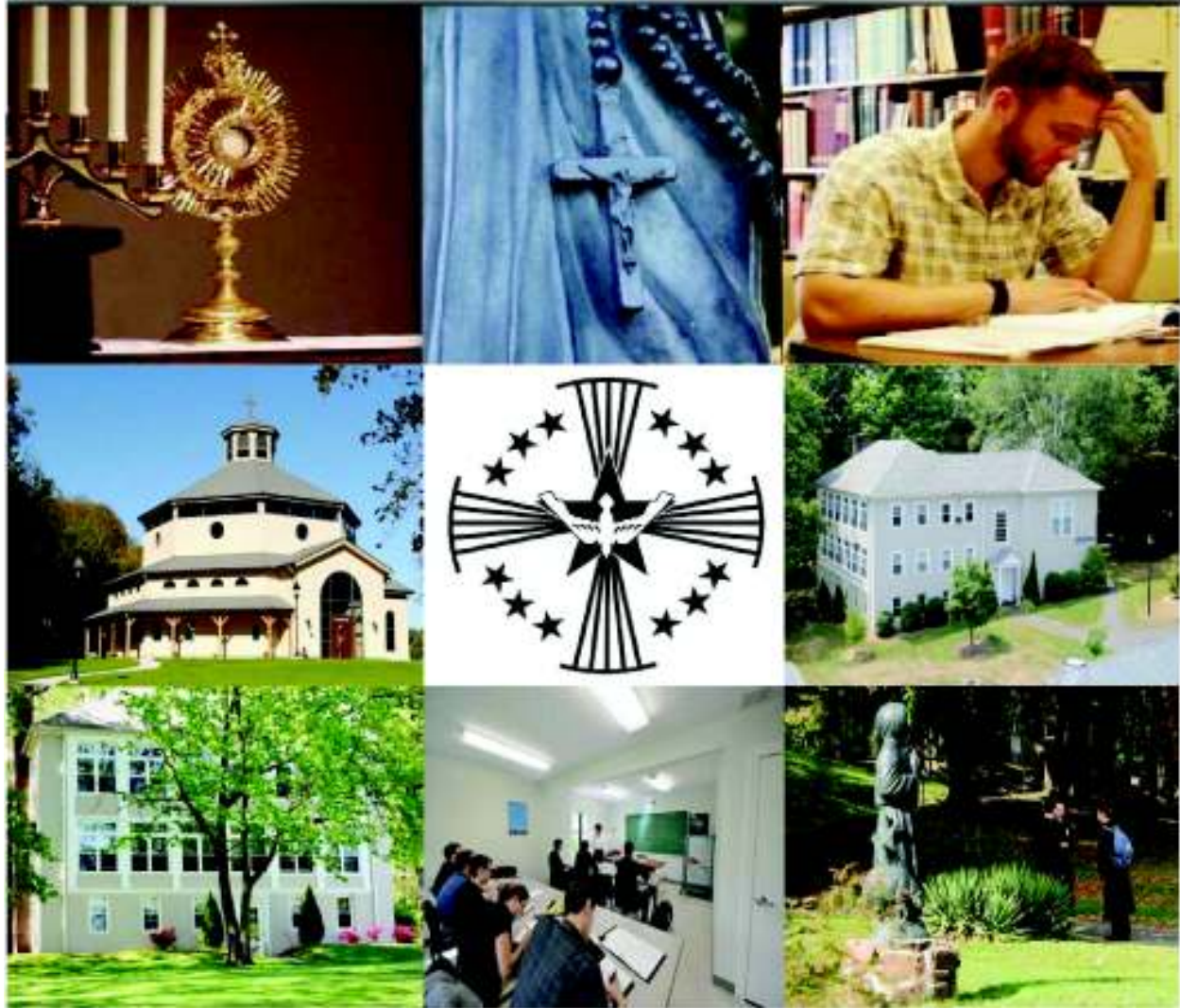


# Holy Apostles College and Seminary



## Catalog 2013-14

# **Catalog**

## **2013-14**



**Holy Apostles**  
**College and Seminary**  
**Cromwell, Connecticut**

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## COLLEGE AND SEMINARY DIRECTORY

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### Important Telephone Numbers

Main Number	860.632.3010
Academic Dean	860.632.3001
Admissions, College	860.632.3012
Admissions, Seminary	860.632.3012
Bioethics Program	860.632.3070
Business Office	860.632.3050
Development & Alumni Affairs	860.632.3077
Distance Learning Program	860.632.3015
Educational Technology	860.632.3504 (oncampus) 860.632.3888 (offcampus)
Field Education, Seminary	860.632.3044
Financial Aid Office	860.632.3020
Lay & Off-Campus Student Programs	860.632.3033
Library	860.632.3009
President/Rector	860.632.3010
Registrar	860.632.3033
School Certifying Official for VA/Military	860.632.3020
Vice-President of Administration	860.632.3085

### Important Fax Numbers

Business Office	860.632.3049
Distance Learning Office	860.632.3083
Financial Aid Office	860.632.3021
Main Office	860.632.3030
Registrar's Office	860.632.3075

### Important Email Addresses

Academic Dean	<a href="mailto:academicdean@holypostles.edu">academicdean@holypostles.edu</a>
Business Office	<a href="mailto:busoffice@holypostles.edu">busoffice@holypostles.edu</a>
Development Office	<a href="mailto:development@holypostles.edu">development@holypostles.edu</a>
Distance Learning Office	<a href="mailto:distancelearn@holypostles.edu">distancelearn@holypostles.edu</a>
Financial Aid Office	<a href="mailto:finaid@holypostles.edu">finaid@holypostles.edu</a>
Library	<a href="mailto:library@holypostles.edu">library@holypostles.edu</a>
President-Rector	<a href="mailto:rector@holypostles.edu">rector@holypostles.edu</a>
Registrar	<a href="mailto:registrar@holypostles.edu">registrar@holypostles.edu</a>
Vice-President of Administration	<a href="mailto:vpadmin@holypostles.edu">vpadmin@holypostles.edu</a>
Website Address	<a href="http://www.holypostles.edu">www.holypostles.edu</a>

Address all correspondence to the appropriate Department or Office at:  
Holy Apostles College and Seminary, 33 Prospect Hill Rd., Cromwell, CT 06416

## **ACCREDITATION STATEMENT**

Holy Apostles College and Seminary is accredited by the Connecticut Office of Higher Education and by the New England Association of Schools and Colleges, Inc., a non-governmental, nationally recognized organization whose affiliated institutions include elementary schools through colleges offering post-graduate instruction.

Accreditation of an institution by the New England Association indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer group review process. An accredited school or college is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the New England Association applies to the institution as a whole. As such, it is not a guarantee of the quality of every course or program offered, nor of the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding the status of the institution's accreditation by the New England Association should be directed to the administrative staff of the College. Individuals may also contact the Association:

*New England Association of Schools and Colleges 3 Burlington Woods Drive, Suite 100,  
Burlington, Massachusetts 01803-4514*

*Toll-Free: 855-886-3272 | P: 781-425-7700 | F: 781-425-1001*

*[www.neasc.org](http://www.neasc.org)*

## **GOVERNANCE**

The Governance of Holy Apostles College and Seminary resides in the Board of Directors whose *ex officio* chairman is the Bishop of Norwich. The Board also includes the Archbishop of Hartford, the Bishop of Bridgeport, up to five members of the Missionaries of the Holy Apostles, lay representatives and the President-Rector. The Bishop of Norwich is the Chancellor, and the President-Rector is the Chief Executive Officer.

### **Board of Directors**

Most Rev. Michael R. Cote, D.D., Bishop of Norwich, CT

Most Rev. Leonard P. Blair, S.T.D., Archbishop of Hartford, CT

Most Rev. Frank J. Caggiano, D.D., Bishop of Bridgeport, CT

Very Rev. Douglas L. Mosey, C.S.B, President- Rector, Holy Apostles College and Seminary

Mr. Anthony Cacace, Executive Vice-President at GKN

Ms. Lori A. Coppinger, M.A., Retired Detective Captain, West Hartford Police Department

Mr. Richard Coughlin, Secretary to the Board

Rev. Gregoire J. Fluet, Ph.D., Diocese of Norwich

Mr. Thomas Groark, Esq., Senior Partner in Day Pitney, LLP, Hartford, CT

Ms. Marie Hilliard, Ph.D., Director of Bioethics and Public Policy, The National Catholic Bioethics Center

Mr. Peter Kelly, Esq., Senior Partner in The Law Offices of Updike, Kelly and Spellacy, PC, Hartford, CT

Very Rev. Isaac Martinez, M.S.A., General Animator, Missionaries of the Holy Apostles

Rev. Bradley Pierce, M.S.A.

Rev. Edward Przygocki, M.S.A., General Counselor

Rev. Christian Rodembourg, M.S.A., General Counselor

Rev. Martin Rooney, M.S.A.

Very Rev. Vincent Salamoni, M.S.A., Administrative Provincial, Missionaries of the Holy Apostles

Mr. Jean-Pierre van Rooy, Director, Saint Francis Hospital, former President of Otis Elevator, Inc.

Mr. John Wolter, Esq., The Law Offices of Updike, Kelly and Spellacy, PC , Hartford, CT

## **Administration**

Very Rev. Douglas L. Mosey, C.S.B., Ph.D., President-Rector

Dr. Sebastian Mahfood, OP, Vice-President of Administration

Very Rev. Douglas L. Mosey, C.S.B., Ph.D., Acting Academic Dean

Rev. Randy Soto, Associate Dean of External Affairs

Dr. Daniel Van Slyke, Associate Dean of Online Learning

Ms. Clare Adamo, M.S.L.S., Director of Library Services

Mrs. Debra Johnston, Financial Aid Administrator, VA/DOD School Certifying Official

Sr. Mary Anne Linder, F.S.E., M.T.S., Director of Field Education

Mr. Raul Lozada, Director of Educational Technology

Mr. Bob Mish, Director of Online Student Affairs

Mr. William Russell, CPA, Finance Officer

Dr. Cynthia Toolin, Registrar

## **Faculty Senate**

The Faculty Senate is comprised of President/Rector, Vice-Rector, Vice-President of Administration, Academic Dean, Registrar, Associate Dean of Online Learning and all members of the full-time faculty. The Faculty Senate meets at least once a month during the academic year to discuss and consider academic, institutional and related policy matters.





## **FACULTY**

### **Full Time Faculty**

Ms. Clare Adamo (Assistant Professor, Librarian), M.S.L.S., C.W. Post College, N.Y.

Rev. Dominic Anaeto (Associate Professor, Pastoral Theology), Ph.D., Pastoral Theology, Pontifical Lateran University, Rome, Italy

Dr. Angelyn Spignesi Arden (Professor, Humanities), Ph.D., Psychology, University of New Hampshire, NH

Dr. Ronda Chervin (Professor, Philosophy), Ph.D., Philosophy, Fordham University, NY, M.A., Religious Studies in Spirituality, Notre Dame Apostolic Institute, VA

Rev. Peter Kucer (Instructor, Dogmatic Theology), Ph.D., Dogmatic Theology, The Catholic University of America, Washington, D.C.

Rev. Michel Legault, M.S.A. (Professor, Philosophy), Ph.D., Philosophy, Universite Catholique de Paris

Sr. Mary Anne Linder, F.S.E. (Associate Professor, Catechetics), M.Ed., Wayne State University; M.T.S., John Paul II Institute, Washington, D.C.

Rev. Luis Antonio Luna Barrera, M.S.A. (Associate Professor, Canon Law), Ph.D., Canon Law, St. Paul University, Ottawa

Dr. Sebastian Mahfood, O.P. (Associate Professor, Interdisciplinary Studies), Ph.D., Postcolonial Literature, Saint Louis University, St. Louis, MO

Rev. Bernard Mulcahy, O.P. (Associate Professor, Systematic Theology), Ph.D., Systematic Theology, Australian Catholic University (National), Australia

Very Rev. Douglas L. Mosey, C.S.B. (Professor, Liturgical Theology), Ph.D., Theology, University of St. Michael's College in the University of Toronto

Dr. Alphonso Pinto (Associate Professor, Moral Theology), S.T.D., Dogmatic Theology, Pontifical University of the Holy Cross, Rome, Italy

Sr. Mary Veronica Sabelli, J.D, Ph.D (Associate Professor, Philosophy), Ph.D., Pontificia Universitas Urbaniana, Rome, Italy

Dr. Cynthia Toolin (Professor, Dogmatic and Moral Theology), Ph.D., Sociology, University of Massachusetts (Amherst); S.T.L., Moral Theology, Pontifical Faculty of the Immaculate Conception, Washington, D.C.

### **Part-time Faculty**

Dr. Roger Duncan (Philosophy), Ph.D., Philosophy, Yale University, New Haven, CT

Rev. Gregoire J. Fluet (Social Sciences), Ph.D., American History, Clark University, Worcester, MA

Mr. Joseph Froula (Theology), M.A., Theology, Holy Apostles College and Seminary, M.A., Humanities

Rev. Dennis Kolinski, SJC (Liturgy), M.A., Jagiellonian University, Krakow; M.Div., Holy Apostles College and Seminary

Dr. Daniel Van Slyke (Church History, Dogmatic Theology), Ph.D. Historical Theology, Saint Louis University, St. Louis, MO

### **Adjunct Faculty**

Ms. Judith Babarsky (Bioethics), M.A., Theology, Holy Apostles College and Seminary, M.S., Psychology, Radford University, Radford, VA

Dr. Maciej Bazela (Ethics), Ph.D., Philosophy, Regina Apostolorum, Rome, Italy

Dr. Mary Beckman (Educational Technology), Ed.D., Walden University, Minneapolis, MN

Rev. Ronan Callahan, C.P. (Philosophy), S.T.D. and S.T.L. Philosophy, Pontifical University of St. Thomas Aquinas, Rome

Dr. Emilio Chavez (Scripture), S.T.D., Biblical Theology, Pontificia Università San Tommaso (Angelicum), Rome, Italy

Dr. Randall Colton (Philosophy), Ph.D. Philosophy, Saint Louis University, St. Louis, MO

Dr. Donald DeMarco (Philosophy), Ph.D., Philosophy, St. John's University, NY

Rev. Luke Dysinger, O.S.B. (Theology), Ph.D., University of Southern California School of Medicine, D. Phil., Theology, University of Oxford

Dr. Hermann Frieboes (Bioethics), M.A. in Theology, Holy Apostles College & Seminary, Cromwell, CT; Ph.D., Biomedical Engineering, University of California, Irvine, CA

Dr. Laura Frieboes (Bioethics), Ph.D., Biomedical Engineering, University of California, Irvine, CA

Dr. Richard Geraghty (Philosophy) Ph.D., Philosophy, University of Toronto, Toronto, Canada

Mr. David Harrison, Ph.D. (Cand.) (Instructional Design) Old Dominion, Norfolk, VA

Mr. John Hornyak, Ph.D. (Cand.) (Greek), Capella University, Minneapolis, MN

Rev. Augustine Ibok, SMP (Dogmatic Theology), M.A., M.Div., Kenrick-Glennon Seminary, St. Louis, MO

Dr. John Joy (Dogmatic Theology), S.T.L., International Theological Institute, Trumau, Austria

Mr. Richard Lee (Science and Mathematics), B.S.C.E., University of Hartford; M.A., Theology, Holy Apostles College and Seminary, Cromwell, CT

Msgr. David Q. Liptak (Sacramental and Moral Theology, Bioethics), D.Min., Drew University, Madison, NJ

Sr. Dolores Liptak, R.S.M. (Church History), Ph.D., American History, University of Connecticut, Storrs, CT

Rev. Gregory Lockwood (Church History), S.T.D.(Cand.) Early Church History, University of Dayton, Marian Library Pontifical Program, Dayton, OH

Mr. Raul Lozada (Educational Technology), M.A., Instructional Technology, California State University, San Bernardino; San Bernardino, CA

Mr. Patrick Madrid (Theology), M.A., Dogmatic Theology, Pontifical College Josephinum, Columbus, OH

Mr. Matthew Menking (Theology), M.A. Theology, Holy Apostles College and Seminary, Cromwell, CT

Rev. William Mills (Sacred Scripture), Ph.D., Pastoral Theology, Union Institute and University, Cincinnati, OH

Rev. Brian Mullady, O.P. (Dogmatic and Moral Theology), S.T.L. and S.T.D., Pontifical University of St. Thomas, Rome, Italy

Ms. Kristina Olsen (Church History), Ph.D. (Cand.) Catholic University of America, Washington D.C.

Rev. Tad Pacholczyk (Bioethics), Ph.D., Neuroscience, Yale University, New Haven, CT

Msgr. James J. Ramacciotti (Moral Theology), J.C.L., Pontifical Gregorian University, Rome, Italy

Dr. Elizabeth B. Rex (Bioethics), B.A., Columbia University; M.A., Ph.D., Philosophy (Thomistic Ethics), University of Navarra, Spain

Rev. Paul Rothschild (Pastoral Theology), M.Div., Kenrick-Glennon Seminary, St. Louis, MO

Mr. Roy Schoeman (Church History), M.B.A., Harvard University, Cambridge, MA

Mr. Steven Schultz (Theology), M.A., Theology, Holy Apostles College and Seminary

Dr. Thomas P. Sheahen (Theology & Science), Ph.D., Massachusetts Institute of Technology, Cambridge, Massachusetts

Mr. Robert Sizemore (Humanities & Social Sciences), M.S Counseling, Sociology and Education, Southern Connecticut State University, New Haven, CT

Dr. Timothy Smith (Philosophy), Ph.D., Medieval Studies, University of Notre Dame, South Bend, IN

Rev. Randy de Jesús Soto (Sacred Scripture), S.T.L. and S.T.D., Pontifical Gregorian University, Rome, Italy

Dr. Don Sparling (Sacred Theology & Philosophy), Ph.D., University of North Dakota, Grand Forks, ND

Sr. Carla Mae Streeter, O.P. (Theology & Science), Th.D., Theology, Regis College and University of Toronto, Canada

Rev. Jude Surowiec, O.F.M., Conv. (Sacred Scripture), S.S.L., Pontifical Institute of Biblical Studies, Rome, Italy

Mr. Jacob Torbeck (Theology), M.A., Theology, Aquinas Institute of Theology, St. Louis, MO

Mr. Marc Tumeinski (Pastoral Theology), Ph.D. (Cand.), Maryvale Institute (Liverpool Hope University), Birmingham, England

Msgr. James Turro (Sacred Scripture), Ph.D., Ph.D., New York University; S.T.L., Pontifical Institute of Biblical Studies, Rome, Italy

Dr. Alan Vincelette (Philosophy), Ph.D., Philosophy, Marquette University, Milwaukee, WI

Ms. Heather Voccola (Church History), M.A., Theology, Holy Apostles College and Seminary, Cromwell, CT

Mr. Randy Watson (Theology), M.A., Holy Apostles College and Seminary, Cromwell, CT

Ms. Mary L. Welch (Spanish), M.A., Spanish, Trinity College, Hartford, CT

Msgr. Michael Witt (Church History), Ph.D., Modern European History, Saint Louis University, St. Louis, MO

Dr. Philippe Yates (Theology, Philosophy), J.C.D., Pontifical University Antonianum, Rome, Italy

### **Formation Team (Seminary)**

Very Rev. Douglas L. Mosey, C.S.B. - Chair

Rev. Michel Legault, M.S.A.

Sister Mary Anne Linder, F.S.E.

Rev. Luis Antonio Luna Barrera, M.S.A.

Rev. Bradley Pierce, M.S.A.

### **Spiritual Directors (Seminary)**

Rev. Dominic Anaeto (Director of Spiritual Formation)

Rev. Ha Dang

Rev. Gregoire J. Fluet

Rev. Kermit Syren, L.C.

Rev. David Zercie, M.S.A.



## **ABOUT HOLY APOSTLES**

### **History**

Holy Apostles was founded in 1956 in Cromwell, Connecticut, by The Very Rev. Eusebe M. Menard, O.F.M., to provide a college level program of education and formation for men discerning a vocation to the priesthood. Holy Apostles Seminary was then a college level, preparatory seminary, which Father Menard entrusted to

the Missionaries of the Holy Apostles.

In 1972, in accordance with both the directives of Vatican Council II and its responsibilities to the larger Christian community, Holy Apostles broadened its purpose to include undergraduate degrees for men who were not seminarians and for women. Both Associate of Arts and Bachelor of Arts degrees were offered.

The focus of the seminary program was broadened to include a graduate degree program in addition to the undergraduate seminary program in 1978. For the first time, seminarians were able to earn the Master of Divinity degree, and complete the entire program of priestly formation at Holy Apostles.

In 1982, the Master of Arts degree was added to further educate the laity in the faith, and to prepare them to serve in the many ministries of the Church.

The Missionaries of the Holy Apostles invited the Bishops of Connecticut to serve on the Board of Directors with the Bishop of Norwich as Chancellor in 1984. This Episcopal oversight, together with the participation of the Missionaries of the Holy Apostles and lay membership on the Board, blends the charism of the institution with ecclesial and professional expertise.

The Post Master's Certificate in Theology was added in 1998 to enable students to earn a graduate degree beyond the Master of Arts. That same year, the Distance Learning Program was added to allow students to earn a Master of Arts degree in Theology or Philosophy online.

In 2001, non-degree graduate Certificate Programs were expanded to enable students to receive a foundational graduate education.

The Masters of Pastoral Studies program was added in 2009 to enable students to receive training in practical theological fields.

In 2012, the first undergraduate-level courses were made available online.

### **Mission**

The mission of Holy Apostles College and Seminary is to cultivate lay, consecrated and ordained Catholic leaders for the purpose of evangelization.

## **Description**

Holy Apostles, in its college division, provides a Catholic liberal arts education complemented by solid personal formation within a community of priests, religious and laity. The seminary division, while receptive to adult vocations to the priesthood or permanent diaconate, provides all seminarians a college, pre-theology and theology program fully in accord with the United States Catholic Bishops' *Program of Priestly Formation*, 5<sup>th</sup> edition, 2006.

## **Goals**

- To maintain excellence in teaching/learning, research/discovery, and service/engagement through the Liberal Arts, Philosophy and Theology.
- To guide students to integrate their search for truth with a personal relationship to the Fount of Truth.
- To animate the entire college and seminary experience with a recognizable, distinctive, unambiguously Catholic spirit.
- To assist students to formulate a coherent world view based on faith and reason.
- To instill in students a devotion to Liturgy, prayer and service and the cultivation of community as well as excellence in academics.





## **LIBRARY**

The mission of the Holy Apostles College and Seminary Library is to support the academic and formation programs of our college and seminary. The Library is also committed to providing access to information resources that promote lifelong learning.

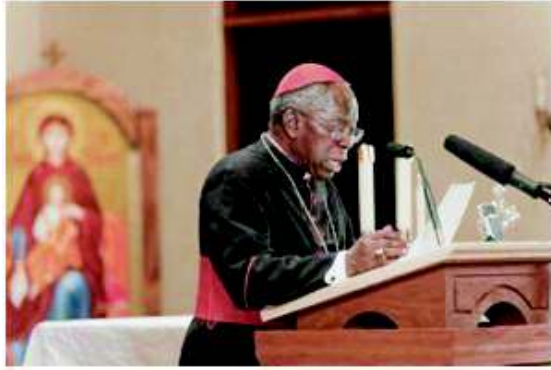
As a Catholic institution of higher education, we strive to preserve our Catholic heritage through carefully defined resource acquisition and collection development policies. The reference and circulating book collections reflect this mission. These collections contain more than 60,000 print volumes with an emphasis on theology, philosophy, bioethics, and the humanities. We retain unique materials in our established special collections and archives departments, including the Pope Benedict XVI Collection, the Pope John Paul II Bioethics Collection, the Archives of the Missionaries of the Holy Apostles, and our College and Seminary Archives.

The Library subscribes to over 200 print and electronic newspapers and serial collections, as well as to specialized Catholic and theological databases and eBooks. The Library also benefits from the digital resources available through the iCONN database program of the Connecticut Library Network (CLN). This unique state-funded service permits our students and faculty to access electronic resources in a variety of subject areas beyond our core collections.

Housed within the Library is a computer classroom. The Library is committed to providing the technology necessary to support the intellectual and spiritual activities of our students and faculty. Continuous upgrades of our computer classroom facility enable our students to conduct research and produce reports on-site. Our wireless networked environment allows students to utilize their own laptops and portable devices to access our library resources. The Library also provides on-going reference services, as well as information and computer literacy programs, to our on-campus and distance learning communities.

As a resource center for the Magisterial documents of the Catholic faith, the Library also recognizes its value to the surrounding communities and places great care in the cultivation of resource sharing. To support this commitment, Holy Apostles College and Seminary Library participates in several interlibrary lending programs. Through the CLN's ReQuest system, we share resources with over 300 participating Connecticut Libraries. As members of the American Theological Library Association (ATLA), we also enjoy reciprocal borrowing privileges with member libraries.





## **THE POPE JOHN PAUL II BIOETHICS CENTER**

The Center was founded in 1982 by the late Rev. Francis J. Lescoe, Ph.D., Msgr. David Q. Liptak, D.Min., and the late Leo Thomas Duffy, M.D. Its purpose is to articulate authentic Catholic teaching with respect to bioethical issues, from technological reproduction to end-of-life decisions. It currently operates under the direction of its surviving founder and director, Msgr. Liptak, and

associate director Rev. Deacon Thomas J. Davis, Jr., J.D., L.L.M. M.A.

The Center has endeavored to impart to Holy Apostles' students a solid Magisterial foundation in medical ethics and bioethical science. Some of the topics discussed in an interdisciplinary model are technological reproduction, the criteria for brain death, genetic engineering, end-of-life decisions, "living wills," stem cell research, cloning, and various legal issues related to bioethics.

In 2010 the Bioethics Center launched a new initiative to make Catholic bioethics resources more readily available to students, scholars and the general public. An enhanced Internet presence provides links to bioethics resources within the Church, including Curial congregations and pontifical academies and councils. Other links connect the extensive prolife resources of the United States Conference of Catholic Bishops, various bioethics organizations, universities, publications, journals, medical associations and more, providing a broad-based and solid Catholic foundation for research and study.

Separate resource sections collect the foundational documents for Catholic bioethics, provide explanation of basic concepts in bioethics and offer selected cultural readings related to bioethics, including plays, novels, short stories, poetry, and essays.

At the center of the Internet resources is a bioethics document library providing collections of papal and Church teaching documents, as well as other documents, including original research, in topics ranging from the origin of human life, genetic manipulation, stem cell research, cloning, assisted reproduction, surrogacy, pregnancy and birth, contraception, abortion, research ethics, end of life issues, assisted nutrition and hydration, anatomical gift issues, brain death, euthanasia, advance medical directives, pharmacological topics, vaccines, family and marriage issues, same-sex attraction, palliative care, conscience protection in health care, marriage issues, same-sex attraction, palliative care, conscience protection in health care, "cooperation" and its limits, legal mandates, nanotechnology and human enhancement research and applications.

A unique feature of the resources is a collection - a library, really - of downloadable advance medical directives proposing instructions for health care, as well as the appointment of health care representatives. These resources represent practical, highly relevant applications of authentic Catholic teaching fully in accord with the latest teaching of the Church.

The Web site also publishes the highly renowned Pope John Paul II Bioethics Center Lecture Series in Bioethics, featuring addresses by some of the leading voices in moral theology and bioethics including William May, Raymond Dennehy, Germain Grisez, Donald Demarco, Rev. Ronald Lawler, Ralph McInerney, Msgr. David Q. Liptak, and, in October, 2010, His Eminence Francis Cardinal Arinze. The lecture is an annual event and aims at providing the finest reflection by outstanding scholars on timely and critical bioethical issues.



## **TUITION AND FEES**

The following tuition and fees apply during the 2013-2014 academic year –

### **Seminarian fees:**

Tuition per semester (up to 18 credits)	\$ 6,500
Tuition per credit (beyond 18 credits)	\$ 325
Room & Board per semester	\$ 5,250
Application fee	\$ 50
Retreat fee	\$ 350
Graduation/Certification fee	\$ 125

Off-Campus student fees (tuition varies by undergraduate/graduate program):

### **Undergraduate**

Semester cost for full-time undergraduate student tuition (12-15 credits)	\$5,200
Tuition per credit	\$ 430
Tuition per course	\$ 1,290
Audit per regular course	\$ 645

### **Graduate**

Tuition per credit	\$ 325
Tuition per course	\$ 975
Audit per regular course	\$ 485
Post Master's Paper	\$ 50

### **Fees**

Application fee (one time)	\$ 50
Graduation/Certification fee	\$ 125
Late Registration fee	\$ 25
MA Comprehensive Testing fee	\$ 80
Registration fee (per semester)	\$ 35
Thesis Reader fee	\$ 200

### **Payment of Fees**

Tuition and other fees are to be paid at the time of registration, by cash, check, Visa or MasterCard to the Business Office. Other payment arrangements should be made with the Business Office. Transcript and thesis fees must be paid at the time of request. Any student who fails to make payment in the specified time frame will be ineligible to receive grades, register for classes or have transcripts released.



### **Refund Policy**

Holy Apostles grants tuition refunds to students who have officially withdrawn from class(es) on the following schedule:

- Prior to first day of classes, 100% refund
- By the first Friday of classes, 75% refund
- By the third Friday of classes, 50% refund
- By the fifth Friday of classes, 25% refund
- After the fifth Friday of classes, no refund

To be considered officially withdrawn from a course, the following steps must be completed:

- Complete an Add/Drop form (may be obtained from the Registrar's Office);
- Have the add/drop form signed by the appropriate instructor or the Academic Dean; and
- Personally submit the add/drop form to the Office of the Registrar

Refunds are granted through the Business Office only. Upon receipt of the proper documentation, the Business Office will issue the refund.

**Financial Aid:** Since Holy Apostles College and Seminary is subject to the U.S. Department of Education's federal refund formula, financial aid recipients who withdraw from a course(s) during the tuition refund period may not receive a refund of their payment, as defined by the school's refund policy stated above. Students should speak with the Financial Aid Office before withdrawing from a course.

**VA/Military Benefits:** If students are receiving VA/ Military Benefits, they should speak with the School Certifying Official before withdrawing from a course.

### **VETERANS (VA) BENEFITS**

This college has 15 programs approved by the State Approving Agency for purposes of educational assistance from the US Department of Veterans Affairs (VA). These include undergraduate degrees, graduate degrees and graduate certificate programs. New students need to contact VA at [1-888-442-4551](tel:1-888-442-4551) (press one for touchtone and then zero to reach a benefits counselor) or at [www.gibill.va.gov](http://www.gibill.va.gov) to obtain information on benefits, to submit a question, to apply initially for benefits or to file a Request for a Change of Place of Training.

Students who are registered for courses in an approved program for an upcoming term need to contact the School Certifying Official at 860.632.3020 to identify the part of the law under which they are claiming VA benefits, to provide their VA file number (and payee number if claiming benefits under Dependents Educational Assistance), and to request that she certify their enrollment to VA for the upcoming term. All inquiries about VA benefits should be submitted through the above points of contact.

Active military personnel should be advised that we have an up-to-date Memo of Understanding (MOU) on file with the Department of Defense and process benefits for all branches of the military. Contact is the School Certifying Official as noted above.

Any student receiving VA/Military Benefits must maintain the minimum requirements of academic performance as cited in this catalog.

Students receiving benefits must successfully complete all degree or certificate requirements within the allotted time span noted elsewhere in this catalog.

To ensure that a student receiving VA/Military Benefits is making the prescribed progress, the Office of the Registrar together with the School Certifying Official shall assess such progress at least once during each semester of enrollment.



## **FINANCIAL AID**

### **Types of Financial Aid Available**

Eligible undergraduate students may be awarded Federal PELL Grants and/or Federal Direct Loans. Graduate students may receive Federal Direct Loans. All financial aid is based on need.

### **Applying for Financial Aid**

In order to receive Federal Financial Aid, a student must take at least six credits, be enrolled in a degree or approved certificate program and be making satisfactory academic progress, as defined elsewhere in the catalogue.

All students wishing to be considered for Federal Title IV Financial Aid must fill out the Free Application for Federal Student Aid (FAFSA) which is located online at [www.fafsa.gov](http://www.fafsa.gov).

In addition to the FAFSA form, students must also fill out the Holy Apostles Financial Aid Application form, available on the website. Contact the Financial Aid office prior to registration to make sure all forms and related documents are in order. The student will receive an award letter upon registration, one copy of which must be signed and returned prior to disbursement of funds. Mandatory Entrance Counseling and Promissory Note can be accomplished at [www.studentloans.gov](http://www.studentloans.gov).

### **How the Funds are Received**

All funds awarded are disbursed electronically in batches of students generally one week apart. This process starts just prior to the beginning of the academic year until completed. Spring disbursements start in January. Funds are credited to each student's account. Any credit balances are refunded to the student within the time prescribed by federal regulations. Any questions regarding overage checks should be directed to the Business Office.

### **Financial Aid Refund Policy**

All students are subject to the Holy Apostles Refund Policy depending on their situation. In addition, all students receiving federal financial aid are subject to the Federal Return of Title IV Refund Formula to determine earned aid as of the withdrawal date.

- If student earned less funds than received, must return unearned funds to Title IV programs.
- If student earned more funds than received, must offer a post-withdrawal disbursement.

This pro rata calculation applies to students who begin and then cease attendance in all classes prior to the scheduled end of the period.

This does not apply to students who drop hours, even to less than half-time enrollment.

This does not apply to students who never begin attendance.

Triggers for the timeframes:

- Performing the federal calculation (30 days)
- Returning unearned funds (30 days)
- Offering student a post-withdrawal disbursement (30 days)
- Notifying student of overpayment due (30 days)
- Delivering a post-withdrawal disbursement (120 days)

## **ACADEMIC REQUIREMENTS AND FINANCIAL AID (SAP Policy)**

To be eligible to receive financial aid at Holy Apostles, a student must be:

- Matriculated
- Enrolled currently as a full-time or part-time student
- Making Satisfactory Academic Progress (SAP)

**Listed below are the credit completion requirements for each enrollment status for undergraduate students.**

<b>Credits Attempted / Enrollment Status</b>	<b>Credit Completion Requirement</b>
12+ units = full-time	12 units
6-8.5 units = 1/2 time	6 units

### **Satisfactory Academic Progress (SAP) Policy**

To remain eligible to receive federal student aid students must meet Satisfactory Academic Progress (SAP) standards as defined by current federal regulations which require that academic progress be monitored for all periods of enrollment **whether or not students have received financial aid.**

Federal regulations require that we measure academic progress toward completion of a degree/certificate program as set by federal, state, and school standards. Recipients of student loans are subject to these standards for renewal of their financial aid eligibility.

- SAP evaluation is based on cumulative HACS coursework as appearing on the student's official academic transcript as well as all accepted transfer credits.
- The review of academic progress will take place at the conclusion of each academic year for all students, however for those receiving financial aid this review will be conducted at the conclusion of each semester.
- Students taking classes during the summer session following the academic year will be reviewed at the conclusion of the summer semester.



### **Three Standards of Progress**

There are three standards of progress – one is grade-based (qualitative) and the other two are time-based (quantitative). A student must be maintaining all three standards to continue to receive financial aid:

1. Grade Point Average (GPA) – Students must meet a minimum cumulative grade point average based on their total attempted credits as follows:
  - ✓ Undergraduate students must maintain a minimum cumulative GPA of 2.0 (C)
  - ✓ Graduate level students must maintain a minimum cumulative GPA of 3.0 (B)
2. Pace of Completion Rate Percentage – All students must successfully complete at least 67% of their attempted credits, including transfer credits, as appearing on their official academic transcripts. This measurement ensures that students will graduate within the maximum time frame explained below. To be counted as successfully completed or earned credits, students must receive a grade of A, B, C, D or P (Pass). Pace is calculated by dividing:

$$\frac{\text{total number of credits successfully completed}}{\text{total number of credits attempted}}$$

3. Maximum Time Frame – Students must complete their educational program of study within a maximum timeframe no longer than 150% of the published length of their educational program of study measured by credit hours. This is measured by credits attempted and includes transfer credits. Thus, for example, a program length of 36 credits must be completed within 54 attempted credits.

The following factors are considered when evaluating a student's SAP:

**ESL courses** do not count in the SAP analysis.

**Remedial courses** taken as credit equivalences do not count in the SAP analysis.

**Repeated courses** are counted in attempted credits and, if successfully completed, earned credits. The highest grade received in the course will be used in the cumulative GPA. A student is allowed to repeat a passed course only once and receive financial aid.

