



SUMMIT
PACIFIC COLLEGE

A B B O T S F O R D

EDUCATE EQUIP ENRICH

SUMMIT
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.CA



DISTANCE EDUCATION

2017 - 2018 Catalogue



Dr. Chuck Coats

Director of Summit Pacific College Distance Education

Thank you for your interest in Summit Pacific College and in particular for your interest in SPC's Distance Education. Summit Pacific College offers a variety of options for students who are unable to attend our campus in Abbotsford. We hope you find what you are looking for and we look forward to serving you.

A special note to Pastors

There are a variety of options available for Pastors who are looking for ways to enhance the training and leadership development programs in their church. We are continuing to develop new strategies all the time. If you don't find exactly what you are looking for, please be in touch and we'll see if we can provide it.

Dr. Chuck Coats

Callers are reminded that the office location is on Canada's West Coast and therefore in the Pacific time zone. Office hours are weekdays 8:30 a.m. to 4:30 p.m.

Summit Pacific Distance Education reserves the right to make any changes it deems to be necessary to programs, courses, fees or any other areas referred to in this catalogue. Summit Pacific Distance Education does not discriminate on the basis of gender, race or national origin.

CONTACT INFORMATION

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MEMBERSHIPS AND ACCREDITATION

Summit Pacific College is accredited by the Commission on Accreditation of the Association for Biblical Higher Education (ABHE) to grant degrees at the Associate and Bachelor levels. Any queries about Summit's status may be directed to:



Association of Biblical Higher Education

5850 TG Lee Blvd., Suite 130 Orlando, FL 32822

PHONE: 407.207.0808

FAX: 407.207.0840

EMAIL: info@abhe.org

Web: www.abhe.org

Summit Pacific College is a member of the Council for Higher Education Accreditation.

Council for Higher Education Accreditation

One Dupont Circle NW Suite 510

Washington DC 20036-1135

PHONE: 202.955.6126

FAX: 202.955.6129

Web: www.chea.org



Summit Pacific College is a member of the **Christian Higher Education Canada (CHEC)**.

CHEC seeks to advance Christian higher education, foster institutional cooperation, and raise public awareness of the value of Christian higher education in Canada.

79 Robinhood Dr.

Dundas, ON L9H 4G2

Web: www.cheacanada.ca



Summit Pacific College is the theological college of the British Columbia & Yukon District of the Pentecostal Assemblies of Canada.

Web: www.bc.paoc.org



**SUMMIT
PACIFIC
COLLEGE**

The college logo reflects Summit Pacific College's location on a mountain near the Pacific Ocean in the Fraser Valley.



The college crest embodies a cross to symbolize the redemptive work of Christ, an open Bible for the world, a flame representing the Holy Spirit, and a maple leaf to represent Canada. The Greek motto means "Competency through Christ." The college colours are: red, gold and sky-blue. Red speaks of the blood of Christ, gold of His deity, and blue of the heavenly destiny of God's people.

STATEMENT OF OBJECTIVES

Mission Statement: Summit Pacific College exists to educate, equip and enrich Christians for Spirit-empowered ministry in the Church and in the world.

Summit Pacific Distance Education exists to provide adult study programs in areas of Bible and theology and in the practical elements of Christian service and ministry to others.

Values: In the fulfillment of our mission, Summit Pacific College stands for a number of core values:

- Biblical truth and experience
- An authentic and passionate relationship with God
- The person and work of the Spirit
- The Great Commission and Commandment
- Genuine community and relationships
- Excellence and creativity
- The local church
- Christ-like leadership

These values are the driving focus of what we are about and what we desire to be in furthering God's kingdom. Everything that we do is based on our compelling desire to further the kingdom of God in a challenging and changing world.

Based on our mission and values, our Institutional Objectives are threefold:

TO EDUCATE: developing the Student's intellectual aptitudes (formal learning)

- Growing understanding of the Bible (core courses)
- Growing understanding of Christian doctrine and practice
- Develop and deepen a Christian world view
- Cultivate critical and reflective thinking processes
- Develop academic skills to facilitate life-long thinking

TO EQUIP: developing the Student's ability to apply learning (practice)

- Grow in disciplines and skills to be used for effective, practical ministry
- Evaluate, understand and engage the culture in which he/she lives
- Understand personal leadership competencies
- Exhibit ability to lead others

TO ENRICH: facilitating growth in Christian experience & character (Spiritual growth)

- Progress in personal spiritual formation
- Holistic personal growth - including emotional, spiritual, social and physical
- Grow in the understanding of Christian service
- Appreciate the importance of the local church and participate in a growing Christian community.

ASSESSMENT AT SUMMIT PACIFIC COLLEGE

At Summit, we welcome feedback from students during the course of the academic year. A number of instruments and surveys are used to gather information, data, and comments which help the institution to address any matters which need attention. Summit seeks to be a student-centered campus in order to facilitate a nurturing and positive learning environment.

The college will facilitate opportunities for students to respond to a variety of instruments in order to improve its services. Collected data is carefully considered, analyzed and used for planning and addressing various aspects of college life. Gathered data will also help to determine the extent of student learning and development according to certain measures and benchmarks. All of these efforts will be used to improve the quality and services that Summit hopes to provide for its students.

LEARNING OUTCOMES

The mission, objectives, and values of Summit are intentional so that its activities lead to the following Institutional Outcomes with regard to our students:

Growth in Biblical Literacy

Summit endeavours to increase each student's understanding of the Bible and Christian Doctrine.

Spirit-Empowered Ministry

As a college that prepares quite a few of its students for ministry (professional or volunteer) within the Pentecostal Assemblies of Canada, our desire is for students to understand and practice a vibrant Pentecostal Spirituality.

Learning with Excellence

Together with the college's goals for Biblical and theological literacy, Summit graduates should reflect clear thinking and writing skills, as well as a high level of competency in their chosen program.

Mature Biblical Discipleship

A student at Summit should be a growing disciple of Jesus Christ, with a renewed mind, whose life and relationships reflect the nature of our Lord. A growing disciple of Christ will practice spiritual disciplines, and follow both the Great Commission and Great Commandment.

Integrate, Understand and Engage Culture

Summit graduates will be called upon to live out their faith in cultures where the Christian faith is increasingly marginalized. They must understand the characteristics of a Christian worldview, and be able to apply practically that knowledge to how they live.

SUMMIT PACIFIC COLLEGE STATISTICS

GRADUATION and EMPLOYMENT RATES

The following statistics reflect where SPC graduates were at the time of data collection. These numbers will change as graduates make occasional employment transitions.

Those listed in "Church Ministry" are usually serving in the area of their major and are in pastoral roles. This includes graduates who serve as global workers. In some cases the numbers may include a spouse who serves together in a ministry position.

Note: In their graduating year, it is typical for some graduates to take whatever jobs are available until they can secure a ministry position. Therefore, some of the graduates of 2017 are still in a transition phase. We also observe that several grads who are working in "general" jobs, are often involved in church ministries as volunteers.

Those who are taking further Education are usually in seminary but some do take studies at secular universities.

"General Work" reflects a variety of vocations, including marketplace ministry.

"Christian Service" refers to work related to a student's program but the primary activity is in para-church, not for profit, chaplaincy, and community or social service occupations.

Year	Grads	Church Ministry	Education	General Work	Christian Service
2008	39	24	6	6	3
2009	32	20	2	7	3
2010	35	22	5	4	4
2011	38	21	6	7	4
2012	34	15	4	9	6
2013	41	22	3	9	6
2014	31	15	5	4	6
2015	39	15	8	7	9
2016	39	18	2	11	8
2017	46	11	3	20	12

SPC ENROLMENT

Students are mainly from the BC/Yukon district at 77% while most of the rest [23%] come from other provinces. About 20 different denominations are represented at Summit with about 25% attending from non-PAOC churches.

SPC PROGRAM COMPLETION RATES

During the years of 2010 to 2017, 79% of students who entered college at SPC completed their programs. The average retention rate during the same period is over 70%. The overall average GPA for students this past year was 2.94%.

STUDENT MINISTRY

Student Ministry participation is over 90% annually. It is estimated that SPC students contribute more than 30,000 hours of volunteer ministry service each academic year. This service includes community work, church and para-church ministry, internship assistance, and mission trip focused ministry support.

SUMMIT PACIFIC COLLEGE

As of 2017 a total of 2162 students have graduated from the college. The majority of these now hold posts of responsibility as ministers, missionaries, church musicians, Christian educators, youth leaders, and similar vocations within the staffs of churches, church related institutions, charities, community service organizations and market place ministries. Typically, more than one-half of the pastors of Pentecostal Assemblies of Canada churches in British Columbia are alumni of the college.

NEW THIS YEAR (2017-2018)

We have recently made a few changes to staff responsibilities at Summit Pacific College that we wish to inform you of.

After 17 years of very effective ministry as Director of Distance Education, Rev. Rob McIntyre is transitioning his Distance Education work over to Dr. Chuck Coats.

Rob will continue to serve at the college as Director of Information Technology and other duties.

We really appreciate his services on behalf of Distance Education students and the college.

He will continue to be involved with your educational needs during the transition period if you need his help.

Dr. Coats has been a Pastor for over 30 years and has taught college level courses for 17 years as adjunct faculty.

He will be the main contact person for Distance Education as of September 1, 2017.

Dr. Wilf Hildebrandt

Dean of Education



Dr. Chuck Coats is the Director of Summit Pacific College Distance Education.
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A BRIEF HISTORY OF SUMMIT PACIFIC COLLEGE DISTANCE EDUCATION

The Pentecostal Assemblies of Canada have supported and advocated the development of Bible College education in Canada for more than 88 years. Along with formal residential Bible College education, correspondence courses were made available to its PAOC members since 1948. From that time, two main sources for correspondence study developed and one of them was called the Canadian Pentecostal Correspondence College (CPCC). The curriculum from this college was taken over and expanded when Dr. L. T. Holdcroft was President of Western Pentecostal Bible College (WPBC; 1968 to 1987). He continued to give oversight to the daily matters of CPCC from his home office until 1999. During that period, WPBC faculty were involved in the writing and grading of courses. In 1999 WPBC officially took over the curriculum and incorporated it into the Distance Education department of the college. WPBC was renamed Summit Pacific College (SPC) in 2004. Since that time the courses and curriculum have been expanded, updated and revised.

