

DEGREE COMPLETION



Complete your
bachelor's degree
on a schedule
that fits **your** life!



apply online @ www.multnomah.edu/degreecompletion

move forward

complete the degree you once started



A MESSAGE FROM THE PRESIDENT

For over seventy years, Multnomah University has been committed to this mission: “to educate, equip, and enrich Christians for leadership in their church, community, and world.” To that end, we embrace the fundamental value of a Christ-centered, biblically-based curriculum that prepares men and women for a life and ministry that will impact their generation.

Multnomah’s Degree Completion Program is specially designed for students with rich life experience who have already earned college credit, this program gives you the opportunity to complete your college bachelor’s degree in a unique on-campus setting.

Using an “accelerated educational” model, our degree completion program invites you to pursue either a “Biblical Foundations” or a “Leadership & Ministry” major. The courses meet weekly on campus (usually at evening hours convenient to people with full-time jobs) to study the Scriptures and to learn vital principles of ministry and leadership. Students enroll in seminar-sized “cohorts” of like-minded Christians that move together through the programs, studying and learning in a vibrant collegial community.

So, welcome to Multnomah University! Enjoy growing in the knowledge and affection of the Word of God among fellow-learners of every age and background. Your life might never be the same!



Dr. Daniel R. Lockwood
President

OVERVIEW

With the Degree Completion Program, Multnomah University offers an accelerated nontraditional option for students desiring to earn a bachelor’s degree. There are two majors. The Leadership & Ministry major is for those who are called to serve in local church ministry or who wish to play a more significant role in the local church. The Biblical Foundations major is for those wanting to effectively integrate biblical and theological truth with contemporary life and thought. Multnomah exists to better prepare Christians to more effectively impact their world.

Degree Completion students generally:

- Have completed at least two years of college, university, or technical school with the equivalent of approximately 48 semester hours credit or more.*
- Have significant professional work experience.
- Are highly motivated to finish their degree.
- Want to complete their degree in a Christian setting and with faculty and staff sincerely interested in students and their future.
- Are employed full-time.
- Want to develop their gifts to enhance their vocational careers in professional ministry and/or volunteer leadership (i.e., nonprofit).
- Are at least 25 years old.

**Short of the 48 required semester hours to join one of our cohorts? Find out how you can still enter our program as a Pre-DCP cohort student on page 8.*

move ahead

scheduling that fits your life

BENEFITS

Through the Degree Completion Program, students will:

- Earn a bachelor’s degree in approximately twenty-three (23) months from a Christian institution.
- Convert significant life experiences into college credit by documenting past training, work-related projects and competencies.
- Attend class only one evening each week while continuing with work schedules and family life.
- Improve communication, leadership skills and vocational effectiveness.
- Meet in a seminar format to benefit from the varied experiences and ideas of other classmates.
- Attend small classes with the same students through the entire program in a manner that will develop group cohesiveness and an active network of associates.
- Receive individualized instruction and specific attention to problem areas of learning.
- Gain satisfaction and the financial rewards that go with it while fulfilling an educational goal.
- Join one of our multiple cohort starts each year.

PROGRAM EMPHASIS

The Degree Completion Program is unique. The curriculum contains sixteen modular courses that are taken in sequence. The term “modular course” signifies the integrated nature of this curriculum. It is not a collection of independent courses but rather a unified curriculum with sequential courses. The classes meet one night each week from 6:00 PM until 10:00 PM for about 23 months. The schedule is planned to allow for holidays. Students register with the same group and move through the program together while taking courses in sequence one at a time. Such groups registering together are called “cohorts.” The courses are scheduled over four semesters equaling 48 semester hours of credit. The curriculum is distributed in a series of Student Guides given to the students in electronic form with detailed assignments for each week.

Students will receive a bachelor’s degree upon completion of the requirements for graduation. As students entering the program will likely have professional employment experience, the course of study will help them apply this practical experience in formal education for their greatest benefit.