**Withdrawals (W) and Incompletes (I) or Withdraw Failures (WF) or Failures (F)** are counted in the attempted credit hours but are not successfully completed or earned.

**Transfer courses** including credits received during consortium study and applicable to the program of study will be counted as attempted and earned credits. These credits will be used in both the quantitative standards, but not in the calculation of the GPA.

**Consortium Studies** entered into, once a student at HACS, will be counted in all three components of the SAP standards.

**Audited courses** are not considered credits attempted or earned.

**Program changes** – All attempted credits and earned credits (including transfer credits) that can be applied to the new program of study will be considered in calculating the maximum time frame requirements for the new program.

### **SAP Reviews – Warning and Probation Status**

A SAP review is not complete until both the qualitative and quantitative measures have been completed. An institution must review the SAP measurements at least annually at the end of the academic year. At HACS, this SAP review is conducted at the END OF EVERY TERM, *only* for those students receiving financial aid, in order to utilize the Financial Aid Warning status which current regulations leave optional for each institution.

**Warning Status** – Any student who fails to meet any one of the minimum academic standards will be placed on Financial Aid Warning.

- This Warning period will be the student's next semester of enrollment.
- HACS will communicate the Warning status to the student and inform the student that he/she must improve academically to meet the minimum SAP standards by the end of the following semester in order to maintain eligibility for financial aid.
- No action is required of the student.
- Students remain eligible to receive financial aid during this Warning term.
- Only one Warning period is allowed.
- It is possible that a student regains SAP in the following term only to be placed back in a Warning status for the subsequent term. The student could NOT have successive periods in financial aid Warning status.

A student who has ***not met the minimum benchmark*** of academic progress ***after their Warning term*** will automatically ***lose their aid eligibility*** unless they successfully Appeal and are placed on Probation. For those students NOT on financial aid, the process is the same to ensure their success and graduate on time.

**Appeal and Probation Status** - A process by which a student who has not met SAP requirements at the end of his Warning Period may petition HACS for reconsideration of his status as a student and/or his eligibility for financial aid. This appeal is used if the student experienced conditions that affected his academic progress such as illness, injury, death of a relative, or other special circumstances.

Specifications of an Appeal Letter:

- The Appeal Letter should be addressed to the Academic Dean.
- The Letter should provide details as to why the student failed to meet SAP after his Warning term.
- What has changed in the student's circumstances that would allow him to meet SAP at the next evaluation.

- The school has the right to ask for documentation and any obvious documentation should be provided without asking.
- HACS may develop an Academic Plan specific to the student if it is clear that it may take more than one term to regain satisfactory academic standards.
- HACS will respond to an Appeal Letter within 10 business days.

A **successful appeal** places the student in **Probation**

- for the following term if it is determined that the student should be able to meet academic requirements in that term or,
- with an Academic Plan in place, within a specified timeframe.

Aid eligibility continues during probation.

Students who fail to meet SAP after their probationary term

- will lose their financial aid eligibility until they regain the minimum SAP requirements.
- There is only one appeal per student, however
- appeals are not automatically approved and will only be considered for extenuating circumstances.
- A student may also appeal to change their academic plan, however all students must graduate within the 150% maximum time frame.

Warning and Probation are suspensions of academic standards for a minimum period of time. Grades and credits are not eliminated or disregarded in the SAP calculation even though, for a time, a student may fall below HACS's academic progress standard. Students are encouraged and guided at all times to take a manageable course load that will allow them to be successful in their studies and achieve the goal of graduation from Holy Apostles College and Seminary.





## **ACADEMIC POLICIES AND REGULATIONS**

### **Academic Calendar**

The Academic Calendar is posted on a bulletin board near the academic offices and is published in each Course Offerings Bulletin which is available from the Academic Dean's Office and is made available on the institutional website.

### **Registration**

As part of the admission process, students take placement tests in reading, writing and comprehension, then register for courses. A semester's full-time tuition and fees are paid at the time of registration. Tuition only is refundable in accordance with the procedures outlined in the Refund Section. Tuition and general fees are subject to increase without notice.

### **Transfer Students and Evaluation of Transcripts**

For students wishing to transfer academic credits into any of the programs offered at Holy Apostles, the Academic Dean reviews official transcripts for possible transfer of credit.

After transfer credits have been evaluated and the student is admitted, he or she may then register for courses. A semester's tuition and fees are payable at this time. Tuition only is refundable in accordance with the procedures outlined in the Refund Section. Tuition and general fees are subject to increase without notice.

### **Class Attendance**

For lay-undergraduate and lay-graduate programs, there is no college-wide attendance policy that applies to all classes. Each instructor develops and distributes to students his or her own attendance policy during the first week of each semester. The instructor notifies the Academic Dean if a student's absence is excessive. Excessive absenteeism may result in the student's being withdrawn from the course. The student must notify the class instructor and the Academic Dean if he or she is going to be absent for an extended period because of personal emergencies.

Immediately upon returning to classes, a student should discuss with the instructor the academic work missed because of absences. It may be the case, depending upon the extent of the absence, that the work cannot be made up within the semester and an incomplete has to be given. It is the responsibility of any student withdrawn from a course due to poor attendance to contact the Office of the Registrar immediately, so as not to receive a grade of "F". The Business Office handles any refunds which may be due the student.

There is a uniform class attendance policy for seminarian students detailed in the Seminarian Handbook.

Veterans are required by the Veterans' Administration to attend classes on a regular basis regardless of the attendance policy of the instructor. Poor attendance or lack of attendance by a veteran will result in termination of benefits.

### **Absence Policy**

More than three unexcused absences in an on-campus course is considered excessive, and students who have more than three unexcused absences may receive from their instructor a reduced grade for the term.

Students taking courses online must check in with their instructor by the first Wednesday of the semester. Assignments must be submitted per the deadlines provided by the instructor. Students with excessive tardiness or absence are subject to the penalties outlined in the course syllabus up to and including the professor requesting the student be dismissed from the course with the grade of "F". In an effort to assist students who lag behind, professors will also be asked after week 2 and week 6 to identify any students who have not been attending regularly to their assignments.

### **Privacy of Academic Records**

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.

Students should submit to the registrar or academic dean written requests that identify the record(s) they wish to inspect. The registrar or academic dean will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the registrar or academic dean, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

Students may ask Holy Apostles to amend a record that they believe is inaccurate or misleading. They should write the registrar, academic dean or other official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If Holy Apostles decides not to amend the record as requested by the student, Holy Apostles will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the students' education records, except to the extent that FERPA authorizes disclosure without consent.
  - a. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by Holy Apostles in an administrative, supervisory, academic or research, or support staff position; a person or

company with whom Holy Apostles has contracted (such as an attorney, auditor or collection agent); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, Holy Apostles discloses education records without consent to officials of another school, upon request, in which a student seeks or intends to enroll.

- b. Another exception that permits disclosure without consent is the disclosure of directory information, which the law and Holy Apostles define to include the following: a student's name, home and campus address, e-mail address, telephone listing, parents' name and address(es), date and place of birth, major field of study, participation in officially recognized activities, dates of attendance, degrees and awards received, photograph and the most recent previous educational agency or institution attended. This information is generally disclosed only for school purposes, such as news releases, and not to outside vendors.

This exception is subject to the right of the student to object to the designation of any or all of the types of information listed above as directory information in his or her case, by giving notice to the dean of students on or before September 15 of any year. If such an objection is not received, Holy Apostles will release directory information when appropriate.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Holy Apostles to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

*Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, S. W.  
Washington, DC 20202-4605*

Questions regarding FERPA and the procedures followed by the College to comply with the act may be referred to the office of the academic dean or of the registrar.

### **Multiple Submissions Policy**

Any work done for academic credit, in addition to its accurately representing Church teaching, should serve as a substantive demonstration of a student's having been intellectually formed by the class for which he or she is writing. To that end, students may not make multiple submissions of their academic work without first seeking permission from the course professor to whom they desire to submit their work and sharing with that course professor the original work and any comments made on it by the professor to whom it was originally submitted. In the case where the work intended for submission will be sent to two or more course professors for credit in the same semester, permission must be granted in advance by all course professors who will be receiving it. Work that is substantially the same content presented in different formats (e.g., once as an essay for one class and then as a PowerPoint for a different class) is also considered a multiple submission. Violations of this policy may lead to a faculty member's not accepting for credit the work a student has submitted.

## **Grading Policy**

Holy Apostles College and Seminary uses the grading system listed below:

### **Grading System**

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<b>Numerical Grade Range</b>	<b>Letter Grade</b>	<b>Grade Points</b>	
<b>94-100</b>	<b>A</b>	<b>4.00</b>	<b>Excellent</b>
<b>90-93</b>	<b>A-</b>	<b>3.67</b>	<b>Superior</b>
<b>87-89</b>	<b>B+</b>	<b>3.33</b>	<b>Very Good</b>
<b>84-86</b>	<b>B</b>	<b>3.00</b>	<b>Good</b>
<b>80-83</b>	<b>B-</b>	<b>2.67</b>	<b>Better than Average</b>
<b>77-79</b>	<b>C+</b>	<b>2.33</b>	<b>Average</b>
<b>74-76</b>	<b>C</b>	<b>2.00</b>	<b>Satisfactory</b>
<b>70-73</b>	<b>C-</b>	<b>1.67</b>	<b>Less than Satisfactory</b>
<b>60-69</b>	<b>D</b>	<b>1.33</b>	<b>Unacceptable</b>
<b>0-59</b>	<b>F</b>	<b>0.00</b>	<b>Failure</b>
	<b>P</b>		<b>Pass within Pass/Fail framework</b>
	<b>I</b>		<b>Incomplete</b>
	<b>AUD</b>		<b>Audit</b>
	<b>W</b>		<b>Withdrawal</b>
	<b>WF</b>		<b>Withdrawal Failing</b>

## **Grade Change and Appeal of Grade Policy**

The academic transcript reflects all attempts and grades. All grades become final when they have been assigned and reported to the Office of the Registrar. A grade becomes officially recorded when the Registrar so stipulates.

### **Appeal of Grade**

A student who feels that a grade has been unfairly awarded may appeal to the course instructor. If not resolved, an appeal may be made to the Academic Dean. Appeals for grade changes must be made within six weeks after grades have been officially released. If, as a result of an appeal of grade, a grade change is deemed appropriate, such change shall be initiated by either the instructor or the Academic Dean by submitting a completed grade change form to the Office of the Registrar.

### **Grade Change Due to Clerical Error or Satisfaction of an Incomplete**

Except where a grade change is warranted following an appeal of grade, final course grades may be changed only by the instructor of the course and then only if there has been an error in computation, to remove an incomplete or, in highly exceptional circumstances, in response to a request for a Retroactive Grade change (see below). The instructor must submit an official grade change form to

the Office of the Registrar. Upon recording a grade change, the Registrar shall send the student a student copy of the revised academic transcript.

### **Retroactive Grade Change**

A retroactive grade change is a change in grade that occurs after a grade becomes officially recorded that does not result from a clerical error, a change from a grade of “incomplete” or the result of an appeal of grade. A retroactive grade change is an extraordinary action and is granted only in the most compelling circumstances. Such a grade change may not occur unless the instructor who gave the grade initiates the formal process of a retroactive grade change and is approved by the Academic Dean. Retroactive grade changes are not made for students who have graduated.

### **Transcript Request Policy**

Transcripts may be requested from the Office of the Registrar. The request must be in writing in a letter or by sending the Transcript Request Form which can be printed from the website. The fee for transcripts must be paid with the request. The request will be processed within 3 weeks (15 business days).

Official transcripts bear the signature of the Registrar and the School Seal; they are typically sent to potential employers or schools. Unofficial transcripts do not bear the signature of the Registrar or the School Seal; they are issued directly to the student.

### **Diplomas**

Graduating students receive their diplomas in the mail. There is a mailing charge.

### **Honors**

Students in the A.A. (with at least 30 credits from Holy Apostles) or B.A. programs (with at least 60 credits from Holy Apostles), or in the M.A., Post Master's Certificate in Theology, M.Div. or Certificate of Preparation for Ordination programs will be considered by the Academic Dean for Graduation with honors when they complete all degree qualifications with the following cumulative G.P.A.'s:

- 3.50 - with honors, or *cum laude*;
- 3.67 - with high honors, or *magna cum laude*;
- 3.80 - with highest honors, or *summa cum laude*.

Honors will be noted on transcripts and on diplomas.

### **Incomplete Policy**

An Incomplete is a temporary grade assigned at the discretion of the faculty member. It is typically allowed in situations in which the student has satisfactorily completed major components of the course and has the ability to finish the remaining work without re-enrolling but has encountered extenuating circumstances, such as illness, that prevent his or her doing so prior to the last day of class.

To request an incomplete, on-campus students must complete the Incomplete Request Form from the website (Distance Learning students may also download it from the Shared Folder of the Files tab in Populi) and have it signed by the instructor.\*

Students receiving an Incomplete must submit the missing course work by the end of the sixth week following the semester in which they were enrolled. An incomplete grade (I) administratively turns into the grade of “F” if the course work is not completed.

Students who have completed little or no work are ineligible for an incomplete. Students who feel they are in danger of failing the course due to an inability to complete course assignments should withdraw\*\* from the course.

\* Distance learning students must send their form to their professor via email for approval. “Approval” should be understood as the professor responding to the student’s email in favor of granting the “Incomplete” status of the student. On campus instructors will submit the incomplete form to the registrar at the time they submit student grades. Distance Learning instructors will submit the incomplete form to the Distance Learning Office upon finalizing their grades in the learning management system.

\*\*A “W” (Withdrawal) will appear on the student’s permanent record for any course dropped after the end of the first week of a semester to the end of the third week. A “WF” (Withdrawal/Fail) will appear on the student’s permanent record for any course dropped after the end of the third week of a semester and on or before the Friday before the last week of the semester.

### **Credit for Life Experience and Previous Education and Training**

Holy Apostles awards Life Experience credit on the undergraduate level for students who demonstrate a college level knowledge of a course of study offered at Holy Apostles. For specific information regarding Life Experience Credit, students should see the Registrar.

For Veterans, Holy Apostles offers evaluation of Educational Experiences in the Armed Services. When appropriate to a student's degree program, such experiences may be awarded credit. For specific information regarding Educational Experiences in the Armed Services Credit, students should contact the Academic Dean.

### **Accommodating Students with Disabilities**

Holy Apostles College & Seminary is committed to the goal of achieving equal educational opportunities and full participation in higher education for persons with disabilities who qualify for admission to the College. Most of the facilities are accessible and special accommodations may be made in modes of answering and time allotted for testing. **It is the responsibility of the student to notify the institution in the space provided on the application of any special accommodations they require.** Students with documented disabilities requiring special accommodations should request information and/or receive a copy of our Disability Services Handbook from the Office of the Academic Dean. Requests for academic or financial accommodations must be made prior to the application deadline to allow the institution sufficient time to make any necessary adjustments.

In the case of online students, the Distance Learning program pursues all applicable requirements of the American Disabilities Act as concerns its adherence to Universal Design principles.

## **Disability Resource Center**

Federal law requires that institutions of higher education provide reasonable classroom (and other) accommodations to students with disclosed disabilities.

Under federal law, i.e., the Americans with Disabilities Act (ADA), students at the collegiate level, must self-disclose with respect to any disability and must request accommodations with respect to any such disclosed disability. To comply with the ADA, new students are informed at Orientation about Holy Apostles' Disabilities Resource Center. In addition, all instructors will include an ADA statement on their syllabi so that students know where to go for assistance.

Students must complete a disclosure form and submit it to the Academic Dean along with a copy of his/her most recent evaluation. The age of the most recent evaluation can be no older than 3 years (an ADA minimum requirement). Once reviewed, the Academic Dean will schedule a meeting with the student to discuss the accommodations that will be granted and an accommodation agreement is completed and signed. The student should bring to this meeting, documentation of the disability as well as any other supporting documentation. The documentation must specifically identify the disability and describe the academic limitations associated with it. It must be on letterhead and signed by a certified professional with expertise in the field of the disability. Documentation look back period cannot exceed three years. All medical records and learning assessments will be kept confidential. Once signed, both the student and the Academic Dean get a copy of that agreement along with any instructors the student has for the semester.

The student will also be provided with a copy of our grievance procedures and have access to a representative from the Disabilities Resource Center (DRC) who will serve as an advocate for the student. The student must notify the DRC representative in the event that accommodations are not being followed in the classroom.

The student will also be required to sign a confidentiality waiver which allows the Academic Dean to share information regarding the disability with those identified as key personnel at Holy Apostles.

If accommodations are refused, a refusal form is completed and sent to the student. The student may then grieve that decision using the grievance procedures.

The DRC handbook is available for download on our website.

## **Measles, Mumps, Rubella, Meningitis and Varicella Immunization Policy**

Connecticut state law requires that all full-time or matriculated students born after December 31, 1956 must have been:

- inoculated against Rubella (German Measles) after they were one year old;
- inoculated against Measles also after they were one year old, but after January 1, 1969; and
- inoculated against mumps and varicella.

Students must also have received a second inoculation against Measles, at least one month after the first inoculation but after 1979.



Students who attend classes on campus must present official documentation of immunity before they can begin. Students who graduated from a Connecticut high school may be exempt from providing proof.

Proof of immunity to **Measles** (Rubella) means students must provide proof of one of the following:

- Documentation of two measles (or MMR) immunizations (one after the student's first birthday and after January 1, 1969, and one at least 28 days later).
- Documentation of positive measles titer (blood test).
- Documentation of date of measles disease by the student's healthcare provider.
- Completion of the form that states that the student will not receive vaccines on because of religious, strong moral or ethical convictions.
- Completion of the form signed by a healthcare provider that indicates that vaccination is medically inadvisable and the reasons for the same.
- Date of birth is prior to January 1, 1957.

Proof of immunity to **Mumps** means students must provide proof of one of the following:

- Documentation of two mumps (or MMR) immunizations (one after the student's first birthday and after January 1, 1969, and one at least 28 days later).
- Documentation of positive mumps titer (blood test).
- Documentation of date of mumps disease by the student's healthcare provider.
- Completion of the form that states that the student will not receive vaccines on because of religious, strong moral or ethical convictions.
- Completion of the form signed by a healthcare provider that indicates that vaccination is medically inadvisable and the reasons for the same.
- Date of birth is prior to January 1, 1957.

Proof of immunity to **Rubella** means students must provide proof of one of the following:

- Documentation of two rubella (or MMR) immunizations (one after the student's first birthday and after January 1, 1969, and one at least 28 days later).
- Documentation of positive rubella titer (blood test).
- Documentation of date of rubella disease by the student's healthcare provider.
- Completion of the form that states that the student will not receive vaccines on because of religious, strong moral or ethical convictions.
- Completion of the form signed by a healthcare provider that indicates that vaccination is medically inadvisable and the reasons for the same.
- Date of birth is prior to January 1, 1957.

Proof of immunity to **Varicella** (Chicken Pox) **ONLY THOSE STUDENTS WHO WERE BORN AFTER January 1, 1980 ARE REQUIRED** to provide proof of one of the following:

- Documentation of two varicella (chickenpox) immunization (one on or after the student's first birthday, and one at least 28 days later).
- Documentation of positive varicella titer (blood test).
- Documentation of date of varicella disease by the student's healthcare provider.
- Completion of the form that states that the student will not receive vaccines because of religious, strong moral or ethical convictions.



- Completion of the form signed by a healthcare provider that indicates that vaccination is medically inadvisable and the reasons for the same.

Holy Apostles does not require proof of measles and rubella immunization before enrolling any full-time or matriculating students who (1) have graduated from Connecticut public or private high schools in 1999 or after, (2) were exempt from providing proof of immunization when enrolled in those schools for religious reasons or because immunizations would be medically contra-indicated, (3) are enrolled in the Distance Learning program and are pursuing a degree entirely online.

For additional information and/or to obtain immunization forms, contact the Office of the Registrar at (860) 632-3022.

### **Course Withdrawal Policy**

This Course Withdrawal Policy shall apply to students at both the undergraduate and graduate levels of study.

#### **During the First Week of Classes**

During the first week of classes, a non-seminarian student may withdraw from a course by notifying the Registrar. To provide such notice, the student must complete a Course Withdrawal Form (attached hereto) and submit it to the Registrar's Office.

During the first week of classes, a seminarian student may withdraw from a course with the permission of the Academic Advisor by submitting a Course Withdrawal Form to the Registrar's Office signed by the Academic Advisor.

If a student withdraws from a course during the first week of classes, no notation on the transcript will be made.

#### **After the First Week of Classes**

After the first week of classes, a non-seminarian student who wishes to withdraw from a class must seek the permission of the Academic Dean.

A seminarian student who wishes to withdraw from a class after the first week of classes must seek the permission of one or more school officials (Academic Dean; Academic Advisor; or President/Rector), depending on the number of weeks into the semester such permission to withdraw is sought as described below. A fully completed and properly signed Course Withdrawal Form must be submitted to the Registrar's Office by the student.

A non-seminarian or seminarian student seeking to withdraw from a class after the first week of classes must complete a Course Withdrawal Form and must including the appropriate signature(s). The completed and signed Course Withdrawal Form must then be submitted to the Registrar's Office by the student.

The Registrar shall forward a copy of the processed form to the course professor. If a non-seminarian or seminarian student withdraws from a course after the first week of classes, the following permissions are required and the following notations shall be entered on the student's transcript:

**After End of 1<sup>st</sup> Week to End of the 3<sup>rd</sup> Week of Classes**

- Non-seminarians need Academic Dean's signature;
- Seminarians need Academic Dean's and Academic Advisor's signature;
- A notation of "W" (Withdrawal) will appear on the student's transcript.

**After End of 3<sup>rd</sup> Week to End of the 5<sup>th</sup> Week of Classes**

- Non-seminarians need Academic Dean's signature;
- Seminarians need Academic Dean's and Academic Advisor's signature;
- A notation of "WF" (Withdrawal/Fail) will appear on the student's transcript.

**After End of 5<sup>th</sup> Week of classes**

- Non-seminarians need Academic Dean's signature;
- Seminarians need the Academic Dean's and the President/Rector's signature.
- A notation of "WF" (Withdrawal/Fail) will appear on the student's transcript.

No withdrawals will be permitted after the Friday before the last week of classes.

A student who does not attend classes and does not submit a properly completed Course Withdrawal Form to the Registrar's Office in a timely manner will receive a grade of "F" for such course.

Courses that do not meet for 15 weeks will have proportionate withdrawal schedules.

Course Withdrawal Forms are available in the Registrar's Office.

Withdrawals are considered official as of the date the completed and signed Course Withdrawal Form is filed with the Registrar's Office.

Failure to follow these procedures will result in a grade of "F" and forfeiture of any refund.

*WARNING: If applicable, the Registrar is required to notify the VA Coordinator and/or the Financial Aid Office of any reduction of course load that affects a student's full-time/part-time status. The VA Coordinator and/or the Financial Aid Office will be notified of the number of credit hours dropped, the effective date of drop, and the student's status after the reduction in course load.*

**Academic Probation and Dismissal Policy**

A freshman student in the A.A. or B.A. programs who does not maintain an average above 2.0 for two semesters will be liable to academic probation. Sophomores, juniors, and seniors must maintain an average of 2.0 or better. Those who incur a "D" in two major subjects are automatically placed on academic probation and must discuss their progress with the Academic Dean each month for the next semester.

All students in the M.A., Non-degree Graduate Certificate, or Post Master's Certificate in Theology programs must maintain a cumulative G.P.A. of 3.0 throughout the program. Any student who does not maintain a cumulative G.P.A. of 3.0 may be withdrawn from the program until such time as he or she has improved the cumulative G.P.A. to required specifications. M.Div. or Certificate of Preparation for Ordination students who do not maintain an average above 2.0 for two semesters may be withdrawn from the program.

Any student who falls slightly short of the prescribed standards may be allowed, under certain circumstances, to continue studies on probation, with the understanding that degree candidacy will not continue until work has improved. Students who do not maintain the minimum required G.P.A. after three semesters are liable to academic dismissal.

Academic probation and academic dismissal will be noted on transcripts.

## **Academic Grievance Policy and Procedures**

### **A. Coverage**

1. Any Holy Apostles' undergraduate or graduate student who believes that he or she has been subjected to an improper decision on an academic matter other than matters related to grading<sup>1</sup> is entitled to file a grievance to obtain an independent review of the allegedly improper decision, followed by corrective action if appropriate. A grievance is a complaint in writing made to an administrative officer of Holy Apostles concerning an academic decision, made by a person or group of persons acting in an official capacity at Holy Apostles that, it is alleged, directly and adversely affects the student as an individual in his or her academic capacity.
2. Grievance procedures apply only in those cases involving a perceived academic impropriety arising from a decision taken by: (1) an individual instructor; (2) the Registrar, the Academic Dean, the Faculty Senate Committee or subcommittee charged to administer academic policies of Holy Apostles. They do not pertain to complaints expressing dissatisfaction with a policy of general application challenged on the grounds that the policy is unfaith or inadvisable. Such procedures also do not apply to matters regarding assigned grades (see, Footnote 1)

### **B. Grievance and Appeal Procedures**

1. *Informal Attempts at Resolution:* the student first should discuss the matter, orally or in writing, with the individual most directly responsible. If no resolution results, the student should then consult with the Academic Dean. Efforts should be made to resolve the issues at an informal level without the complaint escalating to the status of a formal grievance.
2. *The Filing of the Grievance:*
  - i. If informal means of resolution prove unsatisfactory, the student should set forth in writing a statement of the decision that constitutes the subject matter of the dispute, the grounds on which it is being challenged, and the reasons why the grievant believes that the decision was improperly taken. The statement should also include a description of the remedy sought and the informal efforts taken to date to resolve the matter. It is at this point that the complaint becomes a formal grievance. The grievance should include an allegation of any adverse effects on the grievant, known to the grievant at the time of filing.
  - ii. The grievance document should be submitted to the Academic Dean; for a grievance concerning a decision of the Academic Dean or of the Senate Faculty committee or subcommittee, the procedures set forth herein for grievances and appeals shall be modified as stated in Section C below. A grievance must

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<sup>1</sup> Students must follow the procedures outlined in Holy Apostles' policy entitled *Grade Change and Appeal of Grade Policy* to appeal any decision regarding an assigned grade

be filed in a timely fashion, that is, normally within 30 days of the end of the academic semester in which the adverse decision occurred or should reasonably have been discovered. A delay in filing a grievance may, taking all circumstances into account, constitute grounds for rejection of the grievance.

3. *The Response to the Grievance:*

- i. The Academic Dean shall consider the grievance. The Academic Dean may attempt to resolve the matter informally or make whatever disposition of the grievance that he or she deems appropriate. The Academic Dean may, in appropriate cases, remand the grievance to a lower administrative level (including to the level at which the grievance arose) for further consideration.
- ii. The Academic Dean may also refer the grievance, or any issue therein, to any person (the “grievance officer”) who shall consider the matter and report to the Academic Dean as the latter directs. The Academic Dean shall inform the grievant (and the party against whose decision the grievance has been filed) in writing of any referral of the matter and shall specify the matters referred, the directions to the person or persons to whom the referral is made (including the time frame within which the person is to report back to the Academic Dean), and the name of that person.
- iii. In undertaking the review, the Academic Dean or the grievance officer may request a response to the issues raised in the grievance from any individuals believed to have information considered relevant, including faculty, staff and students.
- iv. Should attempts to resolve the matter informally not be successful, the Academic Dean shall decide the grievance, and shall notify the grievant (and the party against whose decision the grievance has been filed) in writing of the disposition made of the grievance and the grounds for the disposition at the earliest practicable date after his or her receipt of the grievance.
- v. Normally, no more than 60 days should elapse between the filing of a grievance and the disposition by the Academic Dean. If, because of absence of key persons from the campus or other circumstance or exigencies (including those due to breaks in the academic calendar), the Academic Dean decides that disposition on that schedule is not possible, he or she shall inform the grievant (and the party against whose decision the grievance has been filed) of that in writing, giving the grounds therefore and an estimate of when a disposition can be expected.

4. *The Filing of an Appeal:*

- i. If the grievant is dissatisfied with the disposition of the grievance at the Academic Dean level, either on substantive or on procedural grounds, he or she may appeal in writing to the President/Rector.
- ii. The appeal must specify the particular substantive or procedural bases of the appeal (that is, the appeal must be made on grounds other than general dissatisfaction with the disposition) and must be directed only to issues raised in the grievance as filed or to procedural errors in the grievance process itself, and not to new issues. The appeal shall contain the following:
  1. A copy of the original grievance and any other documents submitted by the grievant in connection therewith.
  2. A copy of the determination made by the Academic Dean on that grievance.
  3. A statement of why the reasons for the determination of the Academic Dean are not satisfactory to the grievant. This statement should

specifically address the matters set forth in the Standards for review in Section D below.

- iii. The grievant shall file his or her appeal at the earliest practicable date after the grievant's receipt of the determination by the Academic Dean. Normally no more than 30 days should elapse between the transmittal of the Academic Dean's decision on the grievance and the filing of the appeal. A delay in filing an appeal may, taking all circumstances into account, constitute grounds for rejection of the appeal.

5. *The Response to the Appeal*

- i. The President/Rector may attempt to resolve the matter informally, or refer the appeal, or any issue thereof, to any person (the "grievance appeal officer") who shall consider the matter and report to the President/Rector as the latter directs. The President/Rector may also, in appropriate cases, remand the matter to a lower administrative level (Including to the level at which the grievance arose) for further consideration.
- ii. The President/Rector shall inform the grievant (and the party against whose decision the grievance has been filed) in writing of any referral of the matter and shall specify the matters referred, the directions to the person to whom the referral is made (including time frame within which the person is to report back to the President/Rector), and the name of that person.
- iii. Should attempts be made to resolve the matter informally not be successful, the President/Rector shall decide the appeal, and shall notify the grievant (and the party against whose decision the grievance has been filed) in writing of the disposition made of the grievance and the grounds for the disposition at the earliest practicable date after his or her receipt of the appeal. The decision of the President/Rector shall be final.
- iv. Normally no more than 45 days should elapse between the filing of the appeal and the disposition by the President/Rector. If, because of absence of key persons from the campus or other circumstance or exigencies (including those due to breaks in the academic calendar), the President/Rector judges that disposition on that schedule is not possible, he or she shall inform the grievant (and the party against whose decision the grievance has been filed) of the fact in writing, giving the grounds therefore and an estimate of when a disposition can be expected.

C. Grievances Concerning Decisions of the Academic Dean or of a Senate Committee or Subcommittee

- 1. For a grievance concerning a decision of the Academic Dean or the Faculty Senate committee or subcommittee, the grievant shall file his or her grievance with the President/Rector, rather than with the Academic Dean, and the President/Rector shall handle that grievance in accordance with the procedures set forth in Section B(3) above.
- 2. There shall be no appeal of the President/Rector's disposition of that grievance.

D. Standards for Review and Procedural Matters

- 1. The review of grievances or appeals shall usually be limited to the following considerations:
  - i. Were the proper facts and criteria brought to bear on the decision? Were improper or extraneous facts or criteria brought to bear that substantially affected the decision to the detriment of the grievant?

- ii. Were there any procedural irregularities that substantially affected the outcome of the matter to the detriment of the grievant?
  - iii. Given the proper facts, criteria, and procedures, was the decision one which a person in the position of the decision maker might reasonable have made?
2. The time frames set forth herein are guidelines. They may be extended by the relevant administrative officer in his or her discretion for good cause.
3. Questions concerning the filing and/or appeal of grievances should be directed to the Office of the President/Rector

If all institutional avenues in this grievance process have been exhausted, and the student's concern has remained unaddressed, students are encouraged to contact the complaint office in their state as listed in Appendix A of this catalog.

Additionally, students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by Holy Apostles to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

*Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, S. W.  
Washington, DC 20202-4605*

Questions regarding FERPA and the procedures followed by the College to comply with the act may be referred to the office of the academic dean or of the registrar.

### **Leave of Absence Policy**

Holy Apostles offers students in good standing, as defined by Holy Apostles' uniform suspension policy and not subject to disciplinary action, the opportunity to request an academic leave of absence. The academic leave of absence is designed for the student who wishes to be away from his/her academic endeavors at Holy Apostles for one or more semesters but intends to return at a later date. Reasons students take a leave include: health issues, financial difficulties, study abroad opportunities, familial obligations and personal issues.

Undergraduate students considering taking a leave of absence are encouraged to talk with the Academic Dean or the Registrar about options, the process of taking a Leave of Absence and the procedure and timeline of seeking readmission.

### **Military Leave of Absence Policy**

Holy Apostles College & Seminary supports its students who are on active duty or members of a military reserve unit or the National Guard and are called into active military service by the United States. To assist them as well as protect and safeguard their status as students, Holy Apostles has adopted the following guidelines:

Leave of Absence from Holy Apostles College and Seminary:

- A student in good standing should immediately file a request for a leave of absence with the academic dean along with a copy of the military orders.



- If granted, the leave of absence generally will be granted for one year. The academic dean is, however, encouraged to grant any request to extend the leave of absence should military service require more than one year. To facilitate the return process, the Academic Dean's Office will notify the Registrar so the student's record will be flagged as a leave of absence for military service.
- The student will receive a full refund of tuition and fees paid to Holy Apostles if the request for a leave of absence/withdrawal for military service is filed prior to the last day to drop classes.
- The student will have a choice of three options if the request for a leave of absence/withdrawal is received after the last day to drop classes:
  - a. A full refund of tuition and fees, no credit awarded for work completed during the semester
  - b. An Incomplete grade in all courses with the right to complete all coursework at a future date without further payment of tuition or fees and a designation that the incomplete was incurred due to active military service.
  - c. A grade in each course, if the professor of each class believes sufficient work has been completed.

Options b & c may be combined should circumstances warrant.

All applicable financial aid awards will be refunded to the appropriate agencies, and repayments of federal student loans will be calculated in accordance with federal guidelines.

While Holy Apostles will make every effort to accommodate students returning from active duty, placement in certain programs cannot be guaranteed.

Students will be required to return university property, such as keys, computer equipment, and library books in order to receive a refund or re-enroll.

Re-enrollment for Military students:

- A student shall be guaranteed a place in a class at the beginning of the semester in which they seek to re-enroll.
- If a student elected to take an incomplete in a course, the student upon re-enrollment should complete the courses within the first six weeks. If the course is no longer offered or if the faculty member is no longer with Holy Apostles, the returning student will receive a full tuition credit for a replacement course.

A policy cannot address every circumstance that may arise when students are called to active duty. A student should consult with the Academic Dean. Appeals of a decision by the Academic Dean may be made to the President/Rector.

### **Re-Admittance Policy**

Readmission is the act of restoring active-student status to former students who have withdrawn from Holy Apostles or had their student matriculation interrupted by a lapse of their student status

(for failure to pay fees, failure to satisfy the entry level writing requirement, failure to enroll in future semesters, or failure to graduate).

#### Readmission Criteria:

A student who left Holy Apostles in good standing and is seeking to return under the same major on record will be automatically approved for readmission to that major provided:

- the student is not on probation or subject to disqualification from an accredited institution he/she may have attended during their time away from Holy Apostles,
- all applicable official transcripts from institutions of higher education are submitted six weeks before the term of readmission to the Office of the Registrar, and
- the Statement of Legal Residence petition is resubmitted.

A student who has petitioned to be readmitted (but under a different major) must also obtain the approval of the Academic Dean. Transfer to "undeclared" status will not be permitted if the student's class standing would be equivalent to junior standing or higher.

Readmittance to another academic program after attaining senior standing (90 units) will also not be permitted. Students who are not allowed to transfer to another accredited institution will not meet the criteria for readmittance. Additionally, students will not be permitted to return to Holy Apostles if they carry an equivalent cumulative transfer GPA less than a 2.0 (undergraduate) or 3.0 (graduate) at another accredited institution after leaving Holy Apostles.

For graduate level students, the G.P.A. earned must be a minimum of 3.0 (out of 4.0).

Students who wish to apply for re-admittance to Holy Apostles should petition the Office of the Academic Dean in writing and have official transcripts forwarded to the office. The Academic Senate will review each case and make a decision. Holy Apostles reserves the right to refuse re-admittance to any academically dismissed student.

A student dismissed from the Seminary Division program will not be considered for re-admittance for a minimum of two years.



#### **Course Audit Policy**

With the permission of the instructor, students who wish to take a course at Holy Apostles for personal interest, and are not interested in receiving credit, may audit courses. Students auditing a course are expected to regularly attend class and do all relevant readings. Any auditing student who does not meet such requirements may be withdrawn from the course at the instructor's request.