Although correspondence courses have been available for many years, registrants form a small fraction of the college's enrolment. Distance Education programs are mainly a provision for those denominational members who desire or require pastoral education, but are unable to study in a residential setting. This generally continues to be true for most of our Distance Education students—they do not have the opportunity for full-time residential study. The college primarily offers correspondence courses which to date are the preferred form of delivery by its Distance Education students.

It is important to note that although the Distance Education programs lead to a certificate, diploma, or degree, not all students study towards a ministry position or credential. Many students take courses for interest or specifically to enable better service in church ministry. There are a significant number of church members who have volunteered their services to their church and now require specialized training for ministry. Their preference is to do this type of study and training while serving in a church. SPC continues to develop and provide resources for this important process.

REFERENCE AND STUDY SUPPLIES

Students enrolled in the Summit Pacific Distance Education program should purpose to acquire a library of essential reference books. The College expects students to develop their reading, research, and writing skills. **Reference citations and a concluding bibliography are required in all research essay submissions.**

Students will find the following resources to be of great assistance in developing their own personal library of study resources:

Concordance: Many Christians currently use the NIV translation of scripture. For these Christians the *NIV Compact Concordance*, Zondervan, 2003, is readily available for a reasonable price. For those using other translations such as the New American Standard, New King James, New English, and other translations, reference Bibles using these translations have an adequate concordance. Since there are a wide variety of new translations available, on-line and electronic options are becoming more popular. *Logos Bible Software*, *OliveTree*, *Quickverse* are popular software options both for computers and mobile devices. Concordance function (word search) is also available for a wide variety of versions at *BibleGateway.com*.

Dictionary: A popular modern Bible dictionary is: *New Bible Dictionary*, Intersity Press, 1996, but there are many other sound evangelical Bible dictionaries such as *Eerdmans' Dictionary of the Bible*, Eerdmans, 2000.

Commentary: Students will need commentary reference sources. We recommend that students learn to use these in a library before investing in a multi-volume set. A popular current one volume commentary is the *New Bible Commentary: 21st Century Edition*, InterVarsity Press, 1994.

Bible Atlas: Another very valuable tool is a good Bible atlas. Probably the most useful is the recently published *IVP Bible Atlas of Bible History*, IVP Academic, 2006. Another notable Bible atlas is the *The Biblical World: An Illustrated Atlas*, National Geographic, 2007. This atlas is especially notable for its fine photography of Bible lands.

Software: For students who are looking for computer resources, *Logos Bible Software* (*logos.com*), *OliveTree* (*olivetree.com*), *Quickverse* (*quickverse.com*) are popular software options both for computers and mobile devices.

Summit Pacific College's Hudson Library provides access to extensive on-line study resources. These may be accessed at **library.summitpacific.ca**. This is a publicly accessible resource.

Summit Pacific College subscribes to **EbscoHost ATLA Index** (which provides access to over 250 full text articles in philosophy and religion). In addition, the **ATLA Serials** provide 1,646 full text journals for academic research (ATLA = American Theological Library Association). Students registering for Distance Education courses will receive the information required to access these resources.

SUMMIT STYLE GUIDE

The college provides a basic style guide to students as a reference when preparing papers. This is available on request from the Distance Education office in printed form or may be downloaded from the college library's web site (library.summitpacific.ca). Links to other online style guides are also provided there. When a student registers for a course, the syllabus will indicate writing requirements for essays.

Summit's Style Guide is based on Turabian style which is the Chicago style with slight modifications for the needs of student writers.

http://press.uchicago.edu/books/turabian/turabian_citationguide.html

IS DISTANCE EDUCATION FOR YOU?

Distance Education has become a popular system of learning. Technology has allowed educators to develop distance courses that are in many cases equal to "on campus" courses. However, training by distance and correspondence does not suit all learning styles and many individuals do not learn well in this method. The distance student needs to be someone who does not mind working alone and who is highly organized and self-motivated. In all college courses, timelines and consistent progress in course work is important but even more essential with distance education course work. It is amazing how many things will come up in the day, week or month that have the potential of keeping the student from the course work. The negative feelings that arise from falling behind and the relative isolation of the distance student are two of the main reasons for incomplete work.

Another myth of Distance Education learning is that courses are easier and are less of an academic challenge. This is not the case for any of the Summit Pacific College Distance Education programs. As is evident in our information about our programs; there is a considerable amount of work required to complete a program. This course work is typically in addition to working full time plus, in many cases, significant personal responsibilities, such as raising a family. The successful distance student must be highly motivated and self-disciplined.

Distance Education is not substantially less expensive than on campus training. Programs must be developed, administered and taught and these are all expenses covered by the student fees. There are savings, however, in areas such as:

- the cost of and time involved in relocating to a training centre
- loss of work income
- in some cases, the cost of maintaining two residences
- the emotional cost of being separated from family and friends
- exemption from on campus student fees, lab levies, parking fees, etc.

While there may be some evident cost savings to distance learning, it is important to note that most distance students may take almost twice as long to complete their program as compared to students enrolled in equivalent on campus programs.

KEY DIFFERENCES BETWEEN RESIDENTIAL & DISTANCE EDUCATION

One of the core differences in correspondence studies is the lack of classroom interaction and course lecture. The course lecture time is instead replaced with more reading and research components. Students on campus are also expected to submit their assignments according to a detailed schedule. The correspondence course is less stringent on deadlines and provides the student with more flexibility on assignment completion.

Furthermore, the student will miss a variety of on-campus events, chapel services, small group socials, and fellowship in the college community. Therefore, the student is encouraged to supplement their course work with regular activities in their local church and extended Christian community.

CORRESPONDENCE

STUDIES

PROGRAMS OF STUDY

Bachelor of Theology Degree

(Major in Pastoral Ministries)

Pastoral Ministries Diploma

Leadership Certificate

RoMER Certificate

(Recognition of Ministry Education Requirements Certificate)

CMIT

Campus Missionary In Training

The **Bachelor of Theology Degree (B.Th.)** is equivalent to a four-year Bible College degree (123 credit hours).

The **Pastoral Ministries Diploma** is equivalent to a three-year Bible College diploma (90 credit hours).

The **Leadership Certificate** is equivalent to a two-year Bible College certificate (60 credit hours).

The **RoMER Certificate** is equivalent to a one year Bible College certificate (30 credit hours).

The **Campus Missionary In Training (CMIT) Program** is offered in cooperation with University Christian Ministries (UCM) in helping UCM Interns fulfill academic requirements for PAOC Ministerial Credentials.

The term “equivalent” is used as a guide for comparison as to how long a student would take to complete a program in an “on campus” setting taking five courses per semester. The time frame required for most Correspondence students is unique for each student, since they may only be able to work on one or two courses at a time.

Credits do not apply towards the BA in Religion degree offered in affiliation with Trinity Western University (TWU; See page 25).

Graduation in no way guarantees that the student will be granted credentials by the PAOC or find placement in Christian service. The successful completion of this program is but one step in the overall process.

The college also accepts applicants who desire specific courses and do not intend to complete a program.

CORRESPONDENCE QUICK FACTS

Cost	Each course costs \$600 plus the cost of textbooks.
College Credit	<p>Yes. All Summit Pacific Correspondence courses are 3 credits.</p> <p>The College accepts up to 20 courses (approximately two years) for credit towards the on-campus B.Th. degree program.</p> <p>(Credits do not apply towards the BA in Religion degree offered in affiliation with Trinity Western University (TWU). See page 25.)</p>
PAOC Ministerial Credentials	<p>Yes.</p> <p>The Pastoral Ministry Degree and the Pastoral Ministry Diploma programs fulfill all of the academic requirements for PAOC Ministerial Credentials (Licensed Minister/Ordained).</p> <p>The Leadership Certificate program fulfills the academic requirements for PAOC Ministerial Credentials for mature applicants (Licensed Minister/Ordained) and the PAOC Certificate of Recognition of Ministry.</p> <p>The RoMER Certificate fulfills the academic requirements for the PAOC Certificate of Recognition of Ministry.</p>
Time Limit Per Course	<p>Courses have a completion deadline of four (4) months.</p> <p>(If a student cannot complete the course within the assigned time, a deadline extension may be obtained. There is a fee of \$50.00 per course for an extension. The extension is for four (4) weeks.)</p>
Exams	Summit Pacific College requires qualified exam supervisors to oversee the writing of course exams.
Accreditation	Yes. Summit Pacific College is accredited by the Commission on Accreditation of the Association for Biblical Higher Education (ABHE) to grant degrees at the Associate and Bachelors levels.

BACHELOR OF THEOLOGY DEGREE (B.Th.)

This program is designed for students who sense God's call to pastor an existing local church or plant a new one. Such ministry requires a solid foundation in Bible and Theology (39 hours), introductory courses in General Studies (39 hours) and competency in the skills required of a pastor (45 hours). This program includes individual mentoring.

OBJECTIVES

Upon completion of this four-year Pastoral Ministries program the student shall be able to:

- demonstrate thoughtful personal philosophy of ministry rooted in Biblical theology and cognizant of contemporary culture;
- demonstrate an understanding of God's specific call on his/her life with an awareness of the gifts, strengths, weaknesses and vulnerabilities he/she may bring to pastoral ministry;
- exhibit an understanding of the Scriptures, Bible interpretation and Christian doctrines;
- grow in spiritual disciplines and the development of a Christian worldview;
- show an understanding of the many practical and theoretical aspects of vocational Christian ministry;
- display a basic level of competence in the practical leadership, interpersonal and communication skills expected of pastors;
- demonstrate an exemplary godly lifestyle and an ongoing dependence on the enablement of the Holy Spirit.

PASTORAL MINISTRIES MAJOR

30 semester hours

3 Church Admin & Business	6 Pastoral Ministry Internship
3 Counselling Foundations I	3 Pastoral Theology
3 Preaching	3 Small Group Ministry
3 Leadership Development	3 Youth Communication
3 Local Church Leadership	

Nine of the required 123 credit hours must be completed on Summit Pacific College's Abbotsford campus or in another approved classroom context. The college will occasionally offer modular courses on the college campus in order to assist students in the completion of this requirement.