INFORMATION SESSIONS

Throughout the year Multnomah University holds information sessions on campus and at other locations to inform prospective students about the program. These sessions cover: the nature of the Degree Completion Program; financial matters, such as loans and grants, payment plans, employer reimbursement; beginning dates for groups, application procedures, questions and answers. If the scheduled information sessions are not convenient or if an individual appointment is preferred, please call the Degree Completion Program Office at 503.251.6413 to schedule an appointment.



majors & courses

degrees that will equip you for leadership

LEADERSHIP & MINISTRY

Students who enter this program will receive a bachelor's degree with a major in Leadership & Ministry. The courses in the Bible/Theology Core are:

- O.T. Pentateuch
- O.T. Prophetic Books
- N.T. Gospels
- N.T. Acts & Pauline Letters
- Inductive Bible Study
- Introduction to Theology
- History of Christianity

The courses in Leadership are:

- The Church & Ministry
- Dynamics of Christian Counseling
- Principles of Ethics
- Case Studies in Leadership

The courses in the Professional Core are:

- Communication Concepts
- Introduction to Philosophy & Christian Thought
- Essentials of Management
- Evangelism & Discipleship
- Effective Communication of Scripture

COURSES IN THE LEADERSHIP & MINISTRY MAJOR

The Church & Ministry

The student will gain an understanding of a biblical concept of the local church in its essence, purpose, and program, which includes its structures, systems and strategies; an understanding of the nature and functions of church leadership will be attained. The student will articulate (written and oral) a personal position on these issues.

Communication Concepts

An introduction to the concepts of effective oral and written communication to include functioning in teams and other organizational settings as well as interpersonal exchanges.

Dynamics of Christian Counseling

The purpose of this course is to provide an introduction to the counseling profession from a Christian perspective. It will explore how biblical and psychological principles may be integrated and applied to counseling issues. It will also describe the counseling process and the nature and role of the counselor as a person and as a professional.

Essentials of Management

A study of the five parts of managing organizations – planning, organizing, staffing, leading, and controlling/evaluating – with the study of principles for application of both not-for-profit and for-profit organizations and applications with references to Scripture.

Evangelism and Discipleship

A study of the nature, purpose and process of biblical evangelism and its application to various ministries; a study of New Testament discipleship principles and their application, with a special emphasis upon building discipling relationships and small group ministry.

Effective Communication of Scripture

This cross-training module introduces the principles and skills necessary to effectively communicate Scripture through teaching and preaching delivery. This course allows for the development and application of skills learned.

Case Studies in Leadership

Case studies will be selected for in-depth study of the application of leadership concepts with particular reference to those concepts found in Scripture. Students will develop a written analysis of their style of leadership. Related issues are introduced through readings.

Introduction to Theology

An introduction to the study of theology including theological methodology, and the main topics of systematic theology. Brief surveys of the Theology of God, the Bible, Humanity, Christ, Salvation, the Holy Spirit, the Church, and Future Things.

Courses common to both majors on page 6.

majors & courses

degrees that will equip you for ministry

BIBLICAL FOUNDATIONS

Students who enter this program will receive a bachelor's degree with a major in Biblical Foundations. The courses in the Bible/Theology Core are:

- O.T. Pentateuch
- O.T. Prophetic Books
- N.T. Gospels
- N.T. Acts & Pauline Letters
- O.T. Historical Books
- O.T. Poetic & Wisdom Literature
- N.T. Hebrews—Revelation
- Christian Ethics
- Inductive Bible Study
- Introduction to Philosophy & Christian Thought
- History of Christianity
- Doctrine of Bibliology & Theology Proper
- Doctrine of the Holy Spirit & Angels
- Doctrine of Christ, Salvation, Humanity, and Sin
- Doctrine of the Church & Future Things
- Capstone Seminar on Doctrine.

COURSES IN THE BIBLICAL FOUNDATIONS MAJOR

O.T. Historical Books

This is a study of the history of the people of God in the Old Testament as that history is recorded from Joshua through Esther. It will consider God's redemptive plan as it is expressed in His covenants with Israel.

Doctrine of Bibliology & Theology Proper

An introduction is provided to the nature and arrangement of theology (Prolegomena); the nature, preservation, and relevancy of the Bible (Bibliology); and the Person, nature, decree, and works of God (Theology Proper).

O.T. Poetic & Wisdom Literature

A study of Job, Psalms, Proverbs, Ecclesiastes and the Song of Songs that emphasizes the genius of Hebrew poetry and the doctrinal depth, spiritual value and ethical implications of these books.

Doctrine of the Holy Spirit & Angels

A study of the personality, deity, and activity of the Holy Spirit (Pneumatology); and the origin, nature, and activities of angels, Satan, and demons (Angelogy).

N.T. Hebrews-Revelation

A study of Hebrews; James; I and II Peter; I, II, and III John; Jude; and Revelation with special emphasis given to correct hermeneutical principles and procedures.

