Adam Epp</a>
Marketing, Director.....	<a href="#">Steve Bostrom</a>
NU Foundation, Executive Director .....	<a href="#">Justin Kawabori</a>
Office of the President, Director.....	<a href="#">Polly Reasner</a>
Office of the Provost, Assistant Provost .....	<a href="#">Ben Thomas</a>
Plant Facilities, Director .....	<a href="#">Kristian Andal</a>
Registrar.....	<a href="#">Sandv Hendrickson</a>
Residence Life and Student Housing, Director.....	<a href="#">Sarah Jobson</a>
Safety / Security, Director.....	<a href="#">Robert Brown</a>
Student Accounts, Director .....	<a href="#">Mary Cotton</a>
Student Development, Dean .....	<a href="#">Rick Engstrom</a>
Wellness Center and Counseling Services, Director.....	<a href="#">Teresa Regan</a>

## HOW TO CONTACT

**Email Contact:** Personnel at Northwest can be contacted via email using the following convention: **firstname.lastname@northwestu.edu** or by sending an email message to [mail@northwestu.edu](mailto:mail@northwestu.edu) and the message will be forwarded to the correct person. The student convention is firstname.lastname15 (year of entrance)@northwestu.edu.

**Phone Contact:** Personnel at Northwest can be contacted by phone through the University Receptionist at 425.822.8266. No collect phone calls can be accepted. A complete Directory can be found at: <http://eagle.northwestu.edu/directory/>



# GRADUATE PROGRAM FACULTY

## John Bangs (2007)

*Associate Professor*.....*Ministry Leadership*  
A.A., Shoreline Community College, 1983  
LIFE Bible College, 1994  
M.Div., Fuller Theological Seminary, 2000  
D.Min. George Fox Evangelical Seminary, 2007

## Kari Brodin (1992)

*Professor*.....*Bible, Biblical Languages*  
B.A., Seattle Pacific University, 1982  
M.A., Fuller Theological Seminary, 1992  
Ph.D., Fuller Theological Seminary, 2000

## Kristi Lynn Brodin (1970)

*Associate Professor*.....*Physical Education*  
B.S., Seattle Pacific University, 1970  
M.Ed., Seattle Pacific University, 1977  
M.S., Seattle Pacific University, 2000

## Jeremy Delamarter (2012)

*Assistant Professor*.....*Education*  
B.A., Seattle Pacific University, 2005  
M.A.T., Seattle Pacific University, 2007  
Ed.D., Seattle Pacific University, 2011

## Don Doty (1999)

*Professor*.....*Business Management*  
B.S., California Polytechnical State Univ., 1980  
M.B.A., California Polytechnical State Univ., 1982  
Ph.D., University of Nebraska, 2008

## Sarah Drivdahl (2002)

*Professor*.....*Psychology*  
B.A., Western Washington University, 1994  
M.A., Kent State University, 1997  
Ph.D., Kent State University, 2000

## Leihua Edstrom (2015)

*Associate Professor*.....*Psychology*  
B.A., University of Washington, 1988  
M. E., University of Washington, 1994  
Ph. D., University of Washington, 2000

## Teresa Gillespie (2000)

*College of Business Dean*  
*Professor*.....*Business*  
B.A., California State University, 1972  
J.D., University of Washington, 1985

## Wayde Goodall (2011)

*College of Ministry Dean*  
*Associate Professor*.....*Practical Theology*  
B.A., Vanguard University, 1975  
M.A., Central Michigan University, 1976  
D.M., Northwest Graduate School of Ministry, 1995  
D.M., Assemblies of God Theological Seminary, 2003

## David Hymes (2014)

*Associate Professor*.....*Bible*  
B.A., Bethany Bible College  
M.Div., Princeton Theological Seminary  
Th. Div., Princeton Theological Seminary  
Ph.D., University of Wales

## Forrest Inslee (1999, 2004)

*Professor*.....*Intercultural Communication*  
B.A., Northwestern University, 1984  
M.A., Northwestern University, 1988  
Ph.D., Northwestern University, 1992  
M.C.S., Regent College, 1998

## Larry Ishmael (2012)

*Associate Professor*.....*Business*  
B.A., University of Oklahoma, 1974  
M.B.A., Thunderbird School of Global Management, 1975  
Ph.D. Stellenbosch University (candidate)

## Ronald Jacobson (2008)

*College of Education Dean*  
*Associate Professor*.....*Education*  
B.S., Central Washington University, 1982  
M.C.S., Regent College, 2001  
Ph.D., University of Washington, 2007