COURSE REQUIREMENTS AND CURRICULUM

Bible and Theology - 13 courses or 39 semester hours

BIBL 113 C Hermeneutics	THEO 321 C Pneumatology
BIBL 114 C Pentateuch	THEO 323 C Doctrine I
BIBL 115 C Gospels	THEO 324 C Doctrine II
BIBL 125 C Biblical Introduction	THEO 422 C Old Testament Theology
BIBL 211 C Historical Literature of the OT	THEO 421 C New Testament Theology
BIBL 212 C Acts of the Apostles	
BIBL 311 C Pauline Literature	
BIBL Elective	

Practics - 15 courses or 45 semester hours

BUSI 111 C Church Admin & Business	RELS 331 C Pastoral Theology
RELS 132 C Introduction to Missions	RELS 334 C Leadership Development
RELS 133 C Religious Conversion	RELS 335 C Pastoral Ministry Internship
EDUC 142 C Principles of Teaching	RELS 336 C Pastoral Ministry Internship
RELS 233 C Small Groups	RELS 340 C Local Church Leadership
RELS 234 C Preaching	Practics (RELS) Elective
EDUC 241 C Youth Communication	Practics (RELS) Elective
COUN 245 C Counselling Foundations I	

General Studies - 13 courses or 39 semester hours

ENGL 102 C Academic & Theological Comp.	GREE 236 C Elementary NT Greek II
ENGL 103 C Introduction to Literature A	HIST 260 C Church History
PHIL 105 C Introduction to Philosophy	RELS 332 C Christianity and Culture
PSYC 106 C Introduction to Psychology	SCIE 448 C Natural Science Survey
HIST 172 C History of Canadian Pentecostals	ENGL 474 C Modern Christian Literature
PHIL 210 C Ethics	General Studies Elective
GREE 235 C Elementary NT Greek I	

PASTORAL MINISTRIES DIPLOMA

OBJECTIVES

The Pastoral Ministries Diploma consists of 90 semester hours of required and elective courses. The Pastoral Ministries major is for those students called to full-time ministry and desire the minimum formal Bible College education required by the Pentecostal Assemblies of Canada for ministerial credentials and eventual ordination.

Those who graduate from this program will have a sound preparation in Bible and Theology (39 semester hours), Practics (30 semester hours) and General Studies (21 semester hours). This program includes individual mentoring.

OBJECTIVES

Upon completion of this three-year Pastoral Ministries program the student shall be able to:

- demonstrate development of a thoughtful personal philosophy of ministry rooted in Biblical theology and cognizant of contemporary culture;
- demonstrate an understanding of God's specific call on his/her life with an awareness of the gifts, strengths, weaknesses and vulnerabilities he/she may bring to pastoral ministry;
- demonstrate an understanding of the Scriptures as well as the many practical and theoretical aspects of vocational Christian ministry;
- demonstrate a basic level of competence in the practical leadership, interpersonal and communication skills expected of pastors; and
- demonstrate an exemplary godly lifestyle and an ongoing dependence on the enablement of the Holy Spirit.

COURSE REQUIREMENTS AND CURRICULUM

Bible and Theology - 13 courses or 39 semester hours

BIBL C 113 Hermeneutics	THEO C 321 Pneumatology
BIBL C 114 Pentateuch	THEO C 323 Doctrine I
BIBL C 115 Gospels	THEO C 324 Doctrine II
BIBL C 211 Historical Literature of the OT	THEO C 421 New Testament Theology
BIBL C 212 Acts of the Apostles	THEO C 422 Old Testament Theology
BIBL C 311 Pauline Literature	BIBL Elective
BIBL Elective	

Practics - 10 courses or 30 semester hours

BUSI 111 C Church Admin & Business	RELS C 234 Preaching
RELS 132 C Introduction to Missions	COUN C 245 Counselling Foundations I
RELS 133 C Religious Conversion	RELS C 331 Pastoral Theology
EDUC 142 C Principles of Teaching	RELS C 334 Leadership Development
RELS 233 C Small Groups	RELS C 335 Pastoral Internship

General Studies - 7 courses or 21 semester hours

PHIL 105 C Introduction to Philosophy	HIST C 260 Church History
PSYC 106 C Introduction to Psychology	RELS C 332 Christianity and Culture
HIST 172 C History of Canadian Pentecostals	ENGL C 102 C Academic & Theological Comp.
PHIL C 210 Ethics	

LEADERSHIP CERTIFICATE

OBJECTIVES

The Leadership Certificate Program consists of 60 semester hours of required and elective courses. This program is designed to provide students with a concentration of Bible related studies and basic skills and competencies for the sharing of one's faith. The Leadership Certificate fulfills the academic requirements for the PAOC's Licensed Minister/Ordained credential requirements for **mature applicants**. *

OBJECTIVES

Upon completion of this two-year leadership certificate program the student shall be able to:

- demonstrate development of a thoughtful personal philosophy of ministry rooted in Biblical theology and cognizant of contemporary culture;
- demonstrate an understanding of God's specific call on his/her life with an awareness of the gifts, strengths, weaknesses and vulnerabilities he/she may bring to leadership situations;
- demonstrate an understanding of the Scriptures as well as the many practical and theoretical aspects of Christian ministry;
- demonstrate a basic level of competence in practical leadership, interpersonal and communication skills expected of leaders; and
- demonstrate a godly lifestyle and dependence on the enablement of the Holy Spirit.

COURSE REQUIREMENTS AND CURRICULUM

Bible and Theology - 9 courses or 27 semester hours

BIBL 113 C Hermeneutics	THEO C 321 Pneumatology
BIBL 114 C Pentateuch	THEO C 323 Doctrine I
BIBL 115 C Gospels	THEO C 324 Doctrine II
BIBL 211 C Historical Literature of the OT	THEO C 421 New Testament Theology
BIBL 212 C Acts of the Apostles	

Practics - 7 courses or 21 semester hours

EDUC C 142 Principles of Teaching	RELS C 331 Pastoral Theology
RELS C 132 Introduction to Missions	RELS C 335 Pastoral Internship
RELS C 233 Small Group Ministry	RELS C 338 Local Church Leadership
RELS C 234 Preaching	

General Studies - 4 courses or 12 semester hours

HIST C 172 History of Canadian Pentecostals	HIST C 260 Church History
PHIL C 210 Ethics	RELS C 332 Christianity and Culture

*** Individuals should contact their local PAOC District Office to determine if they may qualify as a mature credential applicant.**

RoMER CERTIFICATE

(Recognition of Ministry Education Requirements Certificate)

The college offers courses that specifically fulfill the PAOC's Recognition of Ministry Credential. The RoMER Certificate fulfills the academic requirements of this credential. Five of the courses listed are required (indicated by *). The others are highly recommended, but some choice is possible.

OBJECTIVES

Upon completion of this one-year certificate the student shall be able to:

- demonstrate a thoughtful personal philosophy of ministry rooted in Biblical theology;
- demonstrate an understanding of God's call on his/her life with an awareness of the gifts, strengths, weaknesses and vulnerabilities he/she may bring to ministry;
- demonstrate an understanding of the Scriptures as well as the many practical and theoretical aspects of vocational Christian ministry;
- demonstrate a basic level of competence in the practical leadership, interpersonal and communication skills expected of leaders; and
- demonstrate an exemplary godly lifestyle and an ongoing dependence on the enablement of the Holy Spirit.

COURSE REQUIREMENTS AND CURRICULUM

Bible and Theology - 6 courses or 18 semester hours

BIBL 113 C Hermeneutics *	THEO 321 C Pneumatology *
BIBL 115 C Gospels	THEO 323 C Doctrine I
BIBL 114 C Pentateuch	THEO 324 C Doctrine II

Practics – 3 courses or 9 semester hours

RELS 331 C Pastoral Theology *	RELS 234 C Preaching *
Practics (RELS) Elective	

General Studies - 1 course or 3 semester hours

HIST 172 C History of Canadian Pentecostals *

CAMPUS MISSIONARY IN TRAINING (CMIT)

Summit Pacific College is pleased to work in cooperation with University Christian Ministries (UCM) in helping UCM Interns fulfill academic requirements for PAOC Ministerial Credentials.

The CMIT track enables UCM Interns to work towards the PAOC Recognition of Ministry Credential. This credential requires 10 courses. A sample program is provided below. Courses marked * are specifically required courses.

COURSE REQUIREMENTS AND CURRICULUM

Bible and Theology - 6 courses or 18 semester hours

BIBL 113 C Hermeneutics *	THEO 321 C Pneumatology *
BIBL 115 C Gospels	THEO 323 C Doctrine I
BIBL 114 C Pentateuch	THEO 324 C Doctrine II

Practics - 3 courses or 9 semester hours

RELS 331 C Pastoral Theology *	RELS 234 C Preaching *
RELS 132 C Religious Conversion	
OR RELS C 233 Small Groups	

General Studies - 1 course or 3 semester hours

HIST 172 C History of Canadian Pentecostals *

The college can provide the courses needed by Missionaries in Training in the following ways:

Study Groups

Study Groups will follow the established policy of Summit Pacific College Distance Education Church Study Groups. A copy of the policy has been modified specifically to reflect the unique UCM Intern program. These groups will study under the direction of a qualified UCM leader.

Correspondence Courses

Students may directly enroll in Summit Pacific College Correspondence courses. Selection of courses should be guided by the requirements of the UCM Internship program and PAOC Ministerial Credential requirements.

Extension Site Courses

UCM may from time to time arrange for a Summit Pacific College Instructor or Adjunct Professor to teach a course on site, either at a University Campus or in partnership with a local church.

Students who are interested in the Campus Missionary in Training program should contact John Engels, BC Campus Ministries Director at (604) 533-2232 or jengels@bc.paoc.org.

ADMISSION REQUIREMENTS

- A definite experience of Christian conversion is required of all successful applicants. Applicants should be practicing Christians and have regularly attended a local church for at least one year.
- Evidence of a sound Christian character is expected. **Applicants must be living in accordance with accepted Christian standards and be free from worldly habits and practices.**
- **Applicants for the Bachelor of Theology Degree (B.Th.) and Pastoral Ministries Diploma programs must be at least 25 years of age.** (This restriction does **NOT** apply to students registering for RoMER Certificate and Leadership Certificate programs. Students accumulating credits in preparation for attending Summit Pacific College as an on-campus student, students enrolled as a Campus Missionary in Training with University Christian Ministries or students taking individual courses without attempting to complete a specific program are also exempt from this requirement.)
- Applicants should be high school graduates with Canadian Grade 12 or its equivalent in U.S. or international systems.
- Applicants who did not complete high school are assessed on an individual basis by the Admissions Committee. Whenever possible, high school studies should be renewed and graduation achieved. In some cases, an equivalency exam may be arranged (G.E.D.).

Summit Pacific College Distance Education programs are intended for mature students who, due to life circumstances, are unable or are unlikely to be able to attend the Abbotsford campus. Summit Pacific College reserves the right to deny acceptance.

