Holy Apostles
College & Seminary

2019-2020
ACADEMIC CATALOG



33 Prospect Hill Road | Cromwell, CT 06416
www.holyapostles.edu

Catalog 2019-2020

HOLY APOSTLES

College & Seminary

Cromwell, Connecticut

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

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DISCLAIMER

Information in this publication may change, including, but not limited to policies, practices, and requirements of Holy Apostles College and Seminary. If changes are made, notice of changes will be sent to enrolled students via their Holy Apostles email accounts. It is the responsibility of each student to be fully aware of all policies, practices, and requirements of Holy Apostles College and Seminary.

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NOTICE OF NON-DISCRIMINATION

Purpose

Holy Apostles College and Seminary (HA) believes in the inherent dignity and worth of every person. HA strives to welcome all with hospitality and respect. Consistent with such philosophy and in accordance with all applicable laws, HA has adopted the following non-discrimination statement for use by all departments and programs. As such, HA is committed to providing a multicultural environment free from discrimination for its students, faculty, staff and alumni. Nothing in this statement shall require HA to act in a manner contrary to the beliefs and teachings of the Catholic Church.

Statement

HA prohibits discrimination on the basis of race, color, national origin, sex, disability, or age in its programs and activities. HA will not tolerate any unlawful discrimination and any such conduct is prohibited. HA also prohibits any form of discipline or retaliation for reporting incidents of discrimination.

Additional Information

This statement is intended to be consistent with federal and state laws, including, but not limited to, Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and Title IX of the Education Amendments of 1972.

The following person has been designated to handle inquiries regarding the non-discrimination policy:

Dr. Cynthia Toolin-Wilson
Academic Dean
Title VI and IX Coordinator
Holy Apostles College and Seminary
33 Prospect Hill Road
Cromwell, CT 06416-2027
ctoolin@holyapostles.edu
860-632-3022

PHONE DIRECTORY

Main Number	860.632.3010
Academic Dean	860.632.3022
Office of Institutional Research	860.632.3015
Admissions & Advising, Undergraduate	860.632.3036
Admissions, Graduate	860.632.3066
Admissions, Seminary	860.632.3012
Advising – Undergraduate	860.632.3036
Advising – Graduate	860.632-3051
Bioethics Program	860.632.3070
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Development and Alumni Affairs	860.632.3077
Online Learning Program	860.632.3070
Field Education, Seminary	860.632.3044
Financial Aid Office	860.632.3020
Library	860.632.3009
President/Rector	860.632.3010
Registrar Office	860.632.3033
School Certifying Official for VA/Military	860.632.3020
Vice-President	860.632.3085

Fax Numbers

Business Office	860.632.3049
Online Learning Office	860.632.3083
Main Office	860.632.3030
Registrar's Office	860.632.3075
Vice-President	860.866.4403

Email Addresses

Academic Dean	ctoolin@holyapostles.edu

Director of Institutional Research	rmish@holyapostles.edu
Admissions	admissions@holyapostles.edu
Advising – Undergraduate	triso@holyapostles.edu
Advising - Graduate	sschultz@holyapostles.edu
Business Office	busoffice@holyapostles.edu
Development Office	development@holyapostles.edu
Online Learning Office	jarel@holyapostles.edu
Online Registration	onlineregistration@holyapostles.edu
Financial Aid Office	finaid@holyapostles.edu
Library	library@holyapostles.edu
President-Rector	rector@holyapostles.edu
Registrar	registrar@holyapostles.edu
Vice-President	vpexternalaffairs@holyapostles.edu

Website Address www.holyapostles.edu

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

ACCREDITATION STATEMENT

Holy Apostles is accredited by the State of CT Office of Higher Education.

Holy Apostles is accredited by the Commission on Institutions of Higher Education of the New England Commission of Higher Education, Inc.

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

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

Inquiries regarding the accreditation status by the Commission should be directed to the administrative staff of the institution. Individuals may also contact:

Commission on Institutions of Higher Education
New England Commission of Higher
Education, Inc
3 Burlington Woods Drive, Suite 100,
Burlington, MA 01803-4514
(781) 425 7785

E-Mail: cihe@neasc.org

Holy Apostles is accredited by The Commission on Accrediting of the Association of Theological Schools.

The following degree programs are approved by the Commission on Accrediting:

Master of Divinity
Master of Arts (Theology) (Academic
MA) Master of Arts (Philosophy)
(Academic MA)
Master of Arts (Pastoral Studies) (Professional MA)

The Association of Theological Schools in the United States
and Canada The Commission on Accrediting
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1110

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The Governance of Holy Apostles resides in the Board of Directors. The Board also includes up to five members of the Missionaries of the Holy Apostles, lay representatives, and the President-Rector. The local Provincial of the Missionaries of the Holy Apostles is the Chancellor and the President-Rector is the Chief Executive Officer.

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The Faculty Academic Senate is comprised of President/Rector, Vice-Rector, Vice-President of External Affairs, Academic Dean, Registrar and all members of the full-time faculty. The Faculty Academic Senate meets three times each semester of the academic year to discuss and consider academic, institutional and related policy matters.

FACULTY

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Ms. Clare Adamo (Associate Professor, Director of Library Services), Library Science, C.W. Post College, N.Y., M.A., Theology, Holy Apostles College & Seminary, CT
Prof. Scot Andersen, M.S. (ESL) Central Connecticut State University, New Britain, CT
Dr. Angelyn Spignesi Arden (Professor, Humanities), Ph.D., Psychology, University of New Hampshire, NH
Dr. Andrew Blaski (Theology), Ph.D., University of Edinburgh, Edinburgh, Scotland
Dr. Joan Gilbert (Theology), S.T.L., S.T.D., Pontifical Lateran University, Rome, Italy
Dr. Lucy A Knouse, (Assistant Professor, Bioethics and Carmelite Spirituality), Ph.D., BeL, Ateneo Pontificio Regina Apostolorum, Rome, Italy
Rev. Peter Samuel Kucer, M.S.A. (Associate Professor, Systematic and Historical Theology), S.T.D., Dogmatic Theology, The Catholic University of America, Washington, DC
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. (Professor, Canon Law), Ph.D., Canon Law, St. Paul University, Ottawa

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

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

Prof. Abigail Reynolds, (ESL), B.A., Wesleyan University, Middletown, CT

Prof. Charles Rex (Chair in Music History and Violin), M.M. Music, Florida State University, Tallahassee, FL

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

B. Part-time and Adjunct On Campus Faculty

Rev. Charles Bak, M.S.A., M.Div., M.A. Holy Apostles College and Seminary, Cromwell, CT

Mrs. Caitlin Celella (ESL), M.S. in TESOL, Southern Connecticut State University, New Haven, CT

Rev. Dcn. Thomas J. Davis, Jr. (Bioethics), J.D., Quinnipiac University School of Law, L.L.M., New York University School of Law, New York, NY

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

Msgr. Albert Kuuire (Spiritual Direction), S.T.D., Moral Theology, Academia Alfonsiana, Pontifical Lateran University in Rome, Italy, Ph.D., Formative Spirituality/The Science of Foundational Human Formation, Duquesne University, Pittsburgh, PA

Ms. Kiki Latimer (Public Speaking), B.A., Speech Communication, Psychology, Philosophy, University of Rhode Island, Providence, RI

Prof. Erin Moser, M.S. (English as a Second Language)

Rev. Joseph Olczak, O.S.P.P.E. (Theology), S.T.L., University of Lublin, Lublin, Poland

Rev. Kermit Syren, L.C., M.Div. (Spiritual Direction)

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

C. Adjunct Online Faculty

Rev. Dominic Anaeto (Pastoral Theology), S.T.L., S.T.D., Pastoral Theology, Pontifical Lateran University, Rome, Italy

Mr. Christopher Apodaca (Philosophy), M.A., Philosophy, Holy Apostles College and Seminary, Cromwell, CT

Dr. David Arias, (Philosophy), Ph.D., University of St. Thomas, Houston, TX

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

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

Dr. Christopher Bellitto (Church History), Ph.D., Fordham University, New York, NY

Dr. John Bequette (Historical Theology), Ph.D., Saint Louis University, St. Louis, MO

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

Rev. Dcn. Thomas J. Davis, Jr. (Bioethics), J.D., Quinnipiac University School of Law, L.L.M., New York University School of Law, New York, NY

Dr. Robert Delfino (Philosophy), Ph.D., State University of New York, Buffalo, NY

Dr. Michela Ferri (Philosophy), Ph.D., Philosophy, State University of Milan, Milan, Italy

Dr. Hilary Finley (Literature), Ph.D., Literature, University of Dallas, Irving, TX

Dr. John Finley (Philosophy), Ph.D., Philosophy, University of Dallas, Irving, TX

Dr. Heric Flores (Physics), Ph.D., Physics, Wesleyan University, Middletown, CT

Rev. Gregoire J. Fluet (Social Science, Church History, Theology), Ph.D., History, Clark University, Worcester, MA

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

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

Ms. Cynthia Gniadek (Philosophy), M.A., Holy Apostles College and Seminary, Cromwell, CT

Mr. Anthony Grumbine, Master of Architecture, University of Notre Dame, Notre Dame, IN

Mr. Georges Haddad (Mathematics), M.M., Penn State University, Philadelphia, PA

Rev. Sergius Halvorsen (Church History) M.Div., Ph.D. Drew University, Madison, NJ

Dr. Curtis Hancock (Philosophy), Ph.D., Loyola University, Chicago, IL

Mr. Trenton Horn (Apologetics), M.A., Franciscan University in Steubenville, Steubenville, OH

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

Mr. J. Joseph Jordan (Politics), Ph.D. (Cand.), Catholic University of America, Washington, DC

Dr. Jon Kirwan (Philosophy), Ph.D, Oxford University, Oxford, UK

Rev. Dennis Koliński, SJC (Liturgy and Sacramental Theology), M.A., Jagiellonian University, Krakow, M.Div., Holy Apostles College and Seminary, Cromwell, CT

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

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

Fr. Jerome Madumelu (Pastoral Studies), Ph.D., Stony Brook State University of New York, Stony Brook, NY

Dr. Peter Mango (Philosophy), Ph.D., Pontifical Athenaeum Regina Apostolorum, Rome, Italy

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

Dr. Marguerite Mullee (Sacred Music), Ed.D., Columbia University, New York City, NY

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

Mr. Daniel Petruccio, M.A., Theology and Philosophy, Holy Apostles College and Seminary, Cromwell, CT

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

Ms. Margaret Posner (Philosophy), M.A., Holy Apostles College & Seminary, Cromwell, CT

Dr. Matthew Ramage (Sacred Scripture), Ph.D., Ave Maria University, Ave Maria, FL

Dr. Peter Redpath (Philosophy), Ph.D., The State University of New York, Buffalo, NY

Mr. Adam Riso (Health Science), M.S., PA-C, Quinnipiac University, Hamden, CT

Dr. Francisco Romero Carrasquillo (Medieval Philosophy), Ph.D., Marquette University, Milwaukee, WI

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

Dr. J. Marianne Siegmund (Pastoral Studies and Theology), STD, Theology, Pontifical University of Saint Thomas Aquinas (Angelicum), Rome, Italy

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

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

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

Rev. Pawel Tarasiewicz (Philosophy), Ph.D., John Paul II Catholic University of Lublin, Lublin, Poland

Mr. Jacob Torbeck, O.P. (Theology), M.A., Theology, Aquinas Institute of Theology, Saint Louis, MO

Dr. Stacy Trasancos, (Chemistry), Ph.D., Pennsylvania State University, University Park, PA, M.A., Dogmatic Theology, Holy Apostles College and Seminary, Cromwell, CT

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

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

Dr. Joseph White (Pastoral Studies), Virginia Commonwealth University, Richmond, Virginia

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

D. Seminary Formation

Seminarian Formation Team – Priestly Members

- Msgr. Albert Kuuire, Psychologist
- Rev. Luis Luna
- Rev. Peter Samuel Kucer, M.S.A., President-Rector
- Rev. Jeffrey "Skip" Thompson, M.S.A., Dean of Seminarians
- Rev. Joseph Mauritzen, Psychiatrist
- Rev. Charlie Bak

Seminarian Formation Team – Faculty Members

- Caitlin Celella - ESL
- Dr. Angelyn Arden, Psychologist – Undergraduate and Human Formation
- Dr. Lucy Knouse - Graduate

Spiritual Directors

- Rev. Ha Dang
- Msgr. Albert Kuuire, Director of Spiritual Formation
- Rev. Kermit Syren, L.C.
- Rev. David Zercie, M.S.A.

ABOUT HOLY APOSTLES COLLEGE & SEMINARY

A. Mission

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

B. Animating Purpose

To facilitate by our mission and vision the preaching of Jesus Christ to the edges of society and ends of the earth for the salvation of souls.

C. Vision

The vision of Holy Apostles College and Seminary is to be the premier provider of online and on- campus Catholic undergraduate and graduate education. We envision each graduate as a competent and courageous missionary disciple of Jesus Christ according to his or her state of life, ministry, or apostolate.

D. 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 Christ.
- To animate the entire college and seminary experience with a recognizable, distinctive, unambiguously Catholic spirit.
- To assist students to formulate a coherent worldview 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.

E. Online Learning Programs

The Associate of Arts, Bachelor of Arts, Master of Arts, Graduate Certificate, and Post-Master's Certificate programs through Online Learning are designed to serve students who desire to pursue coursework online at a Catholic college. There is no general residency requirement for online students. All A.A., B.A., M.A. and certificate programs can be completed entirely online.

Technical Requirements: Students should have access to a reliable computer and Internet connection throughout their coursework. Because the learning management system, Populi, and the synchronous conferencing systems (which professors may use from time to time to engage students in lecture content or to present guest speakers) are web-based, no special software is necessary. However, professors may require Microsoft Office Suite products, such as Word, Excel, and PowerPoint, or OpenOffice. It is the student's responsibility to purchase or download these programs if and when necessary. Any synchronous sessions offered by faculty are optional for students to attend live. Populi can only run on the latest versions of Google Chrome, Firefox, or Safari Web Browsers.

Holy Apostles College and Seminary maintains a student help desk for questions concerning Populi, the learning management system. The help desk is

administered by Mrs. Jennifer Arel, who may be reached via email at jarel@holyapostles.edu. Please note that students need basic computer skills since Holy Apostles College and Seminary does not teach these skills.

F. History

In 1956, The Very Rev. Eusebe M. Menard, O.F.M., founded Holy Apostles Seminary in Cromwell, Connecticut, to provide a college-level program of education and formation for men discerning a vocation to the priesthood. Holy Apostles Seminary started as 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 College and Seminary 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.

In 1978, the focus of the seminary program broadened to include a graduate degree program in addition to the undergraduate seminary program. 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 Seminary.

In 1979, Holy Apostles College and Seminary received accreditation from the New England Commission of Higher Education.

In 1982, the Holy Apostles College and Seminary began offering the Master of Arts degree to further educate the laity in the faith and to prepare them to serve in the many apostolates 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.

In 1998, Holy Apostles College and Seminary added to its programs the Post-Master's Certificate in Theology, to enable students to earn a graduate certificate beyond the Master of Arts. That same year, the Online 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.

In 2011, the Master of Arts in Pastoral Studies program was added to enable students to receive training in practical theological fields.

In 2012, the first undergraduate-level courses were made available online, and in 2014, the college received approval from the State of Connecticut Office of Higher Education to offer all of its undergraduate programs 100% online.

In 2014, Holy Apostles College and Seminary received Associate Membership in the Association of Theological Schools. In June of 2017, Holy Apostles College and Seminary received full accreditation by the Association of Theological Schools.

In 2019, the Certificate of Preparation for Ordination was approved for 100% online delivery for persons sponsored by a diocese or religious order who are seeking priestly formation with the intention of being ordained priests.

G. 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, which is located in St. Luke's Hall, 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 Francis Collection, 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 ongoing reference services, as well as information and computer literacy programs, to our on-campus and online 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 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.

A. 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.

B. Language Policy for All Resident Seminarians and On-Campus Students

Students who are not in the ESL Program are required to speak English in all public and private areas of the Holy Apostles campus. English immersion is essential to becoming fluent in reading, writing, understanding and speaking English. Moreover, fluency in English is essential for academic success while at Holy Apostles.

ESL students are to do their best to communicate in English and to speak their language only when necessary. Permission to speak one's own language is given from 5:30 P.M. on Friday through Saturday as well as for emergencies and other common-sense occasions such as confession, spiritual direction, counseling, greeting guests, etc.

Resident students who fail to adhere to the English Language Policy are subject to disciplinary action. Repeated violations will be filed, and will be reported to the President-Rector, who will then notify the sponsoring diocese or community, or possible sponsor.

C. 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

a. Personal Interviews

Once the application and all supporting documentation has been received and evaluated, candidates will be invited to visit Holy Apostles Seminary 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.

b. Sponsorship

All seminarians are to be sponsored by a Diocese, Religious Community or Society of Apostolic Life at the time of application. The reason for this sponsorship is that seminary formation is entails a partnership between a sponsoring bishop or religious ordinary and the seminary formation team.

In the interest of promoting vocations, Holy Apostles College and Seminary permits a prospective seminarian (aspirant) discerning a vocation to the priesthood to take classes for one year at the seminary at the undergraduate or pre-theology level. If at the end of this year of discernment, the aspirant does not find sponsorship he will be required to leave the seminary. If the aspirant does find sponsorship, the time he was at the seminary as an aspirant may be considered as part of the propaedeutic stage, but this decision will be made by the sponsor.

During this year of discernment, it is the responsibility of the aspirant to pay for his education, either by loans or other means, and to provide for his health needs. The attire for aspirants is black trousers, black shoes, and a white shirt. Unlike pre-theologians and

college seminarians, aspirants do not where a black tie.

Psychological exams and background checks are required of aspirants.

c. English Proficiency Test

All applicants whose native language is not English need to take an English proficiency test before applying to Holy Apostles College and Seminary. Students may choose to take the TOEFL iBT (internet-based test), or the Academic IELTS. The following chart details the scores that students need to earn for entry to the ESL program or to credit courses.

	Enter ESL program	Enter credit courses
TOEFL iBT	46-78	79+
Academic IELTS	5.5-6	6.5+

Students who are admitted to the ESL program will be placed into ESL courses according to their English proficiency test scores.

D. Program of Priestly Formation

a. Human, Spiritual, Intellectual, 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.

The theological program consists of 120 credits, of which 90 credits 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.

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:*

b. 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 . . . cultivate a series of human qualities, not only out of proper and due growth and realization of self, but also with a view to the ministry. These qualities are needed for them to be balanced people, strong and free, capable of bearing the weight of pastoral responsibilities.

They need to be educated to love the truth, to be loyal, to respect every person, to have a sense of justice, to be true to their word, to be genuinely compassionate, to be men of integrity, and especially, to be balanced in judgment and behavior" (*Pastores Dabo Vobis*, n. 43).

Primary Outcome: To practice kind, generous self-giving and patient suffering.

How do I consistently live a wholesome, balanced life?

- By maintaining modesty and propriety of dress, language and humor
- By caring for health and well-being
- By living a lifestyle consistent with Gospel simplicity
- By enjoying chaste friendships
- By being united to Jesus Christ who is priest and victim
- By being honestly committed to ongoing reflection, growth and self-assessment

c. Spiritual Formation

"Spiritual formation . . . should be conducted in such a way that the students may learn to live in intimate and unceasing union with God the Father through his Son Jesus Christ, in the Holy Spirit. 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. They should live his paschal mystery in such a way that they will know how to initiate into it the people committed to their charge.

They should be taught to seek Christ in faithful meditation on the word of God and in active participation in the sacred mysteries of the Church, especially the Eucharist and the Divine Office" (*Pastores Dabo Vobis*, n. 43; *Optatem Totius*, 8).

"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)

Primary Outcome: To cultivate a deep and personal friendship with Christ in order to communicate the strength of Christ's love to others.

How do I advance in the spiritual life?