No student may audit more than two courses in a given semester. Audits are recorded on transcripts.



## **Reinstatement Policy**

Reinstatement is the act of restoring active-student status to former students who left Holy Apostles in academic difficulty (academic probation, special probation, subject to disqualification, or academically dismissed). It is expected that all official transcripts from other institution(s) with course work for all terms prior to the current semester would be submitted with the reinstatement application, and that a final set of official transcripts then be provided to Holy Apostles at the conclusion of that current semester of enrollment demonstrating the completion of an acceptable number of units (normally 24 semester units).

Any decision by Holy Apostles to accept the application of reinstatement will be provisional until Holy Apostles has received the final official transcripts showing the academic performance of the current term of attendance at another institution(s) of higher education.

All final decisions for reinstatement will be made by the Academic Dean. It is possible that if the student's academic performance at another institution does not meet the expectations outlined by the application for reinstatement, the decision to be reinstated could be revoked by the Academic Dean.

Reinstatement of a student who has been dismissed the for the college will be at the discretion of the Academic Dean. If a reinstatement is approved, the student will be monitored on probation by the Academic Dean for minimum of one semester.

No petition for reinstatement will be considered if a student is academically dismissed for a second time at any time after initial reinstatement.

## **Transfer Students**

Holy Apostles accepts transfer credits from accredited colleges for all degree and certificate programs, provided the credits are in courses applicable to the particular degree program being pursued at Holy Apostles. Acceptance of transfer credits is at the discretion of the Academic Dean.

The number of transfer credits accepted into each degree program is as follows:

Associate of Arts	30
Bachelor of Arts	90
Master of Arts	6
Non-Degree Graduate Certificate	0
Post Master's Certificate in Theology	6
Master of Divinity	60
Certificate of Preparation for Ordination	60

Transfer credits must not have already been applied to a degree, except in the case of credits assigned to an Associate's degree being used toward the B.A. program at Holy Apostles.

Students intending to transfer credits must apply for Advanced Standing at the time of matriculation. Advanced Standing allows a student to enter Holy Apostles College as a first time student, while entering a program with a higher class status than first semester, first year, due to transferred credits. All official transcripts must be received by the Registrar by the time of matriculation for transfer credits to be considered.

To transfer credits from courses at another academic institution simultaneously with a program at Holy Apostles, the student must have the prior permission of the Academic Dean as concerns the selection of courses. Official transcripts must be sent to the Office of the Registrar as soon as the courses are completed.

It is the policy of Holy Apostles not to accept any undergraduate credits for transfer which carry a grade of less than a C- grade or any graduate credits carrying less than a B grade.

### **Matriculation**

It is the policy of Holy Apostles that students (including personal interest students) matriculate into a degree or certificate program no later than upon completion of six credits, or one semester, whichever comes last. No one may matriculate immediately prior to graduation. Students must be in a program for at least one year before graduation.

It is the policy of Holy Apostles that a student's status towards program requirements is based upon the program requirements stated in the catalogue current at the time a student begins course work.

### **Personal Interest Students**

Holy Apostles welcomes students who take courses for personal interest and/or audit. Every personal interest student who is not seeking a degree or certificate may take as many credits as he or she wishes, provided he or she meets the basic requirements of academic performance.



### **Student Conduct**

Holy Apostles College and Seminary has adopted a Student Code of Academic Conduct Policy to protect the rights of students, faculty, and staff at Holy Apostles. This code ensures that the learning community at Holy Apostles is one characterized by mutual respect, civility and good citizenship.

All Holy Apostles' students, both oncampus and online, as members of the academic community, are expected to accept and adhere to these high standards of personal conduct.

Students shall:

- Treat all members of the academic community with courtesy, respect and dignity.
- Comply with directions of College and Seminary officials acting in the performance of their duties.
- Treat the campus itself with respect, including buildings, grounds and furnishings.
- Respect the rights and property of other members of the academic community.
- Fulfill their obligations through honest and independent effort and integrity in academic and personal conduct.
- Accept responsibility for and the consequences of their actions and encourage responsible conduct in others.

- Respect the prohibition of possession, consumption, distribution and provision of alcohol on campus and the illegal possession, use, distribution and provision of controlled substances.
- Abide by all published policies including but not limited to those that appear in Holy Apostles' Catalog and Student/Seminarian Handbooks.
- Refrain from any contact with firearms on campus and from tampering with fire safety equipment in campus buildings.
- Have no firearms, weapons or any other item designed to inflict harm or damage on campus.

The Student Code of Academic Conduct, as well as the guidelines outlining the adjudication of conduct-related offenses provided below, applies to all Holy Apostles' students and seminarians.

### **Academic Integrity**

Holy Apostles expects students to fulfill their academic obligations through honest and independent effort. In a community of scholars committed to truth, dishonesty violates the code of ethics by which we live and is considered a serious offense subject to strong disciplinary actions. Academic misconduct includes but is not limited to the following:

- Knowingly furnishing false or misleading information.
- Falsification, alteration or misuse of college forms or records.
- Any joint effort in examinations, assignments or other academic activity unless authorized by the instructor.
- Plagiarism in any form; using another's phrase, sentence or paragraph without quotation marks; using another's ideas or structure without properly identifying the source; or using the work of someone else and submitting it as one's own. For more detailed information, please consult Holy Apostles' *Policy on Plagiarism and Cheating*, which is incorporated by reference herein.
- Violating any provision contained in Holy Apostles' *Information Technology Appropriate Use Policy*.
- Willfully aiding another in any act of academic dishonesty. Holy Apostles is equally concerned about the interpersonal social relationships that affect the learning environment. Respect for the conditions necessary to enhance learning is, therefore, required.

### **In-Class Conduct**

Students are expected to conduct themselves on campus and in class so others are not distracted from the pursuit of learning. Discourteous or unseemly conduct may result in a student's being asked to leave the classroom. Persistent misconduct on the part of a student is subject to disciplinary action. Some examples of classroom misconduct that will not be tolerated include, but are not limited to the following:

- Disorderly conduct
- Harassment
- Verbal abuse
- Assault
- Interference with the educational opportunity of other students
- Attending class under the influence of alcohol or other drugs



### **Personal Conduct**

Students may be disciplined for conduct, which constitutes a hazard to the health, safety, or well-being of members of the college community or which is deemed detrimental to the interests of the college and seminary. These sanctions apply whether or not such conduct occurs on campus, off campus, at college-sponsored or non-college-sponsored events. Disciplinary action may be taken regardless of the existence of any criminal proceedings that may be pending.

### **Responsibility of Faculty**

The faculty is responsible for teaching courses and is governed by its own legislation. This section is offered here as advice on means for maintaining a spirit of integrity and academic honesty. The following recommendations are made for the faculty:

- Clearly inform students of course and grading requirements and of standards of scholarship and conduct to be observed on assignments.
- Use examination formats that discourage academic misconduct.
- In cooperation with the administration, try to minimize problems arising from crowded examination conditions. Alternate seating should be provided during examinations when possible.
- Call attention to the Student Code of Academic Conduct and take other steps to reinforce a sense of honesty and integrity in students.
- Tell students how to report violations of the Code.
- Monitor examinations. A monitor is an individual (instructor, teaching assistant or designated student) who is present in the room during examinations to answer students' questions and to assist students in their efforts to follow the Code of Academic Conduct. A monitor who observes students violating the Code can tell them to cease, record their names, and report them to the Office of the Academic Dean. Students cannot be prevented from completing an examination simply because it is suspected that they have cheated.
- Use grades to evaluate academic performance, not as punishment for unethical behavior. A grade of "O" or "F" may be assigned to examinations or assignments on which cheating, plagiarism or any other form of academic dishonesty is admitted or determined to have occurred by proper adjudication. If the student admits or is determined after adjudication to have committed a violation of the Code of Academic Conduct which does not involve dishonesty, the faculty member may assign an appropriate grade penalty for the misconduct.

### **Reporting Violations and Judicial Procedures**

All alleged violations should be reported by faculty members to the Office of the Academic Dean. Centralization of authority, responsibility and record-keeping is essential for fair and impartial administration of the Student Conduct Code. Students should report cases to the instructor or to the Academic Dean. The Academic Dean shall inform the instructor of alleged violations that have been reported by students.

Where cheating is discovered or suspected, the instructor should inform the student(s) involved and undertake an investigation of the matter. If the instructor is then convinced that a violation did occur, the following procedure should be used:

If the student admits a violation, the instructor may assign a grade of "O" or "F" to the examination or assignment on which cheating, plagiarism or other academic dishonesty occurred. If the student admits a violation of this Code not involving dishonesty (e.g. talking during an exam, but not sharing answers), the faculty member may assign an appropriate grade penalty. In either case, the name of the student and a brief description of the incident should be reported to the Academic Dean for determination of the appropriate disciplinary penalty. Reporting is essential to assure that repeat offenders are penalized accordingly.

If the student does not admit a violation, the instructor should refer the case to the Academic Dean, who will attempt to resolve the matter informally and, if necessary, arrange for adjudication by a faculty-student committee.

Any contested accusation of cheating, plagiarism or other academic misconduct in an examination or assignment submitted by a student to satisfy course requirements will be adjudicated by a faculty-student committee appointed by the Academic Dean in consultation with the President/Rector of Holy Apostles. In this case, the instructor should withhold the student's grade until after adjudication.

If, after adjudication, the student is found in violation, the grade should be assigned in accordance with paragraph 7 under "Responsibility of Faculty," supra. If there is no violation, the instructor shall assign a grade based on the quality of the work completed. A student who is dissatisfied with the decision in his or her hearing may appeal the decision.

Grades are an evaluation of academic performance, and their assignment is a responsibility resting solely with the faculty consistent with the authority granted to the Academic Senate by the Regents. The assignment of "O" or "F" to work or tests in which academic dishonesty or other academic misconduct has occurred is based on the premise that the examination or assignment cannot be regarded as the student's own work and thus is invalidated and/or the student's violation is unfair and/or disruptive and thus harmful to the instructor and others in the class. The instructor shall not apply a more severe grade adjustment than recording a "O" or "F" on the specific assignment or test on which misconduct occurred. Where an instructor has referred a case for adjudication but has not received a report confirming a violation at the time that the course grades are due, submit a grade of "I" for the student on the grade report form.

Specific procedures to be followed in the adjudication of cases of academic misconduct have been established by Holy Apostles. Procedural fairness is basic to the proper enforcement of Holy Apostles' policies and campus regulations. Procedures must ensure fairness not only for students accused of academic dishonesty but also for victims of dishonest acts, e.g., other students. The confidence of students and instructors in the procedures must be maintained.

### **Campus Safety Disclosure**

In accordance with the Connecticut Safety Act (Public Act 90-259), the Holy Apostles College and Seminary Campus Security Policy and Crime Statistics are available upon request from the Office of the Academic Dean or the Business Office.

### **Summer Session**

Holy Apostles College and Seminary offers a fifteen week summer session for undergraduate and graduate students through our Distance Learning Department. There are no courses offered on campus during the summer session. Please contact the Distance Learning office directly for more information on summer course offerings.

### **Out of State Contact Information for Distance Learning Students**

See Appendix A at the end of this catalog.



## **THE SEMINARY**



In its preparation of men for the priesthood, Holy Apostles Seminary is committed to providing solid formation in all aspects of seminary life, in accord with the directives of the Catholic Church. It is guided by the norms established by the Holy See, notably in the Apostolic Exhortation of Pope John Paul II, *Pastores Dabo Vobis* (1992), and by the norms established by the American Bishops in the Program for Priestly Formation.

Each of the areas of priestly formation specified in the Program of Priestly Formation is emphasized:

- A formation team, assisted by counseling professionals, serves growth toward human maturity in the important qualities needed for leaders in the Church today, especially chaste celibate living.
- The Spiritual Director, under the guidance of the Rector, shapes a rich spiritual program which nourishes the entire seminary program.
- The faculty provides an excellent academic program suited to meet the complex circumstances of our time.
- A variety of pastoral courses and field education placements enables the seminarians to acquire pastoral skills needed to serve the Church effectively today.

## **SEMINARY LIFE AT HOLY APOSTLES**

It is a special aim of this seminary to provide priestly education in a Catholic spirit. This means not only that Catholic teaching informs all our instruction and all our formational work, but also that it is reflected in the concern to provide personal and spiritual formation in a Catholic spirit, stressing the Gospel ideals. The life of the seminary is centered about the Eucharist, especially daily Mass; it is nourished by the Liturgy of the Hours and by personal prayer. The traditions of seminary life here encourage Eucharistic worship, frequent use of the Sacrament of Reconciliation, devotion to Mary, love for the Church, respect for human life, concern for the poor, and a commitment to a priestly life of sacrifice and service.

## **ADMISSION PROCEDURE**

Those applicants seeking admission to the seminary program must furnish:

- A completed and signed Seminary Division application form;
- Psychological evaluation by a psychologist experienced in testing candidates for the seminary. The testing center, or professional, must be approved by the school;
- One page account (as called for by the application) describing the candidate's life, the candidate's process of discernment of his priestly vocation and commitment to celibacy;
- Three letters of recommendation;
- Letters of evaluation from the rector of each seminary previously attended;
- Letters of evaluation from any diocese or religious community with which the candidate was or is associated;

- Official certificates of candidate's baptism and confirmation prepared within six months of the date of application, and a copy of the candidate's parents' marriage certificate;
- Medical certificate of good health, stating the candidate is able to undertake studies for the priesthood and is free from contagious diseases (this must be prepared by a licensed physician within six months prior to application); HIV and drug testing required;
- Academic transcripts of all post-secondary education, proof of the highest degree earned, and all standardized test results available (G.R.E. Institution code 3429). All must be official and issued directly to Holy Apostles Seminary;
- Criminal background check;
- Non-refundable application fee.

All information may be obtained from, or sent to:

*Holy Apostles College and Seminary  
Director of Seminary Admissions  
33 Prospect Hill Road  
Cromwell, CT 06416-2005*

## **Personal Interviews**

Once the application and all supporting documentation have been received and evaluated, candidates will be invited to visit Holy Apostles for individual interviews with the Rector and members of the Admissions Committee. The applicant will also meet with the Academic Dean who will evaluate his academic record and preparation, and with the Financial Aid Officer, if necessary, to determine how to finance his education if accepted. A recommendation on each applicant is made by the Admissions Committee to the Rector, who informs the candidate in writing of his decision.



seminarians.

## **Sponsorship**

Most seminarians are sponsored by a Diocese, Religious Community or Society of Apostolic Life at the time of application. If a qualified applicant is discerning a call to the priesthood but has not yet made a commitment to sponsorship, however, he may enter the seminary at the undergraduate or pre-theology level. He must obtain sponsorship before entering First Year Theology. Vocation directors who visit the seminary are often eager to interview unsponsored college or pre-theology

## **English Proficiency Test**

An English Proficiency Test will be given during the orientation period to determine the ability of candidates to read and communicate in English. Deficiencies will be brought to the candidate's attention. Special instruction will be arranged when necessary, and the course "English as a Second Language" is available to foreign students.

## **PROGRAM OF PRIESTLY FORMATION**



### **Program Components**

The theology program consists of eight semesters of seminary residence, incorporating the four areas of priestly formation as articulated in the Apostolic Exhortation *Pastores Dabo Vobis*:

- Human Formation

"In order that his ministry may be humanly as credible and acceptable as possible, it is important that the priest should mold his human personality in such a way that it becomes a bridge and not an obstacle for others... Future priests should therefore cultivate a series of human qualities... needed for them to be balanced people, strong and free, capable of bearing the weight of pastoral responsibilities." (PDV 43)

- Spiritual Formation

"Just as for all the faithful spiritual formation is central and unifies their being and living as Christians, that is, as new creatures in Christ who walk in the spirit, so too, for every priest, his spiritual formation is the core which unifies and gives life to his being and his acting as a priest... Those who are to take on the likeness of Christ, the priest, by sacred ordination, should form the habit of drawing close to him as friends in every detail of their lives." (PDV 45)

- Intellectual Formation

"Candidates for the priesthood should have diligent care for the quality of their intellectual formation... For the salvation of their brothers and sisters they should seek an ever deeper knowledge of the divine mysteries... Theological formation... should lead the candidate for the priesthood to a complete and unified vision of the truths which God has revealed in Jesus Christ." (PDV 51, 54)

- Pastoral Formation

"Formation in its different aspects must have a fundamentally pastoral character... The whole training of the students should have as its object to make them true shepherds of souls after the example of Jesus Christ, teacher, priest, and shepherd." (PDV 57; *Optatum Totius*, 4)

### **Human, Spiritual and Pastoral Formation**

The human, spiritual and pastoral formation of candidates for the priesthood has many facets. Disciplined study of theology nourishes a deeper love and stronger possession of faith. The human potential of each candidate must be developed so that each grows in the pastoral skills and personal qualities, including psycho-sexual maturity, which every priest must have in these complex times.

Each seminarian has an individual Spiritual Director in the internal forum and a Priestly Formation Advisor in the external forum, as well as access to professional counselors experienced in the formation of priests. The Spiritual Directors and Priestly Formation Advisors give guidance for

spiritual, human and pastoral development within the context of prayer and grace through the sacraments, and the living of a generous Christian Life.

Seminary life is nourished by daily celebration of the Holy Eucharist, community celebration of the Liturgy of the Hours, personal prayer, spiritual reading, meditation, Eucharistic adoration, praying the rosary and frequent use of the Sacrament of Reconciliation. Weekly conferences by the Rector or his delegate as well as supplemental workshops focus on the spirituality of the priest, living a chaste celibate life, instruction on prayer, etc.

### **Intellectual Formation**

The theological program consists of 134 semester hours, of which 90 semester hours are normally applied to the M.Div. Degree. This is consistent with the norms of the Program for Priestly Formation of the National Conference of Catholic Bishops.

### **Field Education**

The Field Education program seeks to develop pastoral and liturgical skills in each seminarian through closely supervised ministry in urban and rural parishes, schools, retirement homes, hospitals and state correctional facilities, and through theological reflection on these ministries. The intent is that pastoral concern thoroughly penetrates the entire training of seminarians so that they will personally identify with the apostolic mission of the Catholic Church.

### **Manual Labor**

The manual labor program seeks to develop a generosity of response to whatever tasks need to be done for the common good. Priests are to be "cheerful givers" when presented with the opportunity to "wash the feet of others." If a seminarian can be a servant in small tasks, he will give generously in future ministry.

### **Evaluation of Seminarians**

The Rector together with the Formation Team annually evaluates each seminarian's growth in his embrace of a chaste celibate life and in his performance in all components of the seminary program. The report consolidates evaluations by members of the faculty, the Priestly Formation Advisor and the seminarian's own evaluation of his progress in achieving the goals he sets for himself each year. This confidential evaluation is reviewed with the seminarian and is available only to his sponsoring bishop, vocation director or religious superior.

## **MASTER OF DIVINITY DEGREE**



### **Objectives**

The Master of Divinity (M.Div.) is a professional degree designed for men preparing to be ordained to the Catholic Priesthood or permanent Diaconate. Successful completion of the Master of Divinity program attests to the recipient's competency for exercising priestly ministry gained from a thorough grounding in Sacred Scripture, Dogmatic and Moral Theology, Spiritual and Pastoral Theology, Canon Law, Liturgy, Homiletics and Church History.

Some students who apply at a later age and do not have a Bachelor's degree may, with the permission of their diocese or religious society, earn a Certificate of Preparation for Ordination for the Priesthood upon the satisfactory completion of four years of theology. All requirements for those in the certificate program are the same as those in the M.Div. program, including the philosophy pre-requisites.

Candidates for the M.Div. degree must achieve and maintain a minimum cumulative grade point average of 2.0.



### **Admission Requirements**

- Applicants for the M.Div. program should follow the Seminary Division Admissions Procedures, as defined in this catalog.
- Applicants for the M.Div. program must have a Bachelor's degree or its equivalent from an accredited college or university and 24 credits in 8 pre-requisite philosophy courses as given in the Theology program requirements described elsewhere in this catalog.

In cases where an applicant has been a seminarian in another accredited theologate, 60 graduate credits with at least a "C" grade may be transferred toward the M.Div. degree.

### **Degree Requirements**

Ninety (90) credits of graduate theology are required and must include:

STD 707	God: One and Triune
STD 901	Christology
STM 620	Fundamental Moral Theology I
SS 704	Synoptic Gospels



A minimum of nine credits must be earned in the areas of Moral Theology, Sacred Scripture, Dogmatic Theology, Pastoral Theology and Church History.



## **Academic Requirements**

Candidates for the Seminary program who have not completed all of the academic pre-requisites will be enrolled in the Pre-Theology Program. A seminarian may complete his Pre-Theology as part of the B.A. program if he has not completed his undergraduate degree. This program prepares the student for admission to First Theology.

### **First Year Theology**

<b>Fall Semester</b>	SS 638	Torah & Old Testament Books	3
	STD 600	Faith, Revelation, and Grace	3
	STM 620	Fundamental Moral Theology I	3
	LIT 615	Liturgical Theology	3
	PS 730	Fundamental Human Formation	3
	FE 601	Field Education	
	PRACT 1	Lector Practicum	
<b>Spring Semester</b>	SS 704	Synoptic Gospels	3
	STD 605	Baptism/Confirmation/Eucharist	3
	STD 802	Ecclesiology/Ecumenism	3
	THL 514	Theology of the Body/Marriage	3
	STP 805	Catholic Social Teaching	3
	FE 601	Field Education	

### **Second Year Theology**

<b>Fall Semester</b>	CH 710	Church History I	3
	PS 702	Catechetics	3
	SS 705	Literary Prophets	3
	STD 619	Mystical Theology of the Church Fathers	3
	STM 621	Fundamental Moral Theology II	3
	FE 701	Field Education	
	PRACT 2	Acolyte Practicum	
<b>Spring Semester</b>	CH 711	Church History II	3
	SS 802	Johannine Writings	3
	STD 627	Mystical Theology of the Carmelites and St. Francis de Sales	3
	STD 707	God: One and Triune	3



STD 806	Penance/Sacrament of the Sick	3
FE 702	Field Education	

### **Third Year Theology**

<b>Fall Semester</b>	PS 662	Pastoral Counseling	3
	SS 667	Letters of St. Paul	3
	STD 901	Christology	3
	STM 633	Morals and Psychology	3
	STM 701	Canon Law I	3
	FE 801	Field Education	
	PRAC 3	Pre-Deacon Practicum Part I	

### **Third Year Theology**

<b>Spring Semester</b>	SS 640	Psalms and Wisdom Literature	3
	STD 801	Pneumatology	3
	STM 801	Canon Law II	3
	PS 711	Homiletics I	3
	STD 905	Priesthood and Celibacy	3
	FE 802	Field Education	
	PRAC 4	Pre-Deacon Practicum Part II	

### **Fourth Year Theology**

<b>Fall Semester</b>	CH 901	American Church History	3
	PS 901	Homiletics II	3
	PS 902	Pastoral Theology I	3
	SS 905	Acts of the Apostles	3
	STM 905	Moral Virtues in Confession	3
	FE 901	Field Education	
	PRAC 5	Penance Practicum	
<b>Spring Semester</b>	PS 663	Spiritual Direction	3
	STD 701	Eschatology	3
	STM 810	Bioethics	3
	FE 902	Field Education	
	PRAC 6	Pre-Priest Practicum	

Courses may be offered every two years.



### **MASTERS OF ARTS DEGREE IN THEOLOGY FOR SEMINARIANS**

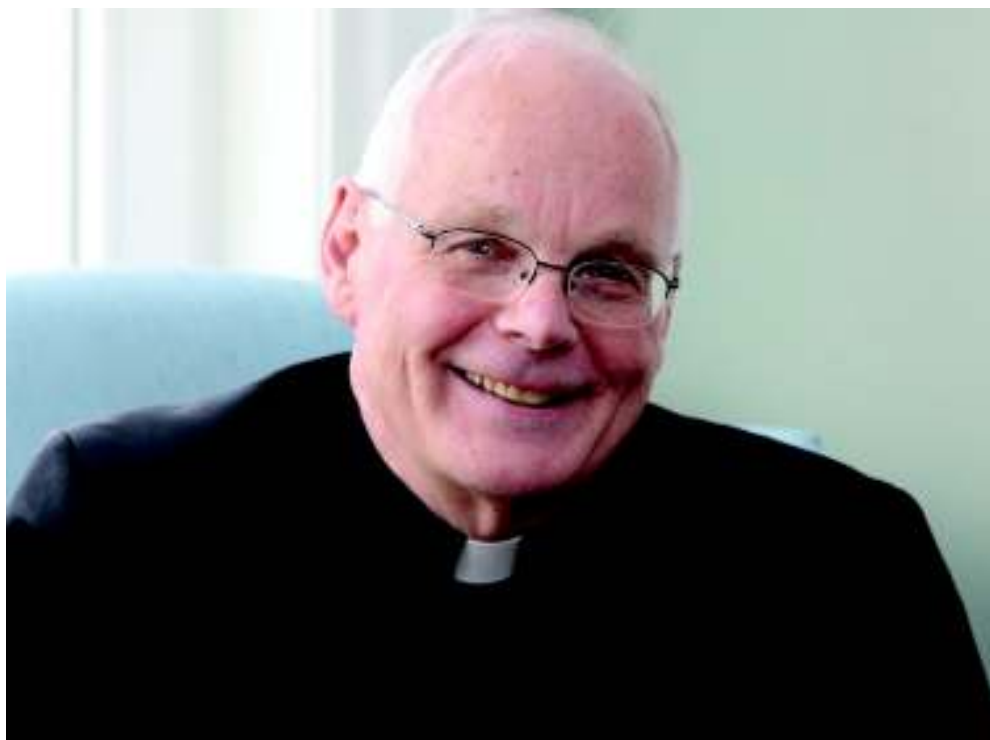
With the permission of the Faculty Senate, and his ecclesiastical or religious superior, an exceptional student may be allowed to earn a Master of Arts degree in theology, in conjunction with the M.Div. degree.

The Master of Arts degree in Theology requires 36 semester hours of graduate course work beyond the M.Div. requirements. A student who plans to pursue more advanced graduate work in the future may elect to take a foreign language proficiency exam and write a Master's Thesis. Neither the thesis nor the language exam, however, may be substituted for any of the required 36 credit hours. All students must complete four core courses and complete a summative evaluation.

The degree concentration may be in one of the following areas: Bioethics, Church History, Divine Worship & the Sacraments, Dogmatic Theology, Moral Theology, Philosophical Theology, or Sacred Scripture.

### **Registration**

Students in the Seminary Program should consult the Academic Calendar for registration dates.



## **THE COLLEGE**



The Second Vatican Council reaffirmed the essential role of the laity in the mission of the Church. Holy Apostles College is dedicated to cultivating lay catholic leaders through providing strong integrated liberal arts degrees and a graduate theology program.

For the convenience of students, a variety of courses on the undergraduate and graduate levels are offered Monday through Thursday evenings, in addition to the day classes.

Some courses are also offered during the Summer Session

and through Distance Learning.

Programs include:

- Associates of Arts in Theology
- Bachelors of Arts with majors in Philosophy, Theology, English in the Humanities, History in the Social Sciences on campus or through Distance Learning
- Master of Arts in Theology on campus or through Distance Learning with concentrations in Apologetics, Bioethics, Canon Law, Church History, Divine Worship & the Sacraments, Dogmatic Theology, Moral Theology, Pastoral Theology, Philosophical Theology, Sacred Scripture, Spiritual Theology and Theology & Science
- Master of Arts in Philosophy through Distance Learning
- Master of Arts in Pastoral Studies on campus
- Post Masters in Theology (Sixth Year Certificate) with concentrations in Apologetics, Bioethics, Canon Law, Church History, Divine Worship & the Sacraments, Dogmatic Theology, Moral Theology, Pastoral Theology, Philosophical Theology, Sacred Scripture, Spiritual Theology and Theology & Science
- Non-degree Graduate Certificates with concentrations in Apologetics, Bioethics, Canon Law, Church History, Divine Worship & the Sacraments, Dogmatic Theology, Moral Theology, Pastoral Theology, Philosophical Theology, Sacred Scripture, Spiritual Theology and Theology & Science



## **STUDENT LIFE**

Holy Apostles attracts a diverse body of students. Among the College Division programs, laity and religious attend courses on full and part-time schedules. Being a smaller institution enables Holy Apostles to maintain an excellent student teacher ratio. Holy Apostles encourages interaction between laity, religious, seminarians and priests. Through opportunities for community worship and social activities and events (e.g., Christmas parties,

study groups, cultural experiences, and trips), the student body is provided with a variety of events to promote a community atmosphere.

## **Support Staff**

An academic advisor is assigned to each student enrolled in a degree or certificate program. The advisor's role is to help students with course selection and program planning. Prior to registration, students should schedule a meeting with their academic advisor.

## **Chapel**

The chapel is open seven days a week during regular hours. All are welcome to visit at any time and especially during Mass and the Liturgy of the Hours.

## **Other Areas of Interest**

The Offices of the President-Rector, Vice-Rector, Academic Dean, Coordinator of Distance Learning, Registrar, Financial Aid, Business, and Development are located in St. Peter's Hall.

The cafeteria is also located in St. Peter's Hall. To purchase meals, students must buy tickets from the Business Office. Tickets are to be turned in to the cafeteria staff at meal time. A small voluntary donation is appreciated for drinks and refreshments which are available at all times.

A student lounge is located in the refectory for study groups, reading or relaxation before or between classes.

## **Parking**

In addition to the main parking lot, ample parking is available along the drive on the east side of Prospect Hill Road. There is no on street parking, nor is parking permitted in the turn-around in front of St. Peter's and St. Andrew's Halls.

## **ADMISSIONS PROCEDURE**

All applicants seeking admission to any of the programs must furnish:

- A completed and signed application form;
- A completed Proof of Measles/Rubella Immunization and Meningitis Immunization forms (if applicable);
- Official transcripts of all college records (or high school records for first time college students), issued directly to the Holy Apostles Registrar's Office;
- Proof of the highest degree earned (in the form of Official Transcripts);
- 500 word essay on assigned topic;
- Two letters of recommendation from each of the following:
  - Recent educator, guidance counselor or academic mentor
  - Catholic priest or other religious leader authenticating your desire to learn about Catholic leadership
- A non-refundable application fee.

All information should be sent to:

*Holy Apostles College & Seminary  
Office of the Registrar  
33 Prospect Hill Rd.  
Cromwell, CT 06416*

After the application packet has been submitted to the Office of the Registrar, a personal interview with the Admissions Director as well as a written English assessment will be scheduled as needed.



### **Deadlines for Submission**

Those seeking admission to any on campus programs should complete the application process by August 1st preceding the fall semester in which they will begin classes, or by January 1st preceding the spring semester in which they will begin classes. Those seeking admission to the Distance Learning M.A. Program should complete the application process by July 15th preceding the fall semester in which they will begin classes, by November 15th preceding the spring semester in which they will begin classes or by

March 15<sup>th</sup> preceding the summer semester in which they will begin classes.

### **Transfer Students**

Students seeking to transfer credits into one of Holy Apostles' degree programs should follow the same admissions procedures as cited above.

### **Additional Information**

Application forms may be obtained from the Office of the Registrar or can be printed from the website. Omitting information or providing false information to Holy Apostles, on this or any other form, can result in refusal of admission to, or dismissal from, the school.

## **UNDERGRADUATION PROGRAMS**

### **Associate of Arts Program**

#### **Summary of the Program**

The Associate of Arts program is a 60 credit undergraduate degree with a concentration in Theology. The program is designed specifically for the person who has an interest in a liberal arts education and wants to work towards a Bachelor's degree at a future date.

The A.A. program requires an understanding of theology, philosophy, humanities, social science, mathematics and the physical sciences.

A maximum of thirty credit hours with a grade of C or higher will be accepted for transfer into the program, provided credits are from accredited colleges, have not already been used for an A.A. degree or higher and are applicable to the A.A. degree. Acceptance of transfer credits is at the discretion of the Academic Dean. Of accepted transfer credits, only nine may be in a student's area of concentration.

There is a three-year time limit from entry into the program for completion of the degree requirements.

#### **Admission Requirements for the Program**

Applicants for the A.A. program should follow the College Division Admissions Procedure. They must possess a high school diploma or equivalent. Applicants must be able to show proficiency in both English and Mathematics, either evidenced by previous college experience or by proficiency exam.

#### **Requirements for the A.A. in Theology Degree**

##### **Theology - 18 credits**

These courses include Scripture, Religious Education, the Catechism of the Catholic Church, Theological Research and Writing, Moral and Dogmatic Theology, and Evangelization. They are geared to helping students gain a better understanding of the Living Tradition and the Living Word, and to further develop their own personal spirituality.

##### **Philosophy - 12 credits**

These courses examine the basic areas of philosophy as they relate to Christian Theology. Logic, Epistemology and Metaphysics provide students with an understanding of the foundation of philosophical thinking. Courses such as Philosophy of God or Ethics lead students to a deeper



intellectual insight into the Christian belief structure. The courses are geared to help the student combine faith with knowledge, so as to look at life through the paradigm of Christian Theology.

### **Humanities - 6 credits**

These courses lead to an understanding of the development of the human person through the different ages of civilization. They include branches of learning such as literature, English, rhetoric, and fine arts. Additional Philosophy courses beyond the requirement may also be used for Humanities credit.

### **Social Sciences - 6 credits**

These courses study the social aspect of human life including Psychology, Sociology, Anthropology, History and Education. They are intended to help the student bring the Gospel message to others in a culturally and socially relevant way, as they better understand the perspectives from which others view Christian faith.

### **Language - 6 credits**

Spanish classes make it possible for students to acquire a working knowledge of the language for pastoral settings. Biblical Greek provides the opportunity to better understand the original texts of the Scripture. Latin provides the background for understanding the language of the Church.

### **Mathematics and Physical Sciences - 6 credits**

Courses in Mathematics and the Physical Sciences are required for a well-rounded college education. They include Geography, Biology, Elementary Mathematics, Statistics and Algebra. Holy Apostles College does not offer any courses in the physical sciences. Students are expected to take such courses at another institution and transfer them into the program at Holy Apostles.

### **Electives - 6 credits**

Elective courses may be drawn from any area of choice, allowing the student to further explore a particular interest.



## **BACHELOR OF ARTS PROGRAM**

### **Summary of the Program**

The 120 credit hour Bachelor of Arts Degree program provides a philosophically-based Catholic honors liberal arts curriculum with a major in Philosophy, Theology, English in the Humanities or History in the Social Sciences. The program is designed to give the student the proper preparation for graduate work in a related area, for teaching or for ministry.

The B.A. program requires an understanding of Philosophy, Theology, Humanities, Social Sciences, Mathematics and the Physical Sciences.

A maximum of ninety credit hours with a grade of C or higher will be accepted for transfer into the B.A. program, provided credits are from accredited colleges, have not already been used for a Bachelor's degree or higher and are applicable to the B.A. degree. Of accepted transfer credits, only fifteen may be in a student's area of concentration. Acceptance of transfer credits is at the discretion of the Academic Dean.

There is a six-year time limit from entry into the program for completion of the degree requirements.

### **Admission Requirements to the B.A. Program**

Applicants for the B.A. program should follow the College Division Admissions Procedure. They must possess a high school diploma or equivalent. Applicants must be able to show proficiency in English, either evidenced by previous college experience, or by proficiency exam.

