

# 2012 Academic Catalog & Prison Student Handbook



*Building faith and training Christian leaders around the world  
through affordable, accessible higher education  
utilizing distance learning.*



**NATIONSUNIVERSITY®**

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# Letter from the Chancellor

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Greetings!

Those of us who are privileged to work with the students of NationsUniversity are blessed. We have come to know people around the world. They touch our lives in a personal way, even though they are many miles from us. These students do not realize how much they have enriched us. Their desire to know God keeps us welded to the task we have set for ourselves.

NationsUniversity is better defined as an *atmosphere* than a *place*. The institution provides an environment where students can study without fear or intimidation. Together, we open the biblical scriptures for insights into the nature and work of God. We constantly ask students to rid themselves of hearsay information and investigate for themselves. In the final analysis, it is not what people of history have believed or said that matters, but what each of us has become because of the love of God.

We often receive questions as to our beliefs and creeds. Those questions are important and the answers can help a person determine if he/she wishes to participate in the program. Although we have developed a statement of intent and perspective (see page 3), we have chosen not to adopt a creedal statement. To do so may undercut our objectivity. It could hamper our openness to reading scripture within its original context.

If you study with us, you will find encouragement in your spiritual quest. If you are a non-Christian, you will not experience hostility. Neither will you find us antagonistic or bigoted. We are governed by Christian principles, and, therefore, you have reason to expect kindness, equity, and fairness. Decisions of faith are left to the individual and the care of God.

Our interest in you is genuine. We expect no personal gain other than the blessing you provide through your presence with us. We believe much good can come from accepting the invitation God issued through Isaiah, "Come now, let us reason together" (Isa. 1:18, NIV).

Peace,

Mac Lynn  
Chancellor

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# General Information

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## **Mission Statement**

The mission of NationsUniversity is to build faith and to train Christian leaders around the world through affordable, accessible higher education utilizing distance learning.

## **Goals**

1. To build faith
  - By focusing on both knowledge of the biblical text and a personal spiritual formation
2. To train Christian leaders
  - By equipping students with knowledge and skills to serve as Christian leaders

## **Objectives**

- To embrace a cosmopolitan audience in a global setting
- To build and maintain an educational program that is global in scope and suitable for global instruction
- To offer an open system for seekers without barriers to exploration
- To protect the students' security
- To operate in keeping with the values found in the gospel of Jesus Christ
- To provide a level of instruction at a post-secondary level
- To offer programs of academic excellence and theological balance
- To conduct the business of the institution in the most efficient means
- To provide programs that students can afford
- To provide accessible programs for students
- To present biblical Scripture, non-Christian religions and disciplines such as church history and theology in an objective manner
- To encourage student progress through a supportive system of individual contacts by caring and dedicated staff and volunteers
- To offer a limited number of courses in foreign languages

## **Commitment**

NationsUniversity is committed to fulfill its mission through quality distance education programs. The mission calls for a solid educational foundation. Building faith is not an emotional experience; it is an educational endeavor, built upon knowledge and understanding. Developing Christian leaders is likewise a calculated enterprise, constructed on knowledge and sound principles. For a proper foundation to be laid, a serious, high level, and objective presentation of the Christian faith and its rationale are essential. Therefore, the institution is committed to engage each student in a rigorous confrontation with the biblical text.

## **Statement of Intent & Perspective**

NationsUniversity strives for fairness in its treatment of religious topics and honesty in presentation. Although coming from a Christian perspective, it does not knowingly misrepresent other orientations. *The Bible* is treated as an authoritative work, bearing the marks of inspiration rather than myth. Its message is taken seriously and interpreted contextually. *Historical interpretations* are of interest, but they do not govern the interpretive process.

The Bible is understood to reveal the intent of God relative to human redemption. God's activity focused on a promise to Abraham, the witness of Israel, and the incarnation of Jesus Christ. In the process of establishing his spiritual kingdom, God sent his Son, born of a virgin, to teach, die on a cross, be resurrected, and ascend into heaven. The Holy Spirit was sent to guide the apostles in proclaiming redemption and to assist believers in their spiritual journey. In Christ, God unites all believers into one body, the church. The members of that body become his instruments to proclaim the gospel and live in a manner that declares the glory of God. At the conclusion of the human journey, all will be judged and assigned to a proper habitat according to the just will of the Creator.

## **History**

NationsUniversity grew out of a vision to provide educational opportunities for people for whom religious studies were inaccessible and unaffordable. The target audience included persons from developing countries, countries that are closed to overt Christian teaching, and the incarcerated. The founders of the institution were determined to find a way to make a difference in the lives of these people and set out to create a means to deliver quality education in these settings.

The concept that evolved into NationsUniversity had its beginning on July 4, 1995, with Richard Ady and Mac Lynn. Ady had spent his adult years in local and foreign church work. Out of these experiences he had developed the World English Institute and had been involved in teaching in several countries. Lynn had spent nearly 30 years in higher education in both teaching and administration. More recently, he had become interested in taking educational opportunities he had enjoyed to those who had been less privileged. As these two college classmates, co-workers, and long-time friends reflected on their interests in worldwide religious education, a simple plan was conceived. The plan was to enlist volunteers who would travel throughout the world at their own expense to conduct seminars and short courses in religious studies.

During the next several months, short courses were indeed conducted in a few international locations. Eventually nearly two hundred volunteers were recruited to lend assistance in a variety of tasks. As an increasing number of people became aware of the activity, the request for degree programs began to be heard.

The institution was incorporated in Louisiana with a board of three (Ady, Lynn, and Darrell Frazier) and approved to grant degrees in religious studies by the Board of Regents of Louisiana in 1996. The name was registered with the U.S. government in 1998, and subsequently renewed through July 7, 2018. The institution was also granted tax exempt status by the Internal Revenue Service as a 501(c)(3) organization in the same year. Even though the Louisiana address is the official address of the corporation, most of the officers of the corporation reside in the Nashville, Tennessee area and maintain an office at 7003 Chadwick Drive, Suite 351, Brentwood, TN 37027. Over the years, the institution has grown, beginning 2012 with an enrollment of more than 4,900 students.

## **Financial Information**

NationsUniversity charges no *tuition* for students registered for NU courses. Students are responsible for any costs related to accessing course material including printing, Internet access, postage, textbooks, etc. These fees are not charged by or regulated by NationsUniversity. Payment for them is the student's responsibility.

**Registration Fee:** ALL United States residents will pay a nonrefundable \$25 registration fee.

**Technology Fee:** All *United States residents who are not incarcerated* will pay an annual technology fee of \$250 due on the date of registration and on the anniversary of that date each year the individual remains an active student. Students can determine the date their administrative fee is due by looking at the original registration date found on their User Report.

**Cancellation/Refund Policy.** The enrollment must be cancelled via written notice (e-mail or post) within two (2) weeks of payment to receive a full refund of the technology fee.

## **Contact**

### **Official Corporate Office**

3207 N 7<sup>th</sup> Street  
West Monroe, Louisiana 71291-2229

### **Office of the Board of Regents**

P.O. Box 3342  
Brentwood, Tennessee 37024-3342  
Phone: (615) 309-8101 Fax: (615) 309-5506

### **Email:**

Chancellor: [macl@nationsu.org](mailto:macl@nationsu.org)  
Student Advising: [martyl@nationsu.org](mailto:martyl@nationsu.org)  
Transcripts: [registrar@nationsu.org](mailto:registrar@nationsu.org)  
Clusters: [student.services@nationsu.org](mailto:student.services@nationsu.org)  
Exam Submission: [prison.services@nationsu.org](mailto:prison.services@nationsu.org)

**NationsUniversity Website:** [www.nationsu.org](http://www.nationsu.org)

## **Calendar**

NationsUniversity courses are available for study year-round. There are no semesters or quarters. Students may enroll in courses at any time.