- By regularly meeting for spiritual direction with a faithful, qualified spiritual director
- By acquiring the holy habit of good spiritual reading
- By growing in greater virtue and love of God
- By seeking to be better trained and more properly disposed to the Sacred Liturgy as the source and summit of daily life
- By faithfully engaging in public prayer including Holy Mass and the Liturgy of the Hours on a daily basis, regular reception of the Sacrament of Penance
- By faithfully engaging in private prayer including the habit of mental prayer and the practice of daily holy hour, adoration of the Blessed Sacrament, and devotion to Mary, especially through the rosary

d. 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)

"[P]astoral formation certainly cannot be reduced to a mere apprenticeship, aiming to make the candidate familiar with some pastoral techniques. The seminary which educates must seek really and truly to initiate the candidate into the sensitivity of being a shepherd, in the conscious and mature assumption of his responsibilities, in the interior habit of evaluating problems and establishing priorities and looking for solutions on the basis of honest motivations of faith and according to the theological demands inherent in pastoral work" (*Pastores Dabo Vobis*, n. 58).

Primary Outcome: To become proficient in each of the twelve pastoral competencies (listed below) while reflecting on why they are good and reasonable skills to acquire.

How do I become pastorally proficient?

- By acquiring a genuine interest in pastoral theology
- By being enthusiastically engaged in pastoral matters, i.e., the one who does the work learns the most
- By prayerful reflection on field education experiences and other pastoral experiences
- By preparing and presenting theological reflections that are insightful and useful, especially for parochial ministry
- By seeking ways to improve pastoral skills

In order to acquire the following pastoral competencies:

- To preach the Gospel prophetically
- To celebrate the Eucharist and other liturgical services properly and with sincere devotion

- To provide leadership, support and inspiration to the lay faithful for evangelization and pastoral renewal
- To witness and promote the Gospel of Life and all Catholic social teaching
- To exercise prudence, dialog and collaboration while maintaining a proper priestly persona
- To answer correctly contemporary moral questions using Faith and Reason
- To advocate and witness the Church's preferential option for the poor
- To bring pardon, healing, peace and hope through pastoral care, pastoral counseling, spiritual direction and sacramental confession
- To support marriage, family life and vocations to the priesthood and consecrated life as the Spiritual Father of the parish
- To teach parishioners and parish catechists
- To advocate Inculturation, Ecumenism and Inter-Religious Dialog

- To administer the parish effectively

e. 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,* n. 51, 54)

"The intellectual formation of the future priest is based and built above all on the study of sacred doctrine, of theology.
The value and genuineness of this theological formation depend on maintaining a scrupulous respect for the nature of theology. . . The theologian is therefore, first and foremost, a believer, a person of faith. But the theologian is a believer who asks himself questions about his own faith (*fides quaerens intellectum*), with the aim of reaching a deeper understanding of the faith itself" (*Pastores Dabo Vobis*, n. 53).

Primary Outcome: To be a self-educator, i.e., to challenge oneself and to inspire others to continue to learn more about the faith and moral life and all aspects of the Catholic intellectual tradition.

How do I seek to know and love God and the things of God through study and learning?

- By better managing time on a daily basis for required study
- By finding extra time for additional study beyond the course requirements
- By making a commitment to read sacred scripture and/or Church documents
- By becoming more disciplined to read and study during breaks in the seminary schedule
- By selecting specific texts to be read within a certain time frame
- By identifying areas of personal academic weakness in philosophy or theology and choosing a course of action for improvement

f. 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.

g. 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.

E. 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.

F. Pre-Theology Program

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

The following courses comprise 60 semester hours of the Pre-Theology Program. Courses may be offered every two years.

a. First Year Pre-Theology Schedule

First Semester	Second Semester
ENG 115 Writing & Composition	Philosophy Elective
Philosophy Elective	PHS 490 Metaphysics
PHH 301 History of Ancient Philosophy	PHH 304 History of Medieval Philosophy
PHS 121 Logic	LLT 300 Liturgy
PAS 161 Catechism I	PAS 162 Catechism II

b. Second Year Pre-Theology Schedule

First Semester	Second Semester
Philosophy Elective	Philosophy Elective

PHH 401 History of Modern Philosophy	ENG 300 Great Christian Literature I
PHS 551 Philosophical Anthropology	PHS 415 Philosophy of God
PHS 414 Epistemology	PHH 404 Contemporary Philosophy
SAS 101 Sacred Scripture	PHE 501 Ethics

G. Master of Divinity Degree Program (On-campus only) Certificate of Preparation for Ordination (On-Campus and now *Online!)

a. 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.

* The Online CPO and MDiv may require course substitutions when necessary. 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.

b. 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.

c. Degree Requirements

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

DTH 731 One and Triune God
DTH 751 Christology
MTH 611 Fundamental Moral Theology I
SAS 651 Synoptic Gospels

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

d. Academic Requirements

Year 1 - First Semester		**Year 1 - Second Semester**	
SAS 638 Torah and Old Testament Books	3	SAS 651 Synoptic Gospels	3
MTH 611 Fundamental Moral Theology I	3	CHH 881 Patristics	3
DTH 650 Sacraments of Initiation and Pneumatology	3	MTH/PAS/PHE 841 Catholic Social Teachings	3
		PHS 630 Philosophy of Personalism	3
DTH 601 Faith, Revelation and Grace	3	PAS 613 Field Education	0
PAS 612 Field Education	0		
Year II – First Semester		**Year II – Second Semester**	
SAS 621 Prophetic Literature	3	SAS 802 Johannine Writings	3
MTH 612 Fundamental Moral Theology II	3	CHH 700 Church History	3
CLA 601 Canon Law I	3	CLA 715 Canon Law II	3
PAS 668 Catechetics	3	BIE 625 Catholic Bioethics	3
LTH 653 Liturgical Theology	3	CHH 675 John Paul II: Life, Spirituality, and Philosophy	3
PAS 712 Field Education	0	PAS 713 Field Education	0
Year III – First Semester		**Year III – Second Semester**	
SAS 671 Letters of St. Paul	3	SAS 639 Psalms	3
DTH 890 Spiritual Theology	3	DTH 865 Penance and the Anointing of the Sick	3
MTH 891 Moral Virtues and Confession*	3		
PAS 751 Homiletics I	3	PAS 752 Homiletics II	3
DTH 731 One and Triune God	3	DTH 751 Christology	3
MTH 681 Theology of the Body: Sexual Difference and Complementarity	3	DTH 651 God as Father, Priests as Bridegrooms/Fathers	3
PAS 812 Field Education	0	PAS 813 Field Education	0
Year IV – First Semester		**Year IV – Second Semester**	
SAS 657 Luke and the Acts of the Apostles	3	Sacred Scripture Elective	3
MTH 891 Moral Virtues and Confession or DTH 890 Spiritual Theology*	3	CHH-DTH 671 Documents of Vatican II	3
		APO 565 Reading Science in Light of Faith	3
DTH 871 Priesthood and Celibacy	3	PAS 796 Pastoral Theology and the New Evangelization	3
DTH 760 Ecclesiology and Ecumenism	3		
DTH 766 Mary, Mother of God, Mother of the Church	3	Moral Theology Elective	3
		PAS 821 Field Education	0
PAS 820 Field Education	0		

* Spiritual Theology and Moral Virtues and Confession are two separate classes that will alternate every year.

H. Master 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 coursework beyond the M.Div. requirements. A student who plans to pursue more advanced graduate work in the future may elect to write a Master's Thesis. The Master's Thesis may be done for program credit. All students must complete four core courses and complete a summative evaluation.

The degree concentration may be in one of the following areas: Dogmatic Theology, General Studies, Moral Theology, or Sacred Scripture.

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 and Seminary is dedicated to cultivating lay catholic leaders through providing strong integrated liberal arts degrees and three graduate academic programs in Philosophy, Theology, and Pastoral Studies.

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 Online Learning.

A. Degree Programs

- Associates of Arts with majors in Religious Studies, Theology, and Liberal Arts – 60 Credits
- Bachelor of Arts with majors available on campus or online in Philosophy, Theology, English in the Humanities, History in the Social Sciences, Liberal Arts and online in Sacred Art – 120 Credits
- Fast-track Bachelor of Arts and Master of Arts degrees in Theology can be earned in combination in as little as 5 years. Students must complete 30

credit hours in Theology for their major on the Undergraduate level, and at least 36 credit hours in Theology for their Master of Arts degree. Nine credits of the graduate-level courses can be used towards the B.A. The BA/MA is a 147 total credit program. To be eligible, students enrolling in the Fast-Track program must first earn a minimum of 60 credit hours on the undergraduate level and maintain a minimum cumulative GPA of 3.0 or higher. Next, students will complete the Fast-Track MA form to continue their studies from the B.A. Theology track to the BA/MA Theology Degree Track.

- Master of Arts in Theology on campus or through Online Learning with concentrations in Apologetics, Bioethics, Church History, Dogmatic Theology, General Studies, Moral Theology, Sacred Scripture, and Thomistic Studies – 36 Credits
- Master of Arts in Philosophy through Online Learning with concentrations in Christian Wisdom, Ethics, General Studies, History of Philosophy, and Systematic Philosophy – 36 Credits
- Master of Arts in Pastoral Studies through Online Learning with concentrations in General Studies, Spiritual Direction, Pastoral Counseling, Youth and Young Adult Ministry, Marriage and Family Studies, Catechetical Ministry – 36 Credits

B. Certificates

- Certificate of Preparation for Ordination
- Post-Baccalaureate Graduate Certificates in Christian Wisdom, Youth and Young Adult Ministry – 15 Credits
- Graduate Professional Certificate in Catholic Pastoral Counseling for Mental Health Professionals - 18 credits
- Post Master's Certificate in Pastoral Studies with concentrations in Marriage and Family Studies, Pastoral Counseling, Spiritual Direction, Youth and Young Adult Ministry, and Catechetical Ministry - 30 credits
- Post Master's Certificate in Philosophy with concentrations in Christian Wisdom, Ethics, History of Philosophy, and Systematic Philosophy – 30 credits
- Post Master's Certificate in Theology with concentrations in Apologetics, Bioethics, Church History, Dogmatic Theology, General Studies, Moral Theology, Sacred Scripture, and Thomistic Studies - 30 credits

C. Student Life

Holy Apostles College and Seminary 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 College and Seminary 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.

a. 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.

b. Our Lady, Queen of Apostles Chapel

Our Lady, Queen of Apostles 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.

c. Other Areas of Interest

The Offices of the President-Rector, Vice-Rector, Academic Deans, Online Student Affairs, 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.

d. 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.

TUITION & FINANCIAL AID INFORMATION

A. Tuition and Fee Schedule

The following tuition and fees apply during the 2019-2020 academic year.

Seminarian Fees

Application Fee	$ 50

Tuition (includes Formation) per semester	$ 8,000
Room and Board (per semester)	$ 6,600
Graduation/Certification Fee	$ 150
Retreat Fee	$ 375

Tuition fee of $ 8,000 per semester allows up to 18 credits per semester and includes formation. Any additional credits are charged at $360 each. Directed studies are also billed separately at $360 per credit. Billing for credits may not be transferred from one semester to another.

Online Student Fees

Undergraduate

Tuition per credit	$ 360
Tuition per 3-credit course	$ 1080
Audit per regular course	$ 500

Graduate

Tuition per credit	$ 360
Tuition per 3-credit course	$ 1080
Audit per regular course	$ 500
Post Master's Paper	$ 75

Additional Fees

Application Fee	$ 50
Registration Fee (per semester)	$ 40
Late Registration Fee	$ 25

MA Comp. (Philosophy/Pastoral Studies) Exam Fee	$ 175
MA Comp. (Theology) Professional Paper Fee	$375
Transcript Fee	$ 5
Thesis Reader Fee	$ 230
MA Thesis Continuation/Special Project Fee	$ 230
Graduation/Certification Fee	$ 150

B. Payment and Time and Method

Tuition and additional fees are to be paid at the time of registration, by cash, check, e-check, or major credit cards 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 timeframe will be ineligible to receive grades, register for classes, or have transcripts released.

C. Refund Policy

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

- Prior to the 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
- Students who reside in the state of Maryland may refer to their refund policy, click here.

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

- Complete an Add/Drop Form, click here to download.
- Have the Add/Drop form signed by your Academic Advisor and the Academic Dean;
- Personally submit (in person or by email) 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.

Because 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.

D. Veterans (VA) Military (TA) 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.

Effective 8/1/18, full time enrollment in a graduate program at HAC is two courses or 6 credits. **50% or half time enrollment is one course or 3 credits.**

New students need to contact VA at 1-888-422-4551 (press 1 for touchtone and then 0 to reach a benefits counselor) or at 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 (SCO) 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 the SCO certify their enrollment to VA for the upcoming term.

VA Chapters that remit payment to the student must pay up front prior to the beginning of each semester.

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. Military TA Tuition & Refund Policy here. Contact is the SCO as noted above.

Any student 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 SCO shall assess such progress at least once during each semester of enrollment. Grades, as required, will be uploaded within the required 30 day timeframe at the end of each period of enrollment. Students should speak with the SCO before withdrawing from any courses.

E. Financial Aid

Financial aid is available to qualified students. For more information, please contact the Financial Aid Office directly at 860-632-3020 or 860-632-3056 or by email at finaid@holyapostles.edu.

a. 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.

b. Applying for Financial Aid

In order to receive Federal Financial Aid, a student must be half-time, enrolled in a degree, or approved certificate program, and be making satisfactory academic progress as defined in the catalog.

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.ed.gov.

Contact the Financial Aid Office prior to registration to make sure that all forms and related documents are in order. The student will receive an Award Letter after registration which must be accepted prior to disbursement of funds. Mandatory Entrance Counseling and Promissory Note can be accomplished at www.studentloans.gov.

c. Enrollment History Used in Financial Aid Decisions

Holy Apostles College and Seminary reserves the right to use a potential student's enrollment history as part of the Admissions process. If the Financial Aid Department sees that a student's FAFSA reveals some cause for concern, the Financial Aid Office may look-up a student's previous loan history on the National Student Loan Data System (NSLDS). Based on the information that it finds, the Financial Aid Office may reduce the amount of Federal Student Aid offered and even decline Federal Student Aid.

Holy Apostles College and Seminary will not release any Federal Student Aid until all transcripts have been provided that are requested from a review of NSLDS.

Graduating students who have borrowed Federal Student Loans are required to complete Exit Counseling before diplomas are awarded. The directions for this action are contained in a letter that comes to the graduating student during the student's last semester at Holy Apostles College and Seminary. Exit Counseling must be completed one month prior to a student's graduation date.

d. How Funds are Disbursed

All funds awarded are disbursed electronically in batches of students generally one-week apart, starting after the add/drop week.. Funds are credited to each student's account. Any credit balances are refunded to the student within the time prescribed by the Federal Regulations and sent via the regular postal service. Any questions regarding overage checks should be directed to the Business Office.

e. Financial Aid Refund Policy

All students are subject to the Holy Apostles College and Seminary Refund Policy depending upon 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 the student earned less funds than received, the student must return unearned funds to the Title IV Programs.
- If the student earned more funds than received, the student 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 semester..

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)

MATRICULATION AND PREVIOUS CREDITS

A. Matriculation Policy

Students who intend to seek a degree should matriculate into degree or certificate program no later than upon completion of six credits or one semester, whichever comes later. No one may matriculate immediately prior to graduation. Students must be in a program for at least one year before graduation.

A student's status toward program requirements typically is based upon the program requirements stated in the catalog current at the time a student begins course work. The student may also opt to complete program requirements under a more recent catalog.

B. Personal Interest Students

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

C. Transfer Students

a. Transfer Credit Policy

Holy Apostles College and Seminary accepts transfer credits from accredited colleges and universities for all degree and certificate programs, provided the credits are in courses applicable to the particular degree program being pursued. Transfer credits are accepted at Holy Apostles College and Seminary at the discretion of the Academic Dean's approval.

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 and Seminary as a first-time student, while entering a program with a higher class status than first semester, first year, due to transfer credits. All official transcripts must be received by Holy Apostles College and Seminary by the time of matriculation for transfer credits to be considered.

The number of transfer credits that may be accepted into each degree program at the discretion of the appropriate Dean is as follows:

Undergraduate Programs:

Associate of Arts	30
Bachelor of Arts	60

Graduate Programs:

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

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 towards the Bachelor of Arts program at Holy Apostles College and Seminary.

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

It is the policy of Holy Apostles College and Seminary not to accept any undergraduate credits for transfer which carry a grade less than a C as well as any course that receives a pass/fail/audit grade. Furthermore, undergraduate courses that are less than the 100 level are considered remedial courses and are non transferrable to Holy Apostles.

It is the policy of Holy Apostles not to accept any graduate credits carrying less than a B grade.

b. Evaluation of Transcripts for Transfer Credits

For students wishing to transfer academic credits into any of the programs offered at Holy Apostles, all transfer credits are at the discretion and approval of the Academic Dean.

After transfer credits have been evaluated, a personalized degree plan will be created. Once the student has been admitted to Holy Apostles, he or she may then register for courses. Full tuition and fees are payable at the time of registration. Tuition is only refundable in accordance with the procedures outlined in the Tuition Refund Section outlined by the Business Office. Tuition and general fees are subject to change without notice.

STANDARDIZED TEST AND ACCEPTANCE POLICY

a. Standardized Test Codes for Holy Apostles (Students may submit either SAT, ACT, or CLT to Holy Apostles):

Standardized Test Codes	College Level Credit Courses and Exams
ACT College Code: 7951	AP Exam College Code: 0921
SAT College Code: 0921	CLEP Exam College Code: 3439
CLT - Select Holy Apostles College	

b. College Level Examination Program (CLEP) Test Policy

Students who take and pass CLEP testing for subjects in which Holy Apostles College and Seminary offers undergraduate courses may transfer into the program 3-credits per exam (6 credits for Spanish) for a maximum of 15 credits towards either the Associate of Arts degree or the Bachelor of Arts degree programs of study. CLEP credits count against the number of transferred credits allowed.

If the number of CLEP credits combined with the credits transferred from other programs exceeds the number of transfer credits allowed, Holy Apostles College and Seminary may instead waive the requirement for the student to take a course in the CLEP subject area and allow the student to replace it with a different course within the program. This transfer and all CLEP transfer credits are at the discretion of the Academic Dean's approval.

The following CLEP exams and scores will be accepted for transferable credit at Holy Apostles College and Seminary.

Business:

Name of Test	Minimum Score
Financial Accounting	55
Information Systems	55
Introductory Business Law	55
Principles of Management	55

Principles of Marketing	55

Composition and Literature:

Name of Test	Minimum Score	Additional Notes
American Literature	55	Essay Required
Analyzing and Interpreting Literature	55	
College Composition	55	
English Literature	55	Essay Required
Humanities	55	

Math and Science:

Name of Test	Minimum Score
Biology	55
Calculus	55
Chemistry	55
College Algebra	55
College Mathematics	55
Natural Science	55
Pre-Calculus	55

History and Social Sciences:

Name of Test	Minimum Score
American Government	55
History of the United States I and II	55
Human Growth and Development	55
Introduction to Educational Psychology	55
Introduction to Psychology	55
Introduction to Sociology	55
Principles of Macroeconomics	55
Principles of Microeconomics	55
Social Sciences and History	55
Western Civilization I and II	55

c. Advanced Placement (AP) Exam Policy

Students completing AP exams must submit an official score report for all exams taken and send them to Holy Apostles for review.
Students earning a score of a 4 or 5 on an AP exam will receive 3-credits per test for a maximum of 15 credits applied towards their Associate of Arts degree or their Bachelor of Arts degree. The credit placement on the student's degree plan will be individualized based on the major the student pursues. AP credits count against the number of transferred credits allowed. If the number of AP credits combined with the credits transferred from other programs exceeds the number of transfer credits allowed, Holy Apostles College and Seminary may instead waive the requirement for the student to take a course in the AP subject area and allow the student to replace it with a different course within the program.