## **Undergraduate Core Curriculum**

### **First and Second Year Core Courses**

LA 110	Poetry	3 credits
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LA 115	The Novel, Short Story, and Non-Fiction Writing	3 credits
PHL 301	History of Ancient Philosophy	3 credits
PHL 302	Metaphysics	3 credits
PHL 304	History of Medieval Philosophy	3 credits
PHL 412	Philosophical Anthropology: Philosophy of Man	3 credits
PSY 100	Psychology	3 credits
SCI 109	Earth Science	3 credits
PHY 120	Physics	3 credits
THL 100	Scripture	3 credits
THL 510	Catechism I	3 credits
THL 511	Catechism II	3 credits

### **Third and Fourth Year Core Courses**

HIST 101	Western Civilization I	3 credits
HIST 102	Western Civilization II	3 credits
LIT 200	Drama	3 credits
PHL 405	Bioethics	3 credits
PHL 415	Philosophy of God	3 credits
THL 512	Apologetics	3 credits
THL 514	Theology of the Body	3 credits
THL 300	Moral Theology	3 credits

### **First and Second Year Non-Core Courses**

HUM 103	Humanities in the Ancient World	3 credits
LA 100	Composition and Rhetoric	3 credits
LA 201/LA 202	Spanish I & Spanish II	3 credits
LA 210/LA 211	Ecclesiastical Latin I & Ecclesiastical Latin II	3 credits
LA 220/LA 221	Greek I & Greek II	3 credits
LA 301/LA 302	Latin I & Latin II	3 credits
MAT 112	Math for the Liberal Arts I	3 credits
MAT 114	Math for the Liberal Arts II	3 credits
PHL 417	Logic	3 credits
SOC 101	Sociology	3 credits

### **Third and Fourth Year Non-Core Courses**

CH 300	Church History	3 credits
HIST 201	American History I	3 credits
HIST 202	American History II	3 credits
HUM104	Humanities in the Early Christian and Medieval World	3 credits
LIT 205	Fine Arts – Renaissance to Present	3 credits
PHL 402	Ethics	3 credits
PHL 404	Aesthetics	3 credits
PHL 411	History of Modern Philosophy	3 credits
PHL 414	Epistemology	3 credits
PS 103	Political Science	3 credits
SOC 209	Emergence and Development in Social Science	3 credits
STD 520	Fundamentals of Spirituality	3 credits

### **Discipline Descriptions for the Bachelor of Arts Degree**

#### Humanities

These courses lead to an understanding of the development of the human person through the different ages of civilization. They include branches of learning such as literature, English, rhetoric, and fine arts. Additional Philosophy courses beyond the requirement may also be used for Humanities credit.

#### Mathematics and Physical Sciences

Courses in Mathematics and the Physical Sciences are required for a rounded college education. Courses may be taken at Holy Apostles or at another accredited college or university.

#### Philosophy

These courses will examine the basic areas of philosophy as they relate to Christian Theology. Logic, Epistemology, and Metaphysics provide students with an understanding of the foundations of philosophical thinking. Courses such as Philosophy of God or Ethics lead students to a deeper intellectual insight into the Christian belief structure. The courses are geared to help the student combine faith with knowledge and to practice looking at life through the paradigm of Christian Theology.

#### Theology

These courses include Scripture, Religious Education, the Catechism of the Catholic Church, Theological Research and Writing, Moral and Dogmatic Theology, and Evangelization. They help

students to acquire a better understanding of the Living Tradition and the Living Word, and to further develop their own personal spirituality.

#### Social Sciences

These courses study the social aspect of human life including Psychology, Sociology, Anthropology, History and Education. They are intended to help the student bring the Gospel message to others in a culturally relevant way by better understanding the perspectives from which others view the Christian faith.



## **GRADUATE PROGRAMS**

### **Master of Arts in Theology Program**

#### **Summary of the Master of Arts in Theology Program**

The Master of Arts (M.A.) in Theology program is a course of study designed to give both a broad acquaintance with the major theological disciplines, and the opportunity to choose a concentration. It is a flexible program designed to prepare men and women for ministry, teaching religion or theology, for a subsequent Post Master's Certificate, licentiate or doctoral work, or for integrating their existing life and profession with a theological component.

A student may concentrate in Apologetics, Bioethics, Canon Law, Church History, Divine Worship and the Sacraments, Dogmatic Theology, Moral Theology, Pastoral Theology, Philosophical Theology, Sacred Scripture, Spiritual Theology or Theology & Science. Some of these concentrations may be available through Distance Learning only.

The student must take 36 semester hours of graduate course work and complete the degree requirements with a G.P.A. of 3.0 or better. Students who aspire to pursue more advanced degrees beyond the M.A. may take a foreign language exam and write an M.A. Thesis. The language exam, however, may not be substituted for any of the required 36 credit hours. In certain circumstances, the thesis may be given 3 credits toward the degree program. All students must take four core courses and complete a summative evaluation. There is a six year time limit from entry into the program for completion of the degree requirements.

#### **Core Curriculum**

Holy Apostles requires M.A. candidates to complete a twelve-credit core curriculum within the program. The core courses are:

SS 704	Synoptic Gospels
STD 707	God: One and Triune
STD 901	Christology
STM 620	Fundamental Moral I

Four courses must be taken within the area of concentration.

#### **Admission Requirements**

- Applicants for the M.A. program in Theology should follow the College Division Admissions Procedure. Applicants must be able to show proficiency in both English and Mathematics, either evidenced by previous college experience, or by proficiency exam.
- The M.A. program is designed for the student who is prepared to do graduate work. Candidates should have an interest in Theology, be well versed in Christian principles and be able to articulate them readily.



- Applicants to the M.A. program must have a Bachelor's degree with a cumulative G.P.A. of at least 3.0 (B).
- All applicants are required to take the program pre-requisite course, PHTH 600 — Philosophy for Theologians. Applicants who have a Bachelors in Philosophy with a GPA of 3.0 may have this requirement waived by the Academic Dean's office.
- Applicants for the M.A. program must provide proof, established by official college transcripts, of ability to succeed in graduate studies.
- A maximum of six graduate credits toward the M.A. degree will be accepted by Holy Apostles for transfer. These credits must be from accredited colleges and must be applicable to the M.A. degree as outlined.

### **Areas of Study for the Master of Arts in Theology Degree**

A candidate for the M.A. in Theology is required to complete course work from appropriate areas of graduate study. Theology students must choose from one of eleven areas of concentration for their studies: Apologetics, Bioethics, Canon Law, Church History, Divine Worship and the Sacraments, Dogmatic Theology, Moral Theology, Pastoral Theology, Philosophical Theology, Sacred Scripture, Spiritual Theology or Theology & Science. Additional concentrations may be added in the future as more courses become available.

The following descriptions provide an overview of each area of graduate study and specify course work normally required for the M.A. in Theology.

#### **Apologetics**

Courses provide students with the biblical basis for the key Catholic teachings and customs that non-Catholics wonder about, object to, and preach against. Topics include an introduction to apologetics, Catholic norms, nature and grace, the moral magisterium of John Paul II, and non-Catholic beliefs.

#### **Bioethics**

Courses articulate authentic Catholic teaching with respect to bioethical issues. They provide students with a solid Magisterial foundation in medical ethics and bioethical science. Some of the topics discussed in an interdisciplinary model are technological reproduction, the criteria for brain death, genetic engineering, end-of-life decisions, "living wills," fetal tissue research, cloning and various legal issues pertaining to bioethical procedures.

#### **Canon Law**

Courses provide a comprehensive understanding of the 1983 Code of Canon Law and its historical development. Topics include an introduction to the canons, general norms, marriage law, temporal goods, governmental structures, contentious trial, sacramental law and consecrated life.

#### **Church History**

These courses offer a comprehensive study of the Church from its foundation to the Second Vatican Council. They include the teachings of the Church Fathers as well as the history of the Church in

America. They provide students with an understanding of the role of Catholics in knowing the times and interpreting them in light of the Gospel.

### **Divine Worship & the Sacraments**

The concentration on Divine Worship and the Sacraments covers the theology, practice, history, law, and implementation of divine worship or sacred liturgy in general and of the seven sacraments in particular. Of particular interest to those involved in planning or offering divine worship services, the classes address specific topics including individual sacraments – especially the Most Holy Eucharist – the divine office, the liturgical year, and liturgical history.

### **Dogmatic Theology**

Courses are designed to examine the doctrine of the Catholic Church. Topics covered include Trinity, Christology, Ecclesiology, the Sacraments, Mariology and Grace. Required courses are STD 707 - God: One and Triune and STD 901 - Christology.

### **Moral Theology**

Courses place in perspective the philosophical and theological tools with which the complex issues of morality are theoretically and practically evaluated. They help the student to discover the theological and moral virtues within the context of human activity. Canon Law is covered by courses in this area. The required course is STM 620 - Fundamental Moral Theology I.

### **Pastoral Theology**

Courses provide a comprehensive understanding of the role of the laity in the work of the Church. Topics include an investigation into the history of Church ministry, the relationship between the laity and the clergy and the practical way in which this plays out on the parish level in pastoral councils, theological reflection, the steps being taken to a greater mutuality among American parishioners and international priests serving in U.S. dioceses, the rise of multicultural parishes, marriage preparation and other issues relevant to 21<sup>st</sup> century Catholicism in the United States.

### **Philosophical Theology**

Courses provide a comprehensive understanding of the importance of philosophical thought as it relates to contemporary and classic theology. St. Thomas Aquinas, St. Augustine, and Pope John Paul II are among those studied. Topics include medieval philosophy, God as First Principle, modern atheism and its causes, virtue and personalism, and the secular world.

### **Sacred Scripture**

Courses are designed to provide the student with a comprehensive understanding and love of Scripture, the soul of theology. Courses will include books of the Old and New Testaments, particularly the Gospels as the heart of the Scriptures. Methods of patristic interpretation as well as modern methods of interpretation will be utilized. The required course is SS 704 - Synoptic Gospels.

## **Spiritual Theology**

Courses provide a comprehensive understanding of the interior life as it should be lived in relationship with God. Topics include an introduction to spirituality, the history of Christian spirituality, spirituality & asceticism, contemplation and various figures in the development of Christian spirituality, such as St. Catherine of Siena and St. Teresa of Avila.

## **Theology & Science**

Courses provide a comprehensive understanding of the relationship that exists between Divine Revelation and Nature, both of which were authored by God. Topics include the role of the Church in advancing scientific achievement, cosmology and the physics of God's design, the human person and biogenetics, and the theology of environmental stewardship.

## **Course Requirements by Concentration for the M.A. in Theology Degree**

### **Apologetics Concentration**

Apologetics	4
Church History	1
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Philosophical Theology	1
Electives	2

### **Bioethics Concentration**

Bioethics	4
Church History	1
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Philosophical Theology	1
Electives	2

### **Canon Law Concentration**

Church History	1
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Philosophical Theology	1
Canon Law	4
Electives	2

### **Church History Concentration**

Church History	4
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Philosophical Theology	1
Electives	3

### **Divine Worship and the Sacraments Concentration**

Church History	1
Dogmatic Theology	2
Liturgy	4
Moral Theology	1
Sacred Scripture	1
Philosophical Theology	1
Electives	2

### **Dogmatic Theology Concentration**

Church History	1
Dogmatic Theology	4
Moral Theology	1
Sacred Scripture	1
Philosophical Theology	1
Electives	4

**Moral Theology Concentration**

Church History	1
Dogmatic Theology	2
Moral Theology	4
Sacred Scripture	1
Philosophical Theology	1
Electives	3

**Pastoral Theology Concentration**

Church History	1
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Philosophical Theology	1
Pastoral Theology	4
Electives	2

**Philosophical Theology Concentration**

Church History	1
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Philosophical Theology	4
Electives	3

**Sacred Scripture Concentration**

Church History	1
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	4
Philosophical Theology	1
Electives	3

**Spiritual Theology Concentration**

Church History	1
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Philosophical Theology	1
Spiritual Theology	4
Electives	2

**Theology & Science Concentration**

Church History	1
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Philosophical Theology	1
Theology & Science	4
Electives	2

The student should choose elective credits in consultation with his/her academic advisor.



## **Master of Arts in Pastoral Studies Program**

### **Summary of the Master of Arts in Pastoral Studies Program**

The Master of Arts (M.A.) in Pastoral Studies program is a professional degree program designed to prepare students to serve competently and effectively in contemporary ecclesial ministries and lay leadership, especially within parish settings. This includes religious education at all levels, catechetical leadership, and youth ministry. A primary objective of the program is to develop in students an understanding of ministry

within the life and mission of the Roman Catholic Church. The program offers both on-campus and distance learning options.

Students enrolled in the M.A. in Pastoral Studies Program must complete a total of 36 semester hours of graduate course work and maintain a G.P.A. of 3.0 or better. All degree requirements must be successfully completed within six years from the date of acceptance into the program.

When the student completes the MAPS Degree, s/he will be able to

- demonstrate an understanding of major theological, liturgical, and pastoral themes in Catholic theology through effective communication in classroom and pastoral settings;
- demonstrate an ability to analyze major magisterial, theological, and ritual texts useful in the graduate's area of focused study;
- demonstrate an ability to analyze the various religious and social contexts at work in the graduate's specific pastoral setting;

- demonstrate, among peers and among members of the communities the graduate serves, the ability to reflect theologically, bringing into conversation the challenges of pastoral ministry, the social context and the wisdom of the tradition;
- demonstrate among peers and among members of the communities the graduate serves, the personal and professional maturity needed to effectively collaborate with others in ministry;
- articulate a theology of ministry which is both faithful to the Catholic tradition and sensitive to the unique needs and challenges of the communities they serve;
- demonstrate competence in a particular ministerial area through the successful completion of a capstone project in that area.

### **Core Curriculum**

The 30-credit hour core curriculum required for the M.A. in Pastoral Studies Program is as follows:

CH 901	The Church in America
PS 514	Mission and Evangelization
PS 805	Fundamentals of Pastoral Theology
PS 908	Pastoral Issues concerning Human Sexuality
SS 670	Introduction to Scripture, Theology and Revelation
STD 520	Fundamentals of Spirituality
STD 720	Sacramental & Theological Foundations of Ministry
STD 802	Ecclesiology and Ecumenism
STM 620	Fundamental Moral Theology
STP 805	Catholic Social Teaching

In addition to the 30-credit core course curriculum, students in the M.A. in Pastoral Studies Program must successfully complete a special capstone project within their own apostolate of six (6) credit hours.

### **Capstone Requirement**

The capstone requirement involves a student's successful completion of a pastorally-focused Special Project related to his or her particular ministry or apostolate. Students will be enrolled in two directed studies with the same faculty advisor during their work on the project. The Special Project guidelines will be followed for the purposes of this requirement.

### **Admission Requirements for the M.A. in Pastoral Studies Program**

- Applicants should follow the College Division Admissions Procedure as described in the Holy Apostles College & Seminary Catalog.
- Applicants must have a Bachelor's degree with a minimum cumulative G.P.A. of 3.0.
- Applicants must be able to show proficiency in English, either evidenced by previous college experience or by proficiency exam.
- Applicants must demonstrate an undergraduate-level of competency in philosophy, scripture, dogmatic theology, moral theology, and Church history. Applicants who do not meet this standard of competency may be conditionally accepted and required to take specific undergraduate level introductory course work and complete it with a grade of 3.0 or better, prior to being considered for acceptance into the Pastoral Studies Program.



- Applicants must submit three (3) letters of recommendation from individuals who can assess the applicant's academic and ministerial abilities.
- Applicants must submit an autobiographical essay that includes a history of the applicant's religious and spiritual development and a resume of previous experience in ministry or other professional work, as well as a personal assessment of strengths and weaknesses for ministry.
- Applicants will receive an entrance interview with an admissions committee.

## **Master of Arts Program through Distance Learning**

The Distance Learning Master of Arts (M.A.) program is a course of study designed to give a broad acquaintance with the major philosophical or theological disciplines. It is a flexible program, with a six-year time limit from entry into the program to completion of the degree requirements. The program is designed to prepare men and women for ministry, teaching philosophy, religion or theology, for a subsequent Post Master's Certificate in Theology, or for licentiate or doctoral work. Classes also serve as enrichment for persons in other professions wanting to deepen understanding of their faith or seeking to integrate their faith into their daily lives.

All students are required to complete 36 credit hours in order to earn their degree. For these students, neither a foreign language proficiency exam nor an M.A. thesis is required in order to graduate. Students who aspire to pursue advanced degrees beyond the M.A. may write an M.A. thesis and/or take a foreign language proficiency exam if they wish. The language exam may not be substituted for any of the required 36 credit hours. Students who elect to write a thesis may be eligible to receive 3 credit hours.

*At this time, the Master of Arts in Philosophy can be completed through the Distance Learning department only.*

### **Core Curriculum**

All applicants are required to take the program pre-requisite course, PHTH 600 — Philosophy for Theologians. Applicants who have Bachelors in Philosophy with a GPA of 3.0 may have this requirement waived by the Academic Dean's office.

Requirements for Master of Arts in Philosophy  
(12 Credit Core Curriculum)

PHL 570 - Ethics  
PHL 590 - Metaphysics  
PHL725 - Philosophy of Nature  
PHL 730 - Ancient and Medieval Philosophy

Requirements for Master of Arts in Theology  
(12 Credit Core Curriculum)

STD 707 - One and Triune God (meets 1 of 2 Dogmatic Theology requirements)  
STD 901 - Christology (meets 2 of 2 Dogmatic Theology requirements)  
SS 704 - Synoptic Gospels (meets 1 of 1 Sacred Scripture requirement)  
STM 620- Fundamental Moral Theology (meets the Moral Theology core requirement)

### **Admission Requirements for the M.A. program through Distance Learning**

- Applicants for the M.A. program in Theology should follow the College Division Admissions Procedure.
- Applicants must be able to show proficiency in both English and Mathematics, either evidenced by previous college experience, or by proficiency exam.

- The M.A. program is designed for the student who is prepared to do graduate work. Candidates should have an interest in Theology, be well versed in Christian principles and be able to articulate them readily.
- Applicants to the M.A. program must have a Bachelor's degree with a cumulative G.P.A. of at least 3.0 (B).
- All applicants are required to take the program pre-requisite course, PHTH 600 — Philosophy for Theologians. Applicants who have a Bachelors in Philosophy with a GPA of 3.0 may have this requirement waived by the Academic Dean's office.
- Applicants for the M.A. program must provide proof, established by official college transcripts, of ability to succeed in graduate studies.
- A maximum of six graduate credits toward the M.A. degree will be accepted by Holy Apostles for transfer. These credits must be from accredited colleges and must be applicable to the M.A. degree as outlined.

### **Distance Learning Policies**

The Distance Learning Master of Arts program is designed to serve students whose circumstances make it difficult to enroll in a residential program at a Catholic college.

- In their first semester students are expected to take only one course.<sup>2</sup> In subsequent semesters, students who feel capable of enrolling in more than one course may take up to three.
- On an exceptional basis, incompletes are granted by permission of the professor. Students must complete the course work within six weeks of being granted an incomplete, or the grade will automatically be changed to F. **Students with outstanding incompletes may not enroll in additional courses.**
- Students may audit any course at a reduced tuition.
- Fees: In addition to tuition, media fees, and the cost of books, the student must pay a \$50 one time application fee, a graduation fee (currently \$125), and an \$80.00 Comprehensive Examination fee. A \$35 Registration fee is required for each semester a student is enrolled in coursework. If the student writes a thesis and does not elect to do so within the context of a 3-credit directed study with his or her thesis advisor, a fee equivalent to a 3-credit course is also required. All thesis students additional pay a \$200 reader fee.
- The degree will be noted as “Master of Arts Philosophy” or “Master of Arts Theology”.
- Financial aid is available to qualified students. For more information, please contact the Financial Aid Office directly at 860-632-3020 or by email at [finaid@holypostles.edu](mailto:finaid@holypostles.edu).
- There is no residency requirement. Either Master of Arts program can be completed entirely online.

Technical Requirements: Students should have access to a reliable computer and Internet connection throughout their coursework. No special software is necessary. Holy Apostles does not maintain a student help desk for technical support.

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<sup>2</sup> unless pursuing a concentration in bioethics or receiving federal financial aid and then this requirement can be waived.

## **Master of Arts in Philosophy Program**

*At this time, the Master of Arts in Philosophy can be completed through Distance Learning only.*

A candidate for the M.A. in Philosophy is required to complete course work from appropriate areas of graduate study.

### **Courses in Philosophy**

#### History of Philosophy

Courses provide the student with a comprehensive understanding of the history of philosophical thought from the pre-Socratic period to the present day. Emphasis is placed on Ancient, Arabic, Medieval, Modern, and Contemporary philosophy.

#### Philosophical Theology

Courses provide the student with a comprehensive understanding of the importance of philosophical thought as it relates to theology. Topics include a broad range of subjects dealing with the relationship between faith and reason.

#### Systematic Philosophy

Courses provide the student with a comprehensive understanding of nature, human nature, and human thought from a Roman Catholic perspective. Topics include epistemology, metaphysics, categorical logic, philosophy of nature, and the study of the soul.

#### Ethics

Courses provide the student with a comprehensive understanding of Aristotelian and Thomistic ethics. Topics include the fonts of morality, natural law, the nature of virtue, medical ethics, and sexual ethics.

#### Topical Courses

Courses introduce the student to current issues from a philosophical perspective. Topics include the relationship between science and belief, linguistic arts, and Catholic literature.

## **Course Requirements for the M.A. in Philosophy Degree**

### **Philosophy Degree Requirements**

History of Philosophy	2
Systematic Philosophy	5
Philosophical Theology	1
Topical Courses	3
Electives	1

## **Summative Evaluation Process**

All candidates for the M.A. degree are required to complete a Summative Evaluation exercise (a thesis, comprehensive exams or a special project). Additional information and guidelines regarding the Summative Evaluation exercise are available from the Distance Learning Coordinator.

## **Master's Thesis Process**

### **1. Statement of Purpose**

Students who aspire to continue for more advanced degrees (e.g., a licentiate, Ph.D., or S.T.D.) may choose to write an M.A. thesis, a major research paper of approximately 50-60 pages, in fulfillment of their summative evaluation project, and it will be noted on their transcripts.

The Master of Arts thesis indicates scholarly competence in a topic in the student's area of concentration. For that reason, students are encouraged, but not required, to begin their thesis with a 3-credit directed study so that it will count toward completion of the degree requirement of 36 credit hours.

### **2. Requirements for M.A. Thesis Direction**

1. Student enrolled in M.A. program.
2. Student has completed at least 15 semester hours of coursework.
3. Student has maintained a 3.0 grade point average in his/her classes.
4. Student has demonstrated proficiency in writing research papers.

### **3. Guidelines**

See the Thesis guidelines at <http://holypostles.edu/academics/masters-of-art>

Upon a student's completion of his or her thesis, he or she will engage in an oral defense of the work either on campus or via video conferencing software.

### **4. Fee Structure**

The cost of pursuing a thesis is the same as that for a three-credit course plus a \$200 reviewer fee. A \$200 continuation fee is added for each additional semester a student invests in producing his or her thesis.

## **Comprehensive Exam Process**

### **1. The Written Exam Process**

- The president of an examining board, who is appointed by the academic dean, selects a nonauthoritative text from within a student's area of concentration or emphasis and has it sent by the Coordinator of Distance Learning to the student's testing monitor approved by the institution. A single question is asked of the student: "What is your critical assessment

of this text?" The praeses has latitude to add questions he or she feels will assist the student in responding to the prompt.

- The student is expected to read the text and give a critical theological or philosophical response that includes an explanation of the theological or philosophical habitus along with a demonstration of an ability to address the text wisely and in depth using the essential knowledge and methods of the program core alongside those of the relevant theological concentration or philosophical emphasis.
- Theology students are allowed to have an unmarked Bible but are not allowed to use notes or other materials.
- Students have as many as three hours to complete the exam.
- Each exam is read by the praeses and one other examiner appointed by the academic dean with preferred selection from among the full-time faculty.
  - If the examiners are satisfied with the results, the Coordinator of Distance Learning will schedule an oral exam led by the praeses and the second examiner. The oral exam will take place no sooner than two weeks following the successful completion of the written exam.
  - If the praeses and second examiner are dissatisfied with the results, they will mark the areas where the student demonstrated an inadequate response, and this assessment will be conveyed to the student for purposes of scheduling a second chance examination. A third and final chance can be scheduled at the discretion of the academic dean.

## **2. The Oral Exam Process**

The one-hour oral exam is done either on campus or via video conferencing with a webcam open on the student. The hour is parsed in this way:

- 1) The praeses of the examining board begins with brief prayer and proceeds to questions based on a list of core program topics along with topics in the student's area of concentration or emphasis.
- 2) The praeses and second examiner may each question the student for up to 30 minutes, after which the student will be invited to leave the conference.
- 3) When the examiners have agreed on the results, the praeses will call the student back (into the room or into the conference call) and announce the results.
- 4) In case of failure, the praeses will tell the student which areas require further study and schedule a make-up exam. In case of failure in the make-up exam, a third and final chance may be scheduled at the discretion of the academic dean.
- 5) The praeses will communicate the results of the exam to the academic dean.

## **3. Guidelines for Faculty on Oral Exam Questions**

- The examiners will draw their oral examination questions from the program core and from the concentration or emphasis areas. Students will be responsible in the oral exam



for demonstrating a working knowledge of all topics in the core and of all topics in their concentration areas.

- Examiners may also ask questions concerning pastoral application consonant with our mission to cultivate Catholic leaders for evangelization.

#### **4. Orientation Course for Students Preparing to take the Comprehensive Exam**

- A zero-credit orientation course, facilitated by the Associate Dean of Online Learning or another member of the faculty assigned to oversee it, will provide students with a sample non-authoritative document drawn from each program.
- Students are to register in the orientation class at the beginning of the semester in which they plan to take the exams. Only those students enrolled in the orientation class each term are eligible to take their exams during that term.
- The orientation course will include a list of topics given to the students at the start of their studies. These topics are drawn from the core and from the concentration or emphasis areas. Students are responsible in the oral exam for demonstrating a working knowledge of all topics in the core and of all topics in their concentration areas.

### **Special Project Process**

#### **1. Statement of Purpose**

Students currently engaged in a ministry or apostolate may choose to pursue a special project within their concentration area of studies for completion of their summative evaluation requirement. The Special Project should reflect the mission statement of demonstrating that the institution has produced a Catholic leader for the purposes of evangelization.

A special project is the production within one's ministerial area or apostolate of an artifact of sufficient scope to demonstrate that the student has achieved the program learning outcomes, the burden being placed upon the student to provide sufficient explanation and documentation as evidence of that fact. The title and nature of a successfully completed special project will be noted on the student transcript.

The Master of Arts special project indicates by its very nature scholarly competence in a topic in the student's area of concentration. For that reason, students are encouraged, but not required, to begin their special project with a 3-credit directed study so that it will count toward completion of the degree requirement of 36 credit hours.

#### **2. Requirements for Special Project Direction**

1. Student enrolled in M.A. program.
2. Student has completed at least 15 semester hours of coursework.
3. Student has maintained a 3.0 grade point average in his/her classes.
4. Student has a special ministry or apostolate in which to apply the special project upon its completion.

### **3. Guidelines**

See the Special Project guidelines at <http://holypostles.edu/academics/masters-of-arts>

Upon a student's completion of his or her Special Project, he or she will engage in an oral defense of the work either on campus or via video conferencing software.

### **4. Fee Structure**

The cost of pursuing a special project is the same as that for a three-credit course plus a \$200 reviewer-fee. A \$200 continuation fee is added for each additional semester a student invests in producing his or her special project.

## **Non-Degree Graduate Certificate Program in Theology**

### **Program Requirements**

The Certificate Program is a flexible program in which the student chooses five graduate courses (15 credit hours) in an area of specialization. There is a six-year time limit from entry into the program for completion of requirements. Candidates for the certificate receive a graduate level knowledge in a specific area.

### **Areas of Study**

A student may specialize in Apologetics, Bioethics, Canon Law, Church History, Divine Worship and the Sacraments, Dogmatic Theology, Moral Theology, Pastoral Theology, Philosophical Theology, Sacred Scripture, Spiritual Theology and Theology and Science by completing the requirements with a G.P.A. of 3.0 or better.

### **Admission Requirements**

Applicants for the Certificate Program should follow the College Division Admissions Procedure. They must possess a B. A. Applicants must be able to show proficiency in English, either evidenced by previous college experience, or by a proficiency exam.



## **Post-Masters Certificate in Theology Program**

### **Objectives**

The Post Master's Certificate in Theology program is a thirty-credit course of study designed to give students, who already hold a Master's degree, an opportunity to advance their academic standing and concentrate on an area of theology. There is a six-year time limit from

entry into the program for completion of the requirements. This is a flexible program, designed to prepare students for subsequent licentiate or doctoral work, or for integrating a theological component into their lives and professions.

The candidate for the Post Master's Certificate in Theology may compose his or her program from any graduate level courses he or she wishes, as long as four core courses are included (See Academic Guidelines). In the case of a student who intends to pursue licentiate or doctoral work, careful attention must be paid to compose his or her program from course work which will fulfill admissions requirements for the intended future college or university program. In some cases, it may be advisable for a student to approve each semester's course selection(s) with the future institution of study, to ensure a smooth transition from Holy Apostles Post Master's Certificate in Theology program into a licentiate or doctoral program.

### **Degree Requirements**

The Post Master's Certificate Program in Theology requirements must be completed with a G.P.A. of 3.0 or better. For purposes of retaining a consistency and integrity in its Post Master's Certificate in Theology program, Holy Apostles requires that a twelve-credit core curriculum be completed within the program by each candidate. All Post Master's Certificate candidates must integrate the following core courses into their program: SS 704 - Synoptic Gospels, STD 707 - God: One and Triune, STD 901 - Christology, and STM 620 - Fundamental Moral Theology I.

*Course requirements for areas of concentration are identical to those that are obtained through the M.A. in Theology program which can be taken on-campus only.*

In cases where a student has already taken any of these core courses, or comparable courses on the graduate level, the requirement may be waived by the Academic Dean.

A maximum of six graduate credits toward the Post Master's Certificate in Theology will be accepted by Holy Apostles for transfer. These credits must be from accredited colleges, must not have been applied to a degree, and must be applicable to the Post Master's Certificate Program in Theology. Acceptance of transfer credits is at the discretion of the Academic Dean.

The student must write a culminating paper of 30 pages under the guidance of an academic advisor.

## **COURSE DESCRIPTIONS**

All courses are for 3-credits and available on campus only unless otherwise indicated.

### **UNDERGRADUATE COURSES OF INSTRUCTION**

#### **Educational Technology**

These online only elective courses offer students an opportunity to understand the basis for using new technology in education and to develop skills using new and adaptive technologies to provide enhanced learning opportunities.

##### *ED 100 General Educational Theory and Practice*

Candidates will demonstrate an understanding of general educational theory and practice in order to prepare them for the implementation of appropriate technologies within their teaching and learning environments.

##### *ED 110 Special Education Theory and Assistive Technologies*

Candidates will demonstrate a capacity for working with persons with cognitive and physical disabilities that impair their ability to engage mainstream instructional design.

##### *ED 115 Theological Reflection Design*

Candidates will explore models and strategies of theological reflection to create and use theological reflection in assessments and activities for diverse learning environments.

##### *ED 200 Foundations in Educational Technology*

Candidates will explore the history, trends, issues and practices of educational technology.

##### *ED 210 Principles of Instructional Design*

Candidates will explore modern/postmodern models of instructional design and processes used in the creation of instructional resources and environments.

##### *ED 211 Project Management Skills*

Candidates will explore and use various tools, procedures, and methods of project management utilized in education and professional development.

##### *ED 215 Ethics of Educational Technology*

Candidates will explore various ethical issues in educational technology: copyright, fair use, Creative Commons, accessibility, professional behavior, intellectual property, etc.

##### *ED 300 Interactive Multimedia Design*

Candidates will explore the application of instructional design principles for the development of interactive multimedia resources and instructional programs.

##### *ED 310 Creating Online Teaching and Learning Environments*

Candidates will examine teaching and learning online and implement principles and processes used for the creation of effective online learning environments.

##### *ED 400 Strategies for Outcomes, Assessment, and Activities*

Candidates will explore and implement various strategies and technologies to plan, create and effectively align outcomes, assessment, and activities.

#### *ED 410 Instructional Design for Mobile Devices*

Candidates will explore mobile technologies for teaching and learning and implement principles and processes to plan, create and use various instructional resources and environments for delivery on mobile devices.

### **English as a Second Language**

These courses offer foreign or immigrant students who are not proficient in the English Language, an opportunity to develop basic conversation and grammar skills according to need.

#### *ESL 111 Grammar*

There are two courses in English grammar: Basic Grammar and Intermediate Grammar. Basic Grammar introduces simple declarative sentences, common regular and irregular verbs, some phrasal verbs, verb tenses (active and passive voice), questions, nouns, adjectives, adverbs, the definite and indefinite articles, prepositions and conjunctions. Intermediate Grammar reinforces Basic Grammar and introduces additional regular and irregular verbs, phrasal verbs, adjectives and adverbs in the comparative and superlative forms, advanced use of prepositions and conjunctions, clauses and compound sentences.

#### *ESL 121 Reading and Writing*

There are two levels of Reading and Writing: Practical English 1 and Practical English 2. Practical English 1 introduces English vocabulary through pictures, nouns, simple sentences and questions, stories and dialogues. Practical English 2 follows the same format, teaching more vocabulary, intermediate grammar, and reading comprehension. Both levels include a 16-chapter textbook and a 16-chapter writing workbook.

#### *ESL 131 Phonics*

The primary task of this class is pronunciation of English which the students need to be properly understood. Included in the instruction are reading, definition of words, syllabication, syntax, prefixes and suffixes, and comparatives and superlatives. When necessary the student is introduced to transliteration as a tool for words difficult for the student to pronounce. Special emphasis is placed on long and short vowels, and consonants that changed their sound from soft to hard. The students are especially alerted to homographs where words are spelled the same but have a different pronunciation and meaning. Where needed, grammar is explained, especially the noun, verb, adjective and preposition.

#### *ESL 151 Liturgical English*

The main content of Liturgical English is the structure, vocabulary, pronunciation and comprehension of the Liturgy of the Hours and the Liturgy of the Word in the Mass. The liturgical seasons, feasts and solemnities are also studied.

### **Humanities**

#### *HUM 103 Humanities in the Ancient World*

This course is an introduction to the origin and development of the humanities, with an emphasis in the classical world. These branches of learning concerned with human thought and relations are distinguished from the sciences.

### *HUM 104 Humanities in the Early Christian and Medieval World*

In this course the emergence and spread of Christianity are viewed as primary cultural phenomena from the time of Christ until the late middle ages. The student is introduced to the major branches of the humanities--for example, the literature, philosophy, arts and architecture as they continue to develop among the civilized peoples of Europe, Asia, and Northern Africa with some emphasis on the culture of Western Europe. An examination of representative ideas and themes, selected texts, and cultural institutions and artifacts provides the data for a cultural overview of the period.

### *LA 100 Rhetoric*

Essays will be read and written to learn syllogistic/logical strategy, critical thinking and writing, fallacious argumentation, persuasive writing and speaking skills. Also examined will be the use of metaphor and symbolism in descriptions of the experience of God. Students will be able to transfer inner thoughts and beliefs to spoken, written and gestural presentations which are clearly, persuasively and cogently communicated.

### *LA 103 Research and Writing*

This course is designed to instruct students to prepare and write the term paper. Students will be guided through the research phase and given a review of the fundamentals of composition. Extensive use of the library and Internet will be a part of the course.

### *LA 110 Poetry*

This course introduces students to classics in poetry. Focus will be on close-reading and interpretative skills in a study of the work of representative authors. Particular attention will be given to the lyric tradition with Wordsworth, Keats, Tennyson, C. Rossetti, Dickinson and Hopkins. Themes studied include the encounter with God and inspiration of the Holy Spirit.

### *LA 115 Novel, Short Story and Non-Fiction Writing*

This course will examine classic as well as modern novels and short stories of authors such as Charlotte Bronte, Nathaniel Hawthorne, George Bernanos, Flannery O'Connor, and Joseph Conrad. Themes discussed will include the conflict between a religiously minded culture and one based on logical-positivism. The students will learn to write a thoughtful paper on the literature and will be guided through the research and draft-writing phases as well as the proper method of referencing.

### *LA 201, 202 Spanish I and II*

This two semester course is a basic introductory course to allow the student to gain the capacity to converse and read in Spanish. Grammar and conversation are the emphasis.

### *LA 210 Ecclesiastical Latin I (online only)*

Latin is at the root of many modern languages, including large sections of English. Historically it was the language of record and of scholarly discourse in Western Europe. It is also the primary language of the western part of the Catholic Church, which is even called the "Latin Church". Latin is the normative liturgical, legislative and bureaucratic language of the Catholic Church. Many important historical, philosophical, theological and canonical texts are not translated, and translations are not always reliable. For all these reasons, an understanding of Latin is essential for any in-depth study of western history, canon law, liturgy, theology and philosophy – especially for those who would seek to understand the Catholic Church's contribution to western culture.

This course is designed to introduce the student to the basics of ecclesiastical Latin, which will also enable the student to begin to approach medieval and modern Latin texts. It is the first of three courses designed to give the student the skills to read modern ecclesiastical Latin (including that used in the Code of Canon Law) and medieval Latin theological and philosophical documents (such as St. Thomas' Summa). This course can be taken for undergraduate or graduate credit.