When submitting the Application for Admission the applicant must include the non-refundable Application for Admission fee of \$50.00.

All Applications or enquiries regarding application status should be addressed to:

Summit Pacific College

Admissions

PO Box 1700

Abbotsford, BC

V2S 7E7

(604) 851-7224 or (604) 851-7222 or 1-800-976-8388

admissions@summitpacific.ca

CASUAL (Part-Time) STUDIES

The college continues to accept applicants who desire specific courses and do not intend to complete a program. **Students may register for up to four (4) courses without applying for admission to the college.** When the fourth course is completed, the student will be required to **submit a Statement of Intent** indicating his/her intention to continue as a casual student or to enroll in one of the Distance Education programs.

Students who

- are studying for personal interest,
- are accumulating credits in preparation for attendance and enrolment in one of the college's on-campus programs,
- are enrolled in the Campus Missionary In Training Program,
- are fulfilling credential requirements or
- who only need specific courses

are not required to apply for formal admission to a program and may continue their studies.

When registering the casual (part-time) applicant pays the non-refundable Initial Application fee of \$30.00.

APPLICATIONS

Students wishing to enrol in the Pastoral Ministry Degree, Pastoral Ministry Diploma Program, Leadership Certificate Program or RoMER Certificate programs must apply for entrance to these programs via the college's full Application for Admission process.

Students who are studying for personal interest or who are accumulating credits in preparation for attendance and enrolment in one of the college's on-campus programs may continue to do so. However, they should submit their Statement of Intent form to inform the college of their plans. Students enrolled in the Campus Missionary In Training program should also submit a Statement of Intent indicating their involvement in that program.

Students may apply online for admission at the Distance Education web site. Those who do not wish to apply online can download an Application for Admission Packet from the Distance Education web site: de.summitpacific.ca. Students who do not have internet access should contact the Distance Education office to receive a packet.

What is the difference between the Initial Application and the Application for Admission?

- **The Initial Application** is a form submitted when the student desires to pursue casual studies with Summit Pacific College Distance Education. The student may enroll in up to four (4) courses without further action. If the student is not interested in completing a program via Distance Education, then the only subsequent action necessary is filling in the Statement of Intent indicating that the student wishes to continue with casual (part-time) studies. This would apply to students who are taking courses in preparation for attending the college (on-campus), those who only need a few courses, those who are studying for personal interest or those who are enrolled in the Campus Missionaries in Training Program. The Initial Application Form and Statement of Intent forms are available from the Distance Education web site (de.summitpacific.ca) under Admissions / Documents & Forms.

The non-refundable Initial Application fee is \$30.00.

- **The Application for Admission** is a more comprehensive process. This is a formal Application for Admission to the college. This is for students who intend to complete one of the Distance Education programs. It is identical to the process that students go through when they apply to attend the college (on-campus). All forms must be completed and returned to the Summit Pacific College Admissions Office. Applications for Admission are examined by the college Admissions Committee. Applicants will be notified by letter of the decision of the Admissions Committee.

The non-refundable Application for Admission Fee is \$50.00.

TRANSFER

Transfer of Credit for Prior Studies

- The college is pleased to give credit for prior studies in **accredited** colleges and universities. Those with previous college or university studies should have their previous school(s) submit a transcript and request an evaluation for transfer credit.
- There are two important restrictions:
 - Courses with a grade lower than “C” will not be transferred
 - If the incoming student did not graduate from the college he or she previously attended, the transferred credits cannot amount to more than one-half of the courses required to complete the program.

Credit for Life Experience

- Summit Pacific Distance Education does not grant credit for life experience. By its very nature, distance education assumes adult maturity and appropriate backgrounds for all students. The college fulfills the educational portion of preparation for a more useful involvement in Christian service, but students are expected also to be preparing themselves through practical life experience. Thus, life experience receives no additional credit.

Transfer to Other Institutions

- Because not all educators accept Distance Education, Summit Pacific Distance Education cannot guarantee transferability. In practice, however, courses are being widely accepted for transfer to other colleges that are accredited.
- Where college transfer is important to the student, he or she should query the institution to which transfer is planned in this regard.

EXAMS

- **Summit Pacific's Correspondence courses require the use of an Exam Supervisor to oversee the writing of all exams.** The student should make an arrangement with his/her Pastor or some other suitable person to be the exam supervisor.
- **Qualifications and responsibilities of Exam Supervisors are provided on the back of the Exam Supervisor Application Form.**
- When the person has been selected and has agreed to be the student's exam supervisor, the Application for Exam Supervisor form should be completed. Both the student and the exam supervisor must complete and sign different sections of the form. The student should then return the form to the college. This should be done as early as possible. The college will then send the Exam Supervisor the exams for the course. The student does not need to submit a new exam supervisor application form for each course. The Exam Supervisor form will be kept on file and exams will be sent to the exam supervisor each time the student orders a course. The student should notify the Distance Education office as soon as possible if there is to be a change of Exam Supervisor.

Who can be an Exam Supervisor?

- An exam supervisor can be any of the following: pastor, church secretary, board member, teacher (elementary, secondary or post-secondary) or librarian (professionally employed). It is expected that most students' exam supervisor will be their pastor.

***An exam supervisor CANNOT be a relative,
someone the student lives with, someone the student is dating,
someone who is a direct supervisor at work or
someone for whom the student is a direct supervisor at work.***

- When the student returns the Exam Supervisor application form, the exams for the course along with instructions are mailed to the exam supervisor. The college will not contact the student regarding the Exam Supervisor unless it is felt that there is a problem with their qualifications.
- ***If the college becomes aware of irregularities in the handling of exams, a student may be required to hire at his/her own expense a Notary Public to oversee the writing of exams. Serious irregularities in the handling of exams may result in dismissal from the school.***

Graded Exams

- **Graded Exams are not returned to the student.** They are kept in the student's file for one year. All other graded course work (essays, exercises and other assignments) are returned to the student. Students should contact the Distance Education Director if they have questions or concerns about their exam grades.

ASSIGNMENTS

- Assignments for Correspondence courses may be submitted by regular mail or email. Material is accepted in the following electronic formats:
 - Microsoft Word
 - PDF (Adobe Acrobat format)
 - Open Office Documents (odf)
 - WordPerfect
 - Rich Text Format ("RTF" format)
 - Students using Pages on Mac computers will need to export their documents to Adobe Acrobat pdf format
- Students may submit their assignments via **distanceed@summitpacific.ca**. Assignments are not to be submitted via any other email address. **Do not send assignments directly to course instructors. All materials sent must be identified clearly with the student's full name, course number and course name.**

STUDENT MINISTRY

Evaluation of the student's performance in ministry is an important part of the Distance Education program here at Summit Pacific College. Students who are enrolled in Summit Pacific College Distance Education programs are expected to be meaningfully involved in ministry while enrolled with the school. It is recognized that some individuals may have multiple ministry involvements. Students are asked to list one ministry in which they are involved.

Student Ministry Self Placement Form must be submitted when the student is accepted into a program and each year as long as the student is enrolled with Summit Pacific College's Distance Education program. Each year the Ministry Supervisor will be asked to submit an assessment of the ministry involvement. The student will also be asked to submit a self-assessment of his/her ministry involvement.

A new form must be submitted if there is a change of ministries.

It is an annual requirement for students to provide the college with these forms in order to remain in good standing with the college.

Upon application for graduation, the student's pastor will be asked to provide an assessment of the student's church and ministry performance prior to approval for graduation.

FINANCIAL INFORMATION

(All fees are payable to Summit Pacific College)

All orders for courses and materials must be pre-paid.

Program Costs

Based on 2017-18 posted costs:

- Tuition for the forty-one courses required to earn the Bachelor of Theology Degree (B.Th.) with a major in Pastoral Ministries is \$24,600. Cost of textbooks is approximately \$3,100.
- Tuition for the thirty courses required to earn the Pastoral Ministries Diploma is \$18,000. Cost of textbooks is approximately \$2,300.
- Tuition for the twenty courses required to earn the Leadership Certificate is \$12,000. Cost of textbooks is approximately \$1,500.
- Tuition for the ten courses required to earn the RoMER Certificate is \$6,000. Cost of textbooks is approximately \$800.
- Students pay-as-they-go, and they enroll in one course at a time. They are shipped no courses or books that they have not specifically ordered. A student may discontinue studies at any time and he/she is obligated for no further courses or payments. All orders for courses or materials must be prepaid.
- The College's refund policy provides for refund of tuition fees on a percentage basis (see page 23). Refunds do not include registration fees. Textbooks costs may be refunded if materials are returned in a resalable condition within thirty (30) days from the time they are received. A student must notify the college in writing of his or her intention to withdraw in order to qualify for a refund.

Tuition and Related Fees

Initial Application fee **\$30.00**

The initial application fee is a one-time fee charged to students enrolling in Correspondence courses. This fee applies to students who are not applying for admission to a program, but are enrolling in individual courses (non-refundable).

Application for Admission Fee **\$50.00**

The application for admission fee is a one-time fee charged to all students who are applying for entrance into the Pastoral Ministries Degree, Pastoral Ministries Diploma, Leadership Certificate or RoMER Certificate programs (non-refundable).

Tuition fees

The tuition payment provides the student with:

- A study guide or access to on-line course material and study resources for the individual course
- The examinations
- Access to the Summit Student Portal and associated course resources
- Summit Pacific College student email address
- The instructor's time in marking the exams and any term papers or projects that the course prescribes, and
- The Director's and office staff's time as resource people in matters relating to the course.

The cost of the textbook(s) is in addition to the tuition fee. (A textbook list is provided detailing costs.)

The college's board has established the following tuition rate for the 2014-2015 year (Prices are effective September 1, 2014):

Tuition **\$600 per course**

Spouse's tuition per course **\$300 per course**

A student's spouse who enrolls simultaneously in the same course may enroll at the spouse's rate. An extra set of examinations will be sent for the spouse, and the college will provide for the marking of the extra set of examinations and any required materials. Spouses wishing to graduate from a specific program must apply for admission to the college.

****Note:** Though spouses may freely study together, the college requires that each work independently in preparing study papers and writing exams. The spouse must also complete a separate Exam Supervisor Application Form. Spouses may share the same exam supervisor and write exams at the same time under proper supervision.

Textbooks per course **Varying amounts**

Currently the average price for textbooks (including GST) per course is about \$50.00, with a low of \$17.00 and a high of about \$220.00. Students may secure their textbooks from whatever sources they choose, but the college maintains a stock of books required for its courses and most students order the text with the course. Payment for books must accompany each course ordered. The textbook list which is provided on the Distance Education website under Costs (de.summitpacific.ca) provides current textbook prices.