The following AP exams will be accepted for transferable credit at Holy Apostles College and Seminary.

Subject Area: Art	**Exams::** AP Art History
Subject Area: English	**Exam:** AP English Language and Composition
Subject Area: History and Social Science	**Exams**: AP Comparative Government and Politics AP European History AP Macroeconomics AP Microeconomics AP US Government and Politics AP United States History AP World History
Subject Area: Math	**Exams:** AP Calculus AB AP Calculus BC AP Statistics
Subject Area: Sciences	**Exams:** AP Biology AP Chemistry AP Physics C: Electricity and Magnetism AP Physics C: Mechanics AP Physics 1: Algebra-Based AP Physics 2: Algebra-Based
Subject Area: World Languages and Cultures	**Exams:** AP Latin AP Spanish Language and Culture AP Spanish Literature and Culture

UNDERGRADUATE PRIOR EXPERIENCE AND NON-COLLEGIATE SPONSORED CREDIT POLICY

Life Experience allows students to earn three credits for "'prior learning' that has taken place outside of the classroom."

Holy Apostles College and Seminary limits the number of Life Experience credits to 9 for AA students and 15 for BA students. Any granted life experience credits are subtracted from the transfer credits a student can use, depending on the degree.

This means an AA student could only have a total of 9 life experience credits and 21 transfer credits. Thus, the AA student must study 30 credits, or one year, at Holy Apostles to earn the degree.

This means a BA student could only have a total of 15 life experience credits and 45 transfer credits. Thus, the BA student must study 60 credits, or two years, at Holy Apostles to earn the degree.

To determine whether the student has the knowledge necessary to earn three Life Experience credits, Holy Apostles requires the student to take the final exam of the course for which he or she is asking to receive credits. This will show that the student knows the material, and knows it the way we teach it at Holy Apostles.

The student should pay at 50% of the Holy Apostles tuition. The student must pay an additional $100 per credit hour for professor who corrects the final exam.

ACADEMIC REQUIREMENTS FOR FINANCIAL AID (SAP POLICY)

To be eligible to receive Financial Aid at Holy Apostles College and Seminary, a student must be:

- Matriculating
- Enrolled minimally as a half-time student
- Making Satisfactory Academic Progress (SAP)

Listed below are the credit completion requirements for each enrollment status for undergraduate and graduate students:

Undergraduate Students

Credits Attempted/Enrollment Status	Credit Completion Requirement
12+units = full-time	12 units
6-8.5 units = half-time	6 units

Graduate Students

Credits Attempted/Enrollment Status	Credit Completion Requirement
6 units = full-time	6 units
3 units = half-time	3 units

A. 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 towards completion of a degree/certificate program 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 Holy Apostles course work as appears on the student's official academic transcripts 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.

B. 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 maintain all three standards to continue receiving financial aid:

- 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 students must maintain a minimum cumulative GPA of 3.0 (B)
- Pace of Completion Rate Percentage - All students must successfully complete at least 67% of their attempted credits, including transfer credits, as appears 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 calculating by dividing:

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

- Maximum Time Frame - Students must complete their educational program of study within a maximum time frame 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 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 Holy Apostles College and Seminary, will be counted in all three components of the SAP standards.

Audited Courses are not considered credits 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.

C. 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 Holy Apostles College and Seminary, the SAP review is conducted at the END OF EVERY TERM 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 standards will be placed on Financial Aid Warning.

- This Warning period will be the student's next semester of enrollment.

- Holy Apostles College and Seminary 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 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.

D. Appeal and Probation Status

A process by which a student who has not met SAP requirements at the end of this Warning Period may petition Holy Apostles 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.
- The Letter should specify 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.
- Holy Apostles College and Seminary 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.
- Holy Apostles College and Seminary 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 time frame.

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. Appeals are not automatically approved and will only be considered for extenuating circumstances. A student may also appeal to his or her 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 Holy Apostles College and Seminary'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.

CAMPUS HEALTH AND SAFETY

A. 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.

B. 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 class 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 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 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 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) immunizations (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 College and Seminary 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 contraindicated, (3) are enrolled in the Online Learning program and are pursuing a degree entirely online.

For additional information and/or to obtain immunization forms, contact the Admissions Office at (860) 632-3068.

ADMISSIONS PROCEDURE

All applicants must apply online at www.holyapostles.edu/admissions and submit the following Admissions Materials (more details are provided within the Application Form):

- Complete Online Application Form
- Official Transcripts and GPA of 2.0 (Undergraduates) and 3.0 (Graduates)
- A 500-word Personal Essay
- Two Letters of Recommendation
    1) From a Priest or Religious
    2) From an Academic or a Mentor
- $50 Application Fee
- On Campus Students (only) must also:
    1) Visit the campus and meet with the Director of Admissions
    2) Submit an updated Immunization Form

Please send all Admissions Information via email to: admissions@holyapostles.edu

Admissions Information mail also be sent by regular mail to:

Holy Apostles College and Seminary, c/o the Admissions Office, 33 Prospect Hill Road, Cromwell, CT 06416

a. Deadlines for Submission and Enrollment

Holy Apostles College and Seminary offers Rolling Admissions and recommends the following suggested deadlines:

- For the Fall Semester, before the end of July;
- For the Spring Semester, before the end of November;
- For the Summer Semester, before the end of March.

Omitting information or providing false information to Holy Apostles College and Seminary can result in refusal of admission to, or dismissal from Holy Apostles College and Seminary. Accepted students must enroll in their undergraduate or graduate academic programs within one calendar year from the date of their acceptance letter. If an accepted student is unable to enroll within one calendar year, a leave of absence may be requested, otherwise the student's admission will be voided and the student must reapply for admission to Holy Apostles College and Seminary.

b. Transfer Students

Students seeking to transfer credits into one of Holy Apostles College and Seminary's degree programs should follow the same admissions procedures as explained above.

ACADEMIC POLICIES AND REGULATIONS

A. Academic Calendar

The Academic Calendar is posted on a bulletin board near the academic offices. The latest version of the Academic Calendar is available online at http://www.holyapostles.edu/academic-calendar/.

B. Registration

As part of the admission process, students may be required to take placement tests in reading, writing and comprehension before registering 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.

C. Course Audit Policy

With the permission of the instructor, students who wish to take a course at Holy Apostles College and Seminary 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.

D. Scholarship Student Policy

Scholarship students can only earn one degree. There is one exception. A scholarship student who is earning an Associate's degree is allowed to earn a Bachelor's degree.

Scholarship students who earn a Bachelor's degree are **not** allowed to earn a Master's degree; and scholarship students who earn a Master's degree, are **not** allowed to earn a Post-Master's degree.

Further, scholarship students are allowed to **earn only one** Bachelor's, Master's, or Post-Master's degree. Scholarship students who are currently earning second degrees, as of August 2019, are allowed to complete them.

E. Directed Study Policy

A Directed Study is a course taught by one instructor to one student, with the Dean's express administrative approval, when that course is either: (1) not scheduled to be offered in the semester during which the Directed Study takes place; or (2) not a course currently offered at Holy Apostles College and Seminary. Holy Apostles College and Seminary may offer a Directed Study in two distinct circumstances:

1. When a student needs a particular course for graduation, but that course is not being offered in the semester when the student must take it; or
2. When a student has a particular interest in a topic that is not covered in a course already offered at Holy Apostles College and Seminary.

The possibility of taking a Directed Study is contingent upon two factors: (1) the availability of a qualified instructor to teach the Directed Study; and (2) whether the Directed Study fits with the mission of Holy Apostles College and Seminary and the degree plan of the student requesting the Directed Study.

An on-campus student who desires to take a Directed Study must contact the Academic Dean. An online student who desires to take a Directed Study must contact the Associate Dean of Online Learning. The Academic Dean or the Associate Dean of Online Learning may *sua sponte* suggest to a student the possibility of taking a Directed Study.

The appropriate Dean will provide the student with a Directed Study Request Form. The student must fill out the Directed Study Request and then return it to the Dean. The Dean will consider the possibility of Directed Study in consultation with one or more instructors at Holy Apostles College and Seminary. Then the Dean will inform the student whether the request for a Directed Study can be granted.

If Holy Apostles College and Seminary grants the student's request for a Directed Study, then a course number and title will be assigned to the Directed Study and the student will be provided with instructions regarding how to register for the Directed Study.

The cost to the student for taking a Directed Study is the same cost as other three-credit courses at Holy Apostles College and Seminary.

The general responsibilities of an instructor for a Directed Study are the same as the general responsibilities of an instructor for any other course offered at Holy Apostles College and Seminary. The requirements in terms of readings and assignments for a Directed Study are the equivalent of the requirements for a three-credit course.

Before the semester begins, the instructor, in consultation with the student, must prepare a complete syllabus for the course based upon a 14-week long semester. The student may propose course requirements. The instructor, however, retains final discretion regarding course requirements. The instructor will send the completed syllabus to the Academic Dean (for an on- campus student) or the Associate Dean of Online Learning (for an online student) for filing in the academic office.

The syllabus must clearly indicate the type and the length of all assignments required for the course. The syllabus also must indicate the manner in which the student and the instructor will communicate on a weekly basis. The syllabus must be sent to the appropriate Dean before the semester begins. The Dean may cancel a Directed Study if a satisfactory syllabus is not submitted in a timely manner.

A student may not take more than two Directed Studies toward the course-credit requirements of any one degree program at Holy Apostles College and Seminary.

F. 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 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.

G. 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.

H. Accommodating Students with Disabilities

Holy Apostles College and 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 Disability Resource Center.

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 Online Learning program pursues all applicable requirements of the American Disabilities Act as concerns its adherence to Universal Design principles.

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' Disability 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 ADA Coordinator 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 ADA Coordinator 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 ADA Coordinator 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 ADA Coordinator to share information regarding the disability with those identified as key personnel at Holy Apostles College and Seminary.

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 Handbook for Persons with Disabilities is available for download on our website in the Student Resource Area.

I. Testing Online ESL Students

This policy applies only where an instructor requires a timed test as part of a course and the course includes one or more students for whom English is a Second Language (that is, students whose mother tongue is not English).

ESL students will be given time and a half, also known as 50% additional time, to complete all in-class timed exercises. For example, if a test is timed for 30 minutes, then ESL students should be allowed 45 minutes to complete the test.

Instructors will apply this policy only upon notice or confirmation from Holy Apostles College and Seminary's administration that one or more students are ESL students.

J. Definition of a Credit Hour and Time-Value of a 3-Credit Course

All courses and programs, regardless of academic level, at Holy Apostles College & Seminary in Cromwell, CT, adhere to the federal definition of a credit hour as outlined in 34 CFR sections 600.2, 602.24, 603.24, and 668.8; Education Code sections 66700, 70901, 70901(b), 70902(b),
and 78016, Title 5 sections 51000, 51022, 55002(b)(1)(B). 55100, 55130, and 55150.[1] Holy Apostles College & Seminary adopted the Federal Definition of the Credit Hour, known as the Carnegie Unit, in the fall of 2011 for the purpose of scheduling review of its online degree programs and extended the definition to all courses and programs during its 2013-2014 curriculum review process.

A credit hour as defined by the U.S. Department of Education is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates:

1. Not less than one hour of classroom or direct faculty instruction and a minimum of two hours out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time, or;
2. At least an equivalent amount of work as outlined in item 1 above for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

When the Carnegie Unit is cross-referenced with the federal definition of a clock hour, which is fifty minutes, the following formula is applied: each 3-credit course requires 2.5 hours of direct faculty instruction and 5 hours of outside readings and assignments for a

total of 7.5 hours per week over a period of fifteen weeks, the equivalent of 112.5 hours of engagement with each 3- credit course.

This credit hour policy applies to all courses at all degree program levels that award academic credit regardless of the mode of delivery. The Academic Dean and Academic Dean of Online Learning are responsible for ensuring that credit hours are awarded only for work that meets the requirements outlined in this policy.

K. Course Withdrawal Policy

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

a. 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.

b. 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 include 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 1st Week to End of the 3rd 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 3rd Week to End of the 5th 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 5th 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.

c. Notifications

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.

L. Grading Policy

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

Grading System

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

A. Grade Finalization

a. Final Grades

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.

b. 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.

c. Grade Change Due to a 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.

d. 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.

B. Incomplete Policy

a. Eligibility

Students who have completed little or no coursework are ineligible for an "Incomplete" in a course. An instructor may grant a 4 week incomplete extension to a student who:

- has satisfactorily completed major components of the course; and
- has the ability to finish the remaining work without re-enrolling; and
- has encountered extenuating circumstances, such as illness or family emergencies, that prevent him or her from finishing coursework prior to the last day of the semester.

An "I" for "Incomplete" is a temporary grade assigned at the discretion of the instructor.

b. Process

A student seeking an Incomplete should obtain the Incomplete form from the shared folder of the files tab in Populi or from the Associate Registrar's office. The student will fill

out the parts of the form pertaining to the student and submit the form to the instructor before the end of the semester.

If the instructor approves the Incomplete, the instructor fills out the section of the Incomplete form indicating what the student must do to finish the course and signs the form.

The instructor of an online class sends the approved form to the Director of Online Learning for online learning; the instructor of an on-campus class sends the form to the Associate Registrar for on campus learning. The instructor also sends a copy of the completed Incomplete form to the student.

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

c. Other Results for Insufficiently Completing a Course

"W" for "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.

Absent the granting of an "I" for Incomplete, "WF" for "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.

A student who does not complete sufficient coursework to pass a course and does not request a W or a WF will receive an F as the final course grade.

C. At-Risk Online Student Policy

a. Distribution of At-Risk Student Forms

The Academic Dean of Online Learning ("ADOL") sends the At-Risk Student Form with the Attendance Surveys to the Instructors twice each semester.

The At-Risk Student Form is in the shared files of Populi as well as on the website in the FORMS section, found in the Current Students area.

b. Completion, Submission, and Follow-Up of At-Risk Student Forms

Instructors should complete an At-Risk Student Form for any student who is exhibiting serious deficiencies in attendance or participation, use of online learning technology, comprehension,
writing, communication, research, time management, following instructions, or other skills necessary for success in online learning. The Instructor must send the completed form to the ADOL.

The ADOL will email the completed At-Risk Student Form to the Online Learning Office and the Financial Aid Office and inform them of the student's difficulties. The ADOL will ask the offices to contact the student if needed. The ADOL must ensure that the student is contacted or that reasonable efforts are made to contact the student. Every effort should be made by the student's advisor to contact student. Any information received should be added to the activity feed. Calls should be documented.

The ADOL will refer the student to the Online Writing Lab, to an English as a Second Language specialist, or to another party for further assistance if advisable. The ADOL may determine whether other actions are needed to help the student succeed.

c. Registering for Subsequent Semesters

The Online Learning Office will post the completed At-Risk Student Form and Incomplete forms in the **Activity Feed** of the student and in the "Show Visibility Options," and will check Academic Admin, Financial Aid, and Registrar.
A copy of the completed form will be placed in the Student's folder. Online Learning Office will place a "**Registration Lock**" on the student's Populi file to prevent the student from self-registering for more classes unless cleared by the ADOL and the Financial Aid Office. The ADOL and the Financial Aid Office may limit the number of courses for which the At-Risk Student can enroll in a subsequent semester.

A student with an At-Risk Student Form or an Incomplete form from the previous semester may not register for more than one course without the approval of the ADOL.

A student with an At-Risk Student Form or an Incomplete form from the previous semester is not allowed a "Self-Registration" tag.

Only the ADOL, in consultation with the Financial Aid Office, may remove a Registration Lock for an Incomplete or an At-Risk Student.

D. Honors

Students in the A.A. (with at least 30 credits from Holy Apostles College and Seminary) or B.A. programs (with at least 60 credits from Holy Apostles College and Seminary), 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.

M.Diplomas

Graduating students receive their diplomas in the mail. There is a mailing charge. Diplomas may be withheld for students who have not paid all outstanding charges or submitted the required copies of their theses or special projects.

The degree of an online student will be noted as "Associate of Arts," "Bachelor of Arts," "Master of Arts Philosophy," "Master of Arts Theology," or "Master of Arts Pastoral Studies."

N. 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. 12

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 will be academically dismissed.

Academic probation and academic dismissal will be noted on transcripts.

To be reinstated an undergraduate student needs to raise his or her cumulative G.P.A. to above a 2.0 and a graduate student needs to raise his or her G.P.A. to at minimum a 3.0.

Students should follow their degree plan. The requirements for an A.A. is 60 credits, for a B.A. is 120 credits, for an M.A. is 36 credits, and for a Post-Masters Certificate is 30 credits.

Academic probation and academic dismissal will be noted in Populi, but not on transcripts.

O. Academic Grievance Policy and Procedures

A. Coverage

1. Any Holy Apostles College and Seminary's 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[2] 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 College and Seminary 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 College and Seminary. 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 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 circumstances 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 hall 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.

   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.

   ii. 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 circumstances 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 hall 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 reasonably 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. The most comprehensive list of student complaint information contact information was compiled by the National Council for State Authorization Reciprocity Agreements (NC-SARA) and is available here: https://www.nc-sara.org/content/sara-and-students#student-complaint

Additionally, students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by Holy Apostles College and Seminary 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.

P. Leave of Absence Policy

Holy Apostles College and Seminary offers students in good standing, as defined by Holy Apostles College and Seminary's 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 College and Seminary 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.

Q. Military Leave of Absence Policy

Holy Apostles College and 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 College and Seminary 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 and 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 College and Seminary 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.

R. Re-Admittance Policy

Readmission is the act of restoring active-student status to former students who have withdrawn from Holy Apostles College and Seminary 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 College and Seminary 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 College and Seminary, 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.

Reinstatement is the act of restoring active-student status to former students who left Holy Apostles College and Seminary 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 College and Seminary 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 College and Seminary 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 from 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.

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 College and Seminary's students, both residential 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.

Readmittance to another academic program after attaining senior standing (90 credits) 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 College and Seminary 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 College and Seminary 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 College and Seminary 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.

A. Reinstatement Policy

Reinstatement is the act of restoring active-student status to former students who left Holy Apostles College and Seminary 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 College and Seminary at the conclusion of that current semester

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 College and Seminary's students and seminarians.

B. 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 College and Seminary's *Policy on Plagiarism and Cheating,* which is incorporated by reference herein.
- Violating any provision contained in Holy Apostles College and Seminary's *Information Technology Appropriate Use Policy.*
- Willfully aiding another in any act of academic dishonesty. Holy Apostles College and Seminary is equally concerned about the interpersonal social relationships that affect the learning environment. Respect for the conditions necessary to enhance learning is, therefore, required.

C. 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.

D. 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 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:

a. Disorderly conduct
b. Harassment
c. Verbal abuse

d. Assault
e. Interference with the educational opportunity of other students
f. Attending class under the influence of alcohol or other drugs

E. 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.

F. 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 "0" 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 College and Seminary. 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 "0" 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 "0" 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 College and Seminary. Procedural fairness is basic to the proper enforcement of Holy Apostles College and Seminary's 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.

STUDENT RECORDS

A. 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.

B. 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 College and Seminary 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 College and Seminary 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.

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 College and Seminary in an administrative, supervisory, academic or research, or support staff position; a person or company with whom Holy Apostles College and Seminary 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 College and Seminary discloses education records without consent to officials of another school, upon request, in which a student seeks or intends to enroll.

Another exception that permits disclosure without consent is the disclosure of directory information, which the law and Holy Apostles College and Seminary define to include the

following: a student's name, home and campus address, email 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 College and Seminary 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. For more information, see also http://www2.ed.gov/policy/gen/guid/fpco/brochures/parents.html

C. Record Retention Policy

The following is the policy for record retention for both on campus and online student files. The Registrar is the ultimate authority on student records and their retention. The Registrar will train and supervise employees who deal with records. When there is doubt as to what should be done with particular records, the Registrar should be contacted.

a. Current Students – Record Retention

For students who are currently enrolled in a degree program or as personal interest the following information must be maintained in the student's file. Status is determined from the date of entry into their degree program which can vary 6-10 years.