Doctrine of the Church & Future Things

A study of the distinct origin, nature and destiny of the church, and an analysis of the scriptural teaching concerning prophecy and things to come (i.e., death and the intermediate state, second coming of Christ, the millennium, the rapture, the tribulation, heaven and hell, and the eternal state).

Capstone Seminar on Doctrine

A seminar study of major Bible doctrines, with an emphasis on the student's formulation and defense of his/her own biblical convictions; recent historical and contemporary trends in theology.

Doctrine of Christ, Salvation, Humanity, & Sin

A study of the humanity, deity, hypostatic union, and incarnation of Christ (Christology); the participants, basis, and experience of salvation (Soteriology); the origin, nature, and afterlife of humans (Anthropology); and the nature, origin, and results of sin (Hamartiology).

Courses common to both majors on page 6.

courses

biblical training to advance your ministry



COURSES COMMON TO BOTH MAJORS

O.T. Pentateuch

A study of the five books of Moses, with emphasis upon Genesis, Exodus, the institutions of Israel and the history of the nation in its formative period. Special emphasis will be made to help the student understand the geography of the Near East.

Inductive Bible Study

This course includes both basic hermeneutics and Bible study methods. It is a study of the formation of the Bible and a survey of the principles and practice (methods) of independent Bible study, including an emphasis on grammatical-historical interpretation of the Bible and an overview of the Bible.

N.T. Gospels

An inductive study of Matthew, Mark, Luke and John with cross-references to other Scriptures to explain the early life, ministry, crucifixion and resurrection of Jesus Christ.

Introduction to Philosophy & Christian Thought

An introduction to Western thought focusing on the role and function of philosophy as it relates to worldviews and understanding the fundamental uses of critical thinking as means for evaluating the various worldview claims.

N.T. Acts & Pauline Letters

A study of the history of the beginnings of the Christian church as described in the book of Acts, and the letters written by the Apostle Paul with special emphasis given to the student's use of correct hermeneutical principles and procedures. Personal application of Scripture will be stressed.

History of Christianity

A study of the history of Christendom from apostolic to modern times with special attention to periods of growth and decline, doctrines and heresies, effect on society, and the development of denominations.

O.T. Prophetic Books

A study of the prophetic books (Isaiah-Malachi) including a chronology of the prophets with special attention given to the religious, social, and political message of the prophets.

Principles of Ethics

A study of theoretical and practical problems of moral conduct and proposed solutions with an emphasis upon the nature of ethics, values, rights, obligations and opportunities.

STUDENT MINISTRIES

Student Ministries exists to develop imitators of Christ by integrating students' academic understanding of the Word of God with experiential learning to be effective witnesses and servants in the church and world. The primary purpose of the Student Ministries Department is to provide students with opportunities to take classroom knowledge (theory) and apply it to real life situations (practice) for a lifetime of fruitful ministry.

Students serve consistently in ministries while being mentored directly by field mentors and indirectly by the Student Ministries Department. For each semester of ministry completed, the student fulfills one (1) Student Ministry credit. Students graduating from Multnomah Bible College under the Degree Completion Program must have successfully completed one (1) Student Ministry course for every semester in the program.

EARNING COLLEGE CREDIT

If you enter the Degree Completion Program with fewer than 80 semester hours, you may seek to gain the remaining hours of credit needed to graduate in several ways as noted in the following paragraphs.

Bridge Courses

General education and elective requirements can be met with five-week, modular courses offered on campus. New courses are available at five-week intervals.

Online Education

In conjunction with this program, Multnomah has partnered with the Consortium of Online Christian Colleges (COCC) to make online courses available to students in the program. Students may use online courses for general education requirements and electives rather than as a substitute for courses in the core curriculum.

The Program Office will assist students in making arrangements for these courses. Students must have reliable Internet access and an active email address. Although classes will be asynchronous (all students do not need to be online at the same time), students will have contact with their instructor and classmates through forums and email.

Evaluation of Alternative Educational Experiences

Students can earn elective credit through Alternative Educational Experiences, Credit by Examination, and Credit by Demonstrated Competency (CDC). Unless otherwise approved, this credit will be applied only to elective credit. The University will evaluate formal educational experiences gained in non-college settings. Where the American Council on Education (ACE) has evaluated such courses, the University will use the evaluation in the appropriate guide as a source for determining what credit might be given. Students may have had courses in specialized institutes, e.g., banking or real estate or courses as part of vocational training in industry; in a technical institute or as specialized training in the military. Multnomah University will evaluate such work according to standards established by accrediting associations.