## Suzan Kobashigawa (1995)

*Professor*.....*Education, TESOL*  
B.A., Northwest College, 1987  
TESL Certificate, Seattle University, 1990  
M.A., School for International Training, 1995  
Ph.D., Indiana University of Pennsylvania, 2006

## Paul E. Kress (1999)

*Professor*.....*Education*  
B.A., Azusa Pacific University, 1969  
M.R.E., Golden Gate Baptist Theo. Seminary, 1972  
Ed.D., University of San Francisco, 1987

## Kim Lampson (2010)

*Associate Professor*.....*Psychology*  
B.S., University of New Hampshire, 1974  
M.E., University of Georgia, 1977  
Ph.D., University of Washington, 1984

## Kevin Leach (1996)

*Professor*.....*Psychology*  
B.A., Eastern Nazarene College, 1975  
M.Ed., Georgia State University, 1977  
M.A., State Univ. of New York at Stony Brook, 1982  
Ph.D., State University of New York at Stony Brook, 1985

**Brooke Lundquist (2014)**

*Assistant Professor* ..... *Psychology*  
B.A., Seattle Pacific University, 2003  
M.A., Northwest University, 2007

**Matt Nelson (1997)**

*College of Social and Behavioral Science Dean*  
*Professor* ..... *Psychology*  
B.A., Vanguard University, 1982  
M.A., Pepperdine University, 1985  
Ph.D., University of Southern California, 1995

**Todd Nelson (2014)**

*Assistant Professor* ..... *Management*  
B.A., Whitman College, 1984  
J.D., University of Notre Dame, 1988  
M.Div., Fuller Theological Seminary, 2013

**Molly Quick (2014)**

*Associate Professor* ..... *Education*  
B.A., Western Washington University, 2000  
M.Ed., Seattle Pacific University, 2004  
Ph.D., Seattle Pacific University, 2014

**Becky Sherman (2012)**

*Associate Professor* ..... *Psychology*  
B.A., Tufts University, 1991  
M.A., Catholic University of America, 1996  
Ph.D., Catholic University of America, 1998

**Robert Stallman (2001)**

*Professor* ..... *Bible, Biblical Languages*  
B.A., Northwest College, 1979  
M.Div., Regent College, 1985  
Ph.D., Westminster Theological Seminary, 1999

**Thomas Sill (1999)**

*Associate Professor* ..... *Business*  
A.S., Reedley Community College, 1978  
A.A., Highline Community College, 1983  
B.A., Central Washington University, 1984  
M.B.A., Seattle Pacific University, 1990

**David Thomas (2012)**

*Associate Professor* ..... *Bible, Theology, Intercultural Studies*  
B.A., University of Notre Dame, 1986  
M.Div., Southern Baptist Theological Seminary, 1992  
Ph.D., Southern Baptist Theological Seminary, 2005

**Kenneth Whaley (2014)**

*Associate Professor* ..... *Education*  
B.A., University of Georgia, 2002  
M.Ed., Mercer University, 2006  
Ph.D., Mercer University, 2012

**Autumn Witt (2010)**

*Assistant Professor* ..... *English, ESOL*  
B.A., Northwest University, 2001  
M.A., University of Arizona, 2007  
Ph.D., University of Arizona, 2010

**Joshua Ziefle (2011)**

*Associate Professor* ..... *Youth Ministry*  
B.A., Houghton College, 2002  
M.Div., Princeton Theological Seminary, 2005  
Ph.D., Princeton Theological Seminary, 2011

In addition to these full-time faculty, adjunct faculty are used to augment the curriculum based on their recognized academic and professional achievements in specific disciplines. Consult individual course syllabi for the instructor's background and professional expertise.

## ADJUNCT FACULTY

Leslie Aaron ..... *Global Studies*  
 Aaron Ausland ..... *Psychology*  
 Mary Brandenburg ..... *Psychology*  
 Seth Brickman ..... *Business*  
 Brittani Brown ..... *Education*  
 Raymond Brown ..... *Business*  
 Christopher Butaud ..... *Business*  
 Rich Butler ..... *Education*  
 Robert Carlson ..... *Bible, Theology*  
 Rowlanda Cawthon ..... *Business*  
 William Cooper ..... *Criminal Justice*  
 Roger Cotton ..... *Bible, Theology*  
 Jessica Daley ..... *Education*  
 James Davison ..... *Psychology*  
 Joel Domingo ..... *Education*  
 Suzanna Dunn ..... *Language*  
 Abigail Durrett ..... *Education*  
 Lynise Eide ..... *Business*  
 Lynne Ellis ..... *Global Studies*  
 Mark Ellis ..... *Business*  
 Tara Fairfield ..... *Psychology*  
 Marty Folsom ..... *Ministry*  
 William Forbes ..... *Psychology*  
 Valerie Foskett ..... *Psychology*  
 Doug Green ..... *Ministry*  
 John Green ..... *Business*  
 Angela Gregorich ..... *Education*  
 Timothy Hager ..... *Ministry*  
 Wilford Hairston ..... *Global Studies*  
 Ron Hall ..... *Ministries, Theology*  
 Janelle Harrison ..... *Business*