- Application for Admission
- Letters of Reference / Essays
- Letter of Acceptance
- All Semester Course Registration Forms
- All Course ADD / DROP Forms
- All Loan Deferment Forms

- All Transcript request forms / dated and signed Official Transcripts
- Any HA Policy Forms – (e.g., Disability, FERPA, Leave of Absence)
- Immunization forms
- Other institutional transcripts / High School Record
- HA transcripts – per semester until graduation. Once checked, just keep graduated final transcript.
- Testing Monitor Information
- Proof of Passing MA Comprehensive Exam or MA Thesis
- Copies of any payments
- Emails / phone messages / memos

b. Graduated Students – Permanent Record Retention

The following is a list of items that must remain permanently in the student's file once they have graduated.

- Application for Admission
- Letters of Reference / Essays
- Letter of Acceptance
- Foreign institutional transcripts and High School Records
- Final HA Transcript

c. Digitalization

To minimize the amount of file storage required, some type of digital or electronic format will be considered for storage. This is particularly important for student records that pre-date Scholar as the Registrar's Office only has paper files.

d. Incomplete Application Form

Due to the large volume of applications for admission (mainly online) that are never completed, a letter will be mailed to the student after one year from the date of the application. That letter will inform the prospective student that all of his/her records will be destroyed by a determined date if we do not hear from him/her by that determined date.

e. Accepted Student – Never Enrolled

Because some accepted students never enroll, a letter will be mailed to the student after one year from the date of acceptance. That letter will inform the accepted student that all of his/her records will be destroyed by a determined date if we do.

UNDERGRADUATE PROGRAMS

A. Associate of Arts Program

a. Summary of the Program

The Associate of Arts program is a 60-credit undergraduate degree with concentrations in Religious Studies, Theology, and Liberal Arts. 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.

b. 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.

c. 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.

English in the 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.

History in the Social Sciences - 6 credits
These courses study the social aspect of human life including Sociology, Psychology, History.. 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.

Mathematics and the Hard Sciences - 6 credits
Courses in Mathematics and the Hard Sciences are required for a well-rounded college education. They include Physics, Anatomy and Philosophy, Chemistry, and Mathematics. Some courses desired by our students may not be offered at our school, and students are encouraged to take those courses elsewhere and transfer them into their degree program.

Electives – 12 credits
Elective courses may be drawn from any area of choice, allowing the student to further explore a particular interest. Students are encouraged to invest part of their elective credits in the taking of a foreign language. 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.

d. Requirements for the A.A. in Religious Studies Degree

Theology - 18 credits
These courses include any six courses in the area of religious studies or theology that a student feels would be of greatest assistance to his or her life goals. 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.

English in the 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.

History in the Social Sciences - 6 credits
These courses study the social aspect of human life including Sociology, Anthropology, Psychology, 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.

Mathematics and the Hard Sciences - 6 credits
Courses in Mathematics and the Hard Sciences are required for a well-rounded college education. They include Physics, Biology, Chemistry, and Elementary Mathematics. Some courses desired by our students may not be offered at our school, and students are encouraged to take those courses elsewhere and transfer them into their degree program.

Electives – 12 credits
Elective courses may be drawn from any area of choice, allowing the student to further explore a particular interest. Students are encouraged to invest part of their elective credits in the taking of a foreign language. 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.

e. Requirements for the Associate of Arts in Liberal Arts

Associate of Arts in Liberal Arts Degree Curriculum

Year 1
Fall Semester
PHS 121 Logic
SCM 200 Mathematics among the Liberal Arts*
HUM 103 Humanities in Ancient World
ENG 115 Writing and Composition
PAS 161 Catechism I

Spring Semester
ENG 181 Research and Writing
Science Core Course*
HUM 104 Humanities in Early Christian World
HIS 200 American History
PAS 162 Catechism II

Year 2
Fall Semester
ENG 131 Poetry
PHH 301 Ancient Philosophy
HIS 203 Western Civ I*
SOC 253 Political Science

Science Course

Spring Semester
PSY 200 Psychology*

PHH 304 Medieval Philosophy
HIS 204 Western Civ II*
SOC 275 Economics
ENG 151 Drama*

Number of Core or Recommended Courses:

Theology	2
Humanities	6
Philosophy	2
Social Science	7
Math/Science	3
Total	20

B. Bachelor of Arts Program

a. 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 English in the Humanities, History in the Social Sciences, Liberal Arts, Philosophy, Theology, or Sacred Art. 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 sixty 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.

b. 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.

c. Bachelor of Arts Degree Curriculum

First Year - Focus: Liberal Arts and Sciences	Second Year - Focus: Liberal Arts and Sciences
Fall Semester 1. ENG 131 Poetry* 2. ENG 115 Writing and Composition 3. HUM 103 Humanities in Ancient World 4. PHS 121 Logic* 5. PAS 161 Catechism I* **Spring Semester** 1. ENG 181 Research and Writing 2. HIS 200 American History 3. HUM 104 Humanities in Early Christian World 4. Science Core 5. PAS 162 Catechism II*	**Fall Semester** 1. ENG 221 Novel* 2. SCM 200 Math in the Liberal Arts* 3. HIS 203 Western Civ I* 4. LAT 201 Latin I 5. SOC 253 Political Science **Spring Semester** 1. PSY 200 Psychology* 2. ENG 151 Drama 3. HIS 204 Western Civ II* 4. LAT 202 Latin II 5. SOC 275 Economics
Third Year - Focus: Philosophy	**Fourth Year** - Focus: Theology
Fall Semester 1. CHH 300 Church History 2. PHH 301 History of Ancient Philosophy* 3. PHE 501 Ethics 4. SAS 101 Scripture* 5. FPA 311 Fine Art **Spring Semester** 1. Science Course 2. PHH 304 History of Medieval Philosophy 3. PHS 490 Metaphysics 4. MTH 300 Moral Theology 5. SOC 103 Sociology	**Fall Semester** 1. PHS 414 Epistemology 2. SAS 451 Synoptic Gospels* 3. MTH 425 Theology of the Body* 4. LLT 453 Liturgical Theology 5. Major Area Elective **Spring Semester** 1. PHS 415 Philosophy of God* 2. SAS 471 Letters of St. Paul 3. PHE 425 Bioethics 4. APO 512 Apologetics 5. Major Area Elective

Number of Core or Recommended Courses: (a major constitutes 10 courses in the areas of English in the Humanities, History in the Social Sciences, Liberal Arts, Philosophy, Theology, and Sacred Art). Students may double major by taking ten courses in each of two areas.

Theology	8
Humanities	8
Philosophy	8
Social	8
Math	3
Electives	5
Total	40

*= Core Courses
20 Core Courses x 3 Credits each = 60 Credit Core

GRADUATE PROGRAMS

A. Master of Arts in Theology Program

Program Director: Dr. Cynthia Toolin-Wilson

a. Summary of the Master of Arts in Theology Program

The Master of Arts 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 (available online only), Bioethics, Church History, Dogmatic Theology, General Studies, Moral Theology, Sacred Scripture, or Thomistic Studies..

The student must take 36 semester hours of graduate coursework 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 elect to write an M.A. Thesis. 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.

b. 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 English, 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).

- In general, incoming students are required to take the co-requisite courses, *PHS607 Philosophy for Theologians* and *DTH 600 Faith and Revelation*.
    - A student entering the M.A. in Theology program with a B.A in Theology from a Catholic institution is exempt from *DTH 600 Faith and Revelation*. if that student has a scholastic background indicated in the student's previous transcripts or syllabuses.
    - A student entering the M.A. in Theology with a B.A. in Philosophy from a Catholic institution is exempt *PHS 607 Philosophy for Theologians* if that student has a scholastic background indicated in the student's previous transcripts or syllabuses.
    - A student entering the M.A. in Theology with a double-major of Philosophy and Theology from a Catholic institution is exempt from both co-requisite courses if that student has a scholastic background indicated in the student's previous transcripts or syllabi.
    - A student who is exempt from one or both of the co-requisites must take an additional elective course or two to complete a total of 36 credit hours.
- 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 College and Seminary for transfer. These credits must be from accredited colleges and must be applicable to the M.A. degree as outlined.

c. M.A. Theology Program Goals

1. To educate students in the discipline of Catholic theology, attending to the biblical, historical, philosophical, and systematic roots of Catholic life and belief in a manner that is critical, accurate, and informed by current scholarship;
2. To develop in students a coherent and detailed knowledge of their theological concentrations, including classical and current problems and insights in those concentrations, their developing methodologies, and their current scholarly literature, together with the ability to articulate this knowledge in speech and writing;
3. To train students in the skills of theological research, including the use of traditional library resources and new media resources, as well as in the normal methods and style of theology; and

4. To foster in students sound habits of study, dialogue, and discerning theological judgment, especially with a view to their roles in the work of evangelization and/or their further academic work in theology.

d. M.A. Theology Program Learning Outcomes

Students earning the M.A. in Theology will

1. Be able to identify and explain the biblical, historical, philosophical, and systematic foundations of Catholic life and beliefs in a manner that is critical, accurate, and informed by current scholarship;
2. Exhibit, in speech and writing, a coherent and detailed knowledge of their theological concentration, its developing methodologies, its current literature, its major theoretical constructs, and its classical and current problems and insights;
3. Manifest the skills of theological research, including facility with traditional library resources and new media resources, as well as the ability to recognize and correctly cite materials appropriate to academic theology;
4. Exhibit a critical understanding of diverse theological discourses and positions, assessing them critically and charitably in the light of the Catholic faith; and
5. Demonstrate competence in communicating Catholic doctrine accurately at a popular level, in a practical and commonly accessible way, whether by ordinary speech and writing or via the new media of social communication.

e. Core Curriculum

Holy Apostles College and Seminary requires M.A. candidates to complete six credits of co-requisite study and a twelve- credit core curriculum within the program. The co-requisite courses are as follows:

PHS 607 Philosophy for Theologians
DTH 600 Faith and Revelation.

Note that PHS 607 is a prerequisite to DTH 600 and should not be taken in the same term. Students who choose to take more than one course their first term should take PHS 607 and one of the core courses, then DTH 600 their second semester and another core course.

The core courses are:

SAS 651 Synoptic Gospels
DTH 731 One and Triune God
DTH 751 Christology

MTH 611 Fundamental Moral Theology I

Note that DTH 731 is a prerequisite for DTH 751 and should not be taken in the same term. Four courses must then be taken within the area of concentration as follows in the concentration descriptions below.

f. 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 eight areas of concentration for their studies: Apologetics, Bioethics, Church History, Dogmatic Theology, General Studies, Moral Theology, Sacred Scripture, or Thomistic Studies.

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

Concentration Chair: Rev. Peter Samuel Kucer, MSA

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, and non-Catholic beliefs.

Concentration Goals

1. To demonstrate that arguments given by atheists are not compelling especially: that science proves that God doesn't exist, that there could not be a God of love since there is so much evil in the world, that reality of sins committed by Catholics in the past and present do not prove that no one should be a Catholic.
2. That philosophical ethics can articulate with convincing reasons that what Catholics know by faith to be immoral is also immoral by reason.
3. To demonstrate that Catholic dogma and faithful practice is a fulfillment of the yearnings of non-Christians and non-Catholic Christians.

Concentration Outcomes

1. That students exhibit an ability to speak truth with love and respect in addressing intellectual falsehoods and historical misrepresentations.
2. That students demonstrate an ability to articulate, in practical and popular ways, philosophical doctrines that are particularly useful or

even essential to giving an account of the doctrines of Catholic faith, whether by ordinary speech and writing or via new media of social communication.

Co-requisites for Theology:

1. PHS 607 Philosophy for Theologians
2. DTH 600 Faith and Revelation. (prerequisite is PHS 607)

Theology Core:

1. DTH 731 One and Triune God
2. DTH 751 Christology (Prerequisite is DTH 731)
3. MTH 611 Fundamental Moral Theology I
4. SAS 651 Synoptic Gospels

Concentration Core:

1. APO 512 Apologetics
2. APO 565 Reading Science in the Light of Faith
3. APO 652 New Atheism
4. MTH/PHE/PAS 680 Marriage and the Theology of the Body

Concentration Electives (Choose one of the following):

1. APO 620 Evolution and Catholic Thought
2. APO/PAS 631 Social Media and the New Evangelization
3. APO 520 Adapting Evangelization to Hispanic Cultural Contexts

Comprehensive Exam Course

1. ENG 890 MA Summative Evaluation: Comprehensive Exam & Professional Paper (Theology)

Bioethics through our Partnership with the National Catholic Bioethics Center (NCBC)

Concentration Chair: Rev. Deacon Thomas J. Davis, Jr.

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.

Concentration Goals

1. To teach students a fully Catholic understanding of bioethical principles and issues as concerns life issues, in their diversity and changes.
2. To teach students biological, medical, legal (e.g., advance directives) and ethical terminology and how to interpret what members of these different disciplines are saying when using this terminology.

Concentration Outcomes

1. Students will demonstrate an ability to explain, in a popular way, the fully Catholic approach to bioethics, on a variety of life and death issues.
2. Students will manifest a capacity to understand and interpret developing medical, biological, and legal approaches to life and death issues in a fully Catholic manner.

Co-requisites for Theology:

1. PHS 607 Philosophy for Theologians
2. DTH 600 Faith and Revelation (prerequisite is PHS 607)

Theology Core:

1. DTH 731 One and Triune God
2. DTH 751 Christology (Prerequisite is DTH 731)
3. MTH 611 Fundamental Moral Theology I
4. SAS 651 Synoptic Gospels

NCBC Concentration Core:

1. BIE 653 Guiding Principles of Catholic Medical Ethics
2. BIE 661 Biology and Biotechnologies for Ethicists
3. BIE 673 Catholic Bioethics and the Dignity of the Human Person
4. BIE 675 Case Studies and Applied Topics

NCBC Concentration Electives (Choose one of the following):

1. BIE 639 Bioethics and the Law
2. BIE 796 Bioethics in the Post Christian Culture

Comprehensive Exam Course

1. ENG 890 MA Summative Evaluation: Comprehensive Exam & Professional Paper (Theology)

Bioethics Independent of the Partnership with the NCBC

Concentration Chair: Rev. Deacon Thomas J. Davis, Jr.

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.

Concentration Goals

1. To teach students a fully Catholic understanding of bioethical principles and issues as concerns life issues, in their diversity and changes.
2. To teach students biological, medical, legal (e.g., advance directives) and ethical terminology and how to interpret what members of these different disciplines are saying when using this terminology.

Concentration Outcomes

1. Students will demonstrate an ability to explain, in a popular way, the fully Catholic approach to bioethics, on a variety of life and death issues.
2. Students will manifest a capacity to understand and interpret developing medical, biological, and legal approaches to life and death issues in a fully Catholic manner.

Co-requisites for Theology:

1. PHS 607 Philosophy for Theologians
2. DTH 600 Faith and Revelation (Prerequisite is PHS 607)

Theology Core:

1. DTH 731 One and Triune God
2. DTH 751 Christology (Prerequisite is DTH 731)
3. MTH 611 Fundamental Moral Theology I
4. SAS 651 Synoptic Gospels

Non-NCBC Concentration Core:

1. BIE 625 Catholic Bioethics
2. BIE 651 Medical Ethics
3. BIE 661 Biology and Biotechnologies for Ethicists
4. BIE 639 Bioethics and the Law

Non-NCBC Concentration Electives (Choose one of the following):

1. MTH/PHE/PAS 680 Marriage and Theology of the Body
2. BIE 796 Bioethics in the Post Christian Culture

Comprehensive Exam Course

1. ENG 890 MA Summative Evaluation: Comprehensive Exam & Professional Paper (Theology)

Church History

Concentration Chair: Dr. John Bequette

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.

Concentration Goals

1. Graduates will know a basic outline of the Western Church, and the Church's involvement in the formation of western civilization.
2. Graduates will learn how to use primary sources, examine the relevant secondary sources, and from this background become critical thinkers in evaluating historiography through properly composed assignments, research papers and presentations.
3. In forming a genuine Catholic leader, the Church history concentration will lead students especially in the historical circumstances of the development of doctrine and how it was expressed in light of the Church's missionary activity.

Concentration Outcomes

1. Students will understand the foundational "language" of Church history and thus be able to express in spoken word and writing its relevant events and ideas, while being formed for a more profound study.
2. With evangelization in mind, students will express Church history in a convincing prose based upon scholarly research done in light of Christ, having examined various forms of historiography and their philosophical, theological and methodological foundations.
3. Graduates can convey profoundly the historical circumstances of the Church's Faith while clearly delineating a tradition of ideas, mission, liturgy, art and culture in light of a reflection upon the needs of contemporary culture

Co-requisites for Theology:

1. PHS 607 Philosophy for Theologians
2. DTH 600 Faith and Revelation (Prerequisite is PHS 607)

Theology Core:

1. DTH 731 One and Triune God
2. DTH 751 Christology (Prerequisite is DTH 731)
3. MTH 611 Fundamental Moral Theology I
4. SAS 651Synoptic Gospels

Concentration Core:

1. CHH 881 Patristics
2. CHH 700 Church History *
3. CHH 613 Catholic Modernism
4. CHH 671 Documents of Vatican II

Concentration Electives (Choose one of the following):

1. CHH 613 Church in America
2. CHH 620 The Catholic Reformation

Comprehensive Exam Course:

1. ENG 890 MA Summative Evaluation: Comprehensive Exam & Professional Paper (Theology)

*Note Church History to 1400 & Church History from 1400 have been combined as one course. This change took place Fall 2016.

Dogmatic Theology

Concentration Chair: Dr. Cynthia Toolin-Wilson

Courses are designed to examine the doctrine of the Catholic Church. Topics covered include Trinity, Christology, Ecclesiology, the Sacraments, Mariology and Grace.

Concentration Goals

1. To teach students the principles, sources, and methods of the science of theology, and its relationships to, and distinctions from, philosophy and reason.
2. To educate students in the major dogmatic disciplines using Thomistic and magisterial sources, and fully Catholic theologians.

Concentration Outcomes

1. Students will demonstrate a familiarity with, and the ability to explain in detail, major dogmatic teachings of the Catholic Church.
2. Students will demonstrate competence in distinguishing between fully Catholic approaches to doctrine and other approaches, and be able to communicate the correctness of the former and the incorrectness of the latter.

Co-requisites for Theology:

1. PHS 607 Philosophy for Theologians
2. DTH 600 Faith and Revelation (Prerequisite is PHS 607)

Theology Core:

1. DTH 731 One and Triune God
2. DTH 751 Christology (Prerequisite is DTH 731)
3. MTH 611 Fundamental Moral Theology I
4. SAS 651 Synoptic Gospels

Concentration Core:

1. DTH 645 Nature and Grace
2. DTH 800 The Seven Sacraments
3. DTH 760 Ecclesiology and Ecumenism
4. CHH/DTH 671 Documents of Vatican II

Concentration Elective:

1. DTH 890 Spiritual Theology

Comprehensive Exam Course:

1. ENG 890 MA Summative Evaluation: Comprehensive Exam & Professional Paper (Theology)

General Studies

Concentration Chair: Dr. Cynthia Toolin-Wilson

Courses are designed to provide a broader awareness of theology in general through an interdisciplinary concentration core. Students must select at least one course from each of the six concentrations following completion of their co-requisite courses and program core.

Concentration Goals

1. To educate students in a broad range of Catholic theological disciplines, depending on the student's interests, attending to the foundations of

Catholic life and belief in a manner that is critical, accurate, and informed by current scholarship
2. To develop in students a broad knowledge of theological disciplines of interest, and within them, developing methodologies and their current scholarly literature
3. To develop in students their ability to articulate this knowledge in speech and writing
4. To train students in the skills of theological research, including the use of traditional library resources and new media resources, as well as in the normal methods and style of theology
5. To foster in students sound habits of study, dialogue, and discerning theological judgment, especially with a view to their roles in the work of evangelization and/or their further academic work in theology

Concentration Outcomes

1. Students will demonstrate, in writing and speaking, an understanding of primary theological concepts and principles in a range of theological disciplines.
2. Students will be able to explain these concepts and principles, and apply them in concrete situations, in a reasoned way so others can understand Catholic teaching.
3. Students will demonstrate competence in distinguishing between fully Catholic approaches and other approaches, and be able to communicate the correctness of the former and the incorrectness of the latter.