Please be aware of the following days in 2012 when the NationsUniversity offices will be closed:

Monday, January 2nd  
Monday, May 28th  
Wednesday, July 4th  
Monday, September 3rd  
Thursday, November 22nd  
Friday, November 23rd  
Monday, December 24th  
Tuesday, December 25th

## **Degree Granting**

The Board of Regents of the State of Louisiana, U.S.A. has judged NationsUniversity compliant with Louisiana law in the matter of granting degrees in religious studies.

## **Leadership**

### **2012 NationsUniversity Board of Regents**

Dr. Harold Bigham, Chairman, Brentwood, Tennessee  
Ernie Clevenger, Vice Chairman, Brentwood, Tennessee  
Allen Thyssen, Secretary, Tyler, Texas  
Joe Sloan, Treasurer, Nashville, Tennessee  
Dr. Richard Ady, Gresham, Oregon  
Dr. Terry Briley, Nashville, Tennessee  
Michael Bush, Nashville, Tennessee  
Kathy Clark, Nashville, Tennessee  
Harrison S. Davis, Nashville, Tennessee

Richard Felix, Sr., Baton Rouge, Louisiana  
John Gibbs, Roswell, Georgia  
Jane Kittrell, Franklin, Tennessee  
Dr. Mac Lynn, Brentwood, Tennessee  
Ben Powell, Franklin, Tennessee  
Wayne Qualls, Centerville, Tennessee  
Gary Waller, Brentwood, Tennessee  
Jack Wheeler, Brentwood, Tennessee  
Dr. Glover Shipp, Edmond, Oklahoma, *regent emeritus*

## **Leadership** (continued)

Mac Lynn, Chancellor

STD, San Francisco Theological Seminary; D.Admin. (hon.), The International University

## **Major Division Administration**

Mac Lynn, *Director of Academic Affairs*

STD, San Francisco Theological Seminary; D.Admin. (hon.), The International University

Marty Lynn, *Director of Student Advising*

M.A.R., Harding University Graduate School of Religion

Ernie Clevenger, *Director of Technology*

M.B.A., Vanderbilt University

Joe Sloan, *Director of Fiscal, Legal, and Public Affairs*

M.S., Vanderbilt University

## **Program Directors**

Myles Calvin, *Director of the Certificate Program*

D.Min., American Christian College and Seminary

Lloyd Woods, *Director of the Bachelor of Religious Studies Program*

M.A., Ed.S. cand., Liberty Baptist Theological Seminary

Fred Jewell, *Director of the Master of Religious Studies Program*

Ed.D., Ball State University

Brandon Fredenburg, *Director of the Master of Divinity Program*

Ph.D., The Iliff School of Theology and the University of Denver

Thomas Snow, *Dean of the Prison Division*

D.Min., cand., Harding University Graduate School of Religion

## **Administrative Personnel**

Melanie Anderson, *Public Information Manager*

Mike Bush, *Webmaster*

John Casteel, *Director of Prison Enrollment*

Anastasia Cullum, *Prison Services Coordinator*

Awny Jadon, *I.T. and Arabic Coordinator*

Lora Neal, *Registrar*

## **Advisors**

Student advisors are assigned to each student to provide guidance and encouragement and answer student inquiries. Advisors are trained to work appropriately with students from a myriad of cultural backgrounds and experiences. Most student advisors are volunteers, and they are located throughout the world.

## Faculty

NationsUniversity recognizes three types of faculty members: contributing, standing, and consulting. Contributing Faculty made a contribution to individual courses during their original construction. Contributions ranged from input on competencies, textbook recommendations, course content, and examinations. Standing Faculty currently are assigned to specific courses to review material and exams and interact with students. The Consulting Faculty guides special assignments.

### Contributing Faculty

Mark Black, Ph.D., Emory University  
Barry Blackburn, Ph.D., Aberdeen University  
Jerry Bowling, Ph.D., Southern Baptist  
Theological Seminary  
Terry Briley, Ph.D., Southern Baptist  
Theological Seminary  
Rodney E. Cloud, Ph.D., Hebrew Union College  
N. Jean Enochs, Ph.D., Purdue University  
John Fortner, Ph.D., Hebrew Union College  
Randy Harris, Ph.D. cand., Syracuse University  
John Mark Hicks, Ph.D., Westminster  
Theological Seminary  
Gary Holloway, Ph.D., Emory University  
Marty Lynn, M.A.R., Harding University  
Graduate School of Religion  
Dale Manor, Ph.D., University of Arizona  
Rick R. Marrs, Ph.D., The Johns Hopkins University  
Allan McNichol, Ph.D., Vanderbilt University  
Michael Matheny, D.Min., Southern Baptist  
Theological Seminary (deceased)  
C. Michael Moss, Ph.D., Southern Baptist  
Theological Seminary  
Thomas Robinson, Ph.D., Harvard University  
Mark Shipp, Ph.D., Princeton Theological Seminary  
Muhammad Wolfgang G.A. Schmidt, Ph.D.,  
Free University of Berlin  
Douglas W. Varnado, D.Miss., Trinity Evangelical  
Divinity School  
Paul Watson, Ph.D., Yale University  
John York, Ph.D., Emory University

### Standing Faculty

Harold Bigham, J.D., Vanderbilt University  
Ross Cochran, Ph.D., Boston College  
Alan Cooper, D.W.S., Robert E. Weber  
Institute for Worship Studies  
Perry Cotham, Ph.D., Wayne State University  
Gayle Crowe, D.Min., Harding University  
Graduate School of Religion  
Phillip Eichman, Ph.D., Ball State University  
Harvey Floyd, Ph.D., Vanderbilt University

### Standing Faculty (continued)

Brandon Fredenburg, Ph.D., The Iliff School of  
Theology and The University of Denver  
George Goldman II, Ph.D., Trinity Evangelical  
Divinity School  
B.W. Goree, Jr., Ph.D., Baylor University  
Allen Wai Jang, Ph.D., Columbia Pacific University  
Alice Jewell, Ph.D., University of Arkansas  
Fred Jewell, Ed. D., Ball State University  
Don Kinder, Ph.D., University of Iowa  
Mac Lynn, STD, San Francisco Theological Seminary  
David Moore, Ph.D., Southwestern Baptist  
Theological Seminary  
Paul Pollard, Ph.D., Baylor University  
Hans Rollmann, Ph.D., McMaster University  
Glover Shipp, D.Miss., Fuller Theological Seminary  
C. Philip Slate, D.Miss., Fuller Theological Seminary  
Clayton Soleyn, D.Min., Harding University  
Graduate School of Religion  
Martell Souder, Ed.D., Trevecca Nazarene University  
Ingemar Lloyd Weger-Woods, M.R.S. NationsUniversity  
M.A., Ed.S. cand., Liberty Baptist Theological Seminary

### Consulting Faculty

Chuck Bagby, Ph.D., Theological University of America  
Joel T. Banks, M.A., University of Texas  
Guy Story Brown, Ph.D., University of Dallas  
Myles Calvin, D.Min., American Christian  
College and Seminary  
William P. Hayden, D.A., Ball State University; D.B.S.,  
Trinity Graduate School of Apologetics and Theology  
Doug Jacoby, D.Min., Drew University  
Mark Anthony Graham, Ph.D., University of Oxford  
Monty Lynn, Ph.D., Brigham Young University  
Michelle D. Mentzer, Ed.D., Argosy University  
of Orange County  
Caleb Newton, LL.M., University of Stockholm

# Academic Programs

## Undergraduate Programs

### Certificate in Religious Studies (C.R.S.)

The Certificate in Religious Studies requires 30 semester hours of prescribed credits taken at NationsUniversity. Transfer credits cannot be substituted. Only students who come to NationsUniversity with less than 30 transfer credits are eligible for the certificate. The certificate enables the university to evaluate the student's potential for achieving a higher academic award and provides encouragement to the student with recognition of accomplishment.