Miscellaneous Fees

Course Extension (per course)	\$50.00
Graduation fee (payable prior to graduation)	\$100.00
Certificate fee (Leadership & RoMER Students)	\$40.00
Student's personal transcript report (unofficial)	n/c
Official Transcript fee (must be sent by mail) (\$1 per each additional one ordered at the same time)	\$10.00
Each Transcript sent by fax (not formally official)	\$6.00
Replacement for a lost <i>Study Guide</i>	\$10.00
Electronic replacement of <i>Study Guide</i>	n/c

Withdrawal Policy for Correspondence Courses

- A student must notify the college in writing of his or her intention to withdraw to qualify for a refund. Written notification of withdrawals must be sent to the Director of Distance Education. A form is available for download from the Distance Education web site (Admissions / Forms & Documents): de.summitpacific.ca.
- Refund is on a percentage basis and does not include registration fees:

Up to 2 weeks	Up to 4 weeks	Over 5 weeks
80%	50%	0%
Up to 3 weeks	Up to 5 weeks	
60%	20%	

Refund Policy for Textbooks

Within not more than thirty (30) days after a course has started, subject to the conditions that follow, a student may return textbooks for full refund.

The conditions include:

- The student must pay the return postage
- The textbooks returned must be unmarked and resalable
- The student should request the refund in writing

GST Charges and Summit Pacific Distance Education Students

Current Goods and Services Tax regulations exempt college fees (application fee, tuition fees, diploma fee, transcript fee) from GST. However, textbooks, and any supplementary books that are ordered, are subject to the tax at 5%. Payments for textbooks should allow for this additional amount. ***GST is charged only on textbooks.***

Discounts

The board of the college has enacted that seniors (age 65 and over) are extended a discount to provide reduced tuition for all courses. Applicants qualify only after they pay the appropriate application fee (\$30.00 or \$50.00 depending upon the student's intentions). Qualifying students pay \$300.00 per course for tuition. They also must pay the regular price for textbooks, certificates, transcripts and other fees including shipping and handling.

SHIPPING AND HANDLING

Postal Zone = the first letter of your Postal Code.

POSTAL ZONE	PROVINCE	SHIPPING & HANDLING CHARGE
A	NL	\$18.00
B	NS	\$19.00
C	PE	\$17.00
E	NB	\$18.00
G	QC	\$18.00
H	QC	\$17.00
J	QC	\$17.00
K	ON	\$19.00
L	ON	\$19.00
M	ON	\$18.00
N	ON	\$20.00
P	ON	\$20.00
R	MB	\$20.00
S	SK	\$17.00
T	AB	\$17.00
V	BC	\$15.00
X	NT	\$19.00
X	NU	\$29.00
Y	YT	\$19.00

Course orders which do not include texts are exempt.

Orders are shipped via Fed Ex Ground. Regular Fed Ex service is available on request and by quotation.

Students outside of Canada should contact the Summit Pacific College Distance Education office regarding shipping costs.

FREQUENTLY ASKED QUESTIONS

Why don't Summit Pacific College Distance Education credits count towards the BA in Religion?

- The BA in Religion is an on-campus track. The BA in Religion is offered in affiliation with Trinity Western University. TWU instructors come onto Summit's campus and teach the General Education courses required for the BA in Religion.

Is it possible to do some of my studies through Summit Pacific College Distance Education and then complete my degree on campus?

- Summit Pacific College accepts up to 20 courses (60 credit hours) for credit towards a degree program from Summit Pacific Distance studies towards a B.Th. degree (See note above regarding the BA in Religion).

Does Summit Pacific College Distance Education accept divorced students?

- **Yes.** A marital irregularity is not considered grounds to prevent a student from enrollment or graduation.

How long does each course take?

- The typical student is able to complete a course within 2 to 4 months. It is recommended that a student try to plan a minimum of at least one hour per day for studies, but more time will, of course, speed the process.
- As a very rough guideline: a student taking a course with a class would probably be expected to spend from 75 to 90 hours in classes, doing homework, and writing papers and exams.
- **All courses have a final completion deadline of four (4) months.** When the student orders a course, a letter is included with the course materials stating the course start date and completion deadline.

Can students who reside outside of Canada enroll in Summit Pacific Distance Education?

- Summit Pacific College Distance Education **does not** accept applicants from outside of Canada.

Further questions?

- Questions should be directed to Dr. Chuck Coats, Distance Education Director.
Telephone: **(604) 851-7212** or **1-800-976-8388**
Email: **distanced@summitpacific.ca**.

COURSE

DESCRIPTIONS

COURSE DESCRIPTIONS

1. DIVISION OF BIBLE AND THEOLOGY

1.1 BIBLICAL LITERATURE (BIBL)

BIBL 111 C Bible Survey

This course provides an overview of the background, content, and message of the Bible. It includes brief summaries of the content, structure, and key themes of individual books within their broader Biblical sections. The purpose of the course is to give a broad, introductory understanding and knowledge of the Bible that is foundational to other Biblical courses.

BIBL 113 C Hermeneutics

Hermeneutics is the science and art of Biblical interpretation. This course provides a threefold, integrated approach to Biblical interpretation, namely, 1) the background to the Biblical world, 2) the literature of the Bible, and 3) the self-understanding of the interpreter.

BIBL 114 C Pentateuch

A detailed study of the first five books of the Bible (the Torah or Law of the Hebrew Bible). These books give the historical, theological, legal, and covenantal foundations for the faith of Israel, and ultimately for the Church.

BIBL 115 C Gospels

The four Gospels are studied concurrently from the standpoint of the harmonized life of Christ. The course offers an introductory study of the individual Gospels, and explores the historical backgrounds of the era.

BIBL 125 C Biblical Introduction

This course studies doctrines concerning the reception, transmission and preservation of the Bible. Revelation, inspiration, canonicity, illumination, application and the authority of the Scriptures are carefully considered.

BIBL 211 C Historical Literature of the Old Testament

A study of Israel's history from the time of the Conquest (c.1400 BC) to the time of the Restoration (c. 450 BC). This focus on Biblical history includes periods of the Conquest (Joshua), the Settlement (Judges and Ruth), the Monarchy (the books of Samuel, Kings and Chronicles), the Exile and Restoration (Esther, Ezra and Nehemiah).

BIBL 212 C Acts of the Apostles

A systematic Bible study of the Book of Acts as the sequel to Luke's Gospel. Exposition includes Luke's selective history and charismatic theology, the world's first charismatic community, six remarkable charismatic leaders, and Paul's amazing travel narratives.

BIBL 311 C Pauline Literature

This course surveys the life of the Apostle Paul and includes the study of: Romans, 1 and 2 Corinthians, Galatians, Ephesians, Philippians, Colossians, and 1 and 2 Thessalonians.

BIBL 312 C Major Prophets

A historical and thematic study of Isaiah, Jeremiah and Ezekiel. The theological implications of the message of each prophet are explored and the practical lessons found in these books are emphasized.

BIBL 316 C Eschatology

The doctrine of future events studied in connection with the prophecies of Daniel and Revelation. The content of these books is carefully investigated and topical concerns such as the second coming of Christ, final judgment, millennialism and its variants are given thoughtful attention.

BIBL 318 C Hebrews

The Book of Hebrews holds a unique place in the New Testament by revealing and explaining Old Testament doctrine. A detailed study of its contents and themes is featured.

BIBL 413 C Minor Prophets

This course presents the themes and messages of the “minor” prophets that are contained in the “Book of Twelve” of the Hebrew Bible.

BIBL 414 C Letters of Peter & John

The two epistles of Peter and the three epistles of John are explicated for their original context and teaching. Themes and messages from these apostles are presented.

1.2 BIBLICAL LANGUAGES**GREE 235 C Elementary New Testament Greek I**

A basic introduction to *koine* Greek designed to prepare the student for readings in the Greek New Testament. Greek vocabulary and grammar are emphasized.

GREE 236 C Elementary New Testament Greek II

A continuation of the basic introduction to *koine* Greek introduced with GREE 235 C Elementary New Testament Greek I. It is designed to prepare the student for reading the Greek New Testament, including a reading of the Johannine epistles in Greek. (Prerequisite: GREE 235 C Elementary New Testament Greek I)

1.3 SYSTEMATIC AND BIBLICAL THEOLOGY (THEO)

THEO 321 C Pneumatology

This course studies the Holy Spirit from three perspectives. The first is a survey of the key Biblical texts about the Holy Spirit. The second considers the historical development of the doctrine of the Holy Spirit. The third is a doctrinal exposition of significant topics, such as the Trinity, the new birth, baptism in the Holy Spirit, and spiritual gifts. The course encourages an experiential approach to walk in the Spirit, to be led by the Spirit and to serve in the church and in the world by the power and giftings of the Spirit.

THEO 323 C Doctrine I

This course works through the Biblical doctrines of Revelation (revelation of God to man), God (Theology), Humanity (Anthropology), and Sin (Hamartiology).

THEO 324 C Doctrine II

This course discusses the systematic theology subjects of Christology, Soteriology (the doctrine of salvation), Eschatology (last things) and Ecclesiology (the doctrine of the church).

THEO 421 C New Testament Theology

The message and meaning of the New Testament as it is revealed through the discipline of Biblical rather than systematic theology. The history and methodology of New Testament theology are briefly reviewed. The major themes of each New Testament witness are analysed and recognition is given to both the fundamental unity of New Testament theology and to the diversity of emphasis and expression characteristic of each witness.

THEO 422 C Old Testament Theology

The message and meaning of the Old Testament as it is revealed through the discipline of Biblical rather than systematic theology. The development and legitimacy of this discipline are examined. Key theological themes of the Old Testament are discussed in the light of the historical context in which they arose. The relationship between the theology of the Old and New Testaments is also investigated.

2. DIVISION OF PRACTICS

2.1 PASTORAL THEOLOGY (RELS)

RELS 233 C Small Groups

After a study of the Biblical and historical bases of small group ministry, the course pursues practical methods and secrets for success of small group ministry in local situations.

RELS 234 C Preaching

This homiletics course advances the student with understanding and skill in sermon preparation through the critical evaluation of sermon outlines and preaching under supervision. Lab period required. RELS 241 Youth Communication or equivalent course is a recommended prerequisite for taking Preaching.