*LA 211 Ecclesiastical Latin II (online only)*

Latin is at the root of many modern languages, including large sections of English. Historically it was the language of record and of scholarly discourse in Western Europe. It is also the primary language of the western part of the Catholic Church, which is even called the “Latin Church”. Latin is the normative liturgical, legislative and bureaucratic language of the Catholic Church. Many important historical, philosophical, theological and canonical texts are not translated, and translations are not always reliable. For all these reasons, an understanding of Latin is essential for any in-depth study of western history, canon law, liturgy, theology and philosophy – especially for those who would seek to understand the Catholic Church's contribution to western culture.

This course is designed to build upon LA210 Ecclesiastical Latin I so that by the end of this course the student will be familiar with the majority of Latin grammar and a significant amount of theological and philosophical Latin vocabulary. It is the second of three courses designed to give the student the skills to read modern ecclesiastical Latin (including that used in the Code of Canon Law) and medieval Latin theological and philosophical documents (such as St. Thomas' Summa). The first two courses combined (LA 210 AND LA 211) are usually considered a sufficient basis to undertake research degrees in theology.

**DISCLAIMER:** this claim must be verified by the student for particular programs. HACS is not liable should any research degree program not accept these two courses as a basis for a theological research degree. Students should verify if programs require achieving certain grades in these Latin courses.

*LA 212 Ecclesiastical Latin III (online only)*

Latin is at the root of many modern languages, including large sections of English. Historically it was the language of record and of scholarly discourse in Western Europe. It is also the primary language of the western part of the Catholic Church, which is even called the “Latin Church”. Latin is the normative liturgical, legislative and bureaucratic language of the Catholic Church. Many important historical, philosophical, theological and canonical texts are not translated, and translations are not always reliable. For all these reasons, an understanding of Latin is essential for any in-depth study of western history, canon law, liturgy, theology and philosophy – especially for those who would seek to understand the Catholic Church's contribution to western culture.

In this course we are transitioning from learning the grammar and basic vocabulary to putting it into practice in translating significant texts of ecclesiastical Latin. This course is designed to build upon LA 210 Ecclesiastical Latin I and LA 211 Ecclesiastical Latin II so that by the end of this course the student will be confident in being able to understand any Latin text and especially comfortable in dealing with those texts important for theology, philosophy and Church history. This course can be taken for undergraduate or graduate credit.

*LA 220 Greek I (online and on campus)*

Greek I will emphasize basic grammar and vocabulary drawn from philosophic and biblical Greek texts. The course will provide students with a basic understanding of the Greek language and a working vocabulary of words and terms used in both Attic and Koine dialects. Each lesson will contain relevant contemporary resources, etymological examples, and historical background, and biographical vignettes. This course is a prerequisite for LA 221. This course can be taken for undergraduate or graduate credit.

*LA 221 Greek II (online and on campus)*

**\* Pre-requisite LA 220**

Greek II will build upon the foundation laid in LA 220 Greek I, emphasizing basic grammar and vocabulary drawn from philosophic and biblical Greek texts. The course will provide students with a basic understanding of the Greek language and a working vocabulary of words and terms used in

both Attic and Koine dialects. Each lesson will contain relevant contemporary resources, etymological examples, and historical background, and biographical vignettes. This course is a prerequisite for Greek Readings. This course can be taken for undergraduate or graduate credit.

*LA 222 Greek III (online only)*

**\*Pre-requisite LA 221**

The third in a series of courses on Koine Greek, this course continues the exploration of the language with selections from the New Testament, Septuagint, and Early Christian Writers. Students will have the opportunity to revisit basic Greek grammar as well as becoming acquainted with new vocabulary and etymology. Short, project-based assessments are designed to help each student build a personalized Linguistic Toolkit to aid further study/ministry. This course can be taken for undergraduate or graduate credit.

*LA 301, 302 Latin I and II*

This two semester course will allow the student to gain enough of a knowledge of Latin to read both classical and ecclesiastical works. It will also assist the student to pray in this age-old language of the Catholic Church.

*LIT 200 Drama*

This course is a survey of Western dramatists from Ancient Greece to the modern day. Dramas will be studied such as: Aeschylus' Agamemnon; Sophocles' Antigone; Shakespeare's Hamlet; Moliere's The Misanthrope; Ibsen's Hedda Gabler; Lorca's Blood Wedding; Bl. John Paul II's The Jeweler's Shop. Drama as genre will be examined with reference to the performance arts.

*LIT 205 Fine Arts: Renaissance to the Present*

This will be a general study of the artistic periods of the Renaissance, Baroque, Classical, Impressionist, Fauvist, and various contemporary styles of Art such as Cubist, Dadaist, Minimalist. Some of the major artists that will be studied are: Giotto, Fra Angelico, da Vinci, Botticelli, Michelangelo, the Carracci, Caravaggio, Guido Reni, Bernini, El Greco, David, Monet, Cezanne, Matisse, Pollock, Warhol, de Kooning. This course seeks to answer the questions "What is Art?" and, "What is Good Art?" in order to impart basic principles for the student to know the good, true and beautiful in the fine arts. A special theme of the Sacred in Art will also be examined throughout this course. There will also be a supplement of musical style with regard to the time period studied.

*LIT 300 Liturgy*

All theology is derived from the sacred Liturgy, the heart of Catholic faith and life. This course will look at Liturgy as the starting point and the greatest teacher, opening to the mysteries of the Catholic faith.

**Mathematics and Physical & Life Sciences**

*MATH 111 College Algebra*

This course covers equations and inequalities in one variable; linear, quadratic, exponential, and logarithmic functions; systems of linear equations in two variables. Also included will be polynomial functions and their zeros, trigonometric functions and Analytic trigonometry.

*MATH 112 Mathematics for the Liberal Arts*

From Euclid to Newton this course follows the development of mathematics from both practical and theoretical viewpoints, number theory, set theory and analysis will be shown to contribute to modern ideas and applications using mathematics.

### *PHY 120 Physics*

This course is designed for students in nontechnical fields. Topics covered include: a review of algebra, vector quantities and operations with vectors, uniformly acceleration motion, laws of motion, friction, concurrent co-planar forces in equilibrium, energy forms and transformations, work and power, conservation of energy and momentum, centripetal acceleration and force, torque in equilibrium and moment of inertia.

### *SCI 109 Earth Science*

This course provides the student with a college level understanding of the natural sciences including geology, oceanography, meteorology, and astronomy. Using a systems approach, the connection between the Earth sciences will be emphasized, such as the interrelationships between events occurring within the atmosphere, hydrosphere, and biosphere. Current topics including climate change, carbon taxing, and other environmental issues and their effects on economies and the human community will be discussed.

### *SCI 121 Molecular and Cellular Biology*

This course designed for liberal arts majors serves as an introduction to the fundamentals of cellular biology, with emphasis placed on energetic, DNA structure and function, Transcription and Translation, the role of proteins in cell structure and function, Mendelian genetics, cell reproduction, and cell superstructure. The relevant ethical and moral issues of genetic engineering, eugenics, stem cell technology, and chimera are presented as a means of framing the topics and developing proficiency in ethical and moral apologetics using the science and documents of the Church.

### *SCI 122 Embryology and Physiology*

Building on the course in Cellular and Molecular Biology, this course takes an integrated organ systems approach to understanding the several topics in Reproductive Physiology and Medicine, as well as the unique stages in embryogenesis and fetal development. Central to all topics is an in-depth analysis of the menstrual cycle: its physiology and the several modes of medical intervention. Also covered are the various modes of contraception, their mechanisms of action, and harmful effects on female reproductive physiology. Ethical and moral medical approaches to fertility medicine, including Natural Family Planning, Hilgers Method, and others will be discussed in depth. The pathophysiologic effects of STD's and STD epidemiology using CDC data, the post-abortive physiologic sequelae in the medical literature will be treated in depth with particular emphasis placed on the substantial medical literature documenting the link between breast cancer, oral contraceptive use, and abortion. Throughout the course, the relevant Church documents will be referenced as a framework for developing practical apologetics that integrate the medical literature in an accessible manner for the non-scientist.

## **Philosophy**

### *PHL 301 History of Ancient Philosophy (online and on campus)*

This course is a study of the most representative thinkers of ancient philosophy, beginning with Plato, Socrates and Aristotle and ending with St. Augustine and Boethius.

### *PHL 302 Metaphysics*

This course is a systematic study of being and the transcendentals; act and potency; essence and existence.

### *PHL 304 History of Medieval Philosophy (online and on campus)*

This course is a study of the most representative thinkers, beginning with St. Augustine and Boethius and ending with St. Albert the Great, St. Bonaventure, and St. Thomas Aquinas.

*PHL 315 Designing Accessible Learning Resources (online only)*

Candidates will examine the American Disabilities Act and create and process learning resources and environments for accessibility to diverse learner types and assistive technologies.

*PHL 402 Ethics*

This course is an analysis of man's ultimate end; human act, voluntariness, freedom and imputability; qualitative vs. quantitative ethics and contemporary applications; and Lublin Personalism.

*PHL 404 Aesthetics*

This course examines the central problems of a philosophy of art, such as the nature of beauty, creative intuition, form and content, and the aesthetic experience. Students will look at the historical place of art in Christian culture and its current use as a major expressive vehicle of contemporary problems, attitudes and insights.

*PHL 405 Bioethics*

Bioethics is the study of the ethical principles and values relevant to life and is especially concerned with modern technologies (particularly medical technologies) and their use to produce, maintain and extend human life. In this course we will study the philosophical foundations for several ethical viewpoints, while focusing primarily on the Catholic position rooted in humanism. Topics covered will be the beginning of life (when do people begin?, stem cell research, abortion) and the end of life (artificial nutrition, suicide, euthanasia, physician-assisted suicide). We will also consider current political challenges for Catholic organizations, especially hospitals as well the challenges Catholics face in the political arena.

*PHL 411 History of Modern Philosophy*

This course is an examination of the classical modern philosophers beginning with Descartes, Spinoza, Hobbes, and ending with the 19th century idealist Hegel.

*PHL 412 Philosophical Anthropology: Philosophy of Man*

This course is an examination of human nature under the light of ontology. It includes: 1) an introduction to the nature of inquiry and status of philosophy, 2) critical analysis of major paradigms, 3) building of a consistent philosophical vision.

*PHL 414 Epistemology*

This course studies the intellect's ability to know the truth and various solutions proposed in the history of philosophy, with emphasis on current epistemological problems.

*PHL 415 Philosophy of God*

This course is an examination of the existence of God, His nature and relation to the world and man.

*PHL 416 History of Contemporary Philosophy (online and on campus)*

This course is an examination of the views of various contemporary philosophers on issues in ethics, epistemology, metaphysics, and other areas of philosophy.

*PHL 417 Logic*

This course introduces the basic structures of sound thinking, analytic reading, and the evaluation of arguments, achieving the latter through practice in Aristotelian logic and examination of the three acts of the mind in Aristotelian-Thomistic philosophy.

*PHL 418 Ethics*

This course is an examination of the three operations of the intellect: simple apprehension, judgment and reasoning (inductive and deductive); figures and conversion of syllogisms, and fallacies.

*PHL 422 Catholic Social Ethics*

This course is an application of basic Christian principles to the political, economic and social spheres. It includes analysis of questions of wealth and poverty, cultural development, war and peace, and Christian involvement in government.

*PHL 425 Differentiated Instruction (online only)*

Candidates will examine trends and issues related to computers, multimedia tools, other educational technologies and the principles of universal design to differentiate the learning experience for diverse learner types.

*PHL 502 Epistemology (online and on campus)*

Aristotle stated that “All men by nature desire to know” and he believed that this desire could be realized. When the Delphic oracle proclaimed that “No man alive is wiser than Socrates”, Socrates interpreted this to mean that he was wisest because, whereas others thought they knew, he alone knew that he did not know (Plato, *Apology*, 21-23). What is knowledge? Is it possible to know? What is it possible to know? How is it possible to know? These are the questions researched in epistemology. This course will give an insight into classical answers to these questions and give students the tools to devise their own responses. This course can be taken for undergraduate or graduate credit.

*PHL 510 Philosophical Anthropology: On Human Nature (online and on campus)*

In this course you will study human nature from the perspective of the perennial tradition of Catholic philosophy, as well as that of Catholic phenomenological and existential insights. This course can be taken for undergraduate or graduate credit. Assignments will be for both undergraduate and M.A. students with additional work assignments for M.A. Students listed each week when so designated.

*PHL525 Logic (online and on campus)*

This course introduces the basic structures of sound thinking, analytic reading, and the evaluation of arguments, achieving the latter through practice in Aristotelian logic and examination of the three acts of the mind in Aristotelian-Thomistic philosophy. This course can be taken for undergraduate or graduate credit.

*PHL 570 Ethics (online and on campus)*

A study of the basic principles of ethics from a Thomistic and phenomenological perspective including criteria for making moral choices and a refutation of situation ethics. Areas such as social justice, abortion, war and peace and sexual ethics will be addressed. This course can be taken for undergraduate or graduate credit.

*PHL 590 Metaphysics (online and on campus)*

Topics include the metaphysics of Aristotle; presuppositions of metaphysics (incorruptibility of the human soul / proof of Prime Mover); the subject matter of metaphysics; the scandal of generality; substance and essence; from finite to Infinite Being; the nature of existence; the names of God. This course can be taken for undergraduate or graduate credit.

## **Theology**

*STD 520 Fundamentals of Spirituality (online only)*

The first part of this course will go through the beginning of the spiritual journey as expressed in the scriptures and the various periods in the life of the Church. It will also seek to study how these various schools of spirituality have built a solid foundation for the spiritual journey. All these however will be based on our beautiful Catholic tradition and patrimony. The second part of this

course will place the schools of spirituality in perspective by showing how seven Doctors of the Church lived and journeyed through the spiritual life. This course will end by highlighting the various means we have in making the spiritual life today, and how these will help to shape our lives hereafter. This course can be taken for undergraduate or graduate credit.

*THL 100 Sacred Scripture (online and on campus)*

Topics treated in detail are Biblical inspiration, canonicity, texts, versions, hermeneutics, literary genre, the ongoing sanctifying activity of the Holy Spirit through the use of the Holy Scripture both by individuals and by the Church officially.

*THL 110 Fundamental Theology (online only)*

This course will provide an understanding of the sources, concepts, and history of fundamental theology that are a vital foundation to future topics in theology. Attention will be given to the origins of doctrine and its form, which are important to almost all branches of theology. This course will cover the following five categories of studies:

1. the role of philosophy in theology,
2. the use of the Bible in theology,
3. the resources of tradition for theology (Fathers, councils, creeds, liturgy, art and the sense of the faithful),
4. the two aides to discernment in theology (Christian experience and the Church's magisterium), and
5. the plurality and unity in Catholic theology

*THL 201 Building Catholic Character (online only)*

This course is an analysis of character: how it is constituted, developed, preserved and perpetuated. What are the hallmarks of the good human being, and how can integrity and virtues (as in 2 Pt. 1:3-9) be taught and learned? The course will examine customary social challenges to Christian family life and character development; explore possible remedies advanced by "character education"; and - through readings, films, lectures and seminars - evaluate particular crises as they occur in various cases in literature, history and politics. [Open course but limited enrollment: Parents, deacons, and Church DREs and Catechists are especially welcome.]

*THL 231 The Old Testament*

This course is a survey of the principal books of the Old Testament, following the history of Israel as an outline. Included are literary and cultural forms essential to an understanding of ancient Hebrew writings.

*THL 232 The New Testament*

This course examines all the principal works of the New Testament, with emphasis on the historical, literary, and theological background necessary for a fruitful reading of the texts. Special emphasis is placed on the problem of historicity and on the Pauline and Johannine corpus.

*THL 233 Writings of St. Paul*

This course is a study of the major themes of the Pauline corpus with consideration of the form of writing known as the epistles. Concentration will be on I Thessalonians, I Corinthians, Galatians, and Romans.

*THL 238 Gospel of John*

This course is an examination of the Fourth Gospel. Topics included will be the unique character of the Gospel of John in relation to the Synoptics; theories of authorship; specifics of Johannine spirituality as highlighted by patristic commentators and in liturgy.



### *THL 300 Moral Theology*

This course is designed as an introduction to the foundational concepts of Catholic moral theology. Throughout the course, we will seek to gain a mastery of the questions: what is moral theology? What are its underlying precepts? How can we use these to help ourselves and others lead a moral life?

### *THL 510 Catechism I (online and on campus)*

This course, the first of a two-sequence series, presents an overview of the Catechism of the Catholic Church. Students will read and reflect on the first two parts, “The Profession of Faith” and “The Celebration of the Christian Mystery” in order to grasp its presentation of revealed truth in the light of Vatican Council II and to be familiar with the text as a sure norm for teaching the faith. Through imparting a broad understanding of the whole message of faith, this course is particularly intended to assist those who will be undertaking theological studies as well as those engaged in catechesis. This course can be taken for undergraduate or graduate credit.

### *THL 511 Catechism II (online and on campus)*

This course, the second of a two-sequence series, presents an overview of the *Catechism of the Catholic Church*. Students will study parts three and four of the *Catechism*, “Life in Christ” and “Christian Prayer,” in order to grasp its presentation of revealed truth in the light of Vatican Council II and to be familiar with the text as a sure norm for teaching the faith. Through imparting a broad understanding of the whole message of faith, this course is particularly intended to assist those who will be undertaking theological studies as well as those engaged in catechesis. This course may be taken for graduate or undergraduate credit.

### *THL 512 Apologetics (online only)*

Saint Peter exhorts Christians to “always be ready to give a defense (Greek: apología) to anyone who asks you for a reason for the hope that is in you, but do it with gentleness and respect” (1 Peter 3:15). This course, which can be taken for undergraduate or graduate credit, will introduce the student to the art of fulfilling this biblical mandate to cogently and convincingly explain and defend Christian truth. Apologetics involves meeting and overcoming objections to the Faith in a charitable, patient, and respectful manner, presenting the logical, biblical and historical case for the Catholic-Christian worldview. This course will focus not just on the “what” of apologetics (i.e., the content of the case), but also the “how” of apologetics (i.e., the proper techniques necessary to successfully make the case). The primary goal of this course, therefore, will be to prepare each student to effectively “contend for the faith which was once for all delivered to the saints” (Jude 3) with biblical and historical proficiency, with a calm and winsome demeanor, and with careful attention to articulating a precise, rational, doctrinally orthodox, and compelling defense of the Faith in a variety of real-world circumstances.

### *THL 514 Theology of the Body*

The first part of this course will go through the biblical foundations for the theology of the Body as expressed in the writings of Blessed John Paul II. The second part of this course will seek to relate the Theology of the Body in the practical encounters of life, love and Marriage. This course will end by highlighting how the theology of the body as presented to us through our beautiful Catholic Tradition can enable us promote life and the institution of Marriage today, and how it will help to shape our lives hereafter. This course can be taken for undergraduate or graduate credit.

## **History in the Social Sciences**

### *CH 300 Church History (online only)*



This is a survey course of the history of the Roman Catholic Church. Topics to be examined will include development of the early Church, the Age of the Fathers, the Dark Ages, the Middle Ages, the Reformation period, and the Modern Era.

*CH 325 The Catholic Response During World War II (online only)*

This course examines the Catholic response during World War II. Topics include a review of the Papal response, including Pius XI and Pius XII; the martyrdom of St. Maximilian Kolbe and St. Teresa Benedicta of the Cross; the lives of lay Catholics involved in the Resistance including Col. Claus von Stauffenberg and Oskar Schindler; and exposure to the holocaust in literature and film.

*HIST 101 Western Civilization I*

With the Incarnation, God took on human flesh to radically enter human history as the Second Person of the Blessed Trinity. The birth, death, and resurrection of Jesus Christ are historical realities. Therefore, as Christians, we should have a deep interest in history, in particular the history of western civilization which was so heavily influenced and shaped by Christianity. In this course, we study this incredible story of western civilization. In part one of this two-sequence course, our journey begins with the peoples of the Old Testament, then moves to the rise and fall of both the Greek and Roman civilizations, the birth, growth and flourishing of Christianity, the rebuilding of western civilization during the medieval period, the crusades, the Black Death, the division of Christendom with the Protestant Revolt, and finally the Roman Catholic counter-reformation culminating with the Council of Trent (1545-1563). The intent of this course is for the student to develop an understanding of both the flow of history as an integrated whole, as well as an understanding of the significant part played by the Catholic Church in the building of western civilization.

*HIST 102 Western Civilization II*

In this course we continue our study of Western Civilization. Our story picks up with what became known as the Hundred Years' War, as nations fought for secular power under the guise of attempting to restore a united Christendom. We discover how this conflict ultimately gave rise to the Enlightenment and a general intellectual skepticism against Christianity in general and the Catholic Church in particular. Next, we look at the revolutions in France and America. We move on to explore the Napoleonic Age and the Church's response to the rise of modernism. Finally, we conclude by moving into the modern era to consider two world wars, post-war cultural change, Vatican II, and into the present day. Along with understanding the flow of secular history, this course is intended to also develop students' understanding of the significant role play by the Catholic Church in the cultivation of Western Civilization.

*HIST 201 American History I*

The survey course begins with Pre-Columbus America and ends with the Civil War. Students will examine the process of colonization, the Revolutionary War, the growth of the American Republic, and the issues that led to Southern secession.

*HIST 202 American History II*

Historian Shelby Foote has noted that before the Civil War, people spoke of "these United States, but after the Civil War they always said the United States." Beginning with Reconstruction, students will examine themes in modern America. They will examine the Gilded Age, the Progressive Era, World War I and II, the 1950s, the 1960s and present topics.

*HIST 499 Directed Studies in History*

This course offers special studies in history directed to the individual needs of the student.

*MAT 112 Math for the Liberal Arts I*

From Euclid to Newton this course follows the development of mathematics from both practical and theoretical viewpoints, number theory, set theory and analysis will be shown to contribute to modern ideas and applications using mathematics.

*MAT 114 Math for the Liberal Arts II*

This course educates the student in the basic principles of deductive logic: algebra of sets, relations, functions, development of the number system, and the logic of algebra.

*MUS 200 Major Masters and Movements in Music*

Through a sound musical theory and a discerned choice of presented music, the student is exposed to a foundation music criticism with which he can know how to choose proper music in the future.

*POL 309 American Government*

This course is an introductory examination of the philosophical, institutional, and behavioral elements of the political system of the United States. Emphasis will be placed upon Constitutional interpretation. The organizing theme of the course will be study of the tension occasionally existing between obligation to "Caesar" (political citizenship) and obligation to God (religious conscience). No previous courses in political science are necessary.

*PS 103 Political Science*

Political Science teaches about approaches to "political thinking." The course surveys fundamental ideas in the study of government and politics (*e.g.*, power, authority, sovereignty, legal structures, civil obedience and civil disobedience); it examines many of the perennial questions and topics in political life (such as *Who should rule?* and *Is it good to have power?* and *Do truth and right change in the course of history?*); it explores the various fields of political science; and it studies the major political philosophies and ideologies. By analysis of classical principles of government, Magisterial social teachings, and political science methodologies, the course provides insight into perennial political problems and debates.

*PSY 100 Psychology*

This course studies the foundation of the discipline of psychology. We will ask: What is the content of this field – the mind, the will, the soul, behavior, character? We will study various methods used to examine such areas such as the case study, scientific experiment, introspection, and analysis. We will explore the causes of consciousness and behavior that were advanced by psychoanalytic, existential, behavioral approaches as well as current contributions in Catholic psychology. No prerequisites necessary.

*PSY 101 Behavioral Science of Psychology*

This course introduces students to the basic processes and principles of human behavior. Points of study include heredity, environment and free will factors in human development as well as instincts, emotions and their development.

*PSY 103 The Collapse and Restoration of the Family*

In this course we will draw on 20<sup>th</sup>-21<sup>st</sup> c. texts to explore the dissolution of the structure of the nuclear family as well as its current renovation. The world wars, existentialist movements and the sexual revolution will inform us about the weakening of the father, the assumption of the woman of masculine roles, and the autonomy of children. Papal encyclicals, intellectual works, films, and literature will contribute to our understanding of the trajectory of the family over the past 100 years.

*PSY 115 Developmental Psychology (online only)*

Candidates will demonstrate an understanding of developmental psychology as it pertains to education programs.

### *SOC 101 Sociology*

This course is designed to survey the methods of sociology and their application to contemporary society.

### *SOC 205 Media of social communications (online only)*

Students will explore the history, trends, and issues related to the Catholic Church and its use of media for social communications to spread the Gospel message.

### *SOC 209 Emergence and Development in the Social Sciences*

This course is a history and examination of the development of the social sciences, looking first to the enlightenment and then to the 19<sup>th</sup> and 20<sup>th</sup> centuries. The student will develop a better understanding of both the benefits and limits of sociology, psychology and anthropology.

### *SOC 315 Catholic Formation & New Media (online only)*

Candidates will explore human, spiritual, intellectual, and pastoral formation and the trends and issues of new media technologies used to foster each.

### *SOC 415 Audio/video design and development (online only)*

Candidates will explore and implement various design and development strategies and technologies to plan, create audio and video resources for diverse learning environments.

### *SOC 410 Current Perspectives on Religion in the United States*

In this sociology course, we read several bestselling nonfiction books concerning religion and spirituality. After determining what a “bestselling” book is and why we read these as we develop our understanding of perspectives on religion in the United States, we define religion and spirituality, denomination, sect, cult, and New Religious Movements. Some of the topics we then address are perspectives on the: seeking and conversion (or non-conversion) processes, answers to the three big questions religions are “supposed” to answer (is there a God? what happens after death? why is there evil in the world?) as well as why are there so many rules? and the political side of religion. *Please note, this is NOT a theology course.*

### *STM 501 Religion and the Law*

The First Amendment provides: Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof. The course examines the history, original intent, and interpretation of the Establishment Clause and the Free Exercise of Religion Clause. The course covers problems under the Establishment Clause, including prayer in the public schools, nativity scenes in public places, creationism versus evolution in public education, government financial aid and welfare programs, and school vouchers. The course also covers problems under the Free Exercise Clause, including discrimination against religious beliefs, facially neutral laws with a disproportionate adverse impact on religious practices, exemptions from general rules for particular religions, and conscientious religious objection to military service in war. This course will examine the First Amendment issues raised by both the Free Exercise and the Establishment clauses. This course can be taken for undergraduate or graduate credit.

## **GRADUATE COURSES OF INSTRUCTION**

Graduate courses may be used for credit toward the M.A., Post Master's Certificate in Theology, and M.Div. programs, as well as for Certificate programs, provided they are applicable to the particular program.

## **Bioethics**

Bioethics courses may also be applied as Moral Theology courses if designated STM or Sacred Theology/ Philosophy courses if designated STP.

### *STM 608 Philosophy of Life and Death*

This course investigates the paradoxical relationship that exists between life and death, including the partial experiences of death such as difficulty, disease, and disability, and examines how, on the one hand, death can strengthen life and, on the other hand, how an excessive concern for isolating life from death leads away from life. Discussion will focus on how this insight has application to sex, drugs, guilt, marriage, abortion, reproductive technology, euthanasia, and morality in general. Also examined will be how stress, anxiety, and fear of death can hinder one's personal development. The reality of death itself and the issue of life after death will be explored.

### *STM 625 Bioethics*

This interdisciplinary course prepares graduate students for pastoral service through an intensive review of the moral teachings of the Catholic Church regarding the sanctity and dignity of human life from the moment of conception until natural death. The magisterial wisdom of the Catholic Church is applied to difficult topics in contemporary bioethics including: human acts; freedom; conscience; natural law; the generation of human life; marriage; natural family planning; contraception; sterilization; abortion; ectopic pregnancies; new reproductive technologies; the cryopreservation of human embryos; cloning; embryonic stem-cell research; genetic therapy; pre-natal diagnosis and screening; care for the dying; euthanasia; assisted suicide; advance directives; persistent vegetative state; the definition of death; organ transplantation; eugenics and genocide.

### *STM 635 Theology of the Body*

This course examines Karol Wojtyla's (Pope John Paul II's) personalism and theology of the body. Modern technology and morality will be evaluated in light of his teachings. The course will begin with readings in the theological anthropology of the Fathers and Doctors of the Church.

### *STM 639 Bioethics and the Law*

This course gives a survey of the legal aspects of bioethics. Questions such as inheritance laws and surrogate parenting, the "living will," frozen embryos, etc., are treated from a legal perspective.

### *STM 642 Theology and Natural Science*

This course offers a study of the relationship of theology to the natural sciences and the practical relationship of spirituality and medicine. An examination of the current literature will be made.

### *STM 660 Guiding Principles of Catholic Medical Ethics (online only)*

Students will explore the extraordinary challenges, both medical and moral, currently facing Health care in the United States. The *Ethical and Religious Directives for Catholic Health Care Services*, will be used to help acquire an overview of critical topics in Catholic medical ethics. In these revised Directives, the bishops reaffirm the Church's commitment to health care ministry and to the ethical standards of behavior that flow from the Church's teaching about the dignity of the human person. The remarkably clear formulations of the *Ethical and Religious Directives for Catholic Health Care Services* will serve as a reference point for the content covered in subsequent courses. This course is for dual enrollment students only.

### *STM 662 Catholic Bioethics and the Dignity of the Human Person (online only)*

Students will examine key areas of modern bioethics, and be able to articulate the major ethical concerns raised by these issues. Topic areas include assisted reproductive technologies, abortion, contraception, informed consent, euthanasia and assisted suicide, organ transplantation, and ectopic

pregnancies. Students will examine areas where ethical ambiguity may still exist from the vantage point of Catholic teaching, like embryo adoption, or Gamete Intrafallopian Transfer, and be able to articulate a reasoned position and coherent approach to dealing with such questions in the practical sphere. This course is for dual enrollment students only.

*STM 665 Case Studies and Applied Topics (online only)*

Students will examine a number of bioethical topics and critically analyze case studies from a Roman Catholic perspective. Subject areas include research ethics, ethics committee process topics, beginning and end-of-life ethical issues, selected clinical issues, and institutional issues. The course will emphasize the application of ethical reasoning and connections with Church teaching. This course is comprised of 2 additional curricular components - the first of which is two conferences (a Fall 2-day seminar which meets at various locations and a Spring 1-day seminar which meets in Philadelphia), and the second of which is a final paper due in July. This course is for dual enrollment students only.

*STM 670 Directed Studies in Catholic Bioethics (online or on campus)*

These courses are specialized studies in Catholic bioethics directed to the individualized needs of the student.

*STM 672 Biology and Biotechnologies for Ethicists (online only)*

In this course we will study the basic biological principles related to ethical issues such as in vitro fertilization and other reproductive technologies, embryonic and adult stem cells, artificial contraception, and genetic engineering. As these technologies and issues are constantly changing, we will also cover a basic grounding in the study of biology. The results of scientific studies filtered through the lens of the popular media can be inaccurate and misleading. As such, we will also practice reading and analyzing scientific journal articles, so that we are prepared to study scientific advances from their original sources. Finally, we will read key documents that evaluate related ethical issues from the standpoint of the Catholic faith.

*STM 675 Theology and Biotechnology (online only)*

In this course we study recent advances of biotechnology, which have undergone incredible development in the last several years while seeking to improve human health and well-being. We evaluate these advances in conjunction with the rich, ancient wisdom of the Catholic faith, whose primary purpose is to seek human happiness by drawing the human person into union with God.

*STM 807 Contemporary Moral Problems*

The course researches and evaluates significant moral questions confronting the Church and the world today. Included will be the study of such issues as abortion and euthanasia in their contemporary aspects, pressing issues such in social justice, issues in business, environment, and media ethics, and critical issues in sexual ethics. The study of special questions (such as capital punishment; homosexuality; drugs and addiction; ecological concerns; and war, terrorism, and torture) will provide occasion for understanding and evaluating contemporary moral methodologies.

*STP626 Sexual Ethics (online only)*

This course is an introduction to Catholic sexual ethics using the work of John Paul II. The students will examine the significant philosophical thought of Karol Wojtyla on this topic in his book, *Love and Responsibility*. At the same time, they will examine his mature theological thought, as pope, concerning the theology of the body, as found in his general Wednesday audiences. The professor will provide a summary of several major papal documents (e.g., *Arcanum*, *Casti Connubii*) to set his work in context. The goals of this course are to communicate the principles of Catholic sexual ethics, and for students to articulate and apply those principles to several sexual topics and to a magisterial document.



*STP640 Medical Ethics (online only)*

The starting point will be the background out of which the Catholic Medical Ethics grew. Once the background of the tradition, which originated in the ancient world, is in place, the modern situation and its failure will be described and the contemporaneous need for the religious traditions to exercise their appropriate influence will be affirmed.

**Canon Law**

Canon Law courses may also be applied as Moral Theology courses if designated STM.

*STM 618 Governmental Structures (Canon Law) (online only)*

Governmental Structures is an investigation of the power of government in the Church, focused in the hierarchical constitution of Church, as found in Book Two of the 1983 Code (cc. 330-572). Envisioned outcomes: an appreciation for the role of Canon Law in the life of the Church; an ability to interpret the law, given the context and subject matter of a particular Canon; a sense of canonical equity as a tool for the work of a shepherd in the Church; an ability to fulfill the function of Church leadership by empowering the people of God in their rights and obligations. Format: audio lectures and posted discussions.

*STM 630ENG Consecrated Life and Societies of Apostolic Life (online only)*

The course explores the state of the consecrated life with an historical approach and her spiritual commitment; we will try to understand their implications and to assume with full knowledge this state of life proposed by the Church as means of Christian perfection in the charity. As Christians call by Jesus to attain the perfection, the consecrated life is one of these ways to attain this goal, so it is a tremendous help for those Christian to explore this realities.

*STM 630SP Institutos de Vida Consagrada y Sociedades de Vida Apostolica [Spanish Section] (online only)*

El curso consta de 4 capítulos, donde exploramos la realidad asociativa de los Institutos de Vida Consagrada en relación a las Sociedades de Vida Apostólica. Para poder ver si el alumno entiende bien el tema se han previsto cuatro trabajos de investigación que serán enviadas en el tiempo previsto.

*STM 645 Temporal Goods(online only)*

Sacred Scripture expresses a detachment from material goods, yet the Church exists in the world, but is not of the world. The nature of the Church as a society, with the mission given to it by Christ of preaching the gospel message to the whole world, requires it to administer temporal goods in order to fulfill that mission. Thus the Code of Canon Law (c. 1254, §1) teaches that the Church has the innate right to acquire, retain, administer, and alienate temporal goods independently from civil power. It also specifies that the principal purposes for temporal goods are to order divine worship, to care for the decent support of the clergy and other ministers, and to exercise works of the sacred apostolate and of charity, especially toward the needy (c. 1254, §2). This course will help develop an understanding of the Code's treatment of temporalities at the service of the Church.

*STM 648 Ordinary Contentious Trial: Procedural Law (online only)*

Ordinary Contentious Trial: Procedural Law is an investigation of an individual's rights in the course of an ecclesiastical trial, as found in Book VII: De Processibus of the 1983 Code (cc. 1501 - 1655).

*STM 658 Practical Problems in Jurisprudence (online and on campus)*

This course enables students to answer frequent questions they face in their apostolate. Students will be trained in using canon law and the official documents of the Church in their mission.

*STM 659 Moral Magisterium of John Paul II (online only)*

This course is team taught by Msgr. Smith who was an excellent moralist and is dead and Fr. Brian Mullady using DVDs from Msgr. Smith and CDs from Fr. Mullady who is the online professor. Topics in this course include the sacred sources of Christian moral teaching; a correct understanding of human freedom; conscience and its application; "Veritatis Splendor"; "Evangelium Vitae" and Theology of the Body.

*STM 701 Canon Law I (online and on campus)*

The purpose of this class is to introduce students to ecclesiastical law through a systematic presentation and study of the 1983 Code of Canon Law, reflecting on the purpose, nature, content, history, background, and consequences of what ecclesiastical law achieves in the life of the Church.

*STM 702 Canon Law General Norms (online only)*

This class is designed to provide the students with an understanding of how to interpret the laws of the Catholic Church. Students will be provided a perspective of the legal system that governs the Catholic Church, which is unlike the common law system found in the United States.

*STM 801 Canon Law II (Canon Law of Marriage)*

This course completes the review of specific sets of canons begun in Canon Law I. It includes a thorough study of the canon law of marriage.

*STM 802 Marriage Law (online only)*

The purpose of this class is to introduce student(s) to the canon law of marriage through a systematic presentation and study of the 1983 Code of Canon Law, reflecting on the sacred canons themselves (cc. 1055-1165 and 1671-1707), their purpose, nature, context, history, and theological meaning.