#### *Learning Objectives for the Certificate in Religious Studies Program*

Objective	Component	Area	Method	Measure
<b>OB1-Basic Biblical Literacy: Demonstrate basic biblical literacy</b>	Identify people, themes and content of each book of Old and New Testaments as well as theological essential elements, key words, concepts, and themes.	Content	Grades	BRS 1 and BRS 2 course grades
			Examinations	Bible Knowledge Pre-test
<b>OB2-Biblical Exposition: Demonstrate the use of theological tools in interpreting biblical scripture</b>	<ul style="list-style-type: none"> <li>Identify rules of interpretation (hermeneutics) and components of genres of Hebrew Scriptures</li> <li>Label, distinguish, and contrast terms: exegesis, hermeneutics, and interpretation</li> <li>Apply guidelines for interpreting historical narrative and prophecy in Old Testaments</li> </ul>	Content	Grades	BRS 19 & 21 course grades
		Application	Portfolio written assignments	
			Proctored exam	Proctored Exam

**Specific Courses.** Six 5-credit courses constitute the certificate curriculum. These are named below and are normally taken in the order listed.

- A Search for Spirituality (BRS 16.6)
- The Hebrew Scriptures (BRS 1)
- The Greek Scriptures (BRS 2)
- Theology of the Hebrew Scriptures (BRS 3)
- The Church of the First Five Decades (BRS 13)
- Exegesis of the Hebrew Scriptures (BRS 19)

## C.R.S. Program Summary, Measurements, and Assignments

Area	Courses	Summative Assessment	Formative Assessment
Spiritual Formation	BRS 16.6	Multiple Choice Exams	Spiritual Inventory Portfolio Items
Foundations	BRS 1 BRS 2 BRS 3  BRS 13 BRS 19	Multiple Choice Exams Multiple Choice Exams Multiple Choice Exams Proctored Exams Multiple Choice Exams Multiple Choice Exams	Bible Knowledge Pre-Test  Portfolio Items  Portfolio Items Portfolio Items Portfolio Evaluation

*The above curriculum pattern has been in place since July 18, 2008. However, for students entering on or after January 1, 2011, the formative assessments must be satisfied before a certificate is awarded.*

## Undergraduate Programs (continued)

### Bachelor of Religious Studies (B.R.S.)

The Bachelor of Religious Studies program requires 120 semester hour credits. A minimum of thirty (30) of these must be taken with NU and must include all the credits specified for the certificate (see Certificate in Religious Studies on page 7). A minimum of 30 additional credits must be in the following disciplines: arts and humanities, communication, English, mathematics, science, and social science. Thirty (30) additional religious studies credits must include courses in worldview, ministry, worship, and exegesis.

#### *Learning Objectives for the Bachelor of Religious Studies Program*

Objective	Component	Area	Method	Measure
<b>OB1-Basic Biblical Literacy:</b> <b>Demonstrate basic biblical literacy</b>	Identify people, themes and content of each book of Old and New Testaments as well as theological essential elements, key words, concepts, and themes.	Content	Grades	BRS 1 and BRS 2 course grades
			Examinations	Bible Knowledge Pre-test
<b>OB2-Biblical Exposition:</b> <b>Demonstrate the use of theological tools in interpreting biblical scripture</b>	<ul style="list-style-type: none"> <li>Identify rules of interpretation (hermeneutics) and components of genres of Hebrew Scriptures</li> <li>Label, distinguish, and contrast terms: exegesis, hermeneutics, and interpretation</li> <li>Apply guidelines for interpreting historical narrative and prophecy in Old Testament</li> </ul>	Content	Grades	BRS 19 & 21 course grades
		Application	Portfolio written assignments	
			Proctored exam	Proctored Exam
<b>OB21-Identify characters, issues, events, and places in connection with the history of the New Testament church</b>	<ul style="list-style-type: none"> <li>Identify purpose, occasions, topics, themes, and circumstances of each letter</li> <li>Compare similar passages in two letters</li> <li>Explain use of metaphor in biblical text and importance of specific attributes</li> </ul>	Content	Grades	BRS 22.0 course grades
		Analysis	Graded written assignments	
<b>OB3-Global Worldviews:</b> <b>Demonstrate an awareness of religious worldviews and their interpretation from a biblical perspective</b>	<ul style="list-style-type: none"> <li>Identify history, roots, and doctrine of major world religions and Christianity</li> <li>Analyze three major world religions in comparison to Christianity</li> </ul>	Content	Grades	BRS 17 course grades
		Analysis		

*Continued on page 10*

Objective	Component	Area	Method	Measure
<b>OB41-General Education:</b> <b>Reflect a basic knowledge of English rules along with writing and thinking skills</b>	<ul style="list-style-type: none"> <li>• Demonstrate basic proficiency in English grammar, vocabulary, reading, and composition</li> <li>• Write essays incorporating critical use of compare/contrast, classify, cause/effect, and inductive argument</li> <li>• Use research skills that require summarizing, paraphrasing and quoting sources according to MLA standards</li> </ul>	Basic Skills	Grades  Essays  Proctored Exam	ENG 1 and ENG 2 course grades  ENG 1
<b>OB42-General Education:</b> <b>Reflect a basic knowledge of Communication</b>	<ul style="list-style-type: none"> <li>• Identify vocabulary and terms in communication</li> <li>• Evaluate personal communication skills</li> <li>• Synthesize concepts of cross-cultural communication</li> <li>• Research, compose, organize, and deliver spoken message suitable to topic, purpose, and audience</li> </ul>	Basic Skills	Grades  Grades written assignments and essays	COM 1 and COM 2 course grades
<b>OB 43-General Education:</b> <b>Reflect a basic knowledge of Math and Science</b>	<ul style="list-style-type: none"> <li>• Identify global events and people in the development of mathematics from ancient world to modern times</li> <li>• Identify and distinguish between mathematical categories, theories, operations, and applications</li> <li>• Identify, distinguish, or match concepts of mathematical properties, logic, and tasks to analyze data and solve problems: apply math concepts to solution of real-life problems</li> <li>• Identify and apply scientific method, parameters of scientific inquiry, and principles of logic to the fields of biology, chemistry, and physics</li> </ul>	Basic Skills	Grades  Graded written assignments and essays	MAT 1 and SCI 1 course grades

## B.R.S. Program Summary, Measurements, and Assignments

Area	Courses	Summative Assessment	Formative Assessment
Spiritual Formation	BRS 16.6	Multiple Choice Exams	Spiritual Inventory Portfolio Items
Foundations	BRS 1 BRS 2 BRS 3  BRS 13 BRS 19	Multiple Choice Exams Multiple Choice Exams Multiple Choice Exams Proctored Exams Multiple Choice Exams Multiple Choice Exams	Bible Knowledge Pre-Test  Portfolio Items  Portfolio Items Portfolio Items Portfolio Evaluation
Requirements	BRS 17 BRS 20 BRS 22 BRS 23 BRS 24 ENG 1  ENG 2 COM 1 COM 2	Multiple Choice Exams Multiple Choice Exams Multiple Choice Exams Multiple Choice Exams Multiple Choice Exams Multiple Choice Exams Proctored Exams Multiple Choice Exam Multiple Choice Exam	        Essays Essays Graded Assignments