Jim Hayford ..... *Ministry*  
 Francis Hays ..... *Psychology*  
 Chrystal Helmcke ..... *Drama*  
 Frederica Helmiere ..... *Global Studies*  
 Joseph Hernandez ..... *Psychology*  
 Brian Humphreys ..... *Psychology*  
 Christopher Ihrig ..... *Global Studies*  
 Janelle Jamison ..... *Education*  
 Charles Kinman ..... *Pastoral Care*  
 Waldemar Kowalski ..... *Bible, Theology*  
 Dennis Leggett ..... *Psychology*  
 Jonathan Lembright ..... *Global Studies*  
 Sam Leong ..... *Psychology*  
 Jeff Lockhart ..... *Business, Recording Arts*  
 Patrick Loughery ..... *Global Studies*  
 Lilla Marie ..... *Psychology*  
 Rosemarie Maxwell ..... *Education*  
 Gary McIntosh ..... *Ministry*  
 James Ming ..... *Ministry*  
 Heidi Monuteaux ..... *Psychology*  
 Justin Monuteaux ..... *Psychology*  
 Lindsey Nipp ..... *Education*  
 Cary Peterson ..... *Bible, Theology*  
 William Prevette ..... *Global Studies*  
 Joseph Rahm ..... *Global Studies*  
 Paula Rowland ..... *Global Studies*  
 Carolyn Russo ..... *Psychology*  
 Linda Ruthruff ..... *Global Studies*  
 Ronald Ruthruff ..... *Global Studies*  
 Orlando Sanchez ..... *Psychology*  
 Kathy Sands ..... *Language*  
 Sharon Santucci ..... *Education*

**Stuart Scadron-Wattles**..... *Global Studies*  
**Michael Schut**..... *Global Studies*  
**Cherri Seese** ..... *Psychology*  
**E. Woody Self**..... *Business*  
**Patricia Shelton**..... *Education*  
**Joseph Sherman**..... *Global Studies*  
**John Spurling**..... *Ministry*  
**Renee St Jacques**..... *Psychology*  
**Paul Stephenson**..... *Global Studies*

**Ben Thomas** ..... *Business*  
**Vard Wallace**..... *Business*  
**David Waller**..... *Psychology*  
**Michelle Welch**..... *Global Studies*  
**Jacob Witt**..... *Psychology*  
**Robert Wuflestad**..... *Business Finance*  
**Daniel Yeomans**..... *Business*  
**Garrett Young**..... *Business*

# CORRESPONDENCE REGISTER

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P.O. Box 579, Kirkland, WA 98083-0579  
Telephone contact: 425.822.8266 Fax: 425.827.0148  
Street address: 5520 - 108th Ave. NE -- Kirkland, WA 98033

## Questions or matters of business should be directed to the following offices

Academic Information .....	<a href="#"><i>Provost</i></a>
Admissions Matters .....	<a href="#"><i>Enrollment Management</i></a>
Alumni Information .....	<a href="#"><i>University Advancement</i></a>
Deferred Payments.....	<a href="#"><i>Student Accounts</i></a>
Employment.....	<a href="#"><i>Administrative Services</i></a>
Faculty, Curriculum, and Academic Policies .....	<a href="#"><i>Provost</i></a>
Financial Aid.....	<a href="#"><i>Financial Aid</i></a>
Programs and degrees offered (including campus tours) .....	<a href="#"><i>Enrollment Management</i></a>
Prospective Student Information and Applications .....	<a href="#"><i>Enrollment Management</i></a>
Scholarships .....	<a href="#"><i>Financial Aid</i></a>
Student Housing	
Non-commuting single students.....	<a href="#"><i>Campus Housing</i></a>
On-campus family students.....	<a href="#"><i>Campus Housing</i></a>
Off-campus family students .....	<a href="#"><i>Campus Housing</i></a>
Transfer of Credit.....	<a href="#"><i>Registrar</i></a>
Veterans Matters .....	<a href="#"><i>Veterans Coordinator</i></a>