Co-requisites for Theology:

1. PHS 607 Philosophy for Theologians
2. DTH 600 Faith and Revelation (Prerequisite is PHS 607)

Theology Core:

1. DTH 731 One and Triune God
2. DTH 751 Christology (Prerequisite is DTH 731)
3. MTH 611 Fundamental Moral Theology I
4. SAS 651 Synoptic Gospels

Concentration Core:

1. Any Apologetics Course
2. Any Bioethics Course
3. Any Church History Course
4. Any Dogma, Morals, or Scripture Course

Concentration Electives:

1. Any Course in the Program

Comprehensive Exam Course:

1. ENG 890 MA Summative Evaluation: Comprehensive Exam & Professional Paper (Theology)

Moral Theology

Concentration Chair: Fr. Brian Mullady, O.P.

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 MTH 611 - Fundamental Moral Theology I.

Concentration Goals

1. Establish the moral experience of the human being, from the personal morality and its relationship with the ethos.
2. We live in a world where the fundamental rights such as life, family and distributive justice it seems are in great challenge. The study of what are knowledge, freedom, and responsibility will help to have a coherent view.
3. Christian values must be submitted with coherence and as an aid to discover our humanity and respond to the most sublime man's search: the truth. It is what is called the dialogue between faith and reason.
4. Jesus Christ yesterday, today and always is the concrete response to the deepest aspirations of the human being, Christian morality seeks to present this reality with a new language to the present culture.

Concentration Outcomes

1. To be able to identify and explain the biblical, historical, ethical, and systematic foundations of Catholic Moral Life and belief in a manner that is critical, accurate, and informed by current scholarship.
2. To be able to exhibit, in speech and writing, a coherent and detailed knowledge of their theological moral concentration, its developing methodologies, its current literature, its major theoretical constructs, and its classical and current problems and insights.
3. To be able to manifest the skills of theological research, including facility with traditional library resources and new media resources, as well as the ability to recognize and correctly cite materials appropriate to academic theology.

4. To be able to exhibit a critical understanding of diverse theological moral discourses and positions, assessing them critically and charitably in the light of the Catholic faith.
5. To be able to demonstrate competence in communicating Catholic Moral doctrine accurately at a popular level, in a practical and commonly accessible way, whether by ordinary speech and writing or via the new media of social communication.

Co-requisites for Theology:

1. PHS 607 Philosophy for Theologians
2. DTH 600 Faith and Revelation (Prerequisite is PHS 607)

Theology Core:

1. DTH 731 One and Triune God
2. DTH 751 Christology (Prerequisite is DTH 731)
3. MTH 611 Fundamental Moral Theology I
4. SAS 651 Synoptic Gospels

Concentration Core:

1. MTH 659 Moral Magisterium of John Paul II
2. MTH 612 Fundamental Moral Theology II
3. MTH/PAS/PHE 680 Marriage and the Theology of the Body
4. MTH/PAS/PHE 841 Catholic Social Teachings

Concentration Electives (Choose one of the following):

1. MTH 891 Spiritual Theology
2. MTH 851 Contemporary Moral Issues

Comprehensive Exam Course:

1. ENG 890 MA Summative Evaluation: Comprehensive Exam & Professional Paper (Theology)

Sacred Scripture

Concentration Chair: Dr. Matthew Ramage

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 SAS 651 – Synoptic Gospels.

Concentration Goals

1. To enable students to understand biblical vocabulary and themes.
2. To immerse students into biblical history.
3. To enable students to interpret Sacred Scripture.

Concentration Outcomes

1. Students will employ various scriptural methods of interpreting Sacred Scripture.
2. Students will demonstrate the ability to interpret Sacred Scripture in keeping with the Tradition of the Church.
3.

Co-requisites for Theology:

1. PHS 607 Philosophy for Theologians
2. DTH 600 Faith and Revelation (Prerequisite is PHS 607)

Theology Core:

1. DTH 731 One and Triune God
2. DTH 751 Christology (Prerequisite is DTH 731)
3. MTH 611 Fundamental Moral Theology I
4. SAS 651 Synoptic Gospels

Concentration Core:

1. SAS 661 Gospel of John
2. SAS 671 Letters of St. Paul
3. SAS 602 Methods of Theology and Scripture Analysis
4. SAS 621 Prophetic Literature

Concentration Electives (Choose one of the following):

1. SAS 681 Hebrews
2. SAS 631 Wisdom Literature

Comprehensive Exam Course:

1. ENG 890 MA Summative Evaluation: Comprehensive Exam & Professional Paper (Theology)

Thomistic Studies

Concentration Chair: Fr. Brian Mullady, OP

Courses are designed to provide the student with an understanding of the philosophical preambles to theological studies. The courses help students understand the teaching of St.

Thomas in specific areas of theology (e.g., God, Christ, Morals) and his place as the common doctor of the Catholic Church in church teaching. This concentration in Thomistic Studies is available either On Campus or 100% Online.

Concentration Goals

1. To enable the student to understand the theology of St. Thomas in a systematic way.
2. To give the student an appreciation of the theology of St. Thomas in the larger theology of the Catholic Church.
3. To enable the student to access and understand both the style of St. Thomas and how the various schools of thought concerning the doctrine of St. Thomas do justice or not to the text of St. Thomas himself.

Concentration Outcomes:

1. Students will be able to demonstrate an understanding of the philosophical preambles to Theology studies.
2. Students will be able to demonstrate an understanding of the teaching of St. Thomas is specific areas of Theology (e.g., God, Christ, morals).
3. Students will be able to demonstrate an understanding of the place of St. Thomas as the common doctor of the Catholic Church in church teaching

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Co-requisites for Theology:

1. PHS 607 Philosophy for Theologians
2. DTH 600 Faith and Revelation (Prerequisite is PHS 607)

Theology Core:

1. DTH 731 One and Triune God
2. DTH 751 Christology (Prerequisite is DTH 731)
3. MTH 611 Fundamental Moral Theology I
4. SAS 651 Synoptic Gospels

Concentration Core:

1. DTH 645 Nature and Grace
2. MTH 612 Moral Theology II
3. PHS 641 Reason in the Theology of St. Thomas
4. PHH 781 Philosophy of St. Thomas

Concentration Electives (Choose one of the following):

1. PAS 791 Morals and Psychology
2. DTH 890 Spiritual Theology
3. PHS 741 St. Thomas on Being and Nothingness
4. PHS 751 The True, the False, the Lie, and the Fake

Comprehensive Exam Course:

1. ENG 890 MA Summative Evaluation: Comprehensive Exam & Professional Paper (Theology)

g. Course Requirements by Concentration for the M.A. in Theology

Two co-requisite courses: PHS 607 Philosophy for Theologians and DTH 600 Faith and Revelation

Apologetics Concentration	
Co-Requisites	2
Theology Core:	
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Concentration Core:	
Apologetics	3
Marriage and Theology	1
Elective	1
ENG 890	1

Bioethics Concentration NCBC Certification	
Co-Requisites	2
Theology Core:	
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Concentration Core:	
Bioethics	4
Elective	1
ENG 890	1

Bioethics Concentration Non-NCBC Certification	
Co-Requisites	2
Theology Core:	
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Concentration Core:	4
Bioethics	1
Elective	1
ENG 890	

Church History Concentration	
Co-requisites	2
Theology Core:	
Dogmatic Theology	2

General Studies Concentration	
Co-Requisites	2
Theology Core:	
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Concentration Core:	
Apologetics	1
Bioethics	1
Church History	1
Dogmatic, Morals, or Scripture	1
Elective	1
ENG 890	1

Moral Theology Concentration	
Co-requisites	2
Theology Core:	
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Concentration Core:	
Moral Theology	4
Elective	1
ENG 890	1

Sacred Scripture Concentration	
Co-Requisites	2
Theology Core:	
Dogmatic Theology	2
Moral Theology	1
Sacred Scripture	1
Concentration Core:	
Sacred Scripture	4
Elective	1
ENG 890	1

Thomistic Studies Concentration	
Co-requisites	2
Theology Core:	
Dogmatic Theology	2

Moral Theology	1	Moral Theology	1
Sacred Scripture	1	Sacred Scripture	1
Concentration Core:		Concentration Core:	
Church History	4	Dogmatic Theology	1
Elective	1	Moral Theology	1
ENG 890	1	Philosophy	2
		Elective	1
		ENG 890	1
Dogmatic Concentration			
Co-requisites	2		
Theology Core:			
Dogmatic Theology	2		
Moral Theology	1		
Sacred Scripture	1		
Concentration Core:			
Dogmatic Theology	4		
Elective	1		
ENG 890	1		

While it is recommended that students take the electives within their chosen concentration, students are free to take electives outside of the concentration if a reason exists to do so. They must stay within the Theology program in their choices. Students who meet the exemption requirements for one or both co-requisite courses may substitute those courses for electives of their choice.

h. Summative Evaluation Requirement

Please see the Summative Evaluation section of this catalog.

i. Foreign and Ancient Languages

A student must demonstrate language proficiency necessary for writing the student's chosen thesis. Students may take a foreign language proficiency exam through CLEP or LTI or some other service that provides them and have the results sent to Holy Apostles to be noted on their transcript. Students may also take and pass a foreign or ancient language class at Holy Apostles College and Seminary to demonstrate proficiency in a language.

B. Master of Arts in Pastoral Studies Program

Program Director: Dr. J. Marianne Siegmund

a. 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 the ministry within the life and mission of the Roman Catholic Church.

The student must take 36 credit hours of graduate coursework and complete the degree requirements with a G.P.A. of 3.0 or better. All students must complete two co-requisite courses, four core courses, four courses within the chosen concentration area, and two electives. All students are required to take the Comprehensive Examination as their Summative Evaluation. There is a six-year time limit from entry into the program for completion of the degree requirements.

b. Admission Requirements for the M.A. in Pastoral Studies Program

1. Applicants should follow the College Division Admissions Procedure as described in the Holy Apostles College and Seminary Catalog.
2. Applicants must have a Bachelor's degree with a minimum cumulative G.P.A. of 3.0
3. Applicants must be able to show proficiency in English, either evidenced by previous college experience or by proficiency exam.

c. MAPS Program Goals

1. To educate students in the discipline of pastoral theology, with attention to Catholic social and missiological teaching, sound morals and doctrine, and worthy contemporary scholarship;
2. To equip students with current knowledge of relevant pastoral resources of all kinds, and with a practical familiarity with those resources most likely to be useful to each student's own role of service in the Church; and
3. To foster in students a love for pastoral ministry and an appropriate confidence in their own vocations to participate in the Church's mission.

d. MAPS Program Learning Outcomes

Students completing the MAPS program will be able to:

1. Represent Catholic doctrine and morals appropriately and accurately in a pastoral setting, including catechesis, adult faith formation, and basic instruction in prayer and discernment.
2. Interpret magisterial, theological, and ritual texts accurately, insofar as these bear on common questions in religious education and on practical concerns in ministry

3. Engage in and articulate mature pastoral-theological reflection, demonstrating prudence, knowledge of the faith, and a realistic appraisal of concrete pastoral/ministerial circumstances
4. Collaborate maturely and respectfully with others in ministry, including pastors, religious, laity, and non-Catholics
5. Demonstrate competence in one of the program specializations, namely (a) pastoral counseling or (b) pastoral theology, by performing adequately in an appropriate exercise developed for each specialization by the MAPS program director, administered by qualified faculty, and approved by the Academic Dean
6. Communicate effectively in the work of evangelization and ministry in a practical and popular way, whether by ordinary speech and writing or via the new media of social communication

e. Areas of Study for the Master of Arts in Pastoral Studies

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

General Studies

Concentration Chair: Dr. J. Marianne Siegmund

Courses provide the student with a strong understanding of pastoral issues in the areas of family life as they affect the activity of the Church in the pursuit of its missionary mandate and prepare students to provide direct assistance in the salvation of souls.

Concentration Goals

1. To educate students in the primary issues pertaining to family life for the purpose of their being able to engage others within them.
2. To prepare students for the kind of engagement that will be necessary to assist others in the fostering of strong family bonds

Concentration Outcomes

Students with a concentration in General Studies will be able to:

1. Identify and articulate areas of crisis in family life and propose solutions by which to address them
2. Dialogue with others concerning the authentic meaning of prayer and vocational discernment.

Co-requisites for MAPS:

PAS 602 Fundamentals of Practical Theology
DTH 645 Nature and Grace

MAPS Core:

PAS 683 Pastoral Counseling I: Spiritual Helping and Accompaniment Church in America
PAS 511 Mission and Evangelization
PAS 720 Nurturing the Domestic Church: Facilitating Authentic Marriage, Family Life and Spirituality
MTH/PAS/PHE 841 Catholic Social Teachings

Concentration Core:

Any Marriage Law or Sacraments course
Any Spiritual Direction course
Any Pastoral Counseling course
Any Marriage and Family course

Concentration Electives

Any course from the program
Any course from the program

Marriage and Family Studies

Concentration Chair: Dr. J. Marianne Siegmund

The MAPS Marriage and Family Studies Concentration provides learners with a strong understanding of both the role of the family in the life of the Church and society and the responsibilities involved in living out the covenantal relationship between God, man, and woman. This concentration would be an excellent fit for those learners who wish to:

1. Serve as both diocesan and parish-based marriage and family life ministers.
2. Conduct effective marriage preparation and enrichment programs.
3. Promote the relational and spiritual well-being of couples and families.
4. Provide front-line pastoral support for couples and families in crisis.

Graduates will also be able to practice as Marriage & Family Life Coaches and be eligible for advanced standing to become Board Certified Coaches through the Center for Credentialing and Education.

Concentration Goals

To equip students with the skills needed to:

1. Effectively communicate the role the Catholic vision of marriage and family life plays in both a healthy society and God's plan for the world.
2. Facilitate the general emotional and relational health of couples and families.
3. Facilitate a robust, incarnational, marital and family spirituality according to the Catholic vision of the home as the "domestic church
4. Be an effective first line of support to couples and families who are struggling under the weight of internal and/or external pressures.

Concentration Outcomes

Students with a concentration in Marriage and Family will be able to:

1. Communicate the social, relational, psychological and spiritual significance of marriage.
2. Show mastery for preparing those to embrace the sacrament of matrimony from remote and proximate stance.
3. Prudently offer support to couples and families in every stage and state in life.
4. Provide pastoral support and develop first-line interventions for couples in crisis.

Co-requisites for MAPS:

PAS 602 Fundamentals of Practical Theology

DTH 645 Nature and Grace

MAPS Core:

PAS 683 Pastoral Counseling I: Spiritual Helping and Accompaniment Church in America

PAS 511 Mission and Evangelization

PAS 720 Nurturing the Domestic Church: Facilitating Authentic Marriage, Family Life and Spirituality

MTH/PAS/PHE 841 Catholic Social Teachings

Concentration Core:

MTH/PAS/PHE 680 Marriage and the Theology of the Body
PAS 785 Pastoral Issues Concerning Human Sexuality
CLA 715 Canon Law of Marriage
PAS 621 Pastoral Issues of Marriage & the Family

Concentration Suggested Electives
MTH 851 Contemporary Moral Issues
MTH/PAS 620 Marriage and Family in the Secular Culture

Spiritual Direction

Concentration Chair: Dr. J. Marianne Siegmund

The MAPS Concentration in Spiritual Direction is intended to give learners the skills they need to help people experience God and their Catholic faith in a more meaningful, dynamic, and integrative manner. Learners will develop the skills necessary to assist the faithful in discerning God's will, growing in virtue, developing a more intimate relationship with God, and experiencing the Holy Spirit at work in the blessings and challenges of everyday life. This concentration is an excellent fit for:

1. Those who are currently engaged in ministry work but who wish to be able to make a more effective use of the mystical and spiritual traditions of the Catholic faith to facilitate spiritual growth and healing in the people they serve
2. Persons interested in pursuing a career in diocesan and parish ministry, faith formation, spiritual care, and other lay ministry careers
3. Licensed mental health professionals who wish to add spiritual direction services to their current practice.
4. All graduates will also be qualified to practice as Christian Life Coaches and have advanced standing to become Board Certified Coaches through the Center for Credentialing and Education (whether or not they are licensed mental health providers).

Concentration Goals

To equip students with the skills needed to:

1. To equip learners with the ability to apply insights from Catholic mystical theology to the challenges of everyday life.

2. To equip learners with the skills needed to help the people of God cooperate more efficiently with the movement of grace in their lives.
3. To equip learners with the knowledge and skills necessary to help the people of God engage in the clear discernment of spirits.
4. To enable learners to facilitate spiritual growth and maturity in their own lives and the lives of the faith.

Concentration Outcomes

Students with a concentration in Spiritual Direction will be able to:

1. Engage in the practice of Spiritual Direction in an ethical and effective manner.
2. Assist the faithful in discerning God's will for their lives.
3. Employ the skills necessary to exercise the discernment of spirits.
4. Facilitate the development of virtue and spiritual maturity in the lives of the faithful.

Co-requisites for MAPS:

PAS 602 Fundamentals of Practical Theology

DTH 645 Nature and Grace

MAPS Core

PAS 683 Pastoral Counseling I: Spiritual Helping and Accompaniment

PAS 511 Mission and Evangelization

PAS 720 Nurturing the Domestic Church: Facilitating Authentic Marriage, Family Life and Spiritua

MTH 841 Catholic Social Teachings

Concentration Core:

PAS 671 Spiritual Direction: Skills and Practice

DTH 890 Spiritual Theology

DTH 512 Spiritual Life in the Classics

CHH 631 Mystical Theology and the Church Fathers

Concentration Suggested Electives:

MTH 681 Theology of the Body: Sexual Difference and Complementarity

PAS 700 Christian Life Together in the Presence of Human, Physical, & Intellectual Impairments

Pastoral Counseling

Concentration Chair: Dr. J. Marianne Siegmund

The pastoral counseling MAPS concentration is intended to give learners the skills they need to help people lead more fulfilling, healthy, and godly lives and relationships. Students will acquire the skills necessary for fostering the emotional, spiritual, and relational development of people-of-faith, in addition to being able to develop ethical and effective psycho-spiritual interventions to assist people in crisis. This concentration is an excellent fit for:

1. Persons in church ministry who would like to sharpen their psycho-spiritual intervention skills and be more effective, first-line responders to people needing emotional and relational support.
2. Any person who wishes to practice as a Christian Life Coach and/or Board Certified Professional Life Coach.
3. Licensed mental health counselors who wish to engage in ethical and effective faith- integrated approaches to professional counseling.

Although this program is not intended to prepare learners to practice as state-licensed mental health professionals, all graduates (whether or not they are currently licensed mental health providers) will have advanced standing to become a Board Certified Coach through the Center for Credentialing and Education

Concentration Goals:

To equip students with the skills needed to:

1. To equip learners with the skills needed to foster the emotional, relational, and spiritual well-being of the people they serve.
2. To equip students with the technical skills needed to assist people struggling with emotional and relational problems using spiritually-integrated counseling/coaching techniques
3. To empower students to provide faith-integrated counseling/coaching services in an ethical and effective manner.
4. To give students the means of pursuing ongoing personal, emotional, and spiritual development.

Concentration Outcomes:

Students with a concentration in Pastoral Counseling will be able to:

1. Assist others with effective goal planning and decision-making skills.

2. Use spiritually-integrated approaches to counseling/coaching in an ethical/effective manner.
3. Facilitate the emotional, relational, and spiritual well-being and development of the people they serve.
4. Effectively help people deal with emotional, relational, and spiritual crises.
5. Develop greater self-awareness and the ability to use this self-knowledge to be more effective helping professionals.