A maximum of 30 semester hours can be accepted when it has been achieved in a combination of the following ways:

- **Credit by Examination**

Multnomah University will accept the results of testing by CLEP (College Level Examination Program), DTTS, the military equivalent, or a departmental examination accepted by the school. There may be charges in addition to the costs involved with taking the examination. CLEP exams are offered on campus in both the general education and elective categories at an excellent cost per exam. Earn from 3-12 semester hours toward your degree program by completing a CLEP test.

- **Credit by Demonstrated Competency (CDC)**

CDC allows a student the opportunity to prepare a portfolio describing specific work activities and life experiences and then to document the learning that resulted from these experiences. Material for this portfolio can come from a number of different sources, including, workshops, seminars, self-study, non-credit classes, training courses, and work experiences. Contact the DCP office for more information.



ADMISSION CRITERIA

The Admissions Director will grant full acceptance to the program of an application for admission, once the following criteria is met. The Admissions Committee of Multnomah will consider any exceptions.

1. At least 25 years of age with two years of professional work experience.
2. Completion of at least 48 semester hours of transferable work.
3. Cumulative grade point average of 2.0 (on a 4.0 scale) or better on all prior academic work.
4. Two acceptable references.
5. Official transcripts from all post-secondary schools.
6. Completion of application materials, including the Personal Statement, and the payment of a \$40.00 non-refundable application fee.

Provisional and Conditional Acceptance

Applicants who are lacking certain documents or from a non-accredited or non-licensed institution may be granted Provisional standing. Applicants who appear to be deficient in admission requirements and are seeking an exception to one or more of the criteria for Admission may be granted a Conditional Acceptance for Admission. The Admissions Committee, which will use its discretion to determine the probability of the individual's ability to benefit from the program, will review each case.

If, in the opinion of the committee, there is sufficient probability of ability to benefit, the student may be admitted conditionally. At the time of acceptance, applicants will be informed of any deficiencies in course work or other requirements that are lacking. The program director will advise the student of what is needed to fulfill the graduation requirements.

PRE-DCP COHORT OPTION

Multnomah offers an alternative way for students with less than 48 semester hours to enter our program before joining a cohort and starting a program major. Students transferring at least 24 semester hours of credit can apply as a Pre-DCP Cohort student and take classes to meet remaining general education and elective needs. Once the 48 semester hour standard is met, a Pre-DCP Cohort student can enter a cohort or continue taking courses to meet remaining non-major requirements.

Students under a Pre-DCP Cohort schedule can complete their general education and elective requirements through Multnomah bridge courses, online education, or CLEP examinations. Utilize these options to achieve the 48 semester hour minimum needed to enter into a cohort major within the Degree Completion Program. Financial aid is available to assist Pre-DCP Cohort students. Please contact the Degree Completion office for information on how to apply as a Pre-DCP Cohort student.

GRADUATION REQUIREMENTS

To attain a bachelor's degree, students must:

1. Complete 124 semester hours with a cumulative grade point average of 2.0 or better.
2. Complete the 48 semester hours in the Degree Completion Program with a grade point average of 2.0 or better.
3. Complete the 52 semester hours in the General Education Core of the University including:
 - Humanities (14 hours):
Fine Arts (2), Literature (3), Humanities (3), *Philosophy (3), and *Ethics (3)
 - Communication (8 hours):
English Composition (6) and Public Speaking (2)
 - Sciences and Social Science (18 hours):
Lab Science (3), Math (3), Science/Math (3), Non-history Social Science (3), Other Social Science (3), and *History of Christianity (3)
 - General Education Elective (4 hours):
Choose from courses in Social Science or Humanities
 - Religious Studies (6 hours):
*Pentateuch (3) and *Gospels (3)

* Courses in the Degree Completion Program may meet part of this requirement.
4. Fulfill all financial obligations to Multnomah.
5. Satisfy the Student Ministries requirements as described in the Student Handbook.

The semester hours required for graduation with a bachelor's are:

General Education Requirements (transfer)	35 hours
Degree Completion Program	48 hours
<i>Gen. Educ. Req. in DCP</i>	12 hours
<i>Major core in DCP</i>	36 hours
Electives	41 hours
Total Hours to Graduate	124

FINANCIAL INFORMATION

Tuition & Fees

Tuition for 2009-10	\$415.00 per semester hr
Tuition rate for 12-credit semester	\$4,980.00
Tuition for the four semesters of the Degree Completion Program	\$19,920.00

Students will be guaranteed that the tuition rate will remain constant if they continue with the same cohort group. If a student changes to another cohort group a special fee will be charged and tuition rates will become that of the new cohort group that he/she joins.