RELS 331 C Pastoral Theology

This course examines the biblical and practical aspects of pastoral ministry. Biblical teaching and metaphors as well as contemporary paradigms of pastoral work will be explored. The pastor's call, qualifications, relationships, and unique duties will be discussed with an emphasis on his/her mandate to equip people for ministry to the Lord, the church and the world, while ensuring appropriate self-care. Special consideration will be given to the pastoral implications of the policies of the Pentecostal Assemblies of Canada.

RELS 334C Leadership Development

Drawing from Biblical, theological, and social science sources this course will seek to construct a theology of leadership development that will result in ministry being returned to the people of God. A primary focus of the course will be how individuals can be equipped and mobilized to build a vital faith community through small groups. Various approaches to small groups will be explored, including Bible studies, accountability groups, support groups, ministry teams and house churches. Issues of group life such as leadership recruitment and coaching, curriculum development, life cycles, problem people, multiplication, organizational structure and evaluation will be covered.

RELS 335/336 C Pastoral Internship

RELS 338 C Chaplaincy Internship

Internship is an organized program for participating in Christian service activities under the supervision of an experienced pastor in a local church. **Internship is not credit for work experience but is a structured program of mentoring and evaluation.** In addition to the local church ministry involvements, students are expected to communicate with the instructor once every two weeks for mentoring, encouragement and evaluation during the period of the internship. **Internships are restricted to students who have completed at least 45 credit hours of study.**

RELS 340 C Local Church Leadership & Administration

A study of church administration and the leadership issues involved in church ministry. Topics include church facilities, building projects, architecture, financing, promotion, meetings and parliamentary law. The student will practice and use the principles of established parliamentary procedure for the chairing of effective meetings.

2.2 INTERCULTURAL STUDIES (RELS)

RELS 132 C Introduction to Missions

This course is an introduction to the study of missiology and cross-cultural perspectives. Old and New Testament backgrounds for missions are explored in order to understand the importance of culture and God's expectations for his people in regards to "mission." An overview of the rise and development of missions in church history from the apostolic church to the present follows. Practical issues for involvement in missionary work are discussed in the light of contemporary missionary activities and global challenges.

RELS 133 C Religious Conversion in a Multi-faith Society

This course is an overview of religious conversion from a sociological-religious perspective. It examines religious plurality and relativism in our Canadian context. It compares and contrasts Christian truth claims with those of other religions in order to enable Christians to sensitively and effectively dialogue with people of other faiths. This will involve understanding both Old and New Testament perspectives on other religions. Current cultural trends toward pluralism in Canada and its impact on the process of evangelism in an evangelical context are explored.

2.3 YOUTH LEADERSHIP (RELS)

RELS 231 C Youth Leadership

This course studies a variety of contemporary North American youth cultures. A variety of youth ministry philosophies, strategies and programs are surveyed to determine suitability for both church and non-church contexts.

RELS 232 C Contemporary Youth Issues

This course studies major current issues facing Canadian and American youth. Issues to be discussed include self-acceptance, peer pressure, relationships with parents, friendships, dating, sex, eating disorders, substance abuse, fashion and music.

2.4 CHRISTIAN EDUCATION (EDUC)

EDUC 142 C Principles of Teaching

An initial orientation to the field of Christian education. Since Christian education is vitally related to both the ministry of the church and the life of the individual Christian it must be built upon solid foundations. Biblical, theological, historical, sociological, philosophical, psychological and structural foundations of the educational ministry of the local church are studied. (Prerequisite to all other Christian education courses.)

EDUC 241 C Youth Communication

This course is a detailed study of the technical aspects of oral communication. It seeks to equip the student with specific knowledge, skills, and practice in the preparation and presentation of messages. The SCORRE method of preparation will be foundational in this process. Students also learn about the distinctives of speaking and preaching to contemporary North American youth. Opportunity is given for one general oral presentation, and two specific preaching presentations. This course is a prerequisite for RELS 234 Preaching.

2.5 COUNSELLING FOUNDATIONS (COUN/PSYC)

COUN 245 C Counselling Foundations I

This introductory course provides a broad overview of Christian counselling. Focus will be on the role of the Christian worker in dealing with specific needs in the local congregation or community. Basic counselling methodologies as well as the student's personal growth will be emphasized.

COUN 246 C Counselling Foundations II

Following Counselling Foundations I, this course continues to study the foundational principles and basic skills of counselling. It includes some self-reflection, with the understanding that knowing ourselves well and working through our own issues enables us to facilitate help in the lives of others. This course sets the groundwork to assist the student in establishing his/her own philosophy of counselling, one that will be worked on throughout his/her studies and completed in the final year.

3. DIVISION OF GENERAL EDUCATION

SPC offers a variety of General Education courses. The purpose of integrating Biblical and General studies is to provide a strong Biblical worldview which prepares the student for dynamic engagement with society. This encompasses a diversity of subjects and disciplines that work together to develop analytical, critical, and communicative skills for ministry. Approximately 13 courses in the curriculum at SPC Distance Education is course work that is general in nature and covers a number of disciplines which are indicated below.

Courses that may qualify for General Studies are:

FOREIGN LANGUAGE

GREE 234/36 Elementary NT Greek

HEBR 245/46 Elementary Biblical Hebrew & Exegesis

HISTORY

HIST 260 History of Christianity

HIST 172 History of the Pentecostal Church

LITERATURE

WRTG 100 Writing in the University Context

ENGL 103 Introduction to Literature

ENGL 104 Introduction to Literature

ENGL 474 Modern Christian Literature

NATURAL SCIENCES

SCIE 478 Natural Science Survey

PHILOSOPHY

PHIL 105 Introduction to Philosophy

PHIL 210 Contemporary Ethical Issues

SOCIAL SCIENCES

PSYC 106 Introduction to Psychology

RELS 332 Christianity and Culture

ENGL 102 C Academic and Theological Composition

The goal of this course is to familiarize the student with the various aspects of academic and theological composition. It is important that the student know that this course does not provide remedial English help. This course will introduce the student to the practice of scholarly reading and writing. Focusing on a variety of readings and writing styles, the study pursued will seek to hone the student's skills in academic reading and composition, followed by an introduction to the nuances of theological writing, thereby allowing the student to engage the academic community in their study and work. The student should be prepared to read and comprehend university/seminary level material.

ENGL 103 C Introduction to Literature I

This course seeks to introduce the student to the study of the novel and short fiction. The selected works provide breadth—they represent various authors with differing styles—as well as depth—they vary in difficulty and complexity. The assigned texts are primarily from the early part of the twentieth century, providing an insight into the author's understanding of the world and, to a large extent, the modernist ideas that were prevalent.

ENGL 104 C Introduction to Literature II

This course seeks to introduce the student to the study of drama and poetry. The selected works will provide the student with literature that will engage and challenge his/her thinking and develop his/her appreciation of literature of poetry and drama. The works of drama explored in this course are Shakespearean, and the plays focus the student's attention on the theme of revenge and mercy. The literature for the second part of this course—poetry—is primarily from the sixteenth and seventeenth century. Although there is no particular thematic link between the dramas and poems assigned in this course, both genres deal with how an individual is to live within the constraints of the world. Thus the dramas focus their attention on revenge, pity, mercy and injustice, while the poems, engaging a wider array of themes, seek ways of living that cope with time, beauty, decay, death and the afterlife.

PHIL 105 C Introduction to Philosophy

This course is designed both to sharpen thinking skills and to introduce the student to questions addressed by philosophers. These will include: the relationship between perception and knowledge (appearance and reality), the existence and nature of God, human freedom and determinism, the meaning of human existence, the nature of moral judgements, the mind/body problem, artificial intelligence, feminist philosophy, the problem of suffering, and whether humans are capable of selfless motivation.

PSYC 106 C Introduction to Psychology

This course provides a broad introduction to the field of psychology as a science. The practical, life-oriented application of scientific principles of psychology is explored. As well, development, learning, biological bases of behavior, motivation and emotion, perception, measurement and fundamental statistics, personality, behavioral and mental disorders, group and social processes are touched on.

BUSI 111 C Church Administration and Business

This course explores principles and practices of management and administration as they are adapted to churches and non-profit organizations. Organizational issues as well as methods and tools for effective administration are discussed.

HIST 172 C History of Canadian Pentecostals

This course presents a survey of the beginnings of 20th century Pentecostalism in the U.S. and its worldwide spread. It traces the origin and growth of the Pentecostal movement in Canada, particularly as embodied in the Pentecostal Assemblies of Canada.

PHIL 210 C Ethics

Ethics concerns conduct and the principles by which God's people can make moral evaluations. This course allows the student to choose an emphasis in either: 1) ethical theories, or 2) ethical issues (i.e. social concerns).

HIST 260 C Church History

The history of the church through the centuries from the time of its beginning is carefully reviewed. The study is divided into two sections: 1) the ancient and medieval church, and 2) the modern church.

RELS 332 C Christianity and Culture

A study of the place of Christianity in the secular, multi-cultural, "post-modern" world of North America. This course focuses on how Christians should understand contemporary North American culture, exploring what aspects of this culture Christians ought to repudiate, what aspects Christians may be ambivalent about, and what aspects Christians should affirm. This course examines how the entertainment media (e.g., movies, T.V.), the

fashion industry, sports, the news media, etc. function as the cultural conditioners of our society.

SCIE 448 C Natural Science Survey

This general survey of the natural sciences spans topics and disciplines of life sciences (such as biology, genetics, biochemistry, homology, anthropology), earth sciences (geology, paleontology, geophysics, hydrology, meteorology), astronomical and physical sciences (astronomy, cosmology, thermodynamics, chemistry, physics). Coverage introduces basic concepts and ideas that govern the principles of the natural world and provides a new way of thinking about the physical environment. Students will learn how science works, how scientists approach problems, and why science is constantly adapting in its search for understanding.

ENGL 474 Modern Christian Literature

An introduction to contemporary Christian English literature. This survey is intended to give some impression of the significant works, styles and influences of Christian writers such as G.K. Chesterton, C.S. Lewis and Dorothy L. Sayers. It is organized on the basis of the first appearance of the author, and will include the literary essay, the novel, poetry, drama and fantasy stories within its compass.