Licensed mental health professionals who complete the Pastoral Counseling Concentration may identify as Certified Catholic Pastoral Counselors (CCPC) upon graduation.

Co-requisites for MAPS:

PAS 602 Fundamentals of Practical Theology

DTH 645 Nature and Grace

MAPS Core:

PAS 683 Pastoral Counseling I: Spiritual Helping and Accompaniment

PAS 511 Mission and Evangelization

PAS 720 Nurturing the Domestic Church: Facilitating Authentic Marriage, Family Life and Spirituality

MTH/PAS/PHE 841 Catholic Social Teachings

Concentration Core:

PAS 684 Pastoral Counseling II: Spiritual Diagnosis and Intervention

PAS 791 Morals and Psychology

PAS 785 Pastoral Issues with Human Sexuality

PAS 621 Pastoral Issues of Marriage and the Family

Concentration Suggested Electives:

DTH 512 Spiritual Life in the Classics

PAS 641 Methods in Counseling

OR, if learner is licensed mental health provider, substitute PAS 641 with PAS 700 Christian Life Together in the Presence of Human, Physical, & Intellectual Impairments

Youth and Young Adult Ministry

Concentration Chair: Dr. J. Marianne Siegmund

The MAPS Youth & Young Adult Ministry Concentration provides learners with the ability to help teens and young adults apply their faith to the difficult emotional, spiritual, and relationship challenges that accompany the high school, college, and young adult years. This concentration would be an excellent fit for those learners who wish to:

1. Pursue careers in Catholic grade schools or high schools
2. Pursue careers in campus ministry
3. Pursue careers in family life ministry
4. Be more effective in connecting teens and young adults with a meaningful experience of their Catholic faith

Graduates will also be able to practice as Family Life Coaches and be eligible for advanced standing to become a Board-Certified Coach through the Center for Credentialing and Education.

Concentration Goals:

To equip students with the skills needed to:

1. Help teens and young adults have a more meaningful, dynamic, and orthodox relationship to their Catholic faith.
2. Help teens and young adults apply the wisdom of their Catholic faith to the emotional, relational, and spiritual challenges they face.
3. Help teens and young adults enjoy healthy, godly, and chaste peer relationships and prepare to participate in godly marriage and family lives and other healthy adult relationships.
4. Empower teens and young adults to discover their mission and charisms, and discern God's will for their lives.

Concentration Outcomes:

Students with a concentration in Youth and Young Adult Ministry will be able to:

1. Engage in effective and ethical youth and young adult ministry
2. Identify the developmental challenges of adolescence and young adulthood and develop faithful responses to those challenges.
3. Support teens and young adults in creating healthy and chaste peer relationships

4. Prepare teens and young adults to live the Catholic vision of marriage and family life.
5. Communicate the teachings of the Catholic Church in a manner that is compelling to teens and young adults.
6. Help teens to live more abundant, faithful lives of genuine service to God and others.

MAPS Co-Requisites
PAS 602 Fundamentals of Practical Theology
DTH 645 Nature and Grace

MAPS Core

PAS 683 Pastoral Counseling 1: Spiritual Helping & Accompaniment

PAS 511 Mission and Evangelization
PAS 720 Nurturing the Domestic Church: Facilitating Authentic Marriage, Family Life & Spirituality

MTH/PAS/PHE 841 Catholic Social Teachings

Youth and Young Adult Ministry Core

PAS 607 Contemporary Youth Culture

APO 512 Apologetics

APO/PAS 631 Social Media and the New Evangelization
PAS 785 Pastoral Issues Concerning Human Sexuality

Youth and Young Adult Ministry Suggested Electives

PAS 605 Intercultural Competencies

MTH 851 Contemporary Moral Issues

Catechetical Ministry

Concentration Chair: Dr. J. Marianne Siegmund

The MAPS Catechetical Ministry Concentration provides learners with the abilities and skills necessary to teach others about the Catholic Faith and to administer catechetical or religious education programs in parishes and Catholic schools. This concentration would be an excellent fit for those who wish to:

1. Direct a religious education/faith formation program in a parish.
2. Pursue a career in diocesan catechetical ministry.
3. Pursue a career in a Catholic grade school or high school.
4. Coordinate a religion program in a Catholic school.

5. Be more effective as a catechist or religion teacher.

Concentration Goals:

To equip students with the skills needed to:

1. Understand and apply the foundational principles of catechesis and catechetical ministry. This includes knowledge of key catechetical documents that frame Church teaching on catechesis and religious education.
2. Identify key stages of child, adolescent, and adult stages of cognitive, social and moral development and articulate the relationship between these stages and the timing and manner in which key faith concepts are introduced.
3. Form children and adults to celebrate the sacraments, including catechesis for full and active participation in the Mass, guiding candidates and catechumens through the RCIA process, and preparing couples for the Sacrament of Matrimony and infant baptism.
4. Administer a religious education/faith formation program in a parish or school, including selection of texts and resources, budgeting, recruitment, training and management of volunteer catechists, and awareness of self-care and legal issues.
5. Adapt catechetical materials and programs for special populations, including persons with disabilities and persons of diverse cultural and linguistic backgrounds.

Concentration Outcomes:

Students with a concentration in Catechetical Ministry will be able to:

1. Effectively administer a program of faith formation or religious education in a parish, school, or diocesan setting.
2. Foster personal growth in faith, discipleship and spirituality in one's self and contribute to forming a community of intentional disciples.
3. Craft developmentally-appropriate catechetical experiences for learners of all ages.
4. Coordinate programs of sacramental preparation for children, adolescents and adults.

5. Effectively meet the needs of special populations that present themselves for catechesis, including individuals with disabilities and persons from diverse cultural and linguistic backgrounds.
6. Collaborate with other ministry and/or educational leaders in a parish or school.

MAPS Co-Requisites
PAS 602 Fundamentals of Practical Theology
DTH 645 Nature and Grace

MAPS Core

PAS 683 Pastoral Counseling 1: Spiritual Helping & Accompaniment

PAS 511 Mission and Evangelization

MTH/PAS/PHE 841 Catholic Social Teachings

PAS 720 Nurturing the Domestic Church: Facilitating Authentic Marriage, Family Life and Spirituality

Catechetical Ministry Core

PAS 651 History and Foundations of Catechesis

PAS 652 Elements of Adult Faith Formation

PAS 653 Child and Adolescent Catechesis

PAS 654 Liturgical Catechesis

Catechetical Ministry Suggested Electives

PAS 655 Administration of Catechetical Ministry

PAS 656 Special Populations in Catechetical Ministry

PAS 700 Christian Life Together in the Presence of Human, Physical, and Intellectual Impairments

MTH 851 Contemporary Moral Issues

f. Core Curriculum

As the above list describes, two co-requisite classes are required of all students when they first matriculate into the Master of Arts in Pastoral Studies program, and these are PAS 602 Fundamentals of Practical Theology and DTH 645 Nature and Grace.

The 12-credit hour core curriculum and 12 credit concentration curriculum required for the M.A. in Pastoral Studies Program includes the following:

Core
PAS 683 Pastoral Counseling I
PAS 511 Mission and Evangelization
MTH 841 Catholic Social Teachings

PAS 720 Nurturing the Domestic Church: Fostering Authentic Marriage, Family Life and Spirituality.

Concentrations
- General Studies – 4 courses within the concentration
- Marriage and Family Studies – 4 courses within the concentration
- Spiritual Direction – 4 courses within the concentration
- Pastoral Counseling – 4 courses within the concentration
- Youth and Young Adult Ministry – 4 courses within the concentration
- Catechetical Ministry – 4 courses within the concentration

Electives
Any course may be taken as an elective.

As part of the 36-credit core course curriculum, students in the M.A. in Pastoral Studies Program must successfully complete either a comprehensive examination.

g. Course Requirements by Concentration for the M.A. in Pastoral Studies

Catechetical Ministry Concentration		**Pastoral Counseling Concentration**	
Co-Requisites	2	Co-Requisites	2
Pastoral Studies Core	4	Pastoral Studies Core	4
Concentration Core	4	Concentration Core	4
Additional Courses	2	Additional Courses	2
General Studies Concentration		**Spiritual Direction Concentration**	
Co-Requisites	2	Co-Requisites	2
Pastoral Studies Core	4	Pastoral Studies Core	4
Concentration Core:		Concentration Core:	
Marriage Law or Sacraments	1	Pastoral	1
Spiritual Direction	1	Dogmatic	2
Counseling	1	Church History	1
Marriage and Family Course	1	Additional Courses	2
Electives	2	**Youth & Young Adult Ministries**	
Marriage & Family Studies Concentration		Co-Requisites	2
Co-Requisite	2	Pastoral Studies Core	4
Pastoral Studies Core	4	Concentration Core:	
Concentration Core:		Pastoral	2
Marriage & Theology	1	Apologetics	2
Canon Law	1	Additional Courses	2
Pastoral	2		
Additional Courses	2		

h. Summative Evaluation Requirement

A student may take a total of two (2) electives from within the degree program and sit for comprehensive exams. Please see the Summative Evaluation section of the catalog.

i. Foreign and Ancient Languages

Students may take a foreign language proficiency exam through College Level Examination Program (CLEP) or Learning Tools Interoperability (LTI) or some other service that provides them and have the results sent to Holy Apostles College and Seminary to be noted on their transcript. Students may also take and pass a foreign or ancient language class at Holy Apostles College and Seminary to demonstrate proficiency in a language.

C. Master of Arts in Philosophy Degree Program

Program Director: Dr. David Arias

The Master of Arts in Philosophy can be completed Online only.

a. Summary of the Master of Arts in Philosophy

The Master of Arts in Philosophy program is a course of study designed to give a broad acquaintance with the major philosophical 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.

Students may pursue one of five concentrations within the philosophy program: Christian Wisdom; Ethics; General Studies; History of Philosophy; and Systematic Philosophy.

b. Admission Requirements

- Applicants for the M.A. program in Philosophy should follow the College Division Admissions Procedure. Applicants must be able to show proficiency in English, 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.
- Applicants to the M.A. program must have a Bachelor's degree with a cumulative G.P.A. of at least 3.0 (B).
- In general, incoming students are required to take the co-requisite courses, PHH 605 Ancient & Medieval Philosophy and PHH 620 Modern & Contemporary Philosophy.

    - A student entering our M.A. in Philosophy program with a B.A. in Philosophy from a Catholic institution is exempt from both co-requisite courses, PHH 605 Ancient & Medieval Philosophy and PHH 620 Modern & Contemporary Philosophy, if the following criteria is met: (1) the student has a scholastic background indicated in the student's previous transcripts or syllabi where the degree was earned, and (2) the student has taken the following undergraduate courses: Ancient Philosophy, Medieval Philosophy, Modern Philosophy and Contemporary Philosophy.
    - A student who is exempt from the co-requisites must take two additional elective courses to complete a total of 36 credit hours.
- 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 College and Seminary for transfer. These credits must be from accredited colleges and must be applicable to the M.A. degree as outlined.

c. M.A. Philosophy Program Goals

The M.A. in Philosophy at Holy Apostles College and Seminary serves the following goals:

1. to educate students in the history, major topics, and intellectual habits of Western philosophy, especially
    a. in the rich diversity of the Catholic tradition,
    b. in the distinctively Catholic ways of understanding the relationship between faith and reason, and
    c. with consistent attention to the work of St. Thomas Aquinas;
2. to develop in students a coherent and detailed knowledge of their philosophical concentration, its developing methodologies, its current literature, its history, its major theoretical constructs, and its classical and current problems and insights;

3. to train students in the skills of academic research in philosophy, including the use of traditional and new media resources, as well as in the academic practices and styles common in the discipline; and
4. to foster in students a deep comprehension of contemporary cultures and their philosophical roots, for the purposes of constructive dialogue, sound critical discernment, and participation in the work of Catholic evangelization.

d. M.A. Philosophy Learning Outcomes

Students earning the MA in Philosophy will be able:

1. to demonstrate advanced familiarity with the history and major topics of Western philosophy, including logic, epistemology, cosmology, anthropology, ethics, metaphysics, and natural theology, particularly but not exclusively as these are (a) treated in the broadly Catholic and Thomistic philosophical tradition, and (b) fields of inquiry where faith and reason may be mutually enriching;

2. to demonstrate a coherent and detailed knowledge of their philosophical concentration, its developing methodologies, its current literature, its history, its major theoretical constructs, and its classical and current problems and insights;
3. to demonstrate the ability to conduct research in the academic field of philosophy;
4. to present, in a practical and popular way, philosophical doctrines that are particularly useful or even essential to giving an account of the doctrines of Catholic faith, whether by ordinary speech and writing or via new media of social communication, including such topics as the nature of truth, the nature of the human person, the immortality of the soul, and the existence of God; and
5. to describe and explain the role of the Western philosophical tradition in the development and explication of Christian doctrine in Christian antiquity, the Middle Ages and in modern and postmodern contexts.

e. Areas of Study for the Master of Arts in Philosophy

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

Christian Wisdom

Concentration Chair: Dr. Peter Redpath

Courses provide the student with a comprehensive understanding of metaphysics. Topics include the One and the Many and the transcendentals of Beauty, Truth and Goodness.

Concentration Goals

1. To teach students about St. Thomas Aquinas's metaphysical teaching as a philosophy, science, especially regarding what students of St. Thomas often call the "transcendentals" of being, unity, truth, good, and beauty.
2. To enable students to understand how these subjects of study related to habits of an acting person to comprise distinct, but essentially connected, principles of philosophy, science.
3. To allow students to study texts that lay out the main metaphysical teachings of St. Thomas related to the transcendentals and their opposites and how these essentially relate to his teachings about the nature of philosophy, science. Metaphysical truths related to these transcendental principles that underlie Catholic Church teaching will be explained.

Concentration Outcomes

1. Students will be able to identify St. Thomas's teaching about each of the transcendentals and their respective opposites (for example, non-being, multiplicity, evil, ugliness).

2. Students will be able to explain St. Thomas Aquinas's teachings about faculties and habits of the person and the transcendentals and their opposites, opposition; possession, privation, principles; causes; quantity; quality; virtual quantity; relation; measures; abstraction; and how all the preceding relate to his teaching about science, philosophy, and its unity, divisions, methods, and foundation in sense wonder; how to identify the subject of a science, or division of philosophy; will understand his teaching about predication; analogy; the nature of genera and species; and understand how and why the genus that the philosopher, scientist, studies differs from that of a logician.
3. Students will show that they understand the pros and cons of major issues in St. Thomas related to all the preceding topics, how philosophical, metaphysical truths, including truths about the human person, underlie all philosophy, science, and Catholic teachings, and the damaging effects that can result to a culture from failure to realize this metaphysical foundation.
4. Students will demonstrate an understanding of similarities and differences between the teaching of St. Thomas and a phenomenological approach to reality, especially regarding crucial dimensions of human experience such as religion, language, art, education, and technology.

Co-requisites for Philosophy:

1. PHH 605 Ancient and Medieval Philosophy
2. PHH 620 Modern and Contemporary Philosophy

Philosophy Core:

1. PHS 611 Logic and Epistemology
2. PHS 610 Philosophical Anthropology
3. PHE 610 Ethics
4. PHS 621 Philosophy of Nature and Metaphysics

Concentration Core:

1. PHS 731 The One and the Many
2. PHS 741 Saint Thomas on Being and Nothingness
3. PHS 751 The True, the False, the Lie and the Fake
4. PHS 761 The Good, the Bad, the Beautiful and the Ugly

Concentration Electives

1. PHS 783 Dante's Divine Comedy: Thomistic Philosophy in Narrative
2. PHE 617 The Personalism of John Paul II

Ethics

Concentration Chair: Fr. Pawel Tarasiewicz

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.

Concentration Goals

1. To teach students about the main ethical theories concerning acts and virtues in Western philosophy with a special emphasis on Thomistic ethics.
2. To examine and refute ethical skepticism and relativism.
3. To allow for the study of texts that lay out the main pros and cons about ethical issues such as social justice, abortion, war and peace, and sexual ethics.
4. To explain philosophical truths underlying Catholic Church teachings.

Concentration Outcomes

1. Students will be able to identify the theories behind popular opinions about ethical norms.

2. Students will be able to explain the problems with theories of skepticism and relativism.
3. Students will show that they understand the pros and cons of major issues of our times and how philosophical ethical truths underlie Catholic teachings.

Co-requisites for Philosophy:

1. PHH 605 Ancient and Medieval Philosophy
2. PHH 620 Modern and Contemporary Philosophy

Philosophy Core:

1. PHS 611 Logic and Epistemology
2. PHS 610 Philosophical Anthropology
3. PHE 610 Ethics
4. PHS 621 Philosophy of Nature and Metaphysics

Concentration Core:

1. PHE 663 Natural Law
2. PHE 680 Marriage and the Theology of the Body
3. PHE 775 Political Philosophy
4. MTH 841 Catholic Social Teachings

Concentration Electives

1. PHE 505 Narrative and the Moral Life
2. PHE 615 Nicomachean Ethics

General Studies

Concentration Chair: Dr. Sebastian Mahfood, OP

Courses are designed to provide a broader awareness of philosophy in general through an interdisciplinary concentration core. Students must select at least one course from each of the other four concentrations following completion of their co-requisite courses and program core.

Concentration Goals

1. To enable students to cultivate a general philosophical awareness
2. To provide students with an understanding of their own identity as individual substances of a rational nature
3. To enable students to understand their relationship to one another, to the world in which they live, and to God

Concentration Outcomes

1. Students will demonstrate an awareness of the relationship between their reason and their appetites.

2. Students will demonstrate an awareness of the relationship between themselves and God/Nature/Neighbor

Co-requisites for Philosophy:

1. PHH 605 Ancient and Medieval Philosophy
2. PHH 620 Modern and Contemporary Philosophy

Philosophy Core:

1. PHS 611 Logic and Epistemology
2. PHS 610 Philosophical Anthropology
3. PHE 610 Ethics
4. PHS 621 Philosophy of Nature and Metaphysics

Concentration Core:

1. Any course from Christian Wisdom
2. Any course from Ethics
3. Any course from History of Philosophy
4. Any course from Systematic Philosophy

Concentration Electives:

1. Any Two Courses in the Degree Program

History of Philosophy

Concentration Chair: Dr. Curtis Hancock

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.

Concentration Goals

1. To enable students to understand philosophical themes and arguments in their proper historical context.
2. To enable students to understand the develop of ideas from one epoch to another.
3. To enable students to interpret historical philosophical texts with accuracy and charity.

Concentration Outcomes

1. Students will demonstrate the ability to think critically within the discipline.
2. Students will connect historical trends to contemporary issues.

Co-requisites for Philosophy:

1. PHH 605 Ancient and Medieval Philosophy
2. PHH 620 Modern and Contemporary Philosophy

Philosophy Core:

1. PHS 611 Logic and Epistemology
2. PHS 610 Philosophical Anthropology
3. PHE 610 Ethics
4. PHS 621 Philosophy of Nature and Metaphysics

Concentration Core:

1. PHH 651 Aristotle
2. PHH 781 Philosophy of St. Thomas Aquinas
3. PHH 792 Philosophy of Edith Stein
4. PHH 650 Recent Catholic Philosophy

Concentration Electives:

1. PHH 681 Arabic Philosophy
2. PHH 793 Plato's Republic

Systematic Philosophy

Concentration Chair: Dr. Robert Delfino

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.

Concentration Goals

1. To educate students in the major thematic branches of Western Philosophy.
2. To cultivate within students intellectual habits and methodologies appropriate to the various areas of systematic philosophy.

Concentration Outcomes

1. Students will demonstrate advanced familiarity with the major thematic branches of Western philosophy: metaphysics, natural theology, logic, epistemology, philosophy of nature, anthropology, and various related topics.
2. Students will demonstrate a facility with the methods of philosophical inquiry.