*The above curriculum pattern has been in place since July 18, 2008. However, for students entering on or after January 1, 2011, the formative assessments must be satisfied before a degree is awarded.*

### Transfer Credits

Ninety (90) credits maximum

### Required Courses

- A Search for Spirituality (BRS 16.6)\*
- The Hebrew Scriptures (BRS 1)\*
- The Greek Scriptures (BRS 2)\*
- Theology of the Hebrew Scriptures (BRS 3)\*
- The Church of the First Five Decades (BRS 13)\*
- Exegesis of the Hebrew Scriptures (BRS 19)\*
- Comparative Religions (BRS 17)
- Old Testament Exegesis (BRS 20)
- New Testament Exegesis (BRS 22)
- Ministry (BRS 23)
- Worship (BRS 24)

General Education (30 credits. *ENG 1, ENG 2, COM 1 and COM 2 are required. Eighteen (18) additional hours must be selected from the offerings listed on page 19.*)

Total semester credits must equal a minimum of 120. Half of these must be in religious studies. All NU courses may be counted toward this requirement.

\* May NOT be satisfied with transfer credit

Note: Students who registered prior to January 1, 2011 may complete the degree under requirements in effect when they registered. These are displayed in the curriculum assigned to their username. Students may request to work under the later requirement.

## Graduate Program

### Master of Religious Studies (M.R.S.)

The Master of Religious Studies is a first level, non-professional degree and represents a minimum one-year study. The primary objective of the M.R.S. program is to provide an orientation to religious studies, with a major interest in the Christian faith. The program builds on either the B.R.S. or on undergraduate degree programs earned elsewhere. Because NU is a distance learning institution and operates without defined semesters or terms, students work at their own pace. Courses are normally completed one at a time, but a student is not prohibited from enrolling in multiple courses simultaneously. Credit is calculated according to the semester system.

#### *Learning Objectives for the Master of Religious Studies Program*

Objective	Component	Area	Method	Measure
<b>OM1-Basic Biblical Literacy: Demonstrate advanced biblical literacy and an awareness of critical text issues</b>	<ul style="list-style-type: none"> <li>Identify at least 100 Old Testament characters, leading characters in New Testament, major geographical sites, events and prophetic discourse, relation to one another in Old and New Testaments</li> <li>Place leading characters and events in a sequential timeline</li> <li>Recognize the assumptions underlying a critical study of the Old Testament</li> <li>Recognize ways a critical study of the Bible can serve a church</li> <li>Analyze and synthesis course information to make a value judgment to apply the New Testament to contemporary life</li> </ul>	Content	Grades	M 1 and M 2 course grades
		Analysis	Essay  Proctored exam	M 2 exam
<b>OM2-Biblical Exegesis: Apply the theological message of biblical Scripture and the tools for interpreting biblical Scripture</b>	<ul style="list-style-type: none"> <li>Define the nature and processes of systematic theology</li> <li>Differentiate the nature of the relationship between the Hebrew and Greek Scriptures</li> <li>Evaluate the assumptions underlying interpretative variations in major biblical texts</li> <li>Apply principles and tools to interpret biblical passages to modern situations</li> <li>Analyze texts by applying rules of exegesis and contrasting points of view</li> </ul>	Content	Grades	M 3 and M 4 course grades
		Analysis  Application	Portfolio Assignment  Proctored exam	

*Continued on page 13*

Objective	Component	Area	Method	Measure
<b>OM3-Theological Application:</b> <b>Analyze religious issues in light of biblical Scripture and theology</b>	<ul style="list-style-type: none"> <li>Employ critical thinking and apply biblical and theological understanding to the authority, tradition, and message of biblical text</li> <li>Write nine capstone essays that synthesize and evaluate concepts related to biblical content and theology found in prerequisite courses of the program</li> </ul>	Analysis	Essay grades based on stated criteria	M 11 course grades
<b>OM4-Self-Evaluation of Spiritual Growth</b>	<ul style="list-style-type: none"> <li>Identify spiritual disciplines and God's relationship with humans</li> <li>Design a plan of action for nine areas of spiritual growth</li> <li>Evaluate personal spiritual growth</li> </ul>	Analysis Synthesis	Grade on exam Graded plan of action Graded evaluation of report on spiritual growth	M 633 Course grades

Degree requirements are satisfied through the accumulation of 36 semester credits and a series of summative and culminating experiences. These include (1) a beginning and ending spiritual inventory (confidential and non-gradable), (2) biblical literacy (pre-test and post-test), (3) portfolios (with submissions of selected items), (4) capstone essays, and (5) integrative essays. The various experiences are in addition to exams and essays required in specific courses. They are designed to assist the learning process and provide a means for the institution to measure effectiveness with the student. The capstone essays deal with the foundational courses; the integrative essays are concerned with synthesizing the various components of the entire degree program.

The final grade point average must be a minimum of 3.00 on a 4.00 scale on the credits used for the degree. If a student reaches the end of the curriculum with less than a 3.00 G.P.A., he/she may take additional courses to substitute for, or offset, a "C" grade.

The M.R.S. program integrates the spiritual dimension (two courses) with foundation-level courses and specialty courses (five courses). The recommended order is as follows:

- A Search for Spirituality (MRS 622)
- Critical Introduction to the Old Testament (M 1)
- Critical Introduction to the New Testament (M 2)
- Systematic Theology (M 3)
- Biblical Hermeneutics (M 4)
- Critical Analysis in Biblical Studies (M 11)
- Being Christian in a Secular Environment (MRS 633)
- Five specialty courses selected from courses numbered MRS 100-500, 700

The spiritual dimension brackets the program but is operative throughout. The foundation courses M 1-M 11) provide evidence that the student has a basic understanding of the biblical text, the theological message of the Bible, and exegetical methodology needed to complete the master's program. These courses culminate with a series of essays calculated to measure the student's ability to think critically about modern topics in view of the ancient text of Scripture. Specialty courses are electives and may be drawn from any course numbered MRS 100-500, 700. These culminate in a series of integrative essays designed to bring together the student's entire program of study. The following chart summarizes the program.

## M.R.S. Program Summary, Measurements, and Assignments

Area	Courses	Summative Assessment	Formative Assessment
Spiritual Formation	MRS 622	Multiple Choice Exams	Spiritual Inventory
Foundations	M 1 M 2 M 3 M 4 M 11	Multiple Choice Exams Proctored Exams Multiple Choice Exams Proctored Exams Essays	Bible Knowledge Pre-Test Portfolio Items Portfolio Items Graded Essays
Speciality	MRS 100-500, 700	Multiple Choice Exams	Portfolio Items
Spiritual Formation	MRS 633	Multiple Choice Exams Capstone Essays Integrative Essays	Spiritual Inventory; Graded Projects; Bible Knowledge Post-Test; Portfolio Evaluation

**Transfer Credits.** A maximum of six (6) semester credits may be accepted in transfer toward the M.R.S., provided the credits are from an accredited institution and have not been applied toward another degree. No credit will be applied toward the M.R.S. that has been used for another graduate degree issued by NationsUniversity.

**Formal Admission.** Formal admission to the M.R.S. program is automatic for students who hold the B.R.S. from NationsUniversity with a 3.00 G.P.A. Students who complete the B.R.S. with a G.P.A. lower than 3.00 will be reviewed, but they are not guaranteed admission. If they are admitted, it will be on probation and with the stipulation that the first six credits have a minimum 3.00 G.P.A. If the student fails to achieve a 3.00 G.P.A. on the first six credits, he/she shall be suspended from the degree track and may not be readmitted until a 3.00 G.P.A. is attained, provided the student chooses to take additional courses.