# INDEX

---

## A

Academic Appeals.....	24
Academic Honesty.....	23
Academic Probation.....	21
Academic Programs.....	19
Academic Transcript.....	25
Accreditation.....	3
Adjunct Faculty.....	94
Administrative Directors.....	87, 88
Administrative Officers.....	86
Administrative Withdrawal.....	18
Admissions.....	11
Anti-Plagiarism Software.....	24
Auditing a Course.....	23

---

## B

BA/MBA plan.....	37
Bible and Theology Courses.....	72
Bible and Theology-MA.....	43

---

## C

Cancellation of Registration.....	18
Certified Prior Learning Courses.....	66
Class Attendance.....	23
College of Arts and Sciences.....	28
College of Business.....	32
College of Education.....	38
College of Ministry.....	42
College of Social and Behavioral Sciences.....	51
Commencement Participation.....	25
Community Covenant.....	8
Concentrations-M.Ed.....	41
Concentrations-MBA.....	36
Contact Information.....	6
Core Themes.....	7
Core Values.....	7
Counseling Psychology-MA.....	54
Counseling Psychology-Psy.D.....	58
Course Descriptions.....	66
Course Repeat.....	21
Course Sequence.....	22

---

## D

Deposits.....	13
Disability Services.....	12
Doctoral Dissertation.....	61
Dropping a Course.....	23
Dual Degrees.....	27, 49

---

## E

Education Courses.....	69
Electronic Communication.....	24
Email Contact.....	88
Emergency Closure Notification.....	25
English Language Education.....	12
Enrollment Verification.....	22

---

## F

Faculty.....	91
FERPA Rights.....	25
Field Experience Courses.....	66
Financial Payment.....	13
Full Time Enrollment Status.....	22

---

## G

Grade Point Average.....	21
Grade Reports.....	21
Grading.....	21
Graduate Assistant- Courses.....	66
Graduate Research.....	9
Graduate Student Instructor Courses.....	66
Graduate Teaching Assistant.....	66
Graduation.....	25
Graduation Application Deadline.....	26

---

## H

Honor Societies.....	26
Hurst Library.....	10

---

## I

Incomplete Grades.....	21
Independent Study Courses.....	66
Institutional Review Board.....	9
International Community Development-MA.....	56
International Student Admissions.....	11
International Students.....	4
Internship and Practicum Courses.....	66

---

## L

Late Payment Fees.....	17
Library.....	10
Lifestyle Standards.....	12

---

**M**

M.Ed. Degree Requirements .....	40
M.Ed. Online Degree Requirements .....	40
MA Icd Courses .....	77
MA Psychology Courses .....	77
MABT-Degree Requirements .....	43
MACP en-route to Psy.D. ....	61
MACP-Degree Requirements .....	54
MA-ICD Online Degree Requirements .....	56
MA-ICD-Degree Requirements .....	56
Mail Contact .....	98
MAML-Degree Requirements .....	45
Master in Ministry-MIM .....	47
Master in Teaching-MIT .....	39
Master of Business Administration-MBA .....	34
Master of Education-M.Ed. ....	40
MA- TESOL .....	29
MA- TESOL Courses .....	67
MBA Courses .....	67
MBA-Concentrations .....	36
MBA-Degree Requirements .....	34
MBA-Online Degree Requirements .....	34
MIM Online Degree Requirements .....	47
MIM-Degree Requirements .....	47
Ministry Courses .....	72
Mission Statement .....	7
Missional Leadership-MA .....	45
MIT-Degree Requirements .....	39

---

**O**

Online Programs .....	19
-----------------------	----

---

**P**

Part Time Enrollment Status .....	22
Past Due Accounts .....	17
Payment of Accounts .....	17
Payment Plan .....	17
Plagiarism .....	23
Portfolio Courses .....	66

Precision of Language .....	9
Pro Teach Support .....	40
Program Progression .....	22
Psy.D. Courses .....	77
Psy.D.-Degree Requirements .....	58

---

**R**

Residency Requirements .....	26
------------------------------	----

---

**S**

Satisfactory Academic Progress .....	21
Solicitation and Confidentiality .....	24
Special Topic Courses .....	66

---

**T**

Teaching English as a Foreign Language-CERT .....	30
Teaching English to Speakers of Other Languages-MA .....	29
TEFL-Certificate .....	30
Transcripts .....	25
Transfer of Credits .....	23
Travel Courses .....	66

---

**V**

Veterans Affairs .....	17
------------------------	----

---

**W**

Withdrawal from the University .....	18
Withdrawal from the University-Administrative .....	18
Withdrawing from a Course .....	23
Withdrawing from the Program .....	23