Co-requisites for Philosophy:

1. PHH 605 Ancient and Medieval Philosophy
2. PHH 620 Modern and Contemporary Philosophy

Philosophy Core:

1. PHS 611 Logic and Epistemology
2. PHS 610 Philosophical Anthropology
3. PHE 610 Ethics
4. PHS 621 Philosophy of Nature and Metaphysics

Concentration Core:

1. PHS 541 Natural Theology
2. PHS 641 Reason in the Theology of St. Thomas
3. PHS 721 Philosophy of Science
4. PHS 781 Thomistic Personalism: Knowledge and Love

Concentration Electives:

1. PHS 657 Phenomenology
2. PHS 671 Aesthetic

f. Core Curriculum

As noted in the list above, two co-requisite classes are required of all students when they first matriculate into the Master of Arts in Philosophy program, and these are PHH 605 Ancient and Medieval Philosophy and PHH 620 Modern and Contemporary Philosophy. If students enter the MA in Philosophy program with a Bachelors of Arts in Philosophy from an orthodox Catholic institution, they may petition to have the co-requisites waived by the Academic Dean and be free to substitute them for any two electives. The 36-credit hour core curriculum required for the M.A. in Philosophy Program is as follows:

Core

PHE 610 Ethics
PHS 610 Philosophy of Man
PHS 611 Logic and Epistemology
PHS 621 Philosophy of Nature and Metaphysics

Concentrations (4 courses within each concentration)

Christian Wisdom
Ethics
General Studies
History of Philosophy
Systematic
Philosophy

Electives

Any two courses within the program, preferably also within the concentration

g. Course Requirements by Concentration for the M.A. in Philosophy

Christian Wisdom Concentration		**History of Philosophy Concentration**	
Co-Requisites	2	Co-Requisites	2
Philosophy Core:		Philosophy Core:	
Ethics	1	Ethics	1
Systematic	3	Systematic	3
Concentration Core:		Concentration Core	
Systematic	4	History	4
Electives	2	Electives	2
Ethics Concentration		**Systematic Philosophy Concentration**	
Co-Requisites	2	Co-Requisites	2
Philosophy Core:		Philosophy Core:	
Ethics	1	Ethics	1
Systematic	3	Systematic	3
Concentration Core:		Concentration Core:	
Ethics	4	Systematic	4
Electives	2	Electives	2
General Studies Concentration			
Co-Requisites	2		
Philosophy Core:			
Ethics	1		
Systematic	3		
Concentration Core:			
Christian Wisdom	1		
Ethics	1		
History	1		
Systematic	1		
Electives	2		

h. Summative Evaluation Requirement

A student may take a total of two (2) electives from within the degree program and sit for comprehensive exams. Please see the Summative Evaluation section of the catalog.

i. Foreign and Ancient Languages

Students may take a foreign language proficiency exam through College Level Examination Program (CLEP) or Learning Tools Interoperability (LTI) or some other service that provides them and have the results sent to Holy Apostles College and Seminary to be noted on their transcript. Students may also take and pass a foreign or ancient language class at Holy Apostles College and Seminary to demonstrate proficiency in a language.

SUMMATIVE EVALUATION

All candidates for the M.A. degree are required to complete a Summative Evaluation exercise.

Students enrolled in the M.A. in Theology for the first time in fall 2019 or later must follow the process for the Summative Evaluation as described in this catalog. They must enroll in ENG 890 *Summative Evaluation: Comprehensive Exam and Professional Paper (Theology)* to prepare for, and take, the comprehensive exam, and to learn how to write a professional paper, which must be completed in the semester following enrollment in ENG 890. This course would replace one elective. Exceptional students may write a thesis, which requires enrolling in ENG 891 *Academic Research, Design, and Writing*, followed by enrolling in the thesis itself, if the proposal was approved. These two courses would be in lieu of taking the two electives.

Students enrolled in the M.A. in Theology in the summer of 2019 and prior, can elect to switch to the process for the Summative Evaluation described above in this catalog, or the process in the catalog under which they first enrolled.

Summative Evaluation for M.A. in Theology students prior to Fall 2019 and for all M.A. in Philosophy students regardless of enrollment date can fulfill the summative evaluation by passing an M.A. comprehensive exam OR writing an M.A. thesis. If writing a thesis, students will have no elective courses, otherwise there are two.

M.A. in Pastoral Studies students can fulfill the summative evaluation only by passing an M.A. comprehensive exam. Students will have two elective courses.

A. Master's Thesis Process

(For all M.A. in Theology students enrolled prior to Fall 2019, or M.A. in Philosophy students regardless of date enrolled. Exceptional M.A. in Theology students enrolled in Fall 2019 or later, can write a thesis is approved by the appropriate academic dean.)

a. 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 may elect to receive 3 credits for writing it so that it will count toward completion of the degree requirement of 36 credit hours.

b. Requirements for M.A. Thesis Direction

(Managed by the Academic Dean, or for online students, by the Assistant Academic Dean of Online Learning.)

- Student enrolled in M.A. program.
- Student has completed at least 24 semester hours of coursework.
- Student has maintained a 3.0 grade point average in his/her classes.
- Student has written a thesis or dissertation using qualitative research methodologies in a prior graduate program or has successfully completed the three-credit course entitled ENG 891 *Academic Research, Design, and Writing.*

c. Guidelines

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.

After obtaining the clearly expressed consent of both the Advisor and the Reader or Reviewer, the Student may invite one or more guests to attend the Oral Defense Session. If guests attend the Oral Defense Session, they must do so as silent auditors. Any guests along with the Student must be dismissed when the Advisor and the Reader or Reviewer confer regarding final evaluation of the Summative Evaluation. Guests are not to be readmitted when the Advisor informs the Student of the final evaluation.

d. Fee Structure

The cost of pursuing a thesis is the same as that for a three-credit course plus an additional reviewer fee. A continuation fee is added for each additional semester a student invests in producing his or her thesis. These fees are itemized in the *Tuition and Fee Schedule* section of this catalog.

B. Comprehensive Exam Process for M.A. in Theology students enrolled prior to Fall 2019, and for all M.A. in Philosophy students regardless of enrollment date.

a. The Written Exam Process

- The praeses of an examining board, who is appointed by the Academic Dean (for Theology) or, for online students, the Assistant Academic Dean of Online Learning (for Theology or Philosophy), selects a non-authoritative text from within a student's area of concentration or emphasis and has it sent by the Graduate Student Advisor 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 or philosophical.
- 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 Dean, or for online students, the Assistant Dean of Online 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 appropriate academic dean.

b. 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:

- 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.
- 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.
- 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.
- 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.
- The praeses will communicate the results of the exam to the academic dean.

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.

Orientation Course for Students Preparing to take the Comprehensive Exam

- A zero-credit orientation course, facilitated by the Graduate Student Advisor, 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.

a. The orientation course is a SELF-STUDY COURSE. It 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.

C. Comprehensive Exam Process for students in M.A. in Pastoral Studies regardless of enrollment date.

a. The Written Exam Process

- The praeses of an examining board, who is appointed by the Assistant Academic Dean of Online Learning, selects a several case studies from within a student's area of concentration or emphasis and has it sent by the Graduate Student Advisor to the student's testing monitor approved by the institution.
- The student is expected to thoroughly address the case studies. The student must give a pastoral response that includes an explanation of the pastoral studies 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 pastoral studies concentration.
- Pastoral Studies 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 Assistant Academic Dean of Online Learning with preferred selection from among the full-time faculty.

    - If the examiners are satisfied with the results, the Assistant Dean of Online 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 appropriate academic dean.

b. 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:

- 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.

- 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.
- 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.
- 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.
- The praeses will communicate the results of the exam to the academic dean.

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.

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 is a SELF-STUDY COURSE. It 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.

CERTIFICATE PROGRAMS

A. Graduate Certificates Program

a. Program Requirements

The Certificate Program is a flexible program in which the student completes five graduate courses (15 credit hours) in an area of specialization. Four of these courses are identical to the concentration core of any of the MA programs, and one course is an elective of the student's choosing. 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.

b. Areas of Study

A Philosophy student may specialize in *Christian Wisdom*. A Pastoral Studies student may specialize in *Youth and Young Adult Ministry* or *Professional Certificate in Catholic Pastoral Counseling for Mental Health Professionals* by completing the requirements with a G.P.A. of 3.0 or better.

c. 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.

d. Graduate Certificate in Christian Wisdom

The Post-Baccalaureate Certificate in Christian Wisdom is a 15-credit program grounded in the Aristotelian-Thomistic synthesis of faith and reason based on Catholic metaphysics. The courses are as follows: "Ancient and Medieval Philosophy," "The One and the Many," "St. Thomas Aquinas on Being and Nothingness," "The True, the False, the Lie and the Fake," and "The Good, the Bad, the Beautiful and the Ugly."

Course of Study
PHH 605 Ancient and Medieval Philosophy
PHS 731 The One and the Many
PHS 741 St. Thomas on Being and Nothingness
PHS 751 The True, the False, the Lie, and the Fake
PHS 761 The Good, the Bad, the Beautiful, and the Ugly

e. Graduate Certificate in Youth and Youth Adult Ministry

Holy Apostles College and Seminary Graduate Certificate in Youth and Young Adult Ministry can help you develop the knowledge and skills you need to make a difference in

the lives of teens and young adults. This fully online, 15 credit certificate program will enable you to:

- Understand the unique challenges today's teens and young adults face.
- Develop the pastoral counseling/coaching skills you need to support teens and young adults apply their faith to common personal and spiritual struggles.
- Feel confident responding to the questions teens and young adults have about faith, life, and relationships.
- Develop programs that can help provide a faithful community of support for adolescents and young adults.
- Enter the MA in Pastoral Studies/Youth & Young Adult Ministry program with advanced standing.

Course of Study
PAS 683 Pastoral Counseling I: Spiritual Helping and Accompaniment
PAS 607 Contemporary Youth Culture
APO 512 Apologetics
PAS 785 Pastoral Issues Concerning Human Sexuality
PAS 631 Theology of Social Media

f. Graduate Professional Certificate in Catholic Pastoral Counseling For Mental Health Professionals

Holy Apostles College and Seminary Graduate Professional Certificate in Catholic Pastoral Counseling for Mental Health Professionals is for Catholics who is also either a professional psychologist, clinical social worker, counselor, marriage and family therapist or other state-licensed mental health professional, the Graduate Professional Certificate in Catholic Pastoral Counseling can help you meet this growing, unmet need for Catholic-integrated mental health services.

The Graduate Professional Certificate in Catholic Pastoral Counseling for Mental Health Professionals is an 18 credit, fully online, professional certificate program that will enable you to:

- Confidently evaluate the spiritual dimensions of emotional, behavioral, and relational problems.
- Diagnose spiritual disorders and develop interventions that foster healthy spiritual and faith development.

- Develop effective, empirically-valid, faith-based interventions for emotional, behavioral, and relational problems.
- Employ Catholic-integrated mental health interventions in an ethical, systematic, and professional manner.
- Identify as a Certified Catholic Pastoral Counselor (CCPC).

- Enter the MA in Pastoral Studies/Pastoral Counseling with advanced standing.

  Course of Study
  PAS 683 Pastoral Counseling I: Spiritual Helping and Accompaniment
  PAS 684 Pastoral Counseling II: Pastoral Diagnosis and Intervention
  PAS 791 Morals and Psychology
  PAS 785 Pastoral Issues with Human Sexuality
  PAS 720 Nurturing the Domestic Church: Facilitating Authentic Marriage & Family Spirituality
  PAS 621 Pastoral Care of Marriage and the Family

Additional Admission Requirements

- An applicant must possess at least a master's degree in a mental health field.
- An applicant must possess at least an entry-level license to practice in a mental health field.
- An applicant must be a Catholic in good standing as determined by a letter of recommendation from his or her pastor or a Catholic priest.

B. Post Master's Certificate in Theology

The Post Master's Certificate in Theology program is a thirty-credit course of study designed to give students, who already hold a Master of Arts degree in theology, an opportunity to advance their academic standing and concentrate on an area of theology. This certificate program may be completed 100% online. 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.

a. Coursework

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 coursework 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 College and Seminary Post Master's Certificate in Theology program into a licentiate or doctoral program.

b. 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 College and Seminary 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:

    - DTH 731 – One and Triune God
    - DTH 751 – Christology
    - MTH 611 – Fundamental Moral Theology I.
    - SAS 651 – Synoptic Gospels

Course requirements for areas of concentration are identical to those of the residential M.A. in Theology program. 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 College and Seminary 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 6 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.

c. Areas of Study

Post-Masters Certificates in Theology are available in the following concentrations: Apologetics, Bioethics, Church History, Moral Theology, Dogmatic Theology, and Sacred Scripture

C. Post Master's Certificate in Philosophy

The Post Master's Certificate in Philosophy program is a thirty-credit course of study designed to give students, who already hold a Master of Arts degree in Philosophy, an opportunity to advance their academic standing and concentrate on an area of Philosophy.

This certificate program may be completed 100% online. 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 philosophical component into their lives and professions.

a. Coursework

The candidate for the Post Master's Certificate in Philosophy 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 coursework 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 College and Seminary Post Master's Certificate in Philosophy program into a licentiate or doctoral program.

b. Degree Requirements

- The Post Master's Certificate Program in Philosophy 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 Philosophy program, Holy Apostles College and Seminary 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:

    - PHE 501 – Ethics
    - PHS 551 – Philosophical Anthropology
    - PHS 611 – Logic and Epistemology
    - PHS 621 – philosophy of Nature and Metaphysics.

Course requirements for areas of concentration are identical to those of the residential M.A. in Philosophy program. 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 Philosophy will be accepted by Holy Apostles College and Seminary 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 Philosophy.

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.

c. Areas of Study

Post-Masters Certificates in Philosophy are available in the following concentrations: Christian Wisdom, Ethics, History of Philosophy, and Systematic Philosophy

D. Post-Master's Certificate in Pastoral Studies

The Post-Master's Certificate in Pastoral Studies program is a 30-credit hour course of study designed to give students, who already hold a Master's degree in Pastoral Studies, an opportunity to advance their academic standing and concentrate on an area of Pastoral Studies. This certificate program may be completed 100% online. 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 pastoral component into their lives and professions.

a. Coursework

The candidate for the Post Master's Certificate in Pastoral Studies 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 coursework 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 College and Seminary Post Master's Certificate in Pastoral Studies program into a licentiate or doctoral program

b. Degree Requirements

- The Post Master's Certificate Program in Pastoral Studies 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 Pastoral Studies program, Holy Apostles College and Seminary 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:

- PAS 683 – Pastoral Counseling I: Spiritual Helping and Accompaniment
- PAS 511 – Mission and Evangelization
- MTH 841 – Catholic Social Teachings
- PAS 720 – Nurturing the Domestic Church: Fostering Authentic Marriage and Family Life and Spirituality.

Course requirements for areas of concentration are identical to those of the online M.A. in Pastoral Studies program. 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 Pastoral Studies will be accepted by Holy Apostles College and Seminary 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 Pastoral Studies. 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.

c. Areas of Study

Post-Masters Certificates in Pastoral Studies are available in the following concentrations: Marriage and Family Studies, Pastoral Counseling, Spiritual Direction, Youth and Young Adult Ministry, Catechetical Ministry,

COURSE DESCRIPTIONS FOR ALL DEGREE PROGRAMS

A. Course Classification and Description

Classification and description follow a simple pattern, for example:

CLA 601 Fundamentals of Canon Law

The course introduces 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.

Every course has (1) a prefix, (2) a 3-digit number, (3) a short descriptive title, and (4) a short description of course content (maximum 30 words).

B. Course Prefixes

The course prefixes are drawn from the following list, which has been chosen to match the divisions of seminary courses envisioned in *Optatam totius* and the Program of Priestly Formation. In other words, for ecclesiastical subjects, it sorts courses in the way common to ecclesiastical faculties.

APO Apologetics
BIE Bioethics
CHH Church History
CLA Canon Law
DTH Dogmatic Theology
EDU Education
ENG English
ESL English as a Second Language
FPA Fine and Performing Arts
GRK Greek
HUM Humanities
LAT Latin
LLT Liturgy and Liturgical Theology
MTH Moral Theology
PAS Pastoral Theology
PHE Philosophical Ethics
PHH Historical Philosophy
PHS Systematic Philosophy
PSY Psychology
SAI Sacred Art Institute
SAS Sacred Scripture
SCM Science and Mathematics
SOC Social Sciences

C. Course Offerings

a. Apologetics (APO)

APO 512 Apologetics
This course introduces the student to the art of fulfilling this biblical mandate to cogently and convincingly explain and defend Christian truth, and focuses on the "what" and "how" of apologetics to present a compelling defense of the Faith. *Online and on campus*

APO 520 Adapting Evangelization to Hispanic Cultural Contexts
This course focuses on Hispanic cultural contexts as integral to effective evangelization models. Traditional evangelization strategies do not acknowledge the cultural differences between the particular pastoral needs of multiple Hispanic populations. Broadening the evangelist's scope of specific themes, central to Hispanic perspectives, is crucial to effectively personalize the faith message. *Online and on campus.*

APO 535 Moral Apologetics
This course focuses on engaging apologetics from a moral dimension. *Online and on campus.*

APO 565 Reading Science in the Light of Faith
This course teaches the non-scientist layperson how to articulate developments in current research in biological or biochemical fields (with particular emphasis on

evolutionary biology, genetics, or neuroscience) by reading scientific papers and how to classify the conclusions in the scientific papers as neutral, contradictory, or consistent with the tenets of Catholic faith. *Online only.*

APO 620 Evolution & Catholic Thought
This course explores the theory of evolution and sources of Catholic teaching regarding whether evolution is an 'acceptable' concept within the Church. *Can also be used for credit in CHH 620. Online only.*

APO/PAS 631 Social Media and the New Evangelization
This course explores the history, trends, and issues related to the Catholic Church and its use of media for social communications. Students discuss 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" (Pope Benedict XVI, Message for 44th World Communications Day, 2010). *Online only.*

APO 652 New Atheism
This course focuses on the nature of the New Atheism and the attempt it is making to secure political power in its assault against the faith. *Online only.*

b. Bioethics (BIE)

BIE 625 Foundations in Catholic Bioethics
This course presents a broad overview of contemporary bioethics issues prevalent in western cultures and in those eastern cultures that are medically and scientifically advanced. The course will help students to understand key bioethics issues, to appreciate Catholic Church teaching relative to these issues, and to focus their study on one research topic of interest to the student. *On campus.*

BIE 625 Catholic Bioethics
This interdisciplinary course prepares students for pastoral service through an intensive review of the teachings of the Catholic Church regarding the sanctity and dignity of human life from the moment of conception until natural death. Topics include the most challenging and difficult moral and medical issues in the field of contemporary bioethics. *Can also be used for credit in MTH 625. Online and on campus.*

BIE 639 Bioethics & the Law
This course introduces basic constitutional, statutory, and regulatory law related to bioethics. United States Supreme Court case law is a central component of the course. The course will examine the development of constitutional substantive due process, privacy, individual autonomy, and equal protection. The structure of American

constitutional government, the separation of powers, the protection of individual liberties, and related political and philosophical foundations are examined. *Online and on campus.*

BIE 651 Medical Ethics
This course begins with the background out of which the Catholic Medical Ethics grew, and then explores 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. *Online and on campus.*

BIE 653 Guiding Principles of Catholic Medical Ethics
This course explores the extraordinary challenges, both medical and moral, currently facing Healthcare in the U.S. The Ethical and Religious Directives for Catholic Health Care Services, will be used to overview critical topics in Catholic medical ethics. Requires separate enrollment with the National Catholic Bioethics Center. Online only.