Books & Materials

At the beginning of each semester students will pay for the cost of textbooks and materials as noted under the "Tuition & Fees" section. Books for the next class will be brought to the final session of each class. Each semester the student will be charged a Text and Materials Fee of \$300 to cover all materials related to this curriculum. In addition this fee also allows the student access to all campus services including the library and the computer center.

Application Fee & Enrollment Deposit

At the time of application, the student will be charged a non-refundable \$40.00 application fee. In addition, there will be a \$100.00 enrollment deposit charged. The enrollment deposit guarantees the student a place in a specific cohort group and applies toward the tuition paid at the beginning of the first semester. Enrollment deposits are accepted until a group size of 20 has been reached. Other non-tuition fees may be implemented as necessary.

Payment Plan

Multnomah University provides a payment plan that allows the student to spread the cost of an entire academic semester over three months. Students who have been approved for this program must pay 40% at registration and then two equal payments (@ 30%) in the next two months to cover the semester's tuition and fees. Students who wish to participate in this program should apply at the Student Accounts Office of the University.

Tuition Reimbursement Plans

Many corporations have programs to encourage their employees to complete their education. In many cases, these programs involve tuition reimbursement. Contact the DCP office for more details.

STUDENT FINANCIAL ASSISTANCE

The Financial Aid Office

Preparing for a college education requires a great deal of advance planning. To assist the student in making appropriate financial preparations, the Financial Aid Office is available to answer your questions and help estimate your eligibility for financial assistance. Office hours are 9:00 am until 4:30 pm Monday through Friday. Other hours are available by appointment. So that financial aid eligibility may be determined in a timely manner, the student should contact the Financial Aid Office (503.251.5335) at least four to six weeks prior to the beginning of Course One. At that time, identify yourself as a student with questions about the Degree Completion Program.



multnomah university

degree completion program

Grant Assistance

Grants are awarded based upon a variety of factors, but primarily upon your demonstrated financial need. You do not need to repay grant funds. Listed below are some of the most common forms of grant assistance:

- Federal Pell Grant: This federally sponsored grant program is designed to assist low- and middle-income students. Pell Grants range up to \$5,350 per year.
- U.S. Bureau of Indian Affairs: The BIA makes financial aid available to Native American students. To be considered for BIA grants, eligible students must first apply for a Pell Grant.
- Veterans Benefits are available to those who qualify. The Veterans Administration determines eligibility. Potentially eligible students should contact their local Veterans Administration representative.



Loan Assistance

The federal Stafford Loan program is based upon financial need. Eligibility is determined at the time financial aid packages are awarded.

Please Note: The eligibility levels for all above-mentioned programs are determined through a confidential needs analysis of the Free Application for Federal Student Aid (FAFSA), a copy of which must be on file in the Financial Aid Office. To complete the FAFSA, go online to www.fafsa.ed.gov and request that Multnomah University receive a copy. Our Federal School Code is 003206.

INTERESTED IN THE PROGRAM?

TAKE THESE STEPS . . .

1. Attend an Information Session (please find dates and locations on our website) or call to schedule a one-on-one meeting with an Academic Adviser from our office.
2. Send in copies of your transcripts from each school to be evaluated (unofficial copies of transcripts are acceptable). The Degree Completion office will then prepare a free Preliminary Transcript Evaluation. This Transcript Evaluation will show what college credits will transfer in to the Degree Completion Program.

TO APPLY . . .