GENERAL INFORMATION

FULFILLING PAOC CREDENTIAL REQUIREMENTS

Licensed Minister/Ordained Minister

<p>Systematic Theology (15 Credits) THEO 321 C Pneumatology ** THEO 323 C Doctrine I THEO 324 C Doctrine II THEO 421 C New Testament Theology THEO 422 C Old Testament Theology</p>	<p>Ministry Formation (12 Credits) RELS 133 C Religious Conversion RELS 234 C Preaching ** RELS 335 C Pastoral Internship **</p>
<p>Bible (24 Credits) BIBL 113 C Hermeneutics ** BIBL 114 C Pentateuch BIBL 115 C Gospels BIBL 211 C Historical Literature of the Old Testament BIBL 212 C Acts of the Apostles BIBL 311 C Pauline Literature BIBL 312 C Major Prophets BIBL 413 C Minor Prophets</p>	<p>General Studies (21 Credits) PHIL 105 C Intro to Philosophy PSYC 106 C Intro to Psychology BUSI 111 C Church Administration and Business ** HIST 172 C History of Canadian Pentecostals. ** PHIL 210 C Ethics ** HIST 260 C Church History ** RELS 332 C Christianity and Culture **</p>
<p>Practical Studies (18 Credits) RELS 132 C Introduction to Missions** EDUC 142 C Principles of Teaching** RELS 231 C Youth Leadership COUN 245 C Counselling Foundations I RELS 334 C Leadership Development ** RELS 331 C Pastoral Theology**</p>	<p>**Required Course</p>

Recognition of Ministry Credential

<p>Systematic Theology (9 Credits) THEO 321 C Pneumatology ** THEO 323 C Doctrine I THEO 324 C Doctrine II</p>	<p>Practical Studies (6 Credits) RELS 331 C Pastoral Theology ** Practics (RELS) Elective</p>
<p>Bible (9 Credits) BIBL 115 C Gospels BIBL 211 C Historical Literature of the Old Testament BIBL 113 C Hermeneutics **</p>	<p>General Studies (3 Credits) HIST 172 C History of Canadian Pentecostals. **</p>
	<p>Ministry Formation (3 Credits) RELS 234 C Preaching **</p>

TRANSFER TO OTHER SUMMIT PACIFIC PROGRAMS

As illustrated in the following chart, these courses may be transferred to another of Summit Pacific's certificate, diploma or degree programs.

SPC Distance Education

BUSI 111 C Church Administration & Business
 BIBL 111 C Bible Survey
 BIBL 113 C Hermeneutics
 BIBL 114 C Pentateuch
 BIBL 115 C Gospels
 BIBL 117 C Hebrews
 BIBL 125 C Biblical Introduction
 BIBL 211 C Historical Literature of the Old Testament
 BIBL 212 C Acts of the Apostles
 BIBL 311 C Pauline Literature
 BIBL 312 C Major Prophets
 BIBL 316 C Eschatology
 BIBL 413 C Minor Prophets
 BIBL 414 C Letters of Peter & John
 COUN 245 C Counselling Foundations I
 COUN 246 C Counselling Foundations II
 EDUC 142 C Principles of Teaching
 EDUC 241 C Youth Communication
 ENGL 102 C Academic and Theological Composition
 ENGL 103 C Introduction to Literature I
 ENGL 104 C Introduction to Literature II
 ENGL 474 C Modern Christian Lit.
 GREE 235 C Elementary NT Greek I
 GREE 236 C Elementary NT Greek II
 HIST 172 C History of Canadian Pentecostals
 HIST 260 C Church History
 PHIL 105 C Introduction to Philosophy
 PHIL 210 C Ethics
 PSYC 106 C Introduction to Psychology
 RELS 132 C Introduction to Missions
 RELS 133 C Religious Conversion
 RELS 231 C Youth Leadership
 RELS 232 C Contemporary Youth Issues
 RELS 233 C Small Groups
 RELS 234 C Preaching
 RELS 331 C Pastoral Theology
 RELS 332 C Christianity and Culture
 RELS 334 C Leadership Development

Summit Pacific College

BUSI 111 Introduction to Business
 BIBL 111 Bible Survey
 BIBL 113 Hermeneutics #
 BIBL 114 Pentateuch #
 BIBL 115 Gospels #
 BIBL Elective
 BIBL Elective
 BIBL 211 Historical Literature #
 BIBL 212 Acts #
 BIBL 311 Pauline Literature#
 BIBL 312 Prophetic Literature#
 BIBL 316 Eschatological Literature
 BIBL 413 Minor Prophets
 BIBL Elective
 COUN 245 Counselling Foundations I #
 COUN 246 Counselling Foundations II #
 EDUC 142 Principles of Teaching #
 EDUC 241 Youth Communication
 General Education Elective
 ENGL 103 Introduction to Literature I
 ENGL 104 Introduction to Literature II
 ENGL 474 Modern Christian Lit.
 GREE 235 C Elementary NT Greek I
 GREE 236 C Elementary NT Greek II
 HIST 172 Hist. of the Pentecostal Church #
 HIST 260 Church History
 PHIL 105 Introduction to Philosophy
 PHIL 210 Ethics
 PSYC 106 Introduction to Psychology
 RELS 132 Cross Cultural Studies #
 RELS 133 Religious Conversion #
 RELS 231 Youth Leadership
 RELS 232 Contemporary Youth Issues
 Practics (RELS) Elective
 RELS 234 Expository Preaching #
 RELS 331 Pastoral Theology#
 RELS 332 Christianity and Culture
 RELS 334 Leadership Development

RELS 335 C Pastoral Internship	RELS 335 Pastoral Min. Internship
RELS 336 C Pastoral Internship	RELS 336 Pastoral Min. Internship
RELS 338 C Chaplaincy Internship	RELS 33* Pastoral Min. Internship
RELS 340 C Local Church Leadership	RELS 340 Local Church Leadership
SCIE 448 C Natural Science Survey	SCIE 448 Natural Science Survey
THEO 321 C Pneumatology	THEO 321 Pneumatology #
THEO 323 C Doctrine I	THEO 323 Doctrine I #
THEO 324 C Doctrine II	THEO 324 Doctrine II #
THEO 421 C New Testament Theology	THEO 421 New Testament Theology
THEO 422 C Old Testament Theology	THEO 422 Old Testament Theology

Mandatory Pastoral Theology Diploma/Degree core courses.

Those students who transfer Summit Pacific Distance Education courses to one of the college's degree programs are eligible for the Bachelor of Theology (B.Th.) degree. For a course to be considered for transfer the final mark should have a grade minimum of C or its equivalent.

Credits earned through Summit Pacific's Distance Education do not apply towards the B.A. degree program offered in affiliation with Trinity Western University (TWU) (see page 26).

GRADING SYSTEM INFORMATION

Summit Pacific College uses the 4.3 grading system. The minimum mark for passing and receiving credit in a course is 50%. For those who wish equivalency in other systems, the following equivalencies are convenient:

A+ 90-100% 4.3 grade points	C 63-66% 2.0 grade points
A 85-89% 4.0 grade points	C- 60-62% 1.7 grade points
A- 80-84% 3.7 grade points	D+ 57-59% 1.3 grade points
B+ 77-79% 3.3 grade points	D 53-56% 1.0 grade points
B 73-76% 3.0 grade points	D- 50-52% 0.7 grade points
B- 70-72% 2.7 grade points	F Below 50% 0 grade points
C+ 67-69% 2.3 grade points	

Students will be notified of their final grade by mail 4 - 6 weeks after a course is completed.

All assignments, papers, book reports, exams, notes and any other material required in a particular course must be submitted for grading or no final grade will be issued for the course.

GRADUATION REQUIREMENTS

1. All graduates of Summit have established themselves, both within and outside of the college, as dedicated, exemplary Christians.
2. A satisfactory record of attendance at church services is required of all graduates.
3. Satisfactory participation in Student Ministries assignments during the time a student is in college is required. The Student Ministry Self Placement Form must be submitted each year, as long as the student is enrolled with Summit Pacific College's Distance Education program. Each year the Ministry Supervisor will be asked to submit an assessment of the student's ministry involvement. The student will also be asked to submit a self assessment of his/her ministry involvement. The student's pastor will be asked to provide an additional assessment of the student prior to approval for graduation.
4. The minimum number of credits to be completed for graduation with a three-year diploma is 90, the minimum for a four-year baccalaureate degree is 123. These credits must satisfactorily fulfill the student's particular program. When curriculum revisions entail changes in course requirements, students may either qualify for graduation under the requirements in effect when they enrolled, or qualify under the requirements in effect at the time that they graduate.
5. The minimum G.P.A. qualification for graduation on a diploma program is 1.75. On a degree program, the minimum requirement is a 2.0 G.P.A.
6. Nine of the required 123 credit hours (3 courses) for the baccalaureate degree must be completed on Summit Pacific College's Abbotsford campus or in another approved "face to face" context.
7. All financial obligations with the college must be settled.
8. A student having a deficit of more than three (3) credits to complete a program is not allowed to participate in the graduation ceremony.
9. A student having a deficit of up to three (3) credits must agree to complete all outstanding credits within three (3) weeks of graduation studies in order to be allowed to participate in the graduation ceremony.
10. Only students who have met all requirements are allowed to participate as graduates in the graduation ceremony.

In order to qualify for a Pastoral Ministries Degree, Pastoral Ministries Diploma, Leadership Certificate or a RoMER Certificate, the student must complete all of the requirements of the program. It is the student's responsibility to be sure that all exams have been taken and all study papers submitted for all courses for which credit is expected. When a student applies for graduation, all of these details are reviewed, and any omissions or incompletes are called to account. An application for graduation form may be downloaded from the Distance Education web site (Admissions / Forms & Documents): de.summitpacific.ca or may be requested from the Distance Education office.

POLICY TO RESOLVE STUDENT DISPUTES

Should an enrolled student be unable to obtain satisfactory recourse through the Summit Pacific Distance Education office and director in a matter of concern over the college's operation (e.g. course content, fees assessed, grade assigned, requirements imposed, etc.) the following policy is provided:

1. The student should address his or her complaints in writing to either Rev. Melody Deeley or Dr. Wilf Hildebrandt (whichever one is not directly involved).
2. This person will request a written report on the matter from all staff persons involved.
3. The faculty member will review the submissions.
4. The faculty member will provide a written decision, with reasons, to all involved parties.

DISMISSAL POLICY AND PROCEDURES

A student would be subject to dismissal from the college for reasons such as:

1. Refusal to pay an account or deceptive or dishonest financial dealings with the college.
2. Submitting work obviously not his or her own and refusing to correct the situation when requested to do so.
3. Adopting a lifestyle in deliberate rejection of Biblical standards and flaunting that lifestyle so that it comes to the attention of Summit Pacific Distance Education's personnel.
4. Submitting work that obviously and deliberately mocks the College academic standards or that similarly mocks the beliefs for which the college stands.