*STM 803 Canon Law III (Canon Law of Religious Life)*

This course examines Canon Law for Institutes of Consecrated Life and Societies of Apostolic Life, which is a major section of Book II of the 1983 Code of Canon Law. Eight chapters deal with all institutes of consecrated life, while the final title deals with secular institutes. Included are the erection and suppression of religious houses, governance of institutes, admission and formation of candidates, obligations and rights of the institutes and their members, religious apostolates, separation of members from the institutes, religious raised to the episcopate, and conferences of major superiors. All 173 canons will be considered.

Church History

*CH 610 Psalms as Christian Prayer (online only)*

The course focuses on the Psalter specifically as the prayer book of the Church. Students will explore the Psalms from five perspectives. (1) The historical-critical study of the psalms, including their genre and historical context. (2) The use of the Psalms by New Testament authors, who clearly see Christ as the fulfillment of the prophecies uttered in the Psalter, and continue to pray with it. (3) Christian interpretation of the Psalms throughout history. (4) The use of the Psalms in the sacred liturgy. (5) Spiritual studies and exercises on how to join oneself with the psalmist in the longing for and love of God.

*CH 620 The Counter Reformation (online and on campus)*

Topics include the causes of the Reformation; the Council of Trent; Counter-Reformation popes and religious orders; saints and foundresses; France, the field of battle; Thirty Years War and the Peace of Westphalia.



*CH 625 The Geography of Jesus: The Message, The Land, The People – Virtual Tour of the Holy Land (online only)*

This is an intensive study of the gospels in their geographical location, i.e. in Palestine/Holy Land (Israel). The Benedictine monk and Scripture scholar Bargill Pixner, OSB has called the Holy Land the “fifth gospel.” By studying the gospels in their geographical and historical context and “virtually visiting” important historical and archeological sites such as Bethsaida, Gergesa, Caearea Philippi, as well as the Old City of Jerusalem, students will have a well-rounded vision of the immediate historical, social, and cultural context of the gospels and the world of the Early Christians. An intensive virtual or cyber-tour Holy Land will hopefully inspire and encourage students to maintain a life-long study of the Scriptures and have a much better understanding of the gospel message. This course can also be applied for Scripture credit as SS 625.

*CH 630 Catholic Modernism (online only)*

This course is an historical study of Catholic modernism. Modernism was an attempt to make the Church relevant to the modern world by making her adapt to it. To that end, we will address the intellectual causes of modernism and its major components. We will focus on the concern with Biblical criticism, anti-scholasticism, faith as action vs. belief, and emphasis on historical process. Our study will include magisterial statements of Pius X concerning modernism and other magisterial statements explaining the correct approach to these focal concerns. We will also have exposure to the works of several important Catholic modernists (e.g., Alfred Loisy, George Tyrrell).

*CH 635 St. Augustine: Life, Times & Thought (online only)*

The chief goals of this course are to find a friend in St Augustine, to become conversant with his major works, and to appreciate his enduring contribution to the Church. This course explores the life, times, and thought of St Augustine of Hippo mainly from the perspective of his own writings. Augustine’s life and times will be explored through his spiritual auto-biography, the Confessions, and through the biography of his contemporary and friend Possidius. Augustine’s treatise on the Trinity will receive special attention as a major exposition of his thought, especially in the areas of scriptural exegesis and theological reflection. Finally, students will study Augustine’s City of God, as a monumental presentation of ancient Christian thought on salvation history.

*CH 653 The Immigrant Church*

From the arrival of Irish, German, French, and Caribbean peoples in the late eighteenth century, the U.S. Catholic Church began to develop its identity as an immigrant church. This course explores how the American Church matured as a multicultural people, guided by their bishops, blended together in the new world. Out of the tension produced by a rapid growth in numbers and the many changes in ethnic identity over the past two centuries, Catholics have become a recognized force in American religious history. Catholics today should have knowledge of the process of incorporation and accommodation that made the present strength of the U.S. Catholic Church possible.

*CH 659 Documents of Vatican II (online and on campus)*

Topics in this course include the background of the Council; the nature of the Church; inner spiritual renewal; the Church and the world; the effects of the Council. All documents are read, although there is an emphasis on the four constitutions. This course can also be applied for Dogmatic credit as STD 659.

*CH 661 The First 21 Ecumenical Councils (online only)*

This course focuses on the twenty-one ecumenical councils of the Catholic Church. Readings, discussions, and research assignments will focus on the texts and the contributions of the councils themselves. The councils will be studied in their historical contexts, and from the perspectives their contributions to theology and ecclesiastical discipline.

*CH 664 Judaism through Catholic Eyes (online only)*

This course will examine Judaism from a Catholic perspective, focusing on the role that Jews and Judaism have in God's plan for the redemption of all mankind, both in the first phase of salvation history leading up to the Incarnation, and in the current period between the 1st and 2nd Comings of Christ. We will study the core beliefs of Jewish theology, from the time of Christ into our own day; the interplay between the Jewish and Christian communities over time; the enduring and tragic mystery of anti-Semitism culminating in the horror of the Holocaust; the spiritual meaning of the conflict between Jew and Muslim; the Catholic teaching on Jews and Judaism from the Church Fathers to our current Holy Father; and the mysterious role that the Jews are to play in the 2nd Coming. Sources will include the Jewish scriptures and other "dogmatic" Jewish writings; Church documents; the writings of Popes and saints; later Jewish theological writings; and expressions of Judaism in the current culture.

*CH 665 History and Spirituality of Eastern Christianity*

This course considers the history of the various Eastern Churches, both those in union with Rome (Eastern Catholics) and those not (Orthodox and others). The course will focus on the pristine unity of the Church, the historical divisions, attempts at reunion, liturgical practice, monasticism, iconography, laws of discipline, the doctrines not accepted by the non-Catholic Eastern Churches, ecumenical attempts, etc. Students will be required to attend a Byzantine Catholic Liturgy.

*CH 668 History of American Catholic Spirituality*

This course examines prayer and practice in the American Catholic community as the Church evolved from being a "despised minority" that struggled to hand on the faith, to an immigrant Church searching for an American Catholic identity, and, finally, to a 20<sup>th</sup> century Church wanting to reform itself especially with regard to spiritual renewal and social justice. Documents and biographical sketches of those who helped advance the Church will be the major focus of the course. The devotional life of the Church, particularly devotions to the Sacred Heart, Our Lady, and the Passion will be highlighted. Attention to the changing methodology used to present the faith will also be stressed.

*CH 670 Great Personalities in Church History: Saints, Sinners, and Interesting Characters (online only)*

This reading course surveys a panoply of sources, church fathers, heterodox writers, heretics and saints, men and women, throughout our history. The original works of the writers themselves serve as the material basis for the class.

*CH676 St. Teresa of Avila (online only)*

This course will explore the life, writings and spirituality of St. Teresa of Avila. Teresa's method of prayer and her reform of the Carmelite way of life to foster closeness with God will be emphasized. Her major writings will be studied, including The Book of Her Life, The Way of Perfection and The Interior Castle. The historical period of 16th c. Spain will be included in order to understand Teresa's work and life from within her context.

*CH 679 Women Doctors of the Church*

This course will review the lives, spiritualities and doctrines of the three female Doctors of the Church: St. Catherine of Siena, St. Teresa of Avila and St. Therese of Lisieux. Special attention will be given to each saint's theology of prayer as an antidote to the new-age and relativist spiritualities of contemporary culture. This course is suitable for any Catholic who seeks to explore the sound, Catholic approach to prayer and the spiritual life, especially educators, parents, clerics and religious.

*CH 680 American Catholic Women: An Historical Exploration*

Since the first decade of the nineteenth century, many U.S. Catholic lay women and members of religious congregations have allied with one another to find ways to surmount the constraints that church and society impose. Through creative means, they found ways to nourish their spiritual relationships with God, discover meaning in their private lives and work on behalf of the immigrant church to make it a significant institutional force. Certain women even became leaders in discerning and fostering the special gifts women bring to evangelization and to the promotion of social justice. This course will highlight the historic achievements of Catholic women and ponder the implication of the successful models they have set.

*CH 682 Islam through Catholic Eyes (online only)*

This course will endeavor to explore the relationship between Christianity and Islam couched in terms of Nostra Aetate's statement that "the Church regards with esteem also the Moslems" and compare this relationship with the myriad ways in which Catholicism has encountered and continues to encounter Islam in the world. In addition to exploring Catholic writings on Islam, the course will encounter Islam in its own words with texts from the Qu'ran and with both didactic and creative literature written by Muslims.

*CH 706 Early Popular Christian Literature (online only)*

This graduate level course concerns the wider tradition of Christian writings in the initial stages of the history of the Church. Much material that was not considered canonical by the official Church was, nonetheless, very influential in the development of our theology, catechesis, apologetics, polemics, liturgy, and daily life within the larger society. The variety of material and viewpoints represented in this corpus of literature lead one to also acknowledge the great diversity of the early Church in many areas of theological thought and practice.

*CH 710 History of the Church to 1400*

This course is an historical survey of the first fourteen centuries of the Church, studying the major forces, events and persons shaping the growth and development of Christianity in the East and West.

*CH 711 History of the Church From 1400*

This course is a continuation of History of the Church to 1400. It includes topics such as the Western Schism, Renaissance, the Reformation and the Council of Trent, Jansenism, the Enlightenment, French Revolution, the First and Second Vatican Councils, and the twentieth century "isms."

*CH 720 The Theology of Joseph Ratzinger (online only)*

This course is an introduction to the major themes, methodology and insights presented in the writings of Joseph Ratzinger: the theologian who became Pope Benedict XVI. This course will survey Ratzinger's thought through a careful and in-depth consideration of his major works. Through this students will discover the coherent, yet dynamic, theological and philosophical vision of Joseph Ratzinger. This will, in turn, shed light on Pope Benedict XVI, as the Holy Father has interacted with contemporary conditions affecting the Church and culture/s. Among the topics that will be treated are: Ratzinger's apologetics, his approach to fundamental, sacramental-liturgical, biblical and dogmatic theology.

*CH 801 Patristics (online and on campus)*

This course is a survey of selected writings from the principal Fathers of the Church. The focus will be on the development of Catholic Doctrine from the Apostolic Fathers to St. Gregory the Great, with emphasis on the Trinitarian and Christological questions.

*CH 901 The Church in America (online and on campus)*

This course is a survey of the Church's growth in America, especially in the United States, from 1492 to the present. Topics such as patronage, missionary activities, religious orders, persecution, the immigrant Church, the maturing of the Church, and contemporary tensions are studied.

*CH 999 Directed Studies in Church History*

Special studies in Church history directed to the individual needs of the student.

## **Dogmatic Theology**

*STD 520 Fundamentals of Spirituality (online only)*

The first part of this course will go through the beginning of the spiritual journey as expressed in the scriptures and the various periods in the life of the Church. It will also seek to study how these various schools of spirituality have built a solid foundation for the spiritual journey. All these however will be based on our beautiful Catholic tradition and patrimony. The second part of this course will place the schools of spirituality in perspective by showing how seven Doctors of the Church lived and journeyed through the spiritual life. This course will end by highlighting the various means we have in making the spiritual life today, and how these will help to shape our lives hereafter. This course can be taken for undergraduate or graduate credit.

*STD 600 Faith and Revelation (online and on campus)*

This course is an introduction to God's call and man's response in faith. It considers revelation in Sacred Scripture and Tradition, the prophetic role of Christ's Mystical Body, the Church and its Magisterium, infallibility and the nature and method of theology as a science.

*STD 605 Baptism/Confirmation/Eucharist*

This course is a systematic study of the necessity and nature of the sacraments in their inner dynamics (e.g. form and matter) and an application of the theology of the sacraments in general to each of the sacraments in particular, with special attention given to Baptism and Confirmation.

*STD 606 Sacrament of Holy Orders*

This course is an intensive study of the theology of the priesthood, the Holy Eucharist and Penance. Sources studied include Sacred Scripture, Tradition, Patristics, Conciliar Documents, *The Ministerial Priesthood* (Roman Synod of Bishops, 1971) and continuing statements on the priesthood and its responsibilities. The course also studies the Sacraments of the Eucharist and Penance. Reserved for Deacons or final year seminarian students.

*STD 608 Spiritual Theology*

This course is a systematic study of Christian holiness based on Sacred Scripture and classical writers considering the virtues and gifts of the Holy Spirit, prayer, spiritual direction, and the stages of the life of grace.

*STD 610 Nature and Grace: Theological Anthropology (online and on campus)*

Course material provides a theological investigation of the relationship of human nature to grace. Included will be: the natural desire to see God, the states of human nature, the Old and New Law of Christ and the necessity, character and effects of grace as perfecting human nature. Attention will be given to the works of Thomas Aquinas, Henri de Lubac, Karl Rahner, and Pope John Paul II. This course is a follow up to STD 600 Faith and Revelation.

*STD 619 Mystical Theology in the Church Fathers*

The universal call to holiness requires that each disciple of Christ develop with God's grace a mature life of prayer. This course will focus on selected writings of representative Eastern and Western

Church Fathers to gain a better understanding of and appreciation for their teachings on contemplative prayer and the journey of the soul to Divine Union.

*STD 623 Mystical Theology in the Medieval Saints and Doctors*

This course examines the great mystical tradition of the Catholic Church as the Medieval Saints and Doctors have described the spiritual life and its development.

*STD 624 Norms of Catholic Doctrine (online and on campus)*

This course is an introduction to Roman Catholic theology. Topics examined include, but are not limited to, why theology is a science; the nature of subordinate science; how a theological approach differs from, and is similar to, a philosophical approach to God; the role of Scripture, Tradition and the magisterium in theology. Students read portions of the writings of Aquinas (i.e., *Summa*, *Summa Contra Gentiles*), Avery Cardinal Dulles, the Pontifical Biblical Commission, Pius XII, and John Paul II.

*STD 625 Inter-Religious Dialogue from a Catholic Perspective (online and on campus)*

This course is an examination of inter-religious dialogue between Catholicism and the other four major religious traditions of Judaism, Islam, Hinduism, and Buddhism. The Catholic understanding of inter-religious dialogue is studied, especially in light of the call to evangelization.

*STD 629 Liturgical History (online only)*

Liturgy is one of the most complex and controversial fields of study within the Church today. This course provides a thorough introduction to the sources and developments of sacred liturgy in several historical stages: the Old Testament, early Christianity, medieval Latin Christianity, the period following the Council of Trent, the liturgical movements of the 19th and 20th centuries, and the revisions of the Roman liturgy following the Second Vatican Council.

*STD 659 Vatican II Documents (online and on campus)*

This course is also listed as CH 659.

*STD 701 Protology and Eschatology*

This course is a study of God as the Creator of all things and the relation of created things to Him. The four last things (death, judgment, heaven and hell) are related to Him as the fulfillment of man and nature, the end of His saving plan.

*STD 703 Mariology (online and on campus)*

Marian study and devotion has had its highs and lows in the past forty years. The Second Vatican Council was very insistent on Mary's importance to salvation history, prayer and devotion within a Catholic context. Nevertheless, Mary, very shortly after the end of the council, was, in many cases, systematically deemphasized, and time-honored devotional practices fell into disregard or disuse. This course will endeavor to resituate the basic Marian teachings of the Church in a Scriptural, historical and modern context. Using what is said of Mary in *Lumen Gentium*, ch. VIII and other post-conciliar documents, Mary's importance to the faith of Catholics in the post-modern era will be emphasized.

*STD 707 God: One and Triune (online and on campus)*

Topics include the Trinity and major heresies; God the Father, Son, and Holy Spirit are distinct, Divine Persons; the Trinity in tradition; two processions and three Persons; intellectual generation of the Son; spiration of the Holy Spirit; internal Divine relations; the three Persons are subsistent relations; circuminsession and works; missions and Divine indwelling.

*STD 708 Angels, Demons, Deliverance, and Exorcism (online only)*



This course covers angelology, demonology, and the appropriate pastoral response to certain manifestations of diabolical activity. Students will begin by studying angels and demons from the perspectives of Scripture, patrology, liturgy, and systematic theology. Next, students will study the types of diabolical activity, and the Church's responses to that activity. Special attention will be given to the rite of exorcism.

*STD 518 The Seven Sacraments (online only)*

This course explores the concept and nature of "sacrament" in general and then each of the seven sacraments of the Church in particular. Students will learn the fundamentals of each sacrament's doctrine and theology, study the rites for celebrating the sacraments, briefly explore their historical development, and discuss current issues and debates surrounding the sacraments.

*STD 518 SP The Seven Sacraments [Spanish Section] (online only)*

La vida de perfección que debe alcanzar el Cristiano es ayudado por medio de la Palabra de Dios y los Sacramentos. Así la presentación de los siete sacramentos de la Iglesia es una manera de ayudar a los cristianos, especialmente a los líderes de nuestra fe, a prepararse mejor y ayudar a los demás fieles en esta tarea. Por ello hemos dividido nuestro tratado en cinco secciones:

- I. Introducción
- II. Sacramentos en General
  - A. Definición de los Sacramentos
  - B. División de los sacramentos
  - C. Administración de los Sacramentos
- III. Sacramentos de Iniciación Cristiana
  - A. Bautismo
  - B. Confirmación
  - C. Eucaristía
- IV. Sacramentos de Sanación
  - A. Reconciliación
  - B. Unción de los Enfermos
- V. Sacramentos de Servicio
  - A. Sagradas Ordenes
  - B. Matrimonio

*STD 801 Pneumatology: God the Holy Spirit*

This is a study of the Person and work of the Holy Spirit. The power and presence of the Holy Spirit in the Old Testament, in the life of Jesus, in the New Testament and the Church will be studied. Special emphasis will be given to the Spirit's primary role in the New Evangelization as called for by Pope John Paul II.

*STD 802 Ecclesiology and Ecumenism (online and on campus)*

This course is a doctrinal investigation into:

1. the nature and characteristics of the Roman Catholic Church, its attributes, its structures, its mission and its relation to the world, and
2. the development of Roman Catholic thought concerning ecumenical and inter-religious dialogue since Paul VI. Special treatment is given to the thought of Popes John Paul II and Benedict XVI.

*STD 806 Penance and Sacrament of the Sick*

This course is a dogmatic, moral and pastoral treatment of sacramental confession and pastoral ministry to the sick, the dying and the bereaved. It considers Penance, Viaticum, Anointing of the Sick and the Mass and Rite of Christian Burial. It focuses on the theological, philosophical,

psychological, and sociological dimensions of mercy, forgiveness and healing. This course is open only to M.Div. candidates.

*STD 901 Christology (online and on campus)*

This course addresses basic Christological issues as articulated by Aquinas in the *Summa* and *Summa Contra Gentiles*. These include, but are not limited to, one divine Person with two natures; the hypostatic union and inferences from it; the preogatives of Christ's human nature; issues of redemption; the three offices of Christ. Scripture and the writings of John Paul II and Joseph Cardinal Ratzinger are used.

*STD 905 Priesthood and Celibacy*

This course is an intensive study of the theology of the priesthood, the Holy Eucharist and priestly celibacy. Sources studied include Sacred Scripture, Tradition, Patristics, Conciliar Documents, The Ministerial Priesthood (Roman Synod of Bishops, 1971) and continuing statements on the priesthood and its responsibilities.

*STD 911 History of Christian Spirituality (online only)*

The History of Christian Spirituality course is a chronological survey of the outstanding works on Christian spirituality including but not limited to the mystical tradition. After a brief overview of the relationship of Scripture to spirituality, the course will introduce students to primary texts written by key figures from the early Church up to the present day. Important themes and practices of Christian spirituality will be examined, with the idea of applying them to our lives today. The objective is for students to become familiar with the main concepts and issues in Christian spirituality by becoming thoroughly immersed in the key texts that have shaped the tradition, and to enrich each participant's perspective on personal spirituality. This course will be conducted as a group tutorial. There will be no lectures. We will survey the history of spirituality using both primary and secondary sources and we will do a number of practical exercises online. The class is adaptable to students of all ability levels. There are no prerequisites.

*STD 999 Directed Studies in Dogmatic Theology*

Special studies in dogmatic theology directed to the individual needs of the student.

*THL 510 Catechism I (online and on campus)*

This course, the first of a two-sequence series, presents an overview of the Catechism of the Catholic Church. Students will read and reflect on the first two parts, "The Profession of Faith" and "The Celebration of the Christian Mystery" in order to grasp its presentation of revealed truth in the light of Vatican Council II and to be familiar with the text as a sure norm for teaching the faith. Through imparting a broad understanding of the whole message of faith, this course is particularly intended to assist those who will be undertaking theological studies as well as those engaged in catechesis. This course can be taken for undergraduate or graduate credit.

*THL 511 Catechism II (online and on campus)*

This course, the second of a two-sequence series, presents an overview of the *Catechism of the Catholic Church*. Students will study parts three and four of the *Catechism*, "Life in Christ" and "Christian Prayer," in order to grasp its presentation of revealed truth in the light of Vatican Council II and to be familiar with the text as a sure norm for teaching the faith. Through imparting a broad understanding of the whole message of faith, this course is particularly intended to assist those who will be undertaking theological studies as well as those engaged in catechesis. This course may be taken for graduate or undergraduate credit.

*THL 512 Apologetics (online only)*



Saint Peter exhorts Christians to “always be ready to give a defense (Greek: apología) to anyone who asks you for a reason for the hope that is in you, but do it with gentleness and respect” (1 Peter 3:15). This course, which can be taken for undergraduate or graduate credit, will introduce the student to the art of fulfilling this biblical mandate to cogently and convincingly explain and defend Christian truth. Apologetics involves meeting and overcoming objections to the Faith in a charitable, patient, and respectful manner, presenting the logical, biblical and historical case for the Catholic-Christian worldview. This course will focus not just on the “what” of apologetics (i.e., the content of the case), but also the “how” of apologetics (i.e., the proper techniques necessary to successfully make the case). The primary goal of this course, therefore, will be to prepare each student to effectively “contend for the faith which was once for all delivered to the saints” (Jude 3) with biblical and historical proficiency, with a calm and winsome demeanor, and with careful attention to articulating a precise, rational, doctrinally orthodox, and compelling defense of the Faith in a variety of real-world circumstances.

*THL 514 Theology of the Body (online only)*

The first part of this course will go through the biblical foundations for the theology of the Body as expressed in the writings of Blessed John Paul II. The second part of this course will seek to relate the Theology of the Body in the practical encounters of life, love and Marriage. This course will end by highlighting how the theology of the body as presented to us through our beautiful Catholic Tradition can enable us promote life and the institution of Marriage today, and how it will help to shape our lives hereafter. This course can be taken for undergraduate or graduate credit.

## **Divine Worship and the Sacraments**

*CH 610 Psalms as Christian Prayer (online only)*

The course focuses on the Psalter specifically as the prayer book of the Church. Students will explore the Psalms from five perspectives. (1) The historical-critical study of the psalms, including their genre and historical context. (2) The use of the Psalms by New Testament authors, who clearly see Christ as the fulfillment of the prophecies uttered in the Psalter, and continue to pray with it. (3) Christian interpretation of the Psalms throughout history. (4) The use of the Psalms in the sacred liturgy. (5) Spiritual studies and exercises on how to join oneself with the psalmist in the longing for and love of God.

*LIT 503 The Liturgical Year (online and on campus)*

This course will examine the Church’s theology of time as a context for the celebration of the mysteries of the faith. It will explore the origins and development of the liturgical year of the Roman Rite, seasons and feasts within the official calendar of the Church, as well as how they were embodied in the life of the Church through the liturgy and her various traditions

*LIT 607 Sacred Art and Music (online and on campus)*

Students in this course will be introduced to the richness of sacred art and music as an integral part of the Liturgy in the Latin Rite tradition, sharing in the overall purpose of the liturgy: the glory of God and the sanctification and edification of the faithful.

*LIT 614A The Eucharistic Liturgy of the Western Church (online and on campus)*

This course will examine the history, theology and spirituality of the Mass of the Roman Rite. Beginning with the first Mass at the Last Supper, it will follow the historical development of Eucharistic worship down to the present day, both as a whole and in its individual elements. In addition, it will look at some of the current issues in liturgy, such as the relation of the Ordinary Form to the Extraordinary Form of the Mass, the hermeneutic of continuity, *Summorum Pontificum*, as well as the liturgical reform of Pope Benedict XVI.

*LIT 615 Liturgical Theology*

All Theology is derived from the sacred Liturgy, the heart of Catholic faith and life. This course will look at Liturgy as the starting point and the greatest teacher, opening to the mysteries of the Church's Theology.

*LIT 616A Eucharistic Theology (online only)*

The Second Vatican Council prescribes that sacred liturgy, at the heart of which is the Most Holy Eucharist, "is to be taught under its theological, historical, spiritual, pastoral, and juridical aspects" (*Sacrosanctum concilium* §16). This course responds to the Council's call by offering a thorough study of the Most Holy Sacrament of the Eucharist from the perspectives of sacramental theology, the development of doctrine, liturgical history, spirituality, liturgical law, and recent pastoral initiatives of the Magisterium.

*LIT 620 Gregorian Chant*

This course is a study of Gregorian notation and modality; performance practice; sight reading with solfeggio; rhythmic interpretations- repertoire of liturgical chants.

*LIT 621 Baptism, Confirmation, & RCIA (online only)*

This course aims to lead students to a deeper understanding of the theological truths pertaining to the sacraments of Baptism and Confirmation and to a greater knowledge of and appreciation for the liturgical celebration of these sacraments and the preparatory rites leading up to them. The primary sources of theological inquiry in this class are the writings of the Church Fathers, the teaching of St. Thomas Aquinas, and the documents of the magisterium of the Church. The liturgical rites of baptism and confirmation, both for children and for adults, are studied in the ordinary and extraordinary forms of the Roman Rite.

*LIT 801 Liturgical Music*

This course presents an overview of liturgical music, including its history, the study of texts regarding the role of music in liturgy and how to address local parish concerns. It will also include a practicum to develop vocal technique.

*LIT 999 Directed Studies in Liturgy*

Special studies in liturgy directed to the individual needs of the student.

*STD 629 Liturgical History*

Liturgy is one of the most complex and controversial fields of study within the Church today. This course provides a thorough introduction to the sources and developments of sacred liturgy in several historical stages: the Old Testament, early Christianity, medieval Latin Christianity, the period following the Council of Trent, the liturgical movements of the 19th and 20th centuries, and the revisions of the Roman liturgy following the Second Vatican Council.

*STD 518 The Seven Sacraments [English Section]*

This course explores the concept and nature of "sacrament" in general and then each of the seven sacraments of the Church in particular. Students will learn the fundamentals of each sacrament's doctrine and theology, study the rites for celebrating the sacraments, briefly explore their historical development, and discuss current issues and debates surrounding the sacraments.

*STD 518 SP The Seven Sacraments [Spanish Section]*

La vida de perfección que debe alcanzar el Cristiano es ayudado por medio de la Palabra de Dios y los Sacramentos. Así la presentación de los siete sacramentos de la Iglesia es una manera de ayudar a los cristianos, especialmente a los líderes de nuestra fe, a prepararse mejor y ayudar a los demás fieles en esta tarea. Por ello hemos dividido nuestro tratado en cinco secciones:

- I. Introducción
- II. Sacramentos en General
  - A. Definición de los Sacramentos
  - B. División de los sacramentos
  - C. Administración de los Sacramentos
- III. Sacramentos de Iniciación Cristiana
  - A. Bautismo
  - B. Confirmación
  - C. Eucaristía
- IV. Sacramentos de Sanación
  - A. Reconciliación
  - B. Unción de los Enfermos
- V. Sacramentos de Servicio
  - A. Sagradas Ordenes
  - B. Matrimonio

## **Moral Theology**

Courses listed as Bioethics and Canon Law may also be applied as Moral Theology courses if designated STM.

### *STM 610 Pope Benedict XVI and the Restoration of Catholic Culture (online and on campus)*

This course takes a look at the works of Pope Benedict XVI as he addresses the cultural crisis in contemporary Europe in particular, and Western Civilization at large. The Holy Father does not only teach a restoration of Europe's Christian identity, but also a recognition of salvation history as relevant to solve the crises in modern life.

### *STM 611 Gospel of Life and Catholic Social Teaching*

The first part of this course is a detailed analysis of John Paul II's encyclical, *Evangelium Vitae* ("The Gospel of Life"), giving special emphasis to his timely and important distinction between "The Culture of Death" and "The Culture of Life." The Culture of Life, together with its integrating philosophy, will be contrasted with the various "Architects of the Culture of Death." The second part of the course is a detailed examination of Catholic social teaching as summarized in John Paul II's encyclical *Centesimus Annus* and as articulated in the *Compendium of the Social Documents of the Church* (USCCB).

### *STM 614 Marriage and Moral Theology*

This course presents a series of theological/philosophical discussions on some of the controversial issues that center around marriage and the family such as rights, duties, contraception, sterilization, abortion, divorce, fidelity, same-sex unions, reproductive technologies, and the education of children.

### *STM 616 Ethical Issues in Marriage and Family Life*

This course will review the lives, spiritualities and doctrines of the three female Doctors of the Church: St. Catherine of Siena, St. Teresa of Avila and St. Therese of Lisieux. Special attention will be given to each saint's theology of prayer as an antidote to the new-age and relativist spiritualities of contemporary culture. This course is suitable for any Catholic who seeks to explore the sound, Catholic approach to prayer and the spiritual life, especially educators, parents, clerics and religious.

### *STM 618 Governmental Structures (Canon Law)*

Governmental Structures is an investigation of the power of government in the Church, focused in

the hierarchical constitution of Church, as found in Book Two of the 1983 Code (cc. 330-572). Envisioned outcomes: an appreciation for the role of Canon Law in the life of the Church; an ability to interpret the law, given the context and subject matter of a particular Canon; a sense of canonical equity as a tool for the work of a shepherd in the Church; an ability to fulfill the function of Church leadership by empowering the people of God in their rights and obligations. Format: audio lectures and posted discussions.

*STM 620 Fundamental Moral Theology I (online and on campus)*

This course presents fundamental moral principles from the perspective of classical and contemporary moralists. Primary questions examined include the end of man, human acts, moral determinants, freedom, sin, moral responsibility, conscience, conversion, divine love, character, and revealed and natural law as the basis for moral decision-making. Proportionalism, fundamental option and foundations of Catholic social teachings are also considered.

*STM 621 Fundamental Moral Theology II*

This course aims to give students a balanced foundation for the personal and pastoral practice of virtue within the context of the moral law. Students will examine in detail the practice of each of the virtues in their proper application to the commandments.

*STM 633 Morals and Psychology (online and on campus)*

This is a specialized course concerning the mutual influence of the life of reason and the emotions on moral practice. Special emphasis will be given to the nature of the emotions themselves, the repressive and affirmation neuroses, the freedom of the will in neurotics, and the influence of moral practice on the prevention of neuroses. The psychology of Thomas Aquinas will be the basis for these emphases. The source for the teaching of this course will be the extensive works of Dr. Conrad Baars on the subject.

*STM 635 Theology of the Body*

This course examines Karol Wojtyla's (Pope John Paul II's) personalism and theology of the body. Modern technology and morality will be evaluated in light of his teachings. The course will begin with readings in the theological anthropology of the Fathers and Doctors of the Church.

*STM 645 Temporal Goods (online only)*

Sacred Scripture expresses a detachment from material goods, yet the Church exists in the world, but is not of the world. The nature of the Church as a society, with the mission given to it by Christ of preaching the gospel message to the whole world, requires it to administer temporal goods in order to fulfill that mission. Thus the Code of Canon Law (c. 1254, §1) teaches that the Church has the innate right to acquire, retain, administer, and alienate temporal goods independently from civil power. It also specifies that the principal purposes for temporal goods are to order divine worship, to care for the decent support of the clergy and other ministers, and to exercise works of the sacred apostolate and of charity, especially toward the needy (c. 1254, §2). This course will help develop an understanding of the Code's treatment of temporalities at the service of the Church.

*STM 653 Theology of Social Media (online only)*

For World Communications Day 2010, Pope Benedict XVI invited priests and all those charged with preaching the Gospel to engage the digital world and to employ new media "enthusiastic heralds of the Gospel in the new 'agorà' (marketplace) which current media are opening up." Students will explore current media, especially social media, for ministry and teaching. Students will actively participate in social media tools for evangelization and teaching. Students will also explore how media is "social" and how this can be used to "introduce people to the life of the Church and help our contemporaries to discover the face of Christ" and nurture the broader Christian Church, local youth groups, classrooms and parishes.

*STM 658 Practical Problems in Jurisprudence (online only)*

This course enables students to answer frequent questions they face in their apostolate. Students will be trained in using canon law and the official documents of the Church in their mission.

*STM 659 Moral Magisterium of John Paul II (online only)*

Topics in this course include the sacred sources of Christian moral teaching; a correct understanding of human freedom; conscience and its application; "Veritatis Splendor"; "Evangelium Vitae".

*STM 675 Theology and Biotechnology (online only)*

In this course we study recent advances of biotechnology, which have undergone incredible development in the last several years while seeking to improve human health and well-being. We evaluate these advances in conjunction with the rich, ancient wisdom of the Catholic faith, whose primary purpose is to seek human happiness by drawing the human person into union with God.

*STM 807 Contemporary Moral Problems*

This course researches and evaluates selected significant moral questions confronting the Church and the world today. Included will be the study of such issues as abortion and euthanasia in their contemporary aspects, pressing issues in social justice, issues in business, environment, and media ethics, and critical issues in sexual ethics. The study of special questions will also provide occasion for understanding and evaluating contemporary moral methodologies.

*STM 905 Moral Virtues in Confession*

The purpose of this course is to locate the theological and moral virtues within the context of human activity, and to pinpoint practical applications in the light of Catholic teaching. Class discussion is used to determine specific areas of contemporary problems relating to the virtues.

*STM 999 Directed Studies in Moral Theology*

Special studies in moral theology directed to the individual needs of the student.

## **Pastoral Studies**

Courses in the Pastoral Studies program are available both on campus and online.

*PS 514 Mission and Evangelization*

The ultimate purpose of mission is a share in the communion between the Father and the Son in their Spirit. (R.Miss, 23). The mission of establishing the lordship of Christ over the entire creation has no boundary. It is concerned not only with mission *ad intra* but also with mission *ad extra*. *Redemptoris Missio*, states three concrete situations in which the church carries out its various evangelizing activities namely: pastoral care or activities, re-evangelization and new evangelization. Therefore, this course will explore the biblical-theological foundation of mission, the various forms of evangelization, education for evangelization, specific missionary vocation, challenges in evangelization and a profound exploration of John Paul II's call for new ardor, new expression and new method in evangelization.

*PS 620 Characteristics of Contemporary Youth*

This course will explore the culture of contemporary youth and its ramifications for catechetics. The goal is that students will be prepared to encounter the learner who is immersed in the secular, post-modern milieu. Special topics to be addressed are: families in contemporary culture, peer expectations and the influence of the media.

*PS 663 Spiritual Direction*

There is always a profound uneasiness currently felt with respect to direction and the ministry of direction among the best and most Apostolic of priests, religious and lay apostles. But at the same time, there is a secret longing, a deep yearning for direction. It is always clear that those that are as it were dissatisfied with it often are dissatisfied with it because of the kind of frustration they experienced with it. They had high expectations of direction when they were in formation but these expectations were not met and so they are kicking against direction. Our aim in this course is to equip the participants with the technical skills for spiritual direction. The acquisition of these skills will enable the participants go through personal discernment and help others in both personal and communitarian discernment for discovery of Personal Vocation and Decision Making.

#### *PS 702 Catechetics*

This course introduces students to the theology of catechetics as a pastoral ministry in the Catholic Church. Primary texts are *Catechesi Tradendae* of Pope John Paul II and the National Catechetical Directory. Basic skills for preparing lesson plans are taught and the influence of virtual reality on catechetics is explored.

#### *PS 704 Media and the Learning Environment*

Current technology offers many possibilities to support teaching and learning. This is a practical course that will assist students in preparing class presentations through the use of technology. It includes a study of church documents on the media with emphasis on the development of practical skills for technologically assisted teaching and learning.

#### *PS 711 Homiletics I*

The purpose of this course is to assist the seminarian with the development of his preaching skills in preparation for ordination to the diaconate and priesthood. Special attention will be given to the spiritual formation of the preacher. The professor will assist each student in the development of his public speaking skills through constructive critique. Reserved for the ordained or those preparing for ordination.