Those who do not hold the B.R.S. from NU may register and begin work immediately with MRS 622. Formal acceptance into the M.R.S. program will come after a review of the applicant's official credentials. It is to the student's advantage that proof of the bachelor's degree be submitted immediately after registration. Until formal admission is granted, the student shall be considered a non-degree seeking student. Once formal admission is granted, the student is assigned to the M.R.S. curriculum. Courses which have been completed will count toward the M.R.S. degree. In the event a student cannot, for reasons beyond his/her control, submit official documentation for having completed the bachelor's degree, the student may take 15 graduate credits and petition for a review in anticipation of being admitted to the M.R.S. program.

B.R.S. graduates from NU who have credit for BRS 16.6 should substitute a course of their choice for MRS 622. Credit cannot be granted for MRS 622 when credit has been awarded for BRS 16.6.

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# Curriculum

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## Undergraduate Courses—General Education

### **ENG 1 English Comprehension (3 credits)**

Builds a stronger foundation for reading, speaking, and writing in the English language with an emphasis on grammar, vocabulary, and reading comprehension.

### **ENG 2 English Composition (3 credits)**

Use skills learned in ENG 1 to write paragraphs, summaries, essays, and research papers.

### **COM 1 Effective Communication (3 credits)**

A study of the theory, elements, and usage of successful communication. The study will integrate a basic overview of communication theory, the importance of feedback in communication, non-verbal communication, cross-cultural communication, and electronic communication.

### **COM 2 Special Communication (3 credits)**

The course examines five forms of human communication: interviewing, public speaking, prayer, idea presentation, and conflict recognition.

### **HUM 2 Ethics (BRS 7) (5 credits)**

An introduction to the formation of values in both individuals and societies and a review of different facets of life today in light of Scripture.

### **HUM 3 Worldview (BRS 10) (5 credits)**

An overview of various outlooks on life including the concept of God, human existence, and beyond death.

### **HUM 4 The Bible and Spirituality (BRS 16.2) (5 credits)**

A look at how the Bible may contribute to spiritual development.

### **MAT 1 Math and Technology (3 credits)**

A basic understanding of the development and use of mathematics and modern applications.

### **SOC 1 Family (BRS 12) (5 credits)**

The formation of a wholesome marriage and a strong, happy family.

## Undergraduate Courses—Religious Studies

### **BRS 1 The Hebrew Scriptures (5 credits)**

An introduction to the factual content of the Old Testament.

### **BRS 2 The Greek Scriptures (5 credits)**

An introduction to the factual content of the New Testament.

### **BRS 3 Theology of the Hebrew Scriptures (5 credits)**

The study deals with core Old Testament concepts where God is the central figure. In presenting a unified view of God, the course considers the function of Scripture, ways God works, and how God's activity interfaces with culture.

Prerequisite: BRS 1

### **BRS 4 Theology of the Greek Scriptures (5 credits)**

The study deals with core New Testament concepts where God is the initiator of spiritual blessings which he brings to the world in Jesus Christ. Prerequisite: BRS 2

### **BRS 5 Old Testament Backgrounds (5 credits)**

Formation of the Old Testament canon, the historical and social setting of the Old Testament, the geography of Bible lands, archaeological contributions, the composition of the Old Testament books, and critical issues relating to Old Testament documents.

## **Undergraduate Courses -- Religious Studies (continued)**

### **BRS 6 New Testament Backgrounds (5 credits)**

This course examines a variety of topics such as the formation of the New Testament canon, the historical and social setting of the New Testament, the geography of Bible lands, archaeological contributions, the composition of the New Testament books, and critical issues relating to the New Testament documents.

### **BRS 8 Biblical Greek (5 credits)**

This course indicates an introduction to the Greek language, its basic grammar and vocabulary, and issues of translation and exegesis related to working with original biblical texts of the New Testament.

### **BRS 9 Biblical Hebrew (5 credits)**

An introduction to the language of the Old Testament with illustrations of its usefulness to a study of the Old Testament.

### **BRS 13 The Church of the First Five Decades (5 credits)**

An analysis of the sources that reveal the history and nature of the church from its inception in about 29 C.E. to the end of its fifth decade, 79 C.E.

### **BRS 16.6 A Search for Spirituality (5 credits)**

A consideration of spirituality beginning with its reasonableness, its connection with the sacred, and its actualization.

### **BRS 17 Comparative Religions (5 credits)**

A survey of religious faiths found around the world and a brief overview of Buddhism, Hinduism, and Islam in comparison with Christianity.

### **BRS 19 Exegesis of the Hebrew Scriptures (5 credits)**

The principles required for responsible interpretation of the Old Testament. Prerequisite: BRS 3

### **BRS 20 Old Testament Exegesis (5 credits)**

A study of the texts of Exodus, Joshua, Judges, Isaiah, Obadiah, Job, Ruth, and Chronicles.

### **BRS 21 Exegesis of the Greek Scriptures (5 credits)**

The principles required for responsible interpretation of the New Testament. Prerequisite: BRS 4

### **BRS 22.0 The Prison Epistles (3 credits)**

The New Testament epistles of Ephesians, Philippians, Colossians, and Philemon with concentration on introductory matters and exegesis.

### **BRS 22 New Testament Exegesis (5 credits)**

A study of the texts of Matthew, Mark, Luke, Romans, Galatians, the Epistles of John, and the Book of Revelation.

### **BRS 23 Ministry (5 credits)**

A historical, biblical, and analytical survey of the history of ministry.

### **BRS 24 Worship (5 credits)**

A biblical and analytical study of biblical worship.

## Graduate Courses

### **M 1 Critical Introduction to the Old Testament (3 credits)**

The content of the Old Testament and pertinent issues in Old Testament studies

### **M 2 Critical Introduction to the New Testament (3 credits)**

The content of the New Testament and pertinent issues in New Testament studies.

### **M 3 Systematic Theology (3 credits)**

A synopsis of biblical themes and teaching.

### **M 4 Biblical Hermeneutics (3 credits)**

The science and skill of exegeting and applying the message of Scripture.

### **M 11 Critical Analysis in Biblical Studies (3 credits)**

Apply critical thinking in the study of biblical text.

### **MRS 101 The Ancient Near East (3 credits)**

An investigation into the world of the Ancient Near East focusing on the economic, educational, geographical, literary, political, religious, and social environment in which the events recorded in the early part of the Bible transpired.

### **MRS 140 New Testament Environment (3 credits)**

The political, religious, and social circumstances that surrounded the events described in the New Testament.

### **MRS 200 The Torah (3 credits)**

An introduction to the study of the Torah with detailed study in the text of Genesis, Exodus, Leviticus, Numbers, and Deuteronomy.

### **MRS 226 Biblical Hebrew (3 credits)**

An introduction to the language of the Old Testament with illustrations of its usefulness to a study of the Old Testament.

### **MRS 230 The Prophets (3 credits)**

A study of the texts of Joshua, Judges, Samuel, Kings, Isaiah, Jeremiah, and the Book of the Twelve.

### **MRS 240 The Writings (3 credits)**

A study of the texts of Ruth, Chronicles, Ezra, Nehemiah, Esther, Job, Psalms, Proverbs, Ecclesiastes, Song of Songs, Lamentations, and Daniel.

### **MRS 306 The Gospel of John (3 credits)**

A study of the Gospel of John including interpretation, authorship, literary components, and general content.