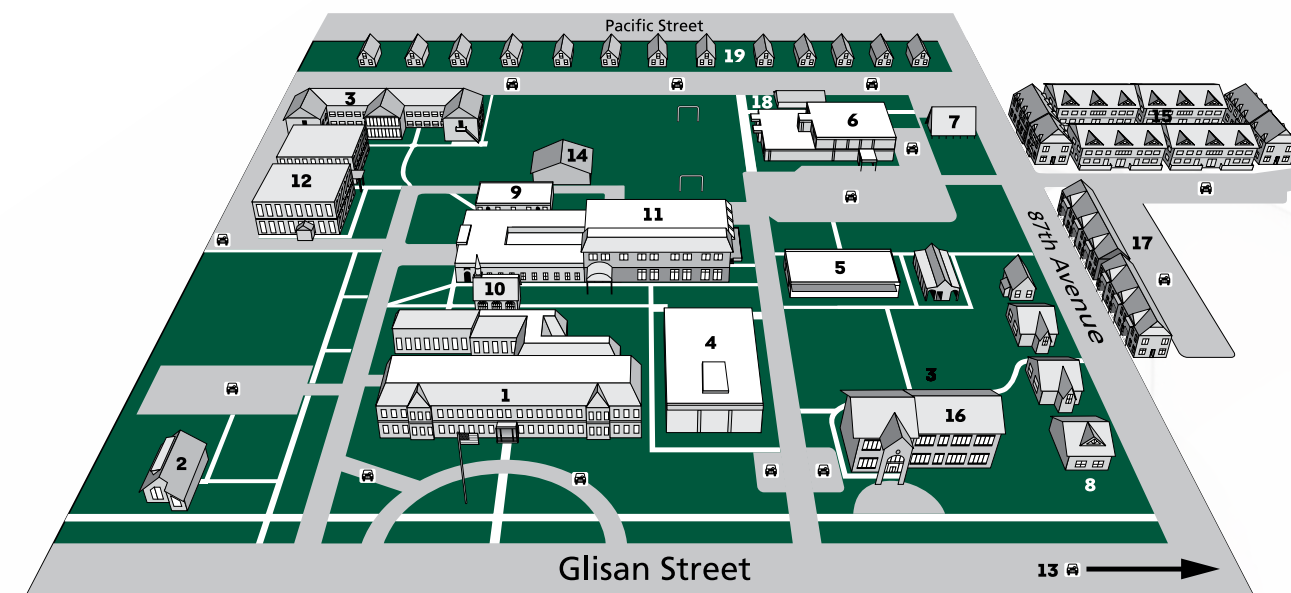
1. Complete and turn in an application with two references and a \$40 application fee. Please find the application included in this booklet or an online version is available at www.multnomah.edu/degree-completion.
2. Request official copies of your transcripts to be sent to Multnomah University.
3. Complete (if applicable) the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.gov. Request your pin before completing the application. Send the results to Multnomah using our school code: 003206.
4. After all application materials have been received, you will then be notified of the admissions decision and informed of the next steps in the process.
5. Once a decision has been made about a preferred starting date, an enrollment deposit of \$100 is required to reserve a spot in the cohort of your choice, providing that space is currently available. The deposit is applied towards the first semester's tuition.
6. Plan to attend registration/orientation night of your cohort and each of the scheduled class nights in the program.

multnomah university

degree completion program

Multnomah University is a four-year accredited nondenominational institution of higher education located in Multnomah County, Portland, Oregon. The University is located only a few blocks west of I-205 on a beautiful 25-acre site. The school was founded in 1936 and relocated to its present site in 1952. Dr. Daniel R. Lockwood has served as president since 1997. The mission of the University is to educate, equip, and enrich Christians for leadership in their church, their community, and their world. Multnomah University admits qualified applicants regardless of sex, race, color, national origin, or disability who are personally committed to faith in Jesus Christ.

Multnomah is accredited by the Northwest Commission on Colleges and Universities and the Association for Biblical Higher Education; both accrediting bodies are recognized by the Council for Higher Education and the U.S. Department of Education. The University is also a member of the ECFA – Evangelical Council for Financial Accountability.



LOCATION

Multnomah University and Biblical Seminary is located in Northeast Portland.

From I-205, take Glisan Street (Exit 21A). Travel west on Glisan approximately eight blocks; Multnomah is on the right.

From I-5, take I-84 East to I-205 South and proceed as above.

KEY TO MAP

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|-------------------------------------|---|
| 1. Sutcliffe Administration Center | 11. Joseph C. Aldrich Student Commons |
| 2. Degree Completion Program Office | 12. College Men's Dorm |
| 3. College Women's Dorm | 13. Central Bible Church/Parking (top of the hill on Glisan Street) |
| 4. Mitchell Library | 14. Campus Services/Security |
| 5. Bradley Hall | 15. Married Student Housing |
| 6. Gymnasium | 16. Travis-Lovitt Hall |
| 7. A-Frame | 17. Seminary Apartments |
| 8. Journalism Department | 18. Maintenance Shop |
| 9. Bookstore | 19. Campus Housing |
| 10. Terry D. Dirks Prayer Chapel | |



MULTNOMAH DEGREE COMPLETION OFFICE

8435 NORTHEAST GLISAN STREET
PORTLAND, OREGON 97220

Degree Completion Office – Helen Carlson House

degreecompletion@multnomah.edu

503.251.6413

503.251.6449



www.multnomah.edu/degreecompletion