#### *PS 730 Fundamental Human Formation*

The intention of this course is that you deepen the knowledge of yourself as a man of God, that you learn how the significant repetitive patterns in your life and the working of your interior life relate to how you can be an instrument of Christ. Also, at the end of this course, you should be able to describe, in theory and application, human development, boundaries, attachment, homosexuality, trauma, addiction, and the essence of masculinity and femininity. Such knowledge will contribute to your formation in Christ, your cooperation with the grace of God, and, hopefully, to a recovery and formation of a Christian anthropology.

#### *PS 805 Fundamentals of Pastoral Theology*

This course offers a theological reflection on the identity of the church and its praxis. The ultimate point of reference is the praxis of Jesus Christ himself. The course will examine the pastoral shift from Vatican Council I to Vatican II designing a new pastoral methodology. Topics to be covered include: Historical development of pastoral theology, pastoral communication, specific pastoral situations (Handicap and Abortion), Team ministry, Volunteer ministry, servant leadership and pastoral counseling.

#### *PS 901 Homiletics II*

This course builds on, and develops the skills learned, in Homiletics I so the student can prepare and deliver homilies with passion and conviction.

#### *PS 902 Pastoral Theology I*



There are three fundamental obligations (*tres munera*) of the parish priest, i.e., to teach, to sanctify and to shepherd. This course will assist the seminarian to develop the skills and resources necessary to prepare to carry out their ministry as shepherd of the parish flock.

### *PS 903 Pastoral Theology II*

Building on the preceding course, this course will address particular issues of need in the pastoral realm with directives as to the shepherding tasks of the parish priest together with a description of the necessary skills. Part of the work of the course will be the compilation of a list of resources for referrals when necessary.

### *PS 908 Pastoral Issues concerning Human Sexuality*

Human sexuality as part of God's creation is a precious gift of God. Catholic spirituality puts sexuality which is good itself within the broader framework of love. This love must be conditioned by Divine love. Sexuality without love will devolve into self absorption and manipulation. Topics to be covered include: True meaning of human sexuality, Education and Integration of Emotion, Sexual aberrations, Relationship Skills: Intra and Inter personal skills, Personal Freedom skills, Sexuality and Spirituality, Human Sexuality and Eschatology.

### *PS 999 Directed Studies in Pastoral Studies*

Special studies in pastoral studies directed to the individual needs of the student.

## **Pastoral Theology**

Currently the Pastoral Theology concentration is available through Distance Learning only.

### *PST 630 Theological Reflection (online only)*

Theological reflection is an attempt to draw together the scattered parts of our lives so that we can live meaningfully by Faith. It presumes to encompass the mystery of our whole person: head and heart, mind and body, thoughts and affections. Participants will explore feelings, images and insights that arise from everyday life-experiences and then learn to connect these with the resources of Christian tradition. Theological reflection requires a thorough grounding in one's faith tradition, in our case, the Catholic Tradition. Students will learn methods of theological reflection useful for processing critical incidents in life and ministry.

### *PST 635 'Holy, Fallen and Redeemed:' A Theological Study of Catholic Spiritual Identity & Faith Formation (online only)*

Our goal for this course is to come to a deeper understanding of faith and spiritual development. We will explore ways of fostering lifelong intellectual, moral, affective, pastoral, social and spiritual development in Catholic Faith and practice: "to equip the holy ones for the work of ministry, for building up the body of Christ" (Eph 4:12). We will consider this topic in light of Revelation (Holy Scripture & Tradition) and Magisterial teaching. In particular we will study Catholic dogma concerning the nature of man, faith, vocation, ecclesia, prayer and koinonia. We will look at the topic against the backdrop of our own faith and spiritual journey as well as that of others, including students, catechumens and other learners. The course draws on selected readings, writing, online discussion, audio & video presentations, reflection and prayer to achieve these objectives. Our learning together will help bring us to the heart of personal as well as communal identity and formation in light of our shared faith.

### *PST 700 The Body of Christ and the People of God (online only)*

Our goal for this course is to come to a deeper understanding of Christian faith, vocation, catechesis, ministry & ecclesiology – in light of the presence and reality of physical & intellectual impairment



among disciples. We will consider this topic in relation to Revelation (Holy Scripture & Tradition) & Magisterial teaching. Our topic is considered not as a specialized subset of Christian life or ministry, but rather as part of its core. Our focus is pastoral & ecclesial; rather than clinical, medical, legal or psychological. The course draws on selected readings, writing, online discussion, audio presentations, reflection & prayer to achieve these objectives.

## **Philosophy**

Currently the Philosophy degree program is available through Distance Learning only.

### *PHL 502 Epistemology (online and on campus)*

Aristotle stated that “All men by nature desire to know” and he believed that this desire could be realized. When the Delphic oracle proclaimed that “No man alive is wiser than Socrates”, Socrates interpreted this to mean that he was wisest because, whereas others thought they knew, he alone knew that he did not know (Plato, *Apology*, 21-23). What is knowledge? Is it possible to know? What is it possible to know? How is it possible to know? These are the questions researched in epistemology. This course will give an insight into classical answers to these questions and give students the tools to devise their own responses. This course can be taken for undergraduate or graduate credit.

### *PHL 506 Compendium of Scholastic Philosophy I*

This course provides a philosophical survey of Scholastic Philosophy, especially the Aristotelian-Thomistic approach to main philosophical questions. Topics include the elements of Aristotelian logic about the three acts of the human mind (simple apprehension, judgment and reasoning; notions about first principles, demonstration and science), natural psychology (philosophy of nature, matter and form, motion, place and time and the First Unknown Mover), and rational psychology or philosophy of man (life and soul, cognition including sensation, perception and intellection, appetite including sensitive appetites and volition, and, finally, a reflection on the nature of man). This course can be taken for undergraduate or graduate credit.

### *PHL 507 Compendium of Scholastic Philosophy II*

This course provides a philosophical survey of Scholastic Philosophy, especially the Aristotelian-Thomistic approach to main philosophical questions. Topics include the elements of epistemology (knowledge, truth and falsity, evidence and certitude), natural theology (proofs of God's existence, God's essence, God's entitative and operative attributes, divine causality and the problem of evil), and ethics (moral philosophy, the human act, the ends of human act, voluntariness and involuntariness, morality and responsibility, law and right reason, the life of virtue, justice and rights). This course can be taken for undergraduate or graduate credit.

### *PHL 510 Philosophical Anthropology (online and on campus)*

In this course you will study human nature from the perspective of the perennial tradition of Catholic philosophy, as well as that of Catholic phenomenological and existential insights. This course can be taken for undergraduate or graduate credit. Assignments will be for both undergraduate and M.A. students with additional work assignments for M.A. Students listed each week when so designated.

### *PHL 590 Metaphysics (online and on campus)*

Topics include the metaphysics of Aristotle; presuppositions of metaphysics (incorruptibility of the human soul / proof of Prime Mover); the subject matter of metaphysics; the scandal of generality; substance and essence; from finite to Infinite Being; the nature of existence; the names of God. This course can be taken for undergraduate or graduate credit.

*PHL 627 Logic and Epistemology (online only)*

The ability to order, reflect on, and present our thoughts rationally is one of the pillars of civilization. Classical Logic gives us the rules and the mental discipline to be consistent in this. Thus it is the foundation of any study, and especially the study of philosophy where we seek to investigate who we are, what we are and how we are.

Once we have the tools for rational thought and investigation, we need to consider the object of our reflection: knowledge. What is knowledge? What is it to know? What, if anything, can we know? How can/do we know? These are the questions posed in the study of epistemology: the philosophy of knowledge.

These two disciplines are the twin foundations upon which all philosophy depends and this course lays these foundations. It relies on Aristotelian insights as developed by the great Christian philosophers of the Middle Ages, and develops these in the light of contributions from modern and contemporary philosophy to the questions covered.

*PHL 630 Contemporary Philosophy (online only)*

This course introduces the thought and texts of principal philosophers from Kierkegaard to the present. The course is divided into five sections, beginning with Nietzsche and Kierkegaard. In the next three sections, we examine three prominent schools of twentieth-century thought: analytic philosophy, phenomenology, and pragmatism. The course ends with Thomistic responses to and interactions with these schools of thought. Focusing especially on the relation between the principles of intelligibility and being, the course examines topics in anthropology; ethics; language, epistemology, and truth; and first principles.

*PHL 635 Phenomenology (online only)*

This course has two aims. First, it will introduce students to phenomenology as a way of doing philosophy, and in particular, as a study of human experience. Insofar as we experience things of whatever sort—objects, feelings, other people—and experience things in different ways, close attention to our experience of things reveals not just the things themselves, but also we ourselves as knowers. Phenomenology, therefore, will help us better understand the world we encounter and we who encounter it. During the first part of the semester, by way of achieving this first goal, we will use Robert Sokolowski's *Introduction to Phenomenology*, a very clear and accessible text describing what phenomenology is, how it works, and what important possibilities it contains for the life of philosophy.

The course will, secondly, introduce students to the actual writings of the most important figures in the history of phenomenology, beginning with Edmund Husserl and continuing with such thinkers as Edith Stein, Dietrich von Hildebrand, Martin Heidegger, Hans Georg Gadamer, Maurice Merleau-Ponty, Hannah Arendt, and Emmanuel Levinas. We will conclude with a look at some links between this tradition of phenomenology and the thought of Karol Wojtyla (Pope John Paul II). Since most of these original writings are somewhat dense, Sokolowski's book will prove quite helpful, as it explains the key terms and concepts employed by the phenomenologists.

*PHL 652 Natural Law (online only)*

Enlightenment Jurisprudence and the "Culture of Death"; The Reasoned Foundations of the Natural Law; Revelational Foundations of the Natural Law; How the Natural Law Works; Natural Law as a Basis for Good Laws and a Protection Against Unjust Laws; The Natural Law as Incorporated into the Teaching of Christ by the Magisterium.

*PHL 705 Modern Philosophy (online only)*

Topics include the Modern Project (significance and scope); founding the Project (Descartes); the sweep of the Project (Hobbes, Spinoza, Pascal); moderating the Project (Locke); radicalizing the

Project (Hume and Rousseau); the Project's salient (Kant); evaluating the Project; toward an integral humanism.

*PHL 712 Political Philosophy (online only)*

This course involves the study of the basic concepts of political philosophy from a Thomistic point of view. Topics to be studied include the nature and purpose of political association; the origin of obligation; the nature of power and authority; the relationship of law and liberty; the role of property; and the nature of justice, political equality, and human rights; the relation of Church and state; and the moral political dimensions of war and international relations.

*PHL 716 Edith Stein (online only)*

This course will examine the intellectual life and writings of Edith Stein, or as she was later called, Sister Teresa Benedicta of the Cross. A brilliant philosopher, Jewish convert to Catholicism, martyr of Auschwitz, and canonized saint, Stein presents us with a twentieth century model of the intimate relationship between the intellectual life and the spiritual life. Over the course of the semester the class will read an account of her early intellectual life and cultural atmosphere. We will then spend the remaining two-thirds of the semester working through some of her own philosophical and spiritual writings. These include her attempt to relate the phenomenological and Thomistic traditions of philosophy, her analysis of human personhood, her account of the nature and vocation of woman, and her discussion of the ways in which we can know God.

*PHL 722 Philosophy of Human Nature (online only)*

This course is the study of human nature from the perspective of the perennial tradition of Catholic philosophy, as well as that of Catholic phenomenological and existential insights.

*PHL 723 Plato's Republic (online only)*

The goal of the course is to provide students with the opportunity of reading closely Plato's Republic. Our approach will be that of a Catholic investigation one of the great seminal works of philosophy. Since the Church has a tradition of faith and reason by which man flies to the fullness of truth, we will be trying to give the wing of reason a good work out. A good way to start is with the pagan Plato (428-348 B.C.) who was taught by Socrates (469-348 B. C.) and was the teacher of Aristotle (384-322 B. C.). St. Augustine (354-430) and St. Thomas Aquinas (1225-1274) were deeply influenced by then in the construction of their theology. Both saints did great work in articulation the tradition of faith and reason. We are blessed with the opportunity to follow in their footsteps.

The Apology will serve as the lead off, the Republic as the main course, and The Right Way to Live as a contemporary account. The point of concern is what you make of your reading, not with what critics say. It is you that is looking for a philosophical habit of mind. To do that you have to take your own reading seriously in order to get a solid hold on the tradition. Once you have a solid hold on the texts, you will be in a better position to judge the remarks of critics.

*PHL 725 Philosophy of Nature (online only)*

Topics include fundamental concepts; nature, the inner dimension; nature's powers and natural kinds; nature's property (motion or changes- nature's measures (place and time); nature's First Unmoved Mover.

*PHL 730 Ancient and Medieval Philosophy (online and on campus)*

Topics in this course include Aquinas on medieval education; rise of universities; faith and reason; Aristotelian thought; Aquinas on the world and man; man as a moral agent; the meaning of life; the ultimate end of human action; the parameters of moral action; difference between knowledge and faith; God; the spirit of Thomism.

*PHL 732 The Science Before Science (online only)*

What is the key to the truth and power of science? Would a theory of everything disprove the soul? Is matter all there is? Can I keep science and my common sense? Can we travel back in time? Is it evolution or creation or ...? Will scientists ever make a man? Will we ever create artificial intelligence? If so, what does that say about my worth? What is the ultimate source of our intellectual malaise? This course attempts to answer these questions and more.

*PHL 735 Metaphysics of Love (online and on campus)*

**\*\* Pre-Requisite Ancient & Medieval Philosophy**

The course will be an investigation of the place of inclination in St. Thomas Aquinas' metaphysical account. Inclination will be examined at the natural, sensitive, and rational levels, as the ground of appetite and of love, as actuated in the passions and in spiritual love, desire and joy. Love will be explored at the cosmic, individual and personal levels as an analogous reality.

## **Philosophical Theology**

These courses can be applied to the Theology or the Philosophy program.

*PHTH 500 D. Von Hildebrand and C.S. Lewis on Love (online and on campus)*

In this course the nature of love will be studied from the philosophical, spiritual and psychological perspectives. Topics will include what love is, types of love, marriage and family, friendship and ethical choices. The focus will be on intellectual understanding and personal appropriation of insights gained in lectures and readings, and ability to apply these insights to lay and priestly pastoral ministry. This course can be taken for undergraduate or graduate credit.

*PHTH 510 Spirituality of the Emotions*

In this course emotions such as anger vs. peacefulness, anxiety vs. serenity, and despair vs. hope will be studied from philosophical, spiritual and psychological perspectives. The focus will be on intellectual appropriation and use of insights in lay and priestly ministry. Personal reflection on your own issues will be welcome but totally optional. This course can be taken for undergraduate or graduate credit.

*PHTH 530 Natural Theology (online only)*

An introduction to the philosophical study of God's existence, attributes, and operations. After considering the nature of natural theology itself and some objections to it, we will investigate St. Thomas's five ways to demonstrate God's existence as well as some other arguments to the same conclusion; and finally, after briefly considering atheism, we will finish with a survey of God's attributes and operations. This course can be taken for undergraduate or graduate credit.

*PHTH 600 Philosophy for Theologians (online and on campus)*

This is a basic philosophy course for the graduate student in the philosophy which is at the basis of the theology of the Catholic Church. Even if the student has had some philosophical background, this course is a necessary prerequisite to understand the terminology used in Catholic theology (e.g. cause, effect, form, matter, substance, accident, nature, essence and existence). Topics include: why philosophy is necessary for theology, the history of philosophy, physics, ethics, logic, metaphysics and social philosophy.

*PHTH 601 Philosophical Problems in Augustine and Aquinas*

This course is a sustained look at the contributions of the two greatest philosopher-theologians in the history of the West. Augustine's three pioneering "first"- autobiography: *The Confessions*; philosophy of history: *The City of God*; "scholastic" treatise on the Trinity: *De Trinitate*. The

synthesis of St. Thomas - "Following Augustine in theology and Aristotle in philosophy": God and the world; nature and grace; faith and reason.

*PHTH 602 The Exiled God: Modern Atheism and Its Causes*

This course is a study in the roots and expressions of modern atheism, tracing it to the distortions and abandonment of realist metaphysics in rationalism, scientific positivism, and the existentialist revolt. Comte and the Positivists, including contemporary logical and linguistic varieties; the existentialists: Heidegger, Sartre, Camus, and Marx are examined.

*PHTH 603 Philosophy and Theology in Medieval Thought*

This course is a survey of seven of the luminaries of medieval philosophy and theology - their thought, their life and times with emphasis on their contemporary influence and perennial importance: Boethius - philosopher in prison; Anselm - faith seeking understanding; Albertus Magnus - patron saint of natural science; Thomas Aquinas - The Angelic Doctor; Bonaventure - The Seraphic Doctor; Duns Scotus - The Subtle Doctor; Occam and his Razor.

*PHTH 605 Kierkegaard, Marcel and Buber*

This course examines: 1) Kierkegaard: Existentialist dialectic, leap of faith; abstractionism, absurd as object of faith; reason as aid to faith; Christianity vs. Christendom. 2) Marcel: Problem vs. mystery; incarnation and Cartesianism; I-Thou; intersubjectivity and disponibility; faith, hope, love; role of theodicy. 3) Buber: Hasidism, zaddik, shiphlut, Ich und Du; Eclipse of God and I - It world; God as Eternal Thou; community vs. collectivity.

*PHTH 606 Lublin Existential Personalism*

This course is a melding of Christian (Thomist) metaphysics of esse, insights of contemporary existentialism and methodology of phenomenology; dynamization of the acting person as superseding the Boethian definition of man (Pope John Paul II); adaptation of Heidegger's Dasein and Marcel's Absolute Thou; superiority of person over state totalism; death as supreme positive choice and eternal destiny.

*PHTH 608 Gospel of Life and Culture of Death (online and on campus)*

This course covers the following topics; the architects of the culture of death, the ideas, and the consequences; the unity of life, love, and human dignity; the notion of freedom in *Evangelium Vitae*; real vs. counterfeit virtues; the roots of *Evangelium Vitae* in natural law, Sacred Scripture and the Catholic tradition, including other encyclicals; and the function of language, the role of law; relativism and truth; democracy and truth; the new feminism.

*PHTH 609 Virtue, Personalism, and the Secular World*

This course develops the thesis that the heart of true virtue (Christian virtue) is love and is enacted through the person. The personalist philosophies of Wojtyla, Marcel, Maritain, Kierkegaard, Buber, Tillich and others will be closely examined. To a great extent, virtue for the secular world is grounded in simplicity, immediacy, and expediency. The sum total of virtues in a person constitutes character. By contrast, the secular world is less interested in character than in non-moral achievements such as performance, fame, and wealth.

*PHTH 610 Arabic Philosophy (online only)*

The medieval period opened an explosion of learning through translations both of Eastern Church fathers and of Aristotle. The challenge for Catholic Scholastics from Boethius to Thomas Aquinas was to reconcile faith and reason, and they turned for help to the writings of Islamic and Jewish philosophers who had already wrestled with this question. This course will provide an understanding of the historical and systematic development of philosophy as an aid to theology produced in the Arabic-speaking world during the classical period of Arabic scholasticism from al-Kindi (in the early 9th century) to Ibn Rushd (in the late 12th century).



*PHTH 616 Authentic Virtue in the Context of Christian Personalism (online and on campus)*

The purpose of this course is to help the student to distinguish between an authentic or true virtue and the counterfeit variety that is all too common in our contemporary secular world. The basis for a true virtue is love, which is the heart of virtue. Counterfeit virtues, on the other hand, are often rooted in immediacy, expediency, and simplicity, if not in the 7 deadly sins. Love is also at the heart of human personality. By cultivating virtues that are based on love, one develops his personhood. The authentic person, therefore, is one who has cultivated authentic or true virtues so that he is able to love easily, effectively, and joyfully.

Personhood is real; it is who we are. The first act of a person is to love. Virtues give concrete expression to love. The contributions of personalist thinkers, consequently, are essential to this course. We will examine the personalist contributions of Socrates, Kierkegaard, Buber, Tillich, Marcel, Maritain, Berdyaev, John Paul II, and others.

Personhood, love, and virtue are integral. And consequently, authentic virtue has no root. The secular world's obsession with unregulated freedom is often at odds with the obligation to be a person. Freedom, therefore, is contextual and operates within real limits. We are not free to be gods.

Without personhood, love has no basis. While love is a universal capability, the notion of what it means to be a person has been developed in the modern world largely by Christian thinkers. This is no doubt due to the fact that Christianity regards the human being as a person whose most fundamental act is to love. By person, we understand the human being (in both a philosophical and Christian sense) as a dynamic unity between unique individuality and communal responsibility.

*PHTH 619 Atheism and New Atheism (online only)*

The first part of the course will deal with the many forms (literary, analytic, scientific, existentialist, Freudian, Marxist, etc.) of atheism that began to flourish in the 19th century and gained ground in the 20th century. This will provide the context for the second part of the course, which will focus on how the new atheism is confronting today's world in the attempt it is making to secure political power in its assault against faith. The course will provide adequate ways in which Catholic leaders might respond to this onslaught.

*PHTH 625 Philosophy and Spirituality of Von Hildebrand*

Dietrich Von Hildebrand, Catholic Phenomenologist, was one of the greatest and most influential thinkers of the Church of the 20th Century. In this course we will study books of his such as *Ethics*, *The Heart*, *Transformation in Christ* and *Liturgy and Personality*.

*PHTH 711 Thomas Aquinas (online only)*

Topics include Aquinas on medieval education; rise of universities; faith and reason; Aristotelian thought; Aquinas on the world and man; man as a moral agent; the meaning of life; the ultimate end of human action; the parameters of moral action; difference between knowledge and faith; God; the spirit of Thomism.

*PHTH 725 Recent Catholic Philosophies (online only)*

This course introduces the student to several important Catholic philosophers of the nineteenth and twentieth-centuries. These thinkers responded to the cultural, scientific, philosophical, and theological ideas of the times, and defended the philosophical underpinnings of the Catholic faith. Along the way they also achieved much acclaim inside and outside the Catholic Church, including attaining major academic positions, winning academic prizes and election into academies, and receiving invitations to famous lecture series. Among the thinkers whose thought we will examine are Bautain, Günther, Chateaubriand, Schlegel, Lequier, Rosmini, Brownson, Kleutgen, Mercier, Gratry, Blondel, and Newman in the nineteenth-century; and Scheler, Stein, Von Hildebrand, Henry,



Spaemann, Gilson, Maritain, John Paul II, Rousselot, Rahner, Lonergan, de Lubac, Nédoncelle, Lavelle, Marcel, Guitton, Anscombe, Taylor, Rescher, MacIntyre, Haldane, Marion, Lacoste, and Desmond in the twentieth-century.

*PHTH 998 Bonaventure of Bagnoregio: Minorite, Master and Mystic (online only)*

Today St. Bonaventure is most known for his contributions to mystical theology. However, when Pope Sixtus V in 1587 declared Bonaventure a primary Doctor of the Church, he based his judgment, primarily, upon Bonaventure's scholastic writings. In accordance with this judgment, this course's point of departure will be the key scholastic writings of Bonaventure, composed during his years as a Master of Theology at the University of Paris (1254-1257). Topics of consideration will include: Bonaventure's epistemology, metaphysics, philosophy of nature and person, natural theology; his theory of freedom and personal action; his Christology, theology of the Trinity, as well as, the relationship between philosophy and the arts to theology. This course will show how Bonaventure's wisdom theology influenced and continues to influence the life and teachings of the Church: instanced in our own day in the person of Pope Benedict XVI.

## **Sacred Scripture**

*SS 602 The Gospel of Matthew*

This course will engage in a detailed exegetical study of the Gospel of Matthew. Questions regarding the immediate historical, social, and cultural background will also be considered.

*SS 603ENG The Gospel of Mark [English Version]*

We assume (or have verified) that the author of "the Gospel of Mark" has written a coherent and profound theological and literary presentation of Jesus, with the "Old Testament" and contemporary Jewish eschatological expectations as its background. Our goal, then, is to arrive at an understanding of what this presentation of Jesus is, as its author has written it.

*SS 603SP Jesús Como Salvador En El Evangelio Según San Marcos (online only)*

Hemos podido verificar, y por ende, damos por establecido, que el autor del "Evangelio según san Marcos" ha escrito una coherente y profunda presentación teológica y literaria de Jesús, que tiene como trasfondo al "Antiguo Testamento" y las expectativas judías contemporáneas. Nuestra meta, pues, es llegar a una comprensión de esta presentación de Jesús, tal como la ha escrito el autor.

*SS 625 The Geography of Jesus: The Message, The Land, The People – Virtual Tour of the Holy Land (online only)*

This is an intensive study of the gospels in their geographical location, i.e in Palestine/Holy Land (Israel). The Benedictine monk and Scripture scholar Bargill Pixner, OSB has called the Holy Land the "fifth gospel." By studying the gospels in their geographical and historical context and "virtually visiting" important historical and archeological sites such as Bethsaida, Gergesa, Cearea Philipi, as well as the Old City of Jerusalem, students will have a well rounded vision of the immediate historical, social, and cultural context of the gospels and the world of the Early Christians. An intensive virtual or cyber-tour Holy Land will hopefully inspire and encourage students to maintain a life-long study of the Scriptures and have a much better understanding of the gospel message. This course can also be applied as Church History CH 625.

*SS 630 The Old Testament (online only)*

The purpose of this course on the Old Testament is to learn the content, stories and history of the Old Testament, but also the theology contained. Our Main goal in this course is therefore to discover –

- Each book's meaning

- The main ideas featured in the Old Testament, such as God's love for his creation, sin and covenant
- And key ways in which the Old Testament points to and signifies redemptive themes and figures of the New Testament

#### *SS 631ENG Hebrews [English Section]*

In order to facilitate the study of the Theology of the Priesthood in the Letter to the Hebrews, our course has been structured in four modules. The first two modules are geared to illuminate the *Sitz im Leben* in which the New Testament Priesthood springs forth. The third module is intended to help the students meditate via *Lectio Divina* the contents of the Letter to the Hebrews. Finally, the fourth module seeks to establish the relationship between the Priesthood of Jesus Christ and the Priesthood in the Catholic Church.

#### *SS 631SP Hebrews [Spanish Section] (online only)*

Con el objetivo de facilitar el estudio de la Teología del Sacerdocio en la Carta a los Hebreos, nuestro curso se ha estructurado en cuatro módulos. Los dos primeros buscan iluminar el *Sitz im Leben* desde el cual brota el sacerdocio el Nuevo Testamento. El tercero quiere ayudar a los estudiantes a meditar per viam *Lectio Divina* los contenidos de la Carta a los Hebreos. Finalmente, el cuarto módulo busca establecer la relación entre el Sacerdocio de Jesucristo y el sacerdocio ministerial en la Iglesia Católica.

#### *SS 632 Crisis at Corinth: An In Depth Study of Paul's Letters to the Corinthians (online only)*

This course is an in depth look at Paul's two letters to the Corinthian Church. Totalling twenty-nine chapters, these letters are essential for understanding the Apostle Paul's message to the Church, both in the first century and today. Students will study themes regarding Church and community life, the celebration of the Eucharist, the issue of the resurrection, as well as a variety of other practical and pastoral issues. Questions regarding the historical, geographical, social, religious and cultural background and context will also be considered.

#### *SS 635 Sacred Scripture*

Topics treated in detail in this course are biblical inspiration, canonicity, texts, versions, hermeneutics, literary genre, the ongoing sanctifying activity of the Holy Spirit through the use of Holy Scripture both by individuals and by the Church officially.

#### *SS 636 Old Testament Themes*

This course will offer a survey of the historical, wisdom and prophetic books of the Old Testament as a preparation for the New Testament era. Topics treated include biblical inspiration, canonicity, texts, versions, hermeneutics, literary genre, and the ongoing sanctifying activity of the Holy Spirit through the use of Holy Scripture both by individuals and by the Church officially.

#### *SS 637 New Testament Themes (online and on campus)*

This survey course will consider, in a practical and pastoral way, the ministerial themes of calling, discipleship, vocation, ministry and serving as they appear in the New Testament.

#### *SS 640 The Psalms and Wisdom Literature*

This course treats the contemporaneous character of the Psalms which have been the prayers of the centuries. It views sapiential literature as an expression of Israel's spirituality both at the time of its writing and today.

#### *SS 648 Gospel of St. John (online and on campus)*

This course is an in depth study of the Gospel of John taking into consideration the historical, religious, and cultural background of this rich and inspirational gospel. This course explores some of

the major themes running through the Old and New Testaments. It includes an analysis of the development of themes such as covenant, Kingdom of God, grace, redemption, wisdom, prophecy, creation, Trinity, faith, angels, resurrection and priesthood.

#### *SS 649 The Gospel of Luke*

This course is an in depth study of the Gospel of Luke taking into consideration the historical, religious, and cultural background of this rich and inspirational gospel.

#### *SS 654 Wisdom Literature (online only)*

This course invites the student to engage in a literary and theological study of the wisdom books of Job, Proverbs, Sirach, Qohelet, Psalms and Song of Songs. Therefore, the student will be introduced to the Sitz in Leben of the Near Eastern Wisdom; as well as to the Jewish practice of using Wisdom as means of teaching the meaning of life, suffering, death, through prayer and popular sayings. Finally, the student will be able to recognize Wisdom ways of teaching in the life and the ministry of Jesus Christ and the Apostolic Church. These overall frame is aimed at assisting each student to not just learn about Wisdom in the OT but to bring it to life in their lives.

#### *SS 660 Prophetic Literature (online only)*

This course examines the phenomenon of prophecy in Israel. It explores its origins and surveys some early “non-writing” prophets, and the classical prophets who have left us books which bear their names. These prophets are set in their historical contexts, which include social, political and economic factors; their books and sayings are studied with modern literary techniques, including exegesis of selected texts. The overall aim is to uncover the theological message of the prophets (including their teaching on social justice) and to arrive at an understanding of the development of prophecy into eschatology and apocalyptic (including messianism).

#### *SS 663 Apocalyptic Literature (online and on campus)*

This course focuses on the eschatological dimension of biblical revelation. Exemplified especially in the book of Revelation, apocalyptic literature is found in both the Old and New Testaments. Topics covered include the characteristic features and major themes of apocalyptic literature, and the similarities and differences between biblical and extra-biblical apocalyptic literature.

#### *SS 664 Prophetic Word in Scripture*

A proper understanding of 'prophecy' and the 'prophetic word' are essential for a correct understanding of the Gospel. This course explores the function of prophecy in the Old Testament, and investigates how God's prophetic word is manifested in the New Testament. Special emphasis is placed on how Scripture establishes the basic paradigm for prophetically preaching the Gospel.

#### *SS 667 Letters of Paul*

This course is a study of the composition, structure, purpose, historical background and theological themes of the Pauline letters. There will be an exegesis of selected passages.

#### *SS 668 Paul's Prison Letters*

This course is an in depth look at Paul's Prison Letters (Ephesians, Philippians, Philemon, and Colossians). These letters are essential for understanding Apostle Paul's message to the Church, both in the first century and today. Students will study themes regarding Church and community life, the issue of slavery and freedom, as well as a variety of other practical and pastoral issues. Questions regarding the historical, geographical, social, religious and cultural background and context will also be considered.

#### *SS 669 Paul's Pastoral Letters: Timothy & Titus*

This course is an in depth study of Paul's Pastoral Epistles: 1 and 2 Timothy and Titus.

### *SS 670 Scripture, Theology and Revelation (online only)*

The course begins by expounding on the basic concepts and criteria used in Biblical Sciences: word, Revelation, transmission, Truth in Scripture, Canonicity, Authenticity, Integrity, Magisterium, Tradition, etc. Then it will acquaint the students with the Book of the Bible per se: languages; traditions, the text, translations, manuscripts, papyri, codices, uncials, the Textus Receptus, and contemporary editions.

In a second unit the course introduces the students to the Sitz im Leben in which Sacred Scriptures are embedded: geography, cultures, peoples, groups and, especially, the History of Salvation as it is unraveled in Sacred Scripture.

A third unit is dedicated to explaining the Catholic principles for hermeneutics and exegesis. A particular emphasis is placed in teaching the methods used by the Fathers of the Church and *Lectio Divina*.

Finally, a fourth unit concentrates on pastoral orientations which can help students engage in Bible Schools at the parochial or group levels. Also it assists the students in training to proclaim God's Word in liturgical settings.

### *SS 675 The Book of James (online only)*

In his encyclical *Verbum Domini*, Pope Benedict XVI quotes *Dei Verbum* 12 five times, indicating its importance for Biblical study. Further, in his Introduction to the second volume of *Jesus of Nazareth*, the Pope says that modern Biblical exegesis has scarcely begun to put into practice the vision outlined by the Second Vatican Council. This course will seek to implement the vision of *Dei Verbum* 12 as fleshed out by Pope Benedict in *Verbum Domini* for our study of The Letter of James.

The course will begin with a quick study of *Dei Verbum* 12 and *Verbum Domini* 29-49 to understand how the Church is asking us to read, study and exegete the Bible. Then, we will study the person James and the historical background of that time period. Following that, each chapter of the epistle will be examined using the criteria offered by DV, 12. First, we will seek a literal-historical understanding of the chapter. Once finished, we will then seek a spiritual-theological understanding. This is accomplished by interpreting James in light of the content and unity of the Scriptures (canonical exegesis), the living tradition of the Church, and the analogy of faith. The goal should be transcending the letter to arrive at a deeper knowledge of Jesus Christ and his teachings.

### *SS 679 Luke and Acts of the Apostles*

This course approaches the Gospel of Luke and the Acts of the Apostles as a scriptural diptych following the Old Testament pattern of the Law and the Prior Prophets (Deuteronomistic History). Topics covered in the class include: Luke's response to the destruction of Jerusalem; efforts to convince the Jews that Jesus is the Messiah; the mission to evangelize the Gentiles; and the notion that God through his Word conquers the Roman Empire. Special attention is given to Luke-Acts as a continuation of the missionary work begun by the Apostle Paul.

### *SS 681 Biblical Archaeology*

This course examines archaeological discoveries which help to understand the historical, cultural, social, religious, linguistic and political background of the Bible, both with respect to the Old Testament and the New Testament. A study of archaeological methods will also be included.

### *SS 704 Synoptic Gospels (online and on campus)*

Topics considered in this course include: the structure, purpose, historicity, authorship and theological themes of each of the synoptic gospels and hypothetical attempts to account for the similarities and differences between these gospels. An exegesis of selected passages will also be included.

#### *SS 705 The Literary Prophets*

Topics in this course include: antecedents to the classical era of the Old Testament prophecy; the literary prophets; introductory settings and exegesis of selected passages. Also discussed will be the nature and development of messianism.

#### *SS 706 Letter to the Romans*

This course is an in depth look at Paul's Letter to the Romans. Next to Paul's letter to the Galatians, Romans is Paul's most important letters and is essential for understanding Paul's message to the Church, both in the first century and today. Students will study themes regarding Church and community life, the issue of slavery and freedom, as well as a variety of other practical and pastoral issues. Questions regarding the historical, geographical, social, religious and cultural background and context will also be considered.

#### *SS 802 Johannine Writings*

This course covers the Fourth Gospel, the three Letters of John, and the Book of Revelation. Topics include the unique character of John's Gospel in relation to the Synoptics and theories of authorship. Specifics of Johannine spirituality as highlighted by patristic commentators and as evident in the Liturgy shall also be discussed.

#### *SS 905 Acts of the Apostles (online and on campus)*

Topics considered in this course include the structure, purpose, authorship, historical background and theological themes of the Acts of the Apostles; its relation to the Gospel of Luke; and an exegesis of selected passages.

#### *SS 906 New Testament Letters*

This course is a study of the composition, structure, purpose, historical background and theological themes of the New Testament letters focusing on the following letters: Romans, I Corinthians, Galatians, Ephesians, Colossians, Hebrews, James and II Peter. There will also be an exegesis of selected passages.

#### *SS 999 Directed Studies in Sacred Scripture*

Special studies in Scripture directed to the individual needs of the student.

### **Sacred Theology or Philosophy**

These courses can be applied to the Theology or the Philosophy program and are currently available through Distance Learning only.

#### *STP 510 Catholic Faith and Scientific Reason (online only)*

In this course students will study the relationship of Catholic faith and scientific reasoning that has at times been marked by tension. Students will be expected to analyze different ways of relating science to faith, to respond to typical objections of scientific reasoning to faith and to formulate ways of harmonizing key modern scientific theories with Catholic faith.