### **MRS 319 Hebrews, James, Peter, and Jude (3 credits)**

The New Testament epistles of Hebrews, James, Peter, and Jude with concentration on introductory matters and exegesis.

### **MRS 320 The Apocalypse (1-3 credits)**

The Book of Revelation with concentration on introductory matters and exegesis.

### **MRS 323 Pauline Epistles I (3 credits)**

The New Testament epistles of Romans, Galatians, Ephesians, Philippians, Colossians, and Philemon with concentration on introductory matters and exegesis.

### **MRS 324 Pauline Epistles II (3 credits)**

A study of the New Testament epistles of 1 and 2 Thessalonians, 1 and 2 Corinthians, 1 and 2 Timothy, and Titus with a concentration on introductory matters and exegesis.

### **MRS 325 Acts of Apostles (3 credits)**

An introduction to the study of Acts of Apostles with attention given to exegesis and background material.

### **MRS 326 Biblical Greek (3 credits)**

The language of the New Testament with illustrations of its usefulness to a study of the New Testament.

## **Graduate Courses (continued)**

### **MRS 400 The Early Church (3 credits)**

An introduction to the growth of the church during the first six centuries.

### **MRS 411 The Reformation (3 credits)**

An introduction to the period of church history that witnessed the breakout of the Protestant Reformation and the Catholic Response: causes, events, distinctive theology, and personalities.

### **MRS 417 Christianity in Africa (3 credits)**

A review of the beginning of Christianity in Africa and its subsequent history.

### **MRS 418 Christianity in Asia (3 credits)**

A review of the beginning of Christianity in Asia and its subsequent history.

### **MRS 419 North American Religious History (3 credits)**

The history of religion in North America.

### **MRS 420 Latin American Religious History (3 credits)**

A review of historical Christian missionary endeavor in Latin America with an examination of the status of the Christian religious scene.

### **MRS 520 Roman Catholic Theology (3 credits)**

Views that characterize the Roman Catholic Church.

### **MRS 530 Old Testament Theology (3 credits)**

Basic theological concepts found in the Old Testament.

### **MRS 540 The Church to 120 C.E. (3 credits)**

An analysis of the sources that reveal the history and nature of the church from its inception in about 29 C.E. to the end of the ninth decade, 119 C.E.

### **MRS 541 The Church from 120-209 (3 credits)**

Understanding the early church from 120-209

### **MRS 622 A Search for Spirituality (3 credits)**

A consideration of spirituality beginning with its reasonableness, its connection with the sacred, and its actualization.

### **MRS 701 Traditional Religion (3 credits)**

Worldview concepts in Traditional Religion.

### **MRS 710 Buddhism and Christianity (3 credits)**

A survey of the history of Buddhism including beliefs, practices, and scriptures along with comparison to basic Christian ideals.

### **MRS 712 Hinduism and Christianity (3 credits)**

An analysis of the major tenets of Hinduism with comparisons to the Christian faith.

### **MRS 718 Islam and Christianity (3 credits)**

Communication strategies for inter-religious dialogue between Christians and Muslims.

## Non-English Courses

Language	Undergraduate	Graduate	Language	Undergraduate	Graduate
Arabic	BRS 1 BRS 2 BRS 3 BRS 4 BRS 12 BRS 13 BRS 16.6 BRS 19 BRS 20.1E BRS 22.0 BRS 24	M 4 MRS 001 MRS 006 MRS 004 MRS 009 MRS 316 MRS 317 MRS 622 MRS 624	French	BRS 1 BRS 2 BRS 3 BRS 4 BRS 12 BRS 13 BRS 16.6 BRS 19 BRS 21 BRS 24	MRS 001 MRS 006 MRS 009 MRS 622
Chinese	BRS 1 BRS 2 BRS 16.6 BRS 19	MRS 622	Portuguese	BRS 1 BRS 2 BRS 13 BRS 16.6 BRS 21	MRS 622
Farsi	BRS 1 BRS 2 BRS 3 BRS 4 BRS 11.1 BRS 12 BRS 13 BRS 16.6 BRS 19 BRS 21 BRS 22.0 BRS 23 BRS 24	M 4 MRS 603 MRS 001 MRS 004 MRS 006 MRS 009 MRS 317 MRS 540 MRS 601 MRS 622 MRS 624	Spanish	BRS 1 BRS 2 BRS 3 BRS 4 BRS 9 BRS 16.6 BRS 19 BRS 21 BRS 23	M 4 MRS 001 MRS 006 MRS 520 MRS 622

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# Academic Procedures

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**Enrollment:** NationsUniversity is a year-round university and does not operate on a calibrated calendar. Students may enroll at any time and proceed at their own pace.

**Admission:** Admission to NationsUniversity requires certificate/degree applicants to possess the educational background, intellectual capabilities, and language skills necessary for college-level study. The following standards must be met for formal admission into a certificate/degree program.

1. Earned the equivalent of a U.S. high school diploma.
2. Proficient in language of courses. If English is a second language, then the applicant must be able to perform at a minimum 550 on the TOEFL\* (Test of English as a Foreign Language).
3. Applicants for the Master of Religious Studies or Master of Divinity must have completed the equivalent of a U.S. four-year degree with a minimum 120 credit hours.

Please read the admission information specific to your program (C.R.S., B.R.S., M.R.S., M.Div.) for more information on the requirements for each program.

## Registration

Step 1: Read the NU Academic Catalog and Prison Student Handbook

Step 2: Determine if you are eligible for NU courses (must have at least a high school diploma or equivalent)

Step 3: Find a proctor (See Proctor on page 21)

Step 4: Fill out an application and mail it to the Brentwood, Tennessee address found on page 4 or have someone complete an online application for you on our website, [www.nationsu.org](http://www.nationsu.org)

Step 5: Receive a Letter of Admission, Enrollment Agreement, and your first course via post

Step 6: Return signed Enrollment Agreement, Proctor Form to NU

Step 7: Begin studying. Your exams will be sent to your proctor.

Step 8: Send your \$25 Registration Fee when you send in your BRS 16.6 exams for grading.

**Application:** Incarcerated student can apply with NationsUniversity via Internet or post. The preferred method of application is Internet, as it is the fastest and easiest way to apply. Proctors, chaplains, prison staff, family, or friends may complete the application form for the student online. To apply, go to [www.nationsu.org](http://www.nationsu.org), click on *Registration*, and follow the instructions. **Note:** When filling in the e-mail address for a prison student, please type the word “none” in the e-mail field. If the student has already determined who his/her proctor will be, please make note of it in the comment box.

Students applying via post will need to include their proctor information and have their proctors sign the agreement. Proctors may apply online at [www.nationsu.org](http://www.nationsu.org) under *Academics*, then *Prison Division*.

**Credentials:** Students must request their former school to submit an official transcript in order to gain admission to a degree program. If a student has multiple degrees, he/she needs only to submit the highest degree received. All NationsUniversity students must have at least a high (secondary) school diploma or equivalent to be admitted into a bachelor’s degree program. Credentials can be sent via post (NationsUniversity, P.O. Box 3342, Brentwood, TN 37024-3342) or e-mail ([registrar@nationsu.org](mailto:registrar@nationsu.org)) and will be reviewed by trained NU personnel.

**Transfer Credits:** NationsUniversity does allow students to transfer previously earned credits to current NU programs. NU will only accept transfer courses for which the student has received a “Pass” or “C” or higher grade for the course. Credits must be unduplicated and must match the specific requirements for a NationsUniversity degree. See “Academic Programs” for credit information. Credit acceptance is at the discretion of NationsUniversity.