Should such a situation occur and the student reject the Director's request to withdraw voluntarily, then the student would be dismissed in the sense that no further courses would be supplied.

The decision to impose dismissal may be made by the Director, plus two of the college's faculty members, in a formally enacted motion in a regular or specially called meeting.

A student who believes he or she is unfairly dismissed may appeal. The appeal should be considered by a committee, consisting of the full faculty of the Distance Education Department, including the Director. The chairperson of this ad hoc appeal committee should be selected by a nominating committee of three faculty members and he or she should be an officer of Summit Pacific College, not otherwise involved in the Distance Education Department.

INCOME TAX RECEIPTS

Students enrolled in the Summit Pacific Correspondence Studies program qualify for tuition tax credit (tuition and textbooks). Tax receipts will be sent to students enrolled in these programs.

STATEMENT OF FAITH

Since Summit Pacific Distance Education is an arm of Summit Pacific College it subscribes totally and without reservation to the College's Statement of Faith. We believe . . .

- The Holy Scriptures are the divinely inbreathed, infallible, inerrant and authoritative Word of God.
- That there is one God, eternally existent in the Persons of the Holy Trinity.
- In the virgin birth of the Lord Jesus Christ, His unqualified deity, His sinless humanity and perfect life, the eternal all-sufficiency of His atoning death, His bodily resurrection, His ascension to the Father's right hand and His personal coming again at His second advent.
- That justification is a judicial act of God on the believer's behalf solely on the merits of Christ, and that regeneration by the power of the Holy Spirit is absolutely essential for personal salvation.
- In holy living, the present day reality of the baptism in the Holy Spirit according to Acts 2:4, the gifts of the Holy Spirit and the Lord's supernatural healing of the human body.
- In Christ's Lordship of the Church, the observance of the ordinances of Christian baptism by immersion for believers and the Lord's Supper.
- In the eternal blessedness of the redeemed in heaven and the eternal doom of the unregenerated in the lake of fire.

DISTANCE EDUCATION

OPTIONS FOR CHURCHES

EXTENSION SITE COURSES

One of the ways that Summit Pacific College attempts to serve churches is to provide on-site extension courses. These are courses taught by Summit Pacific instructors in the local church for credit or for audit. Over the years courses have been taught in Sparwood, Campbell River, Nanaimo, Prince George, Salmon Arm, Ladner, Comox, Richmond, Langley and Vancouver. **Courses that have been offered include:**

Bible Survey	Eschatology	Historical Literature
Gospels	Doctrine	NT Theology
Pentateuch	Preaching	Hermeneutics
Pentecostal History	Small Groups	Apologetics
Pauline Literature	Leadership Development	Pastoral Theology
Pneumatology	Hebrews	

What kind of time frame is involved?

We have worked out a variety of course schedules with churches over the years.

Proximity to the college is a big factor in what does and does not work.

One of the most popular patterns has been a one week block:

Sunday 2:00–5:00 pm

Sunday 6:00–9:00 pm

Monday–Friday 6:30–9:30 pm

This is particularly useful in communities that are a great distance from the college.

Another popular pattern is three weekends over five weeks:

Week1	Friday night & Saturday
Week2	No Class
Week3	Friday night & Saturday
Week4	No Class
Week5	Friday night & Saturday

In areas close to the college we have used two patterns. The most common pattern has been one weeknight per week (3 hours per night) for 10 weeks. We have also offered courses on Sunday nights over 10 weeks. In one case, we broke the course into two modules (Spring & Fall).

We are open to any schedule that might suit your church. The only considerations that need to be kept in mind are instructor availability and total hours of instruction (minimum 30 hours).

What about cost?

The cost for extension course tuition is \$600 tuition per course, plus textbooks. Students may also audit classes (\$300 per course, textbooks are optional). For a course to proceed, there needs to be sufficient credit students. The college is committed to serving churches in this way on a break-even basis. The cost to the church is nominal. We ask that the church take responsibility for the instructor while he or she is teaching the course. We also ask that the church take responsibility for financial record keeping. The college provides brochures, small posters and registration materials.

DISCOUNTS

Please contact the Distance Education Office regarding discounts.

RESTRICTION

Churches may only host a maximum of three (3) courses per year.

NON-CREDIT INSTRUCTION

Summit Pacific instructors may be available to teach in your church. We have a variety of people with specialized talent. Mark Hawkes is a popular Bible instructor. Andrew Evans oversees the Youth Ministries Major. Fred Fulford oversees the Pastoral Theology Major. Melody Deeley oversees the Counselling Foundations Major. These are just a few examples of the many resource people who are available at Summit Pacific College.

Some churches have invited our instructors to teach in their adult Sunday School. Others have used them for seminars, leadership training and board retreats.

If you think that one of Summit Pacific's instructors would be useful to your church in some way, please contact us and we will try to accommodate you.

CHURCH STUDY GROUPS

Summit Pacific Distance Education is pleased to co-operate with churches that wish to conduct programs of group study using Summit Pacific Correspondence Studies courses. We visualize a classroom situation with a church appointed teacher meeting regularly in classes, and with the students completing assignments and writing exams as prescribed by the published correspondence curriculum in the particular course. Students so enrolled will earn credit with Summit Pacific College, and they may eventually qualify for graduation from our degree, diploma or certificate programs.

The following are **abbreviated** operating guidelines for study groups conducted by a church. (**Full policy and guidelines are available by contacting the Summit Pacific College Distance Education Director.**)

Enrolling Students

All students wishing credit must enroll in Summit Pacific Distance Education studies by submitting the usual application form to the college apart from any such form required by the church. Each student should be charged the \$30.00 initial application fee.

If someone who is already enrolled in Summit Pacific Correspondence Studies wishes to study with the group, he or she would not need to reapply, but the college should be advised of this change of status.

After a student (or group of students) has completed four (4) courses, the student(s) should complete the Statement of Intent form. Students wishing to apply for entrance to one of our college programs will be sent an application packet. They should submit their Application for Admission with the appropriate fee.

Course Choices

The choice of courses from those offered by Summit Pacific Distance Education is the prerogative of the host church, as well as the various mechanical conditions under which the course is taught (e.g. time, duration of the course, teaching methods). However, the program should adhere to the basic college guidelines. (A three-credit course should entail 42 clock hours of instructional time.)

Fees and Charges

Students should be charged regular Distance Education fees for their courses (\$600 per course). These fees provide for the study guide, for the marking of assignments and examinations by the college's faculty and for the college's part in postage and handling.

Textbooks

Summit Pacific Distance Education maintains a stock of textbooks to serve its students' needs, and we prefer, but do not require, that groups order their texts through us. Books are priced at the regular market price. If excess textbooks or study guides are ordered, they may be returned for refund or credit subject to the following conditions:

- 1) they must be clean and undamaged,
- 2) the church must prepay the return shipping
- 3) they must be returned in not more than three (3) months from the time that they were ordered.

Church Responsibilities

A church that arranges for a study group will be responsible for receiving applications, receiving prescribed study papers or other assignments, supervising examinations, and for forwarding all of these materials to the office of the Distance Education Director making sure that all items are clearly marked with the name of the student. It is expected that the church will handle all items in accordance with college requirements, including exam supervision and course completion deadlines. The church will also be responsible for collecting fees and for forwarding the amounts due to the college, along with the student lists for each course. It is requested that when a set of exams or papers is mailed from a church group the package include a list of the students whose materials are being sent. The college's Distance Education office will thus have a useful checklist to ensure that all materials have been received.

Student Records

Group study students are officially enrolled in Summit Pacific Distance Education and earning credit by the college, and hence the college maintains its own set of records. Nevertheless, it is highly desirable that the church also maintain records of marks and courses for each of its students that it enrolls.

Spouse Discounts

In a church study group, just as for individual correspondence students, a student's spouse who is enrolled simultaneously in the same course may enroll at the spouse's rate. This fee, payable to the college, is \$300.

Restriction

Churches may only host three (3) courses per year.

Library Resources

Churches are encouraged to work at developing a reference library relating to the courses that they teach. Information about basic resources is provided on pages 4 and 5 in this booklet.

Summit Pacific College's Hudson Memorial Library now provides access to extensive on-line study resources. These may be accessed at library.summitpacific.ca. This is a publicly accessible resource.

Summit Pacific College subscribes to **EbscoHost ATLA Index** (over 250 full text articles in philosophy and religion) plus **ATLA Serials** (1,646 full text journals). (ATLA = American Theological Library Association.) Church Study Group leaders are provided with access information which they may provide to their students.

Choice of Teachers

The church is free to appoint the teacher(s) who may be the pastor, a member of the church staff, an educator or any other capable person from within the church constituency. Since Summit Pacific Distance Education courses are regularly being recognized in transfer by Bible colleges, it is important that the teacher be well qualified and capable.

Program Requirements

It is necessary that church groups operate within the program. While the Course material may be supplemented, it may not be substituted with other material. A study guide and textbook(s) must be basic to each course, and the examination must be

written by each student under proper supervision, and marked by Summit Pacific College faculty.

Advanced Standing

A student who enrolls in a church study group and who has completed prior formal college or university studies may apply for advanced standing just as a student who enrolls individually. Advanced standing requires the submission of a transcript of grades of courses taken (not a diploma) to the Distance Education Director. Transcripts may be sent by the church on behalf of the student. The Dean of Education's or Registrar's evaluation of this transcript will report the courses for which the student is granted credit. Obviously, if a student is working toward completing graduation requirements, there is no need to enroll in any Distance Education course for which he or she already has credit. If studies were completed many years ago, it would be preferred that an evaluation not be requested, but that the student be encouraged to consider the new Distance Education studies to be refresher courses. Since the evaluation of transcripts is a very time-consuming process (and it may entail delays), there should be submissions only for serious cases where the student is pursuing graduation and such evaluation is necessary.

Student Contacts with the College

It is requested that in all normal circumstances students enrolled in church groups contact the college only through the secretary (or other officer) of their church group. Students should submit papers and order courses through the church group office and not directly to Summit Pacific Distance Education. It is the request of the college that teachers would announce and enforce this policy in their classes.

Transfer to Individual Study Status

Since group study students are regularly enrolled with the college they are eligible to proceed with the college as individual students. This change might be needed if the church group is unable to offer a needed course, or if it ceases operations. However, it is requested that a student transfer of status to individual course study always be confirmed and approved by a written memo from an officer of the church group.

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