#### *STP 610 Evolution and Catholic Thought (online only)*

This course blends instruction on the theory of evolution with Catholic thought on this much-debated topic. Students will cover the scientific topics of variation within species, natural selection, phylogeny, speciation, evidence for and contra to evolution, and the development of organization at the cellular, population and community levels. In parallel, students will also explore related Vatican II documents, papal encyclicals and other sources of Catholic teaching regarding whether evolution is an 'acceptable' concept within the Church, the distinction between biological and spiritual man, and the uniqueness of humankind. The course will also provide discussion on Intelligent Design and Creationism.

*STP 614 Spirituality & Asceticism (online only)*

This course provides an introduction to early Christian ascetical theology, the theological study of the quest for virtue and the struggle against sin and vice.

*STP 615 Dante's Divine Comedy: Thomistic Philosophy in Narrative (online only)*

Dante's Divine Comedy can be read as a narrativization of the works of St. Thomas Aquinas. Written between the years 1308 and 1321, the Divine Comedy is among the last of the great works of medieval Europe, preceding Petrarch's introduction of the Italian Renaissance by only a half-dozen years. For this reason alone, it is a meaningful study for graduate theological programs that base themselves in some way on the teachings of St. Thomas as we come to experience a successful merger of theology and philosophy (read faith and reason) in narrative poetry. Beyond that, the Divine Comedy is also a good story. Dante the pilgrim descends to the bottom of Hell, climbs to the top of Purgatory, and soars straight to God in this cosmic thriller. He does it all in under a week; we pilgrims will spend a little over three months in the journey. To successfully complete the course, students will read one canto a day for the entire hundred days of the class with short breaks following the Inferno and the Purgatorio.

*STP 617 Theology & Science (online only)*

This online course examines the relation between the disciplines and worldviews of modern science and Christian theology with the aim of providing a scientifically informed, theological understanding and appreciation of nature as God's work of creation.

*STP 618 British Franciscan Philosophy (online only)*

The British Franciscans had a remarkably productive school at Oxford in the 13th and 14th centuries. Founded by Bishop Robert Grossteste, a great friend of the friars, it produced thinkers of the caliber of Thomas of York, Roger Bacon, John Pecham, Richard of Middleton, John Duns Scotus and William of Ockham. Bacon proposed a modern scientific method, Scotus valued the individual and individuality, Ockham argued for the separation of church and state. While these British thinkers differed from each other on many questions, they produced a corpus of work nurtured in the context of strife in England between the barons and the King and the broader struggle in Christendom between the Pope and the Emperor. While political strife circled around them, these British intellectuals strove to respond to the challenges of Aristotle's thinking and produced approaches quite different from that of the continental school of St. Thomas. Their conclusions informed and underpinned democratic developments in British thinking both before and after the Reformation and so form a significant part of the American cultural heritage. This course seeks to offer an understanding of this self-consciously Catholic contribution to the development of the modern world.

*STP 625: The Social, Political, and Economic Magisterium of John Paul II (online only)*

*STP 626 Sexual Ethics (online only)*

This course is an introduction to Catholic sexual ethics using the work of John Paul II. The students will examine the significant philosophical thought of Karol Wojtyla on this topic in his book, Love



and Responsibility. At the same time, they will examine his mature theological thought, as pope, concerning the theology of the body, as found in his general Wednesday audiences. The professor will provide a summary of several major papal documents (e.g., *Arcanum*, *Casti Connubii*) to set his work in context. The goals of this course are to communicate the principles of Catholic sexual ethics, and for students to articulate and apply those principles to several sexual topics and to a magisterial document.

*STP 640 Medical Ethics (online only)*

The starting point will be the background out of which the Catholic Medical Ethics grew. Once the background of the tradition, which originated in the ancient world, is in place, the modern situation and its failure will be described and the contemporaneous need for the religious traditions to exercise their appropriate influence will be affirmed.

*STP 650 Business Ethics (online only)*

This course aims at introducing students to ethical issues in business. The course offers timely and comprehensive overview of the most up-to-date ethical challenges in a fast changing global economy. Topics include introduction to philosophical ethics, ethical decision making process, the role of ethical leadership and corporate culture, types of corporate social responsibility, best-in-class approaches to environmental sustainability, globalization, corporate complicity in human rights violations, ethical issue in the workplace, ethics of new technologies, ethics of marketing, corporate governance, accounting and finance. The course uses cases, in-depth study projects and discussion points to help students recognize, address and manage business ethics issues at the personal, organizational, and societal levels. The underlying goal of this course is to promote ethical leadership, personal integrity and social responsibility as hallmarks of a successful and fulfilling business career.

*STP 805 Catholic Social Teachings(online and on campus)*

This course traces major themes in Catholic social teachings by using the U.S. Bishop's document, *Sharing Catholic Social Teaching: Challenges and Directions*. The topics, suggested by the U.S. Bishops, are Life and Dignity of the Human Person; Call to Family, Community and Participation; Rights and Responsibilities; Option for the Poor and Vulnerable; Dignity of Work and the Right of Workers; Solidarity; and Ecology. The Compendium of the Social Doctrine of the Church, by the Pontifical Council for Justice and Peace), and the Encyclopedia of Catholic Social Thought, Social Science and Social Policy are used.

*STP 806 Christian Social Teachings (online only)*

*\*Prerequisite STP 805*

This course is a reading course designed to expose the student to the teachings of non-Catholic Christian social teachings. It is a survey course using an historical approach, starting with the Reformation and continuing through the present day. Emphasis is placed on recent teachings. Companion audio lectures review several major Catholic social teaching documents. To that end, social teaching topics are examined for the following time periods:

1. The Reformation and Post-Reformation,
2. The 18<sup>th</sup> Century,
3. The 19<sup>th</sup> Century,
4. The 20<sup>th</sup> Century, and
5. The Recent Past.

*STP 850 Research and Design for Thesis Students*

This course walks students through the process for producing quality academic research papers. Beginning with deciding on a topic, students will progress through the steps of researching and

writing. Students will learn how to use online databases and catalogues as well as printed resources, and how to evaluate and choose from among possible sources. Students also will learn how to produce and properly format bibliographies and footnotes. The course is aimed toward and culminates in the production of a quality research paper.

## **Sociology**

### *SOC 500 Sociology of Religion*

This course examines religions and religious phenomena from the perspective of the science of sociology. Some of the topics included are the definition of religion; the functionalist, conflict, and symbolic interaction theoretical approaches to religion; new religions; the church, denomination, sect and cult typologies; civil religion; religious affiliation and conversion predictors; and social correlates of religious behavior. The sociological perspective on these topics will be compared with that of Roman Catholic theology. This course can be taken for undergraduate or graduate credit.

## **Spiritual Theology**

Currently the Spiritual Theology concentration is available online only.

### *STD 520 Fundamentals of Spirituality (online only)*

The first part of this course will go through the beginning of the spiritual journey as expressed in the scriptures and the various periods in the life of the Church. It will also seek to study how these various schools of spirituality have built a solid foundation for the spiritual journey. All these however will be based on our beautiful Catholic tradition and patrimony. The second part of this course will place the schools of spirituality in perspective by showing how seven Doctors of the Church lived and journeyed through the spiritual life. This course will end by highlighting the various means we have in making the spiritual life today, and how these will help to shape our lives hereafter. This course can be taken for undergraduate or graduate credit.

### *STD 616: Faith and Science*

This course will introduce students to the main objections of scientific reasoning to faith and the ways that scientific reasoning supports faith. After completing the course, students will better equipped to take the course Theology and Science.

### *STD 627 Mystical Theology in Carmelites and St. Francis de Sales*

In this course the writings of St. Teresa of Avila, St. John of the Cross, and St. Francis de Sales will be studied in the perspective of the history of spirituality and especially for personal appropriation of the student.

### *STD 911 History of Christian Spirituality (online only)*

The History of Christian Spirituality course is a chronological survey of the outstanding works on Christian spirituality including but not limited to the mystical tradition. The course will rely solely upon primary texts written by the most influential writers from the 4th to the 17th century, including St. Augustine, St. Bonaventure, St. Catherine of Siena and several others. The objective is for students to become familiar with the main concepts and issues in the tradition by becoming thoroughly immersed in the key texts that shape the tradition to this day.

### *STP 614 Spirituality & Asceticism (online only)*

This course provides an introduction to early Christian ascetical theology, the theological study of the quest for virtue and the struggle against sin and vice.

*CH676 St. Teresa of Avila (online only)*

This course will explore the life, writings and spirituality of St. Teresa of Avila. Teresa's method of prayer and her reform of the Carmelite way of life to foster closeness with God will be emphasized. Her major writings will be studied, including *The Book of Her Life*, *The Way of Perfection* and *The Interior Castle*. The historical period of 16th c. Spain will be included in order to understand Teresa's work and life from within her context.

*CH 715 Edith Stein (online only)*

This course will examine the life and primarily the writings of Edith Stein, or as she was later called, Sister Teresa Benedicta of the Cross. A brilliant philosopher, Jewish convert to Catholicism, martyr of Auschwitz, and canonized saint, Stein presents us with a twentieth century model of the intimate relationship between the intellectual life and the spiritual life. Over the course of the semester the class will read an account of her life and cultural atmosphere, taking significant breaks at several points to work through some of her own philosophical and spiritual writings. These include her attempt to relate the phenomenological and Thomistic traditions of philosophy, her account of the nature and vocation of woman, her articulation of human spirituality, and her discussion of the ways in which we can know God.

*CH 720 The Theology of Joseph Ratzinger (online only)*

This course is an introduction to the major themes, methodology and insights presented in the writings of Joseph Ratzinger: the theologian who became Pope Benedict XVI. This course will survey Ratzinger's thought through a careful and in-depth consideration of his major works. Through this students will discover the coherent, yet dynamic, theological and philosophical vision of Joseph Ratzinger. This will, in turn, shed light on Pope Benedict XVI, as the Holy Father has interacted with contemporary conditions affecting the Church and culture/s. Among the topics that will be treated are: Ratzinger's apologetics, his approach to fundamental, sacramental-liturgical, biblical and dogmatic theology.

*STD 630 Christian Contemplation: Divinization, Surprising Salvation, and Visions of Heaven (online only)*

In this course we will consider three related themes in Christian contemplative spirituality. In the first week we will study *theosis*, the understanding of salvation and sanctification as "divinization". Our second theme is *apokatastasis*, the early Christian doctrine (later condemned as a heresy) that all will be saved. Finally we will consider Christian *anagogy*, models and visions of heaven and eternal life. Our research will take us into the realms of Christian art, ancient texts on contemplative prayer, and modern cinematic efforts to depict these doctrines.

## **Theology and Science**

Currently the Theology and Science concentration is available through Distance Learning only.

*PHTH 619 Atheism and New Atheism (online only)*

The first part of the course will deal with the many forms (literary, analytic, scientific, existentialist, Freudian, Marxist, etc.) of atheism that began to flourish in the 19th century and gained ground in the 20th century. This will provide the context for the second part of the course, which will focus on how the new atheism is confronting today's world in the attempt it is making to secure political power in its assault against faith. The course will provide adequate ways in which Catholic leaders might respond to this onslaught.

*STM 672 Biology and Biotechnologies for Ethicists (online only)*

In this course we will study the basic biological principles related to ethical issues such as in vitro fertilization and other reproductive technologies, embryonic and adult stem cells, artificial contraception, and genetic engineering. As these technologies and issues are constantly changing, we will also cover a basic grounding in the study of biology. The results of scientific studies filtered through the lens of the popular media can be inaccurate and misleading. As such, we will also practice reading and analyzing scientific journal articles, so that we are prepared to study scientific advances from their original sources. Finally, we will read key documents that evaluate related ethical issues from the standpoint of the Catholic faith. This course can also be applied to the Bioethics concentration or Moral Theology concentration.

*STM 675 Theology and Biotechnology (online only)*

In this course we study recent advances of biotechnology, which have undergone incredible development in the last several years while seeking to improve human health and well-being. We evaluate these advances in conjunction with the rich, ancient wisdom of the Catholic faith, whose primary purpose is to seek human happiness by drawing the human person into union with God. This course can also be applied to the Bioethics concentration or Moral Theology concentration.

*STP 610 Evolution and Catholic Thought (online only)*

This course blends instruction on the theory of evolution with Catholic thought on this much-debated topic. Students will cover the scientific topics of variation within species, natural selection, phylogeny, speciation, evidence for and contra to evolution, and the development of organization at the cellular, population and community levels. In parallel, students will also explore related Vatican II documents, papal encyclicals and other sources of Catholic teaching regarding whether evolution is an 'acceptable' concept within the Church, the distinction between biological and spiritual man, and the uniqueness of humankind. The course will also provide discussion on Intelligent Design and Creationism.

*STP 617 Theology & Science (online only)*

This online course examines the relation between the disciplines and worldviews of modern science and Christian theology with the aim of providing a scientifically informed, theological understanding and appreciation of nature as God's work of creation.

## **Language Courses**

Please note that all language courses are offered on the undergraduate level only. These may be taken by graduate students to gain competency in a language; however, the credit cannot be applied on the graduate level.

*LA 210 Ecclesiastical Latin I (online only)*

Latin is at the root of many modern languages, including large sections of English. Historically it was the language of record and of scholarly discourse in Western Europe. It is also the primary language of the western part of the Catholic Church, which is even called the "Latin Church". Latin is the normative liturgical, legislative and bureaucratic language of the Catholic Church. Many important historical, philosophical, theological and canonical texts are not translated, and translations are not always reliable. For all these reasons, an understanding of Latin is essential for any in-depth study of western history, canon law, liturgy, theology and philosophy – especially for those who would seek to understand the Catholic Church's contribution to western culture.

This course is designed to introduce the student to the basics of ecclesiastical Latin, which will also enable the student to begin to approach medieval and modern Latin texts. It is the first of three

courses designed to give the student the skills to read modern ecclesiastical Latin (including that used in the Code of Canon Law) and medieval Latin theological and philosophical documents (such as St. Thomas' Summa). This course can be taken for undergraduate credit only.

*LA 211 Ecclesiastical Latin II (online only)*

Latin is at the root of many modern languages, including large sections of English. Historically it was the language of record and of scholarly discourse in Western Europe. It is also the primary language of the western part of the Catholic Church, which is even called the “Latin Church”. Latin is the normative liturgical, legislative and bureaucratic language of the Catholic Church. Many important historical, philosophical, theological and canonical texts are not translated, and translations are not always reliable. For all these reasons, an understanding of Latin is essential for any in-depth study of western history, canon law, liturgy, theology and philosophy – especially for those who would seek to understand the Catholic Church's contribution to western culture.

This course is designed to build upon LA 210 Ecclesiastical Latin I so that by the end of this course the student will be familiar with the majority of Latin grammar and a significant amount of theological and philosophical Latin vocabulary. It is the second of three courses designed to give the student the skills to read modern ecclesiastical Latin (including that used in the Code of Canon Law) and medieval Latin theological and philosophical documents (such as St. Thomas' Summa). The first two courses combined (LA 210 AND LA 211) are usually considered a sufficient basis to undertake research degrees in theology. This course can be taken for undergraduate credit only.

*LA 212 Ecclesiastical Latin III (online only)*

Latin is at the root of many modern languages, including large sections of English. Historically it was the language of record and of scholarly discourse in Western Europe. It is also the primary language of the western part of the Catholic Church, which is even called the “Latin Church”. Latin is the normative liturgical, legislative and bureaucratic language of the Catholic Church. Many important historical, philosophical, theological and canonical texts are not translated, and translations are not always reliable. For all these reasons, an understanding of Latin is essential for any in-depth study of western history, canon law, liturgy, theology and philosophy – especially for those who would seek to understand the Catholic Church's contribution to western culture.

In this course we are transitioning from learning the grammar and basic vocabulary to putting it into practice in translating significant texts of ecclesiastical Latin. This course is designed to build upon LA 210 Ecclesiastical Latin I and LA 211 Ecclesiastical Latin II so that by the end of this course the student will be confident in being able to understand any Latin text and especially comfortable in dealing with those texts important for theology, philosophy and Church history. This course can be taken for undergraduate credit only.

*LA 220 Greek I (online and on campus)*

Greek I will emphasize basic grammar and vocabulary drawn from philosophic and biblical Greek texts. The course will provide students with a basic understanding of the Greek language and a working vocabulary of words and terms used in both Attic and Koine dialects. Each lesson will contain relevant contemporary resources, etymological examples, and historical background, and biographical vignettes. This course is a prerequisite for LA 221 to be offered in the Spring. This course can be taken for undergraduate credit only.

*LA 221 Biblical Greek II (online and on campus)*

*\*Pre-requisite LA 220 required for online students*

Greek II will build upon the foundation laid in LA 220 Greek I, emphasizing basic grammar and vocabulary drawn from philosophic and biblical Greek texts. The course will provide students with a basic understanding of the Greek language and a working vocabulary of words and terms used in

both Attic and Koine dialects. Each lesson will contain relevant contemporary resources, etymological examples, and historical background, and biographical vignettes. This course is a prerequisite for Greek III. This course can be taken for undergraduate credit only.

*LA 222 Greek III (online and on campus)*

*\*Pre-requisite LA 221 required for online students*

The third in a series of courses on Koine Greek, this course continues the exploration of the language with selections from the New Testament, Septuagint, and Early Christian Writers. Students will have the opportunity to revisit basic Greek grammar as well as becoming acquainted with new vocabulary and etymology. Short, project-based assessments are designed to help each student build a personalized Linguistic Toolkit to aid further study/ministry. This course can be taken for undergraduate credit only.

## **DISCLAIMER**

Any and all information in this publication may change at any time without notice, including, but not limited to, policies, practices, and requirements of Holy Apostles College and Seminary. It is the responsibility of each student to be fully aware of all policies, practices, and requirements of Holy Apostles College and Seminary. Any and all information in this publication may change at any time without notice, including, but not limited to, policies, practices and requirements of Holy Apostles College and Seminary.

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## **APPENDIX A**

### **SHEEO State Authorization Survey:**

#### **Student Complaint Information by State and Agency**

<b>State</b>	<b>Agency Name</b>	<b>Link to and/or Information about Complaint Process</b>
<b>Alabama</b>	Alabama commission on Higher Education - Office of Institutional Effectiveness & Planning	Complaints for out of state institutions are referred to the Alabama Department of Postsecondary Education (ADPE) for response. Please see the ADPE link below. For in-state institutions, contacts are posted to the ACHE website at <a href="http://www.ache.state.al.us/">http://www.ache.state.al.us/</a>
<b>Alabama</b>	Alabama Dept. of Postsecondary Education - Office of Private School Licensing Division	<a href="http://www.accs.cc/complaintform.aspx">http://www.accs.cc/complaintform.aspx</a>
<b>Alaska</b>	Alaska Commission on Postsecondary Education	The Alaska Commission on Postsecondary Education (ACPE) processes complaints alleging violations of state institutional authorization law relative to postsecondary institutions or programs in Alaska. The complaint investigation process is described in AS 14.48.130 and 20 AAC 17.130-145. A student is encouraged to pursue the complaint process at their institution prior to contacting ACPE. To request a compliant form please send an email to: <a href="mailto:EED.ACPEIA@alaska.gov">EED.ACPEIA@alaska.gov</a> . For questions or assistance relative to complaints please contact: Jo Anne Hayden, Program Coordinator for Institutional Authorization (907-465-6741) or at <a href="mailto:EED.ACPEIA@alaska.gov">EED.ACPEIA@alaska.gov</a> . Alaska Commission on Postsecondary Education; P.O. Box 110505; Juneau, AK 99811-0505.
<b>Arizona</b>	Arizona State Board for Private Postsecondary Education	<a href="http://azppse.state.az.us/student_info/compliance.asp">http://azppse.state.az.us/student_info/compliance.asp</a>

State	Agency Name	Link to and/or Information about Complaint Process
<b>Arkansas</b>	Arkansas Higher Education Coordinating Board	ADHE requires the certified institution to make a decision on the student grievance following the institution's public policy. Inquiries into student grievances must be limited to AHECB certified (under Arkansas Code §6-61-301) courses/degree programs and institutions and to matters related to the criteria for certification. Within 20 days of completing the institution's grievance procedures, the student may file the complaint in writing with the ICAC Coordinator, Arkansas Department of Higher Education, 114 East Capitol, Little Rock, AR 72201. The grievant must provide a statement from the institution verifying that the institution's appeal process has been followed. ADHE will notify the institution of the grievance within 15 days of the filing. Within 10 days after ADHE notification, the institution must submit a written response to ADHE. Other action may be taken by ADHE as needed.
<b>Arkansas</b>	Arkansas State Board of Private Career Education	If a student believes that their rights have been violated, we always suggest they first, seek to resolve the problem by following the schools complaint process. Next, meet with the School Administrator and discuss their concerns with him/her. If the problem is not solved at the school level, the student may then contact us at (501) 683-8000.
<b>California</b>	Bureau for Private Postsecondary Education	<a href="http://www.bppe.ca.gov/enforcement/complaint.shtml">http://www.bppe.ca.gov/enforcement/complaint.shtml</a>
<b>Colorado</b>	Colorado Dept. of Higher Education	<a href="http://highered.colorado.gov/Academics/Complaints/default.html">http://highered.colorado.gov/Academics/Complaints/default.html</a>
<b>Colorado</b>	Division of Private Occupational Schools	<a href="http://highered.colorado.gov/DPOS/Students/complaint.html">http://highered.colorado.gov/DPOS/Students/complaint.html</a>
<b>Connecticut</b>	Office of Higher Education	<a href="http://www.ctohe.org/StudentComplaints.shtml">http://www.ctohe.org/StudentComplaints.shtml</a>
<b>Delaware</b>	Delaware Dept. of Education	none listed
<b>District of Columbia</b>	Education Licensure Commission	none listed
<b>Florida</b>	Commission for Independent Education, Florida Dept. of Education	<a href="http://www.fldoe.org/cie/complaint.asp">http://www.fldoe.org/cie/complaint.asp</a>

State	Agency Name	Link to and/or Information about Complaint Process
<b>Georgia</b>	Nonpublic Postsecondary Education Commission	<a href="http://www.gnpec.org/MainMenu.asp">http://www.gnpec.org/MainMenu.asp</a>
<b>Hawaii</b>	none listed	none listed
<b>Idaho</b>	Idaho Board of Education	Complaint process described in Admin Rule (July 1, 2011) section 500. Forms and instructions available upon request from the State Coordinator for Private Colleges & Proprietary Schools. For more information, please contact the Office of the Idaho State Board of Education (Main Office: 208-334-2270).
<b>Illinois</b>	Illinois Board of Higher Education	Institutional Complaint Hotline: (217) 557-7359 The Board receives general information email at <a href="mailto:info@ibhe.org">info@ibhe.org</a> . Students seeking to register a complaint about an institution are required to submit the complaint in writing. Complaint processing as relates to maintenance of institutional approvals is described in 23 Illinois Administrative Rules Sections 1030.70 and 1030.80.
<b>Indiana</b>	Indiana Commission on Proprietary Education	<a href="http://www.in.gov/bpe/2329.htm">http://www.in.gov/bpe/2329.htm</a>
<b>Iowa</b>	Iowa College Student Aid Commission	<a href="http://www.iowacollegeaid.gov/forms.html">http://www.iowacollegeaid.gov/forms.html</a>
<b>Kansas</b>	Kansas Board of Regents	<a href="http://www.kansasregents.org/private_postsecondary_complaint_process">http://www.kansasregents.org/private_postsecondary_complaint_process</a>
<b>Kentucky</b>	Kentucky Council on Postsecondary Education	<a href="http://cpe.ky.gov/policies/academicpolicies/licensure.htm">http://cpe.ky.gov/policies/academicpolicies/licensure.htm</a>
<b>Kentucky</b>	Kentucky State Board for Proprietary Education	<a href="http://www.bpe.ky.gov/Pages/default.aspx">http://www.bpe.ky.gov/Pages/default.aspx</a>
<b>Louisiana</b>	Louisiana Board of Regents	For proprietary schools, the complaint procedure appears on the Board of Regents website: <a href="http://www.regents.doa.louisiana.gov/index.cfm?md=pagebuilder&amp;tmp=home&amp;pid=21&amp;pnid=0&amp;nid=7">http://www.regents.doa.louisiana.gov/index.cfm?md=pagebuilder&amp;tmp=home&amp;pid=21&amp;pnid=0&amp;nid=7</a> Curser down to Procedures and click on “student complaint procedures”. For the academic degree-granting institutions, Louisiana relies on the Consumer Affairs Division of the Attorney General’s Office at 225-326-6200.

State	Agency Name	Link to and/or Information about Complaint Process
<b>Maine</b>	Maine Dept. of Education, Office of Higher Education Services	Complaints shall be addressed in writing to the Maine Department of Education, Office of Higher Education, Augusta, Maine 04333 with specific facts and allegations and signed by the complainant. The school shall be notified of any complaints which are to be investigated.
<b>Maryland</b>	Maryland Higher Education Commission	Individuals that wish to submit a complaint may use the following contact information: Office of the Attorney General, Consumer Protection Division, 200 St. Paul Place, Baltimore, MD 21202. Please see PDF at: <a href="http://www.mhec.state.md.us/higherEd/acadAff/MHECStudentComplaintProcess.pdf">http://www.mhec.state.md.us/higherEd/acadAff/MHECStudentComplaintProcess.pdf</a>
<b>Massachusetts</b>	Massachusetts Dept. of Higher Education	<a href="http://www.mass.edu/forstudents/complaints/complaintprocess.asp">http://www.mass.edu/forstudents/complaints/complaintprocess.asp</a>
<b>Michigan</b>	Michigan Dept. of Energy, Labor & Economic Growth	<a href="http://www.michiganps.net/complaint.aspx">http://www.michiganps.net/complaint.aspx</a>
<b>Minnesota</b>	Minnesota Office of Higher Education	<a href="http://www.ohe.state.mn.us/mPg.cfm?pageID=1078">http://www.ohe.state.mn.us/mPg.cfm?pageID=1078</a>
<b>Mississippi</b>	Mississippi Commission on College Accreditation	<a href="http://www.mississippi.edu/mcca/">http://www.mississippi.edu/mcca/</a>
<b>Mississippi</b>	Commission on Proprietary School & College Registration	<a href="http://www.sbcjc.cc.ms.us/program/psDefault.aspx">http://www.sbcjc.cc.ms.us/program/psDefault.aspx</a>
<b>Missouri</b>	Missouri Dept. of Higher Education	<a href="http://dhe.mo.gov/contactus.php">http://dhe.mo.gov/contactus.php</a>
<b>Montana</b>	Montana University System, Montana Board of Regents	none listed
<b>Nebraska</b>	Nebraska Dept. of Education, Private Postsecondary Career Schools	<a href="http://www.education.ne.gov/PPCS/PPCS%20Forms.html">http://www.education.ne.gov/PPCS/PPCS%20Forms.html</a>

State	Agency Name	Link to and/or Information about Complaint Process
<b>Nebraska</b>	Nebraska Coordinating Commission for Postsecondary Education	The policies regarding student complaints are listed on our website with a notation that they are not final. The Coordinating Commission for Postsecondary Education (CCPE) intends to have a section on the web site that walks students through the process; in the meanwhile, please call our office at 402-471-0030. Please note that institutions offering courses or programs that are exclusively online are not required to seek authorization from CCPE. If students have complaints about such institutions, we refer them to the home state of the institution or the Nebraska Attorney General's Consumer Protection Division at: <a href="http://www.ago.ne.gov/consumer_protection">http://www.ago.ne.gov/consumer_protection</a>
<b>Nevada</b>	Nevada Commission on Postsecondary Education	<a href="http://www.cpe.state.nv.us/CPE%20Complaint%20Info.htm">http://www.cpe.state.nv.us/CPE%20Complaint%20Info.htm</a>
<b>New Hampshire</b>	New Hampshire Postsecondary Education Commission	<a href="http://www.education.nh.gov/highered/compliance-allegation.htm">http://www.education.nh.gov/highered/compliance-allegation.htm</a>
<b>New Jersey</b>	New Jersey Dept. of Labor & Workforce Development, Center for Occupational Employment Information	none listed
<b>New Jersey</b>	Secretary of Higher Education	none listed
<b>New Mexico</b>	New Mexico Higher Education Dept.	<a href="http://www.hed.state.nm.us/Complaint_3.aspx">http://www.hed.state.nm.us/Complaint_3.aspx</a>
<b>New York</b>	Office of College & University Evaluation	none listed
<b>New York</b>	Bureau of Proprietary School Supervision, New York State Education Dept.	<a href="http://www.acces.nysed.gov/bpss/students/disclos.htm">http://www.acces.nysed.gov/bpss/students/disclos.htm</a>



State	Agency Name	Link to and/or Information about Complaint Process
<b>North Carolina</b>	The University of North Carolina Board of Governors	<a href="http://www.northcarolina.edu/aa_planning/licensure/resources.htm">http://www.northcarolina.edu/aa_planning/licensure/resources.htm</a>
	North Carolina Community College System, Office of Proprietary School Services	<a href="http://www.nccommunitycolleges.edu/PROPRIETARY_SCHOOLS/complaints.htm">http://www.nccommunitycolleges.edu/PROPRIETARY_SCHOOLS/complaints.htm</a>
<b>North Dakota</b>	North Dakota State Board for Career & Technical Education	Currently complaints are filed with the North Dakota Department of Career and Technical Education (CTE) and are then handed to the Attorney General. That policy is currently under review and revision. Please call CTE at 701-328-2678 for more information.
<b>Ohio</b>	The Ohio Board of Regents	The agency does receive student complaints. Students are encouraged to try to resolve their issue through their institution's formal grievance procedures. If the student's issue is not resolved through this process, the Ohio Board of Regents may then contact the institution on the student's behalf and request that institution work with the student to resolve the issue. If the grievance involves an issue that violates the agency's standards for authorization, the agency would contact the institution to determine the severity of the issue and what agency action would be taken. Please call the Ohio Board of Regents at 614-387-1215 for more information.
<b>Ohio</b>	Ohio State Board of Career Colleges & Schools	<a href="http://scr.ohio.gov/ConsumerInformation/FilingaComplaint.aspx">http://scr.ohio.gov/ConsumerInformation/FilingaComplaint.aspx</a>
<b>Oklahoma</b>	Oklahoma State Regents for Higher Education	Current and prospective student complaints are handled through the Oklahoma State Regents for Higher Education (OSRHE) Academic Affairs Office by reviewing the circumstances of the complaint and providing the individual with contact information for the most appropriate campus office with the authority to resolve the complaint. If the individual has exhausted the process for review and appeal at the institution and believe the complaint is unresolved, OSRHE staff requests permission to contact the institution on their behalf to identify any possible resolution. OSRHE staff remains in contact with the student to determine if their issue has been resolved or adequately addressed. Please call OSRHE at 405-225-9100 for more information.
<b>Oklahoma</b>	Oklahoma Dept. of Career & Technology Education	none listed

State	Agency Name	Link to and/or Information about Complaint Process
<b>Oklahoma</b>	The Oklahoma Board of Private Schools	A form is available by request to the Oklahoma Board of Private Schools (OBPVS) staff, but is not required. Unless a safety or other issue requiring an in-person investigation is alleged, a "Student," complaint will be accepted and sent to the institution for a response that may then be forwarded to the complainant for further input. Please call OBPVS for more information at 405-528-3370. Web page is under development.
<b>Oregon</b>	Office of Degree Authorization	All complaints about schools under our regulatory jurisdiction or an exempt status approved by this office are handled by Office of Degree Authorization (ODA) staff. Complaints about exempt schools are referred to the Attorney General's office. Please call ODA for more information at 541-687-7478.
<b>Oregon</b>	Dept. of Education - Private & Career Schools Office	<a href="http://www.ode.state.or.us/search/page/?id=325">http://www.ode.state.or.us/search/page/?id=325</a>
<b>Pennsylvania</b>	Dept. of Education	<a href="http://www.portal.state.pa.us/portal/server.pt/community/higher_education/8711/complaint_procedure/1004474">http://www.portal.state.pa.us/portal/server.pt/community/higher_education/8711/complaint_procedure/1004474</a>
<b>Puerto Rico</b>	Puerto Rico Council on Education	none listed
<b>Rhode Island</b>	<b>Rhode Island Board of Governors for Higher Education</b>	<a href="http://www.ribghe.org/students.htm">http://www.ribghe.org/students.htm</a>
<b>South Carolina</b>	South Carolina Commission on Higher Education	<a href="http://www.che.sc.gov/New_Web/GoingToCollege/Proprietary.htm">http://www.che.sc.gov/New_Web/GoingToCollege/Proprietary.htm</a>
<b>South Dakota</b>	Secretary of State	<a href="http://atg.sd.gov/Consumers/HandlingComplaints/ConsumerComplaintForm.aspx">http://atg.sd.gov/Consumers/HandlingComplaints/ConsumerComplaintForm.aspx</a>
<b>Tennessee</b>	Tennessee Higher Education Commission	<a href="http://tn.gov/thec/">http://tn.gov/thec/</a>
<b>Texas</b>	Texas Workforce Commission	<a href="http://www.twc.state.tx.us/svcs/propschools/career-schools-colleges.html">http://www.twc.state.tx.us/svcs/propschools/career-schools-colleges.html</a>

State	Agency Name	Link to and/or Information about Complaint Process
<b>Texas</b>	Texas Higher Education Coordinating Board	To file a complaint, follow the complaint procedures in the school's catalog. If the issue is not resolved, contact either the Texas Workforce Commission's Career School or the school's accrediting agency. If the school is not accredited by a recognized accreditor but has degree granting authority, send a written complaint to the Coordinating Board at Texas Higher Education Coordinating Board, Academic Affairs and Research, P.O. Box 12788, Austin, Texas 78711.
<b>Utah</b>	Utah Division of Consumer Protection	<a href="http://consumerprotection.utah.gov/complaints/index.html">http://consumerprotection.utah.gov/complaints/index.html</a>
<b>Vermont</b>	Vermont State Board of Education	We encourage you to work directly with your institution to satisfy complaints. In most cases, that is the only appropriate avenue for you to pursue. If you believe you have exhausted avenues listed above and those listed in the attached PDF and have a valid complaint about a violation, you may send it to the Vermont Department of Education in writing at 120 State Street, Montpelier, VT 05620-2501. All complaints should be specific in describing the nature of the complaint and relevant information: the name of the parties involved, including witnesses, dates, the policy or procedure violated (if known), the course/program, the name of the institution, and complete contact information. In addition, please include any supporting material that substantiates your complaint, including correspondence with the school about the issue. For more information please see the PDF at: <a href="http://education.vermont.gov/new/pdfdoc/pgm_postsecondary/EDUComplaint_Resolution_Statement_for_Postsecondary_Education_Matters.pdf">http://education.vermont.gov/new/pdfdoc/pgm_postsecondary/EDUComplaint_Resolution_Statement_for_Postsecondary_Education_Matters.pdf</a>
<b>Virginia</b>	Private & Out-of-State Postsecondary Education, State Council of Higher Education for Virginia	<a href="http://www.schev.edu/students/studentcomplaint.asp">http://www.schev.edu/students/studentcomplaint.asp</a>
<b>Washington</b>	Washington Student Achievement Council	Students may submit a formal complaint to the Washington Student Achievement Council, provided it is against an institution authorized by the Washington Student Achievement Council and is within one year of the last date of attendance. For more information, please contact the Washington Student Achievement Council at 360-753-7866.

State	Agency Name	Link to and/or Information about Complaint Process
<b>Washington</b>	Washington Workforce Training & Education Coordinating Board	<a href="http://www.wtb.wa.gov/PCS_Complaints.asp">http://www.wtb.wa.gov/PCS_Complaints.asp</a>
<b>West Virginia</b>	West Virginia Higher Education Policy Commission	<a href="http://wvhepcnew.wvnet.edu/">http://wvhepcnew.wvnet.edu/</a>
<b>West Virginia</b>	West Virginia Council for Community & Technical College Education	none listed
<b>Wisconsin</b>	Wisconsin Educational Approval Board	<a href="http://eab.state.wi.us/resources/complaint.asp">http://eab.state.wi.us/resources/complaint.asp</a>
<b>Wyoming</b>	Wyoming Dept. of Education	Please contact the Wyoming Department of Education at 307-777-6210. Please note that some student complaints will be forwarded to the Wyoming Attorney General.

Student Complaint Information by State and Agency  
August 2012

This list was compiled in a collaborative effort across three organizations: SHEEO, the State Higher Education Executive Officers; NCHEMS, the National Center for Higher Education Management Systems, and WCET, the WICHE Cooperative for Educational Technology.