**Enrollment Agreements:** All students who are formally admitted to a NationsUniversity program must sign an Enrollment Agreement stating that the student agrees to the policies and procedures of NationsUniversity. The Enrollment Agreement will be sent to the student with his/her official Letter of Admission. The student should return a completed and signed copy of the agreement to the registrar at the address given on page 4 for the Office of the Board of Regents.

**Denial of Admission:** In rare cases, a student does not meet the requirement for NationsUniversity certificate/degree programs because of a lack of education or English language proficiency. In such cases, a student may be denied admission.

**Course Procedures:** Students should plan on completing a certificate/degree program one course at a time. Students can open several courses at one time but will only receive credit for the courses completed with passing grades.

**Course Material:** The course syllabi and materials will be mailed directly to the student unless otherwise requested. Courses will be sent according to the student's academic program. Prison students will likely receive two courses at a time, allowing them to start studying a new course immediately after completing another.

**Proctor:** A proctor is the person who will be administering exams. NationsUniversity requires that all incarcerated students have a proctor. NU will send course materials directly to the student and will send exams to the proctor. The proctor assures that the NationsUniversity Honor Code (found on page 18) is followed when taking exams. A proctor should be someone who is trustworthy and accessible and who has no intention of enrolling in NationsUniversity.

Many prison facilities already have proctors who are registered with NationsUniversity. These proctors may be chaplains, librarians, adult education directors, etc. Please use a NationsUniversity if your facility has one.

If your facility does not have an NU proctor, you will need to find your own. Proctors can be chaplains, librarians, adult education directors, etc. **Note:** *Family members and other inmates may NOT serve as proctors.*

**Examinations:** NationsUniversity courses contain multiple choice exams. Students will get three opportunities to earn at least 70% (passing grade) on an exam. The time limit is stated on the exam. Exams consist of a set of multiple choice questions; select the answer that best fulfills the question.

The minimum score to receive credit for an exam is 70%. The first 70% or higher grade that a student receives will be the grade on the student's transcript. NU subscribes to the same standard as most educational institutions in that students cannot retake exams to improve a score that is already passing. If the score is above 70%, the student may proceed to the next module. Prison students receive their grades quarterly unless a student has scored less than 70% on an exam. In that case, the student will be sent a notice regarding his/her test score and the proctor will be sent another exam for the student to take when ready. Students have three opportunities to earn a passing grade on an exam.

**Honor Code:** The majority of exams require that a student not use the syllabus, notes, textbooks, or any person for help while taking the exam. The student must answer the questions based on the knowledge that he/she has from study. See page 22.

**Grades:** Grades are assigned based on a student's performance on course exams. The grading scale is as follows: A = Excellent (90-100%); B = Good (80-89%); C = Fair (70-79%). A minimum score of 70% is required on all exams and assignments in order to receive credit for a course.

A 3.00 Grade Point Average (B/80%) is required over courses presented for a graduate degree.

**Degree:** Students will be awarded a diploma upon completion of all degree requirements. (See "Academic Programs" on pages 7-14.) Diplomas are mailed by post to the student at the address provided at notification. Diplomas are printed landscape format on quality 8 1/2 x 11 parchment. The name printed on the diploma will be the full name the student used to register with the spelling and in the order given unless the student requests otherwise.

**Transcripts:** Upon receiving their degrees, students will also receive an official transcript. Official copies are kept in electronic and hard copy files. Students can receive a copy of their transcript by contacting the Registrar. For security reasons, requests for transcripts **must** include the student's username and password.

**Languages:** Most courses are available in English. Basic courses are available in Arabic, Chinese, Farsi, French, Portuguese, and Spanish. The C.R.S. is the only program available entirely in a non-English translation. Students may mix both English and non-English courses. Please review the course list for English and non-English courses.

**Auditors and Special Students:** Auditing a NationsUniversity course is not permitted. Students who wish to enroll in courses but do not wish to pursue a certificate or degree can enroll in any course as long as they meet admission standards. (See Admission on page 25.)

**Statute of Limitations:** There is no statute of limitations of undergraduate or graduate work that a student wishes to apply toward a degree from NationsUniversity. However, a seven-year statute of limitations is placed on the life of degree program requirements.

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# Student Policies

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**Academic Expectations:** NationsUniversity is committed to a high level of academic study and personal ethics. NU strives to provide quality education that is accurate, research-based, unbiased, and deserving of respect. Likewise, NationsUniversity personnel are selected because of their personal commitment not only to providing quality service, but also service in the pattern of Christ. NU desires to operate with honesty, integrity, and understanding, providing superior education that emulates the mission of Christ.

As such, NationsUniversity encourages students to pursue their studies with diligence, striving to submit the highest quality of work that they are able to provide. Students are expected to follow the Honor Code below and act in a way that reflects the values that NU upholds.

**Non-Discrimination Policy:** NationsUniversity is in compliance with all requirements imposed by or pursuant to Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. NationsUniversity does not discriminate on the basis of race, color, religion, sex, or national origin in its activities, programs, or employment policies in accordance with federal, state, and local laws.

**Disability Policy:** NationsUniversity complies with the Americans with Disabilities Act (ADA) of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended.

**Honor Code:** NationsUniversity encourages students to act in an ethical manner in their academic studies. All NU students are expected to follow the Honor Code described below. NationsUniversity understands that violations of the Honor Code may not be intentional. Students come from a wide range of cultural and academic backgrounds where different standards and definitions of “cheating” exist. However, students are responsible for reading and understanding the Honor Code and will be held to the standards outlined in it.

## NationsUniversity Honor Code

NationsUniversity requires that all students complete assignments and exams in an ethical manner in keeping with the values of NU and the Honor Code. Honor Code violations include:

1. *Unauthorized Assistance:* When a student receives help on an assignment or exam when independent work is required. An example of *Unauthorized Assistance* is taking an exam and asking a fellow student to help answer a question. In some cases, students may be allowed to work in groups on an assignment. However, students must follow the guidelines stated in the syllabus regarding the assistance from others.
2. *Cheating:* Using someone else’s work on an assignment/exam when it is not permitted. An example of *Cheating* is using study notes when taking an exam if the syllabus says that no notes are permitted when taking the exam. Cheating is also asking a fellow student, friend, etc., for answers to exam questions.
3. *Falsifying:* This could also be called lying or not telling the entire truth about a situation. An example of *Falsifying* is a student who *did not* do an assignment (for example, give a short Bible talk), but writes a paper saying that he/she actually gave the talk. Another example is citing a source for an assignment that the student did not actually use. If a student cites three sources for an ENG 2 essay when only two were used, it is *Falsifying*.
4. *Multiple Submission:* Submitting an assignment that a student has previously used for another course. An example of *Multiple Submission* is submitting an essay for ENG 1 and then submitting the essay again for ENG 2. Even work that has been changed slightly is considered a multiple submission. Students must do a new assignment each time.
5. *Plagiarism:* This is the Honor Code violation that occurs most frequently among students. Plagiarism is using someone else’s work without giving credit to the source. Students must acknowledge all sources they use for assignments. An example of *Plagiarism* is using a quote from a book or from the Internet and not specifying that it came from a book or a webpage. Students cannot copy information from a book or Internet site

## Policy for Handling Honor Code Violations

1. NationsUniversity advisors and faculty carefully review all student essays and assignments to assure that students are following guidelines and the Honor Code.
2. If an advisor or a faculty member suspects or has reasonable proof that a student has violated the Honor Code, he/she will contact the student (via e-mail or post) and ask the student about the possible violation. The student may admit or deny he/she violated the Honor Code.
3. Based on the student's comments and the evidence presented, the advisor/faculty member will determine whether or not the Honor Code has been violated. If the student is determined not to have violated the Honor Code, he/she may proceed with studies.
4. If it is determined that the student did violate the Honor Code, the advisor/faculty member will implement the following consequences depending on the severity of the violation:
  - a. Student will not receive a passing grade
  - b. Student will be required to do the assignment over
5. The advisor/faculty member will communicate consequences to the student via e-mail or post, and the violation will be recorded in the student's User Report.
6. A second violation of the Honor Code will be turned over to the Director of Student Services, and the student may be temporarily suspended from taking courses. The Director of Student Services will communicate the findings and the consequences with the student, and the violation will be recorded in the student's User Report.
7. A third violation of the Honor Code will be turned over to the Chancellor, and the student may be permanently suspended from taking courses. The Chancellor will communicate the findings and the consequences with the student, and the violation will be recorded in the student's User Report.