BIE 661 Biology & Biotechnologies for Ethicists
This course focuses on 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 from the standpoint of the Catholic faith. *Online only.*

BIE 673 Catholic Bioethics & the Dignity of the Human Person
This course examines key areas of modern bioethics, and be able to articulate the major ethical concerns raised by these issues and areas where ethical ambiguity may still exist from the vantage point of Catholic teaching. *Requires separate enrollment with the National Catholic Bioethics Center. Online only.*

BIE 675 Case Studies & Applied Topics
This course examines a number of bioethical topics and critically analyzes case studies from a Catholic perspective, including research ethics, ethics committee process topics, beginning and end- of-life ethical issues, selected clinical issues. *Online only.*

BIE 796 Bioethics in the Post Christian Culture
This course exams the relationship between Catholic bioethics and the secular culture. *Online only.*

c. Church History and Historical Theology (CHH)

CHH 263 Catholic Response During World War II
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; and exposure to the holocaust in literature and film. *Online only.*

CHH 300 Church History
This course examines the history of the Catholic Church as a point of evangelization. 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. *Online and on campus.*

CHH 501 Historical Knowledge and Human Good
This course explores the relationship between historical knowledge and human flourishing, both temporally and eternally. The course introduces students to the key historical events, figures, controversies and concepts that an adult should retain after having left college. Students also will explore how a mature, Christian adult views history, the role historical knowledge plays in a flourishing social life, and the connection between historical consciousness and eternal salvation. Online Only.

CHH 613 The Church in America
This course surveys 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. *Online and on campus.*

CHH620 The Catholic Reformation
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. Online Only

CHH 631 Mystical Theology in the Church Fathers
This course focuses 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. *On campus and Online.*

CHH 661 Catholic Modernism
This course reviews Catholic modernism and addresses the intellectual causes of modernism and its major components. The study includes magisterial statements of Pius X concerning modernism and exposure to the works of several important Catholic modernists. *Online only.*

CHH 670 Great Personalities in Church History

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. *Online Only.*

CHH/DTH 671 Documents of Vatican II

This course introduces the history of Vatican II and the content of the documents. Topics include the background of the Council, the nature of the Church, inner spiritual renewal, the Church and the world, and the effects of the Council. *Online and on campus.*

CHH 675 Spirituality of St. John Paul II

In order to better understand what influenced St. John Paul II's spiritual life and made him a saint, this course will look, among other things, at the history of Poland, its intense Catholic culture, his own Marian spirituality and the influence which the great Carmelite mystics had on him. *On campus only.*

CHH 700 History of the Church

This course surveys Church history, studying the major forces, events and persons shaping the growth and development of Christianity in the East and West. *Online and on campus.*

CHH 881 Patristics

This course surveys selected writings from the principal Fathers of the Church. The focus is on the development of Catholic Doctrine from the Apostolic Fathers to St. Gregory the Great, with emphasis on the Trinitarian and Christological questions. *Online and on campus.*

d. Canon Law (CLA)

CLA 601 Fundamentals of Canon Law (Canon Law I)

The course introduces 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. *On campus only.*

CLA 702 Canon Law I: General Norms

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. *Online Learning Only.*

CLA 715 Canon Law of Marriage

This course introduces 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. *Online and on campus.*

CLA 801 The Code of Canons of the Eastern Church
This course explains the importance of the Code of Canons of the Eastern Churches due to the Code of Canon Law and Pastor Bonus forming one juridical body of the Catholic Church. *On campus only.*

e. Dogmatic, Systematic, and Fundamental Theology (DTH)

DTH 101 Intro to Theology
This course introduces the sources, topics, and history of theology as a foundation for further study. Attention is given to the origins of doctrine and its form, important to almost all branches of theology. *Online only.*

DTH 504 Introduction to the Spirituality of St. Therese of Lisieux, O.C.D.
This course will introduce students to the teaching of St Therese of the Child Jesus and the Holy Face, the youngest Doctor of the Catholic Church. The teaching of this Carmelite saint, known as the 'little way of spiritual childhood', was often evoked by the Fathers of Vatican Council II as a teacher of prayer and theological hope, a model of communion with the Church and a sure guide for teachers, educators, pastors, and theologians. We will study her simple and yet profound message. *On campus.*

DTH 512 Spiritual Life in the Classics
This course provides a study of the great spiritual writers with an emphasis will be on how the beautiful images and concepts in such classics can help us grow in our own union with God, and in our love of those we encounter in friendship, family, work and mission. *Online and on campus.*

DTH 540 Introduction to the Spirituality of St. Therese of Lisieux, O.C.D.
This course will introduce students to the teaching of St Therese of the Child Jesus and the Holy Face, the youngest Doctor of the Catholic Church. The teaching of this Carmelite saint, known as the 'little way of spiritual childhood', was often evoked by the Fathers of Vatican Council II as a teacher of prayer and theological hope, a model of communion with the Church and a sure guide for teachers, educators, pastors, and theologians. We will study her simple and yet profound message. *On campus.*

DTH 600 Faith and Revelation
This course explains why modern European ideas both within and outside the Catholic Church have led to the conclusion that faith is contrary to reason; examines the relationship of theology, the science of faith, to reason, emphasizing why theology is the

queen of the sciences identifying its nature and method; and shows the nature of the act of faith itself and how it relates to other kinds of human knowledge. *Online only.*

DTH 601 Faith, Revelation & Grace

This course focuses on God's call to man (supernatural revelation, the nature of theology as science; Scripture, Tradition and Magisterium), man's response in faith (the natural desire to see God; the states of human nature; the Old and New Law), and the role of grace (its necessity, character and effects as perfecting human nature). *On campus only.*

DTH 635 Inter-religious Dialogue

This course addresses the Catholic understanding of inter-religious dialogue, tolerance, and the call to evangelization. To that end, we will study Joseph Cardinal Ratzinger's book, Truth and Tolerance:
Christian Belief and World Religions, as well as examine some magisterial documents and papal
addresses. And we will briefly review the other four major world religions of Judaism, Islam,
Buddhism and Hinduism. Online only.

DTH 641 Protology and Eschatology

This course studies 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. *Online and on campus.*

DTH 645 Nature & Grace

This course examines the natural desire to see God; the controversy over the desire to see God; the state of human nature; the nature of the law; the new law of Christ - sanctifying grace; and the nature, necessity and effects of sanctifying grace. *Online only.*

DTH 646 Theological Anthropology

This course examines human nature in relation to God as creator and as supernatural end, with attention to twentieth-century controversies and developments in Catholic theological anthropology. *On campus only.*

DTH 650 Sacraments of Initiation and Pneumatology

This course begins with an introduction to the study of the Holy Spirit and His work within the Church. It moves on to a classical Thomistic sacramentology and examines the theology of Baptism, Confirmation, and the Most Holy Eucharist, attending to the Scriptural foundations, patristic development, medieval synthesis, and modern presentation of the material. Special care is taken with the theology of the Real Presence and Eucharistic Sacrifice. *On campus only.*

DTH 655 Sacraments of Initiation
Building on the knowledge of the Sacraments, students in this course will study the words and rituals of the Sacraments of Initiation for a deeper appreciation of their continuing effects in our lives. *On campus.*

DTH 731 One and Triune God
This course is a doctrinal study of the nature and attributes of God as known by revelation and reason. The God we know and love is One and Three. Topics in this course address both the unity of God and the three-ness of God. The work of St. Thomas Aquinas is used to expose students to these truths to be believed and to form a foundation for further growth and study. This course is a pre- requisite to DTH 751 Christology. *Online and on campus.*

DTH 751 Christology
This course considers the person of Jesus Christ and the theology of the Incarnation, with particular attention to the development of Christological doctrine and to the theology of Thomas Aquinas. Students registering for Christology must have already completed DTH 731 One and Triune God. *Online and on campus.*

DTH 753 The Mystery of Jesus Christ
This course will engage students in a study of the mystery of Jesus Christ from a dogmatic, historical, theological, pastoral and spiritual approach. The main purpose is to bring the students to a personal encounter with the Person of Christ under the complementary relationship of faith and reason. *Online Only.*

DTH 757 Pneumatology
This course studies the Person and work of the Holy Spirit, including the power and presence of the Holy Spirit in the Old Testament, the life of Jesus, the New Testament, and the Church, with emphasis on the Spirit's primary role in the New Evangelization. *On campus and Online.*

DTH 760 Ecclesiology & Ecumenism
This course investigates the nature and characteristics of the Church, its attributes, its structures, its mission and its relation to the world, and the development of Catholic thought concerning ecumenical and inter-religious dialogue. *Online and on campus.*

DTH 766 Mary, Mother of God & Mother of the Church
This course examines Marian doctrine in its scriptural, historical, and modern contexts using infallible statements, *Lumen gentium*, and post-conciliar documents. *Online and on campus.*

DTH 800 The Seven Sacraments
This course explores the concept and nature of "sacrament" in general and then each of the seven sacraments of the Church in particular (the fundamentals of each sacrament's doctrine and theology, the rites for celebrating the sacraments, the historical

development of each sacrament and current issues and debates surrounding the sacraments). *Online only.*

DTH 865 Penance & Anointing
This course treats sacramental confession and pastoral ministry to the sick, the dying and the bereaved, particularly Penance, Viaticum, Anointing of the Sick and the Mass and Rite of Christian Burial. *On campus only. Seminarians only*.

DTH 871 Priesthood & Celibacy
This course studies the theology of the priesthood and the discipline of priestly celibacy. *On campus only. Seminarians only.*

DTH 890 Spiritual Theology
This course is designed to give the student a working knowledge of what is traditionally called ascetical and mystical theology but which implements the call of the Second Vatican Council to the various experiences and stages of growth in prayer in the universal call to holiness. *Online and on campus.*

f. English (ENG)

ENG 115 Writing and Composition
This course is designed to give students the knowledge and skills necessary to compose college- level academic papers. It will begin with instruction in grammar, paragraph structure, and other foundational skills. Students will then gain experience writing autobiographical essays, theological reflections, and a research paper. Assignments will be tailored to students' abilities. Online and On Campus.

ENG 131 Poetry
This course introduces students to classics in poetry and focuses on close-reading and interpretative skills of representative authors. Particular attention is given to the lyric tradition with Wordsworth, Keats, Tennyson, C. Rossetti, Dickinson, and Hopkins. *Online and on campus.*

ENG 151 Drama
This course surveys western dramatists from ancient Greece to today. Students will study dramas such as: Aeschylus, Sophocles, Shakespeare, Moliere, Ibsen, Lorca, and Pope St. John Paul II. *Online and on campus.*

ENG 181 Research and Writing

This course is designed to instruct students to plan, research, and write a 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.
Online and on campus.

ENG 221 Novels, Short Stories, & Literary Research

This course examines classic and contemporary novels and short stories. Each student will write a paper with guidance through the research and drafting processes. *Online and on campus.*

ENG 300 Great Christian Literature

This course introduces the student to select writings of Christian literature post-New Testament to the present. The material selected for discussion gives signposts to allow the student to gain a greater appreciation of Christian thought, wisdom, and eloquence. *On campus only.*

ENG 383 Dante's Divine Comedy: Narrative Thomism

This course examines Dante's *Divine Comedy*, one canto a day for one hundred days, with breaks following the Inferno and the Purgatorio. Students will read the *Divine Comedy* as a narrativization of the works of St. Thomas Aquinas, a way to experience a successful merger of theology and philosophy. *Online only.*

ENG 400 Catholic English Literature

This course examines the thoughtful and beautiful works of select English playwrights, poets, and novelists, including William Shakespeare, G.M.Hopkins, T.S. Eliot, Graham Greene, and Evelyn Waugh. Each student writes a paper on the literature with guidance through the research and drafting. *Online only.*

ENG 410 The Works of J.R.R. Tolkien & C.S. Lewis

This course will explore the literary works of Tolkien and Lewis, delving into the deeper theological, philosophical, historical, and intertextual dimension of Middle-earth and Narnia. *Online only.*

ENG 890 Summative Evaluation: Comprehensive Exam & Professional Paper (Theology)

This course prepares M.A. Theology students to pass the oral-comprehensive exam in Dogmatic and Moral Theology during Final Exam Week and to write a ten-page professional paper in the student's concentration. Dr. Toolin-Wilson will test on Dogma. Fr. Peter Kucer will test on Moral Theology. The professional paper will be written under the direction of an advisor and is due the following semester. Online and On-campus.

ENG 891 Academic Research, Design, & Writing

This course walks through the process for producing quality academic research papers, beginning with topic selection, research, and writing. The course culminates in the production of an academic research paper. *Online only.*

g. Fine and Performing Arts (FPA)

FPA 311 Fine Arts: Western Art History: Painting, Sculpture, Architecture, Music, and Dance
Students study western civilization through the medium of important art. The studies are supported by visual graphics. The class emphasizes oral questioning, working in groups, student presentations, and linking what is taught to the student's background and life experiences. *Online and on campus*.

h. Greek (GRK)

GRK 201 Greek I
This course emphasizes basic grammar and vocabulary drawn from philosophic and biblical Greek texts, and provides a working vocabulary of terms used in both Attic and Koine dialects. *Online and on campus.*

GRK 202 Greek II
This course builds on Greek I, emphasizes basic grammar and vocabulary drawn from philosophic and biblical Greek texts, and provides a working vocabulary of terms used in both Attic and Koine dialects. Prerequisite for Greek Readings. *Online and on campus.*

GRK 203 Greek III
This course is third in a series of courses on Koine Greek, and continues the exploration of the language with selections from the New Testament, Septuagint, and Early Christian Writers. Short, project-based assessments help each student build a personalized Linguistic Toolkit. *Online and on campus.*

i. History (HIS)

HIS 101 Western Civilization I
This course studies the peoples of the Old Testament, the rise and fall of Greek and Roman civilizations, the birth of Christianity, the rise of Islam, the developments in the middle ages, the crusades, the Black Death, the Protestant reformation, and the Catholic counter- reformation. *Online and on campus.*

HIS 102 Western Civilization II

This course continues the study of western civilization and covers the Thirty Years' War as nations fought to restore a united Christendom, the Enlightenment, the revolutions in France and America, the Napoleonic Age, the two world wars, Vatican II, and more recent events. *Online and on campus.*

HIS 200 American History
The course surveys Pre-Columbus America and ends with the Civil War. Students examine the process of colonization, the Revolutionary War, the growth of the American Republic, and the issues that led to the secession of the south. This course will then continue with the history of the United States of America from the Reconstruction to the election of 2000. The student focuses on the persons who moved that history, seeing them as human being with both flaws and great talents. *Online and on campus.*

HIS 351 Eastern Civilization I
This course covers the foundational thought and beliefs of Eastern Civilization stemming from its ancient history. These essential concepts and beliefs will be studied from a Catholic perspective with special reference to magisterial documents and papal writings. *Online and on campus.*

HIS 352 Eastern Civilization II
This course complements Eastern Civilization I by chronologically tracing the history of East and Southeast Asia from ancient times to modern times. In so doing, students learn about cultures, philosophies, and religions of East Asia. The course pays special attention to the role of Catholicism in East Asian history. *Online and on campus.*

j. Humanities (HUM)

HUM 103 Humanities in the Ancient World
This course introduces 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. *Online and on campus.*

HUM 104 Humanities in the Early Christian & Medieval World
This course covers the emergence and spread of Christianity as primary cultural phenomena from the time of Christ until the late middle ages, and introduces the major branches of the humanities-- for example, the literature, philosophy, arts and architecture. *Online and on campus.*

HUM 115 The History of Western Art.
This course provides a general introduction to the history of art in the Western world. It explores the themes of western art in relation to their historical, geographical, anthropological, and sociological

contexts, and will include a theological reflection upon the significance of these themes. Focus is on visual art: painting, sculpture, and architecture. *Online Only.*

HUM 125 The History of Sacred Art.
This course provides an introduction to the history of sacred art. It explores the meaning of sacred art as it emerges within the history of the Catholic tradition, from the early Church to the contemporary period, exploring themes, religious symbolism, and the role of art in communicating the faith. Particular emphasis is paid to the portrayal of Jesus, Mary, and the saints in painting and sculpture. *Online Only.*

Hum 530 The History of Symphonic Music from Ancient Greece to the 20th Century
This course will trace the development of music based on world events and the effect of those world events on the music produced in the various eras. On campus only.

Hum 531 The Greatest Composers and Symphonic Music of All Time
This course will emphasize the personal lives and music of the great composers beginning with the middle to high Baroque of Vivaldi, Handel and Bach and continuing with the music of Mozart, Beethoven, Berlioz, Brahms, etc. On campus only

k. Latin (LAT)

LAT 201 Latin I
This course introduces the student to the basics of Latin, with the aim of enabling the student to approach medieval and modern ecclesiastical Latin texts. It is the first of three courses designed to give the student the skills to read modern ecclesiastical Latin. *Online only.*

LAT 202 Latin II
This course builds on Latin I and familiarizes the student 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. *Online Only.*

LAT 203 Latin III: Ecclesiastical
This course transitions from learning the grammar and basic vocabulary to translating significant texts of ecclesiastical Latin. This course builds on LAT 101 and LAT 102. *Online Only.*

1. Liturgy and Liturgical Theology (LLT)

LLT 300 Introduction to Liturgy

This course explains that all theology is derived from the sacred Liturgy, the heart of Catholic faith and life. It will look at Liturgy as the starting point and the greatest teacher, opening to the mysteries of the Catholic faith. *Online and on campus*.

LLT 453 Liturgical Theology

This course demonstrates how the Liturgy is the source and summit of the Christian Life as found in *Sacrosanctum concilium*, 10. Students examine liturgical theology especially in terms of its theological and spiritual dimensions, while integrating pastoral and canonical applications. Online Only.

LLT 653 Liturgical Theology

This course demonstrates how the Liturgy is the source and summit of the Christian Life as found in *Sacrosanctum concilium*, 10. Students examine liturgical theology especially in terms of its theological and spiritual aspects, while integrating pastoral and canonical applications. *On campus only.*

LLT 812 Pre-Deacon Practicum, Part 1

A liturgical tutorial for third year theology seminarians preparing for ordination to the diaconate, which gives them the liturgical training necessary to function as a deacon at Mass, preside over the celebration of the Liturgy of the Hours and conduct Exposition and Benediction. *No Credit.*
Seminarians only. On campus only.

LLT 813 Pre-Deacon Practicum, Part 2

A liturgical tutorial for third year theology seminarians preparing for ordination to the diaconate, which gives them the liturgical training necessary to function as a deacon at Mass, preside over the celebration of the Liturgy of the Hours and conduct Exposition and Benediction. *No Credit. Seminarians only. On campus only.*

LLT 820 Ordinary Form of the Mass Practicum, Part 1

This course will review the Rites of the Church with particular focus on the Sacraments of Baptism, Penance, Confirmation, Matrimony and the Anointing of the Sick. The principal objective of the PRACTICUM course is a "How to." How to say what's in "black." How do what's in "red." The presumption of this course is that students have received the necessary philosophical, theological, sacramental, canonical and liturgical formation to understand the deeper nature of the "saying" and "doing." THEREFORE THE FOCUS IS ON "GETTING IT RIGHT/THE RUBRICS." On campus Only.

LLT 821 Ordinary Form of the Mass Practicum, Part 2

This course will review the Rites of the Church with particular focus on the Sacraments of Baptism, Penance, Confirmation, Matrimony, the Anointing of the Sick and the Holy Eucharist. The principal objective of the PRACTICUM course is a "How to." How to say what's in "black." How do what's in "red." The presumption of this course is that students have received the necessary philosophical, theological, sacramental, canonical and liturgical formation to understand the deeper nature of the "saying" and "doing." THEREFORE THE FOCUS IS ON "GETTING IT RIGHT/THE RUBRICS." On campus only.

LLT 831 Extraordinary Form of the Mass Practicum, Part 2
A liturgical tutorial for deacons on how to properly celebrate the Extraordinary Form of the Mass, which will familiarize the student with the 1962 Roman Missal, as well as special liturgical aspects of the Extraordinary Form of the Mass. *No Credit. Seminarians only. On campus only.*

m. Moral Theology (MTH)

MTH 300 Moral Theology
This course introduces the foundational concepts of Catholic moral theology, and seeks to provide 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? *Online and on campus.*

MTH 425 Theology of the Body
This course covers the biblical foundations