**Copyright Policy:** NationsUniversity requires compliance with the copyright law of the United States which prohibits the making or reproduction of copyrighted material except under certain specified conditions. Acts of copyright infringement include, but are not limited to, misusing copyrighted material in one's coursework and misusing material for which the institution owns the copyright (*i.e.*, website materials, course materials, publications, etc.).

**Student Privacy:** Under the provisions of the federal law known as the Family Education Rights and Privacy Act of 1974 (FERPA), eligible students, or where applicable, the parents of the students, are afforded certain rights pertaining to university records and personally identifiable information on file with the institution. An eligible student is defined as any person who is currently enrolled or has been enrolled in the institution's programs. It is the policy of the institution to treat all student information, both personal and academic, as strictly confidential. Student information will only be released after appropriate written permission has been obtained.

Student records are maintained and viewed only by authorized NationsUniversity personnel. Under no circumstances is student information divulged to the general public without the student's consent. Students are not permitted to view other student's personal information. Student data are maintained electronically and/or in hard copy and protected from unauthorized access.

NationsUniversity further protects students from the possibility of arrest and harassment when they live in a country inclined to take action against citizens who engage in unauthorized religious study. In such countries, postal contact is limited or curtailed. Persons assigned to communicate with these students are trained to deal with the delicate situation. Students can request to have their names withheld from public view (Graduate list, Diploma, etc.)

Student names, personal testimonies, and pictures are published only with a student's written (e-mail or post) consent.

**Appeals Policy:** A student appealing a NationsUniversity decision related to transcripts, transfer credits, grades, etc., should first contact Student Services via e-mail or post. The student should provide a detailed description of his/her appeal. The student's appeal will be considered by several NationsUniversity personnel, potentially including the Student Services representative, Director of Student Services, Chancellor, and members of the Board of Regents, if needed. The student will be informed within two (2) weeks of NU's decision via e-mail or letter.

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# Student Services

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**Advising:** All students are assigned an advisor to make sure they are able to proceed with their studies. Advisors are assigned to students based on their residence and/or language spoken. The advisor provides the personal contact to help students understand NationsUniversity requirements and procedures, develop effective study and exam habits, and understand NationsUniversity course materials. Additionally, advisors support and encourage students to continue in their studies. Students should expect to receive an encouraging letter or e-mail from their advisor several times throughout the year. Many advisors are former NU students who are familiar with NationsUniversity programs and procedures. If a student has a question, he/she should first go to the Frequently Asked Questions page at [www.nationsu.org](http://www.nationsu.org), then contact his/her advisor.

**Complaint Procedure:** NationsUniversity strives at all times to provide quality programs and services to its students. However, there may be times when students have a complaint or concern regarding their experience. Students should contact their advisor or [student.services@nationsu.org](mailto:student.services@nationsu.org) with any issues they have. The advisor or Student Services representative will review the complaint and address the issue or consult with additional NU personnel (Student Services Director, Chancellor, etc.). A NationsUniversity representative will contact the student within two (2) weeks of receiving the complaint with a final answer regarding the matter.

## Study Guide

Our goal is to help the student gain a deeper understanding of God and Scripture. NationsUniversity offers courses that are university-level courses. These suggestions should enable students to pass exams on the first attempt. Begin study each day with these tools: a Bible, pen, notebook or paper, and prayer.

- If possible, print the PDF file for the course. A three-ring binder will be useful to keep the course organized.
  - Students can work online or use a printed copy of the course to study.
1. Read all the introductory material in the syllabus first: course summary, objectives, procedures, etc. Notice the titles of each module.
  2. Look at Module 1. Skim through it to see how it is organized. Notice bold headings, units, and outline numbers. Pay attention to what is important. Many students find highlighters or different colored pens are useful as they underline important points.
  3. Read Module 1. If the reading seems easy to understand, read through the whole module first. Take notes at this time or take notes on second reading.
  4. Complete all assignments and reflection activities. These activities require thinking deeply about the reading. Write down reflections to solidify the ideas more firmly.
  5. Read and study all the Internet links or textbook readings. Examination questions are taken from outside readings as well as the course syllabus.
  6. Reading Strategies

What makes a successful student? Careful reading that results in higher level thinking makes the difference between success and failure. Good readers often use the following reading strategies.

a. QUESTION

A reader needs to ask questions, especially when reading nonfiction material and textbooks. Questioning helps clarify meanings, reveal relationships, and strengthen memory.

b. CONNECT

1. Good readers find connections to themselves, something in the same text, or something in history.
2. Notice if people, places, or ideas are connected in some way.

c. REREAD

1. If a section is confusing or does not make sense, good readers may put a question mark in the margin.
2. Reading a section again may clear up confusion.
3. Drawing a diagram or chart may be helpful.

a. SUMMARIZE

Put the main points of a section or unit in one well-written sentence or into main ideas and sub-topics. List events, people, or dates and why they are important.

Example:

- Unit 3: Nature of spirituality
1. Spirituality awakening
  2. Spiritual elements
  3. Expressing inner spirit

b. VOCABULARY

Vocabulary is essential in learning new concepts. Make a list of new and important words. Use the context to determine word meanings as well as a dictionary. An excellent website for vocabulary can be found at [www.dictionary.com](http://www.dictionary.com).

c. USING YOUR BIBLE

Look up scriptures listed in your course. Study these passages as much as you study the course syllabus. Some answers are only found within the scriptures assigned.

*See the Study Guide online for tips on taking notes.*

**Tips for Taking Exams.** Extra time in study usually deepens a student's understanding of the material. Successful students open exams after they are fully prepared and confident of their ability to score a passing grade. When fully prepared (usually after two-seven days of study and review), click on the exam shown under the module just studied. Instructions will appear.

### Taking Exams

#### Multiple Choice Questions

- Read the question and think through each answer choice.
- Eliminate the ones that are not correct.
- Carefully weigh each choice.
- Choose the correct answer to the question.

#### True/False Questions

- Be sure to read carefully the entire question.
- Think through the meaning. Is the statement ENTIRELY true or PARTIALLY true? There may be a partial truth embedded in the statement, so read very carefully.
- Then determine if the question as written is entirely true or false.

#### Selecting the "Incorrect" Choice

- When considering the "incorrect" choice, read the problem or statement carefully.
- Then, pick out all the answers that are correct or true. Through the process of elimination, some choices can be discounted.
- Take time to think through each choice and rationalize why this choice is true or not true.

**The Professor.** A professor is assigned to each course. The extent of professorial involvement is regulated by the nature of the course and the needs of the students. Professors have already been involved in course design and syllabus construction. They may also be assigned to read your submissions.

Because your advisor is most familiar with general study procedures, your first line of inquiry should go to him/her. The more advanced questions will be forwarded to a professor for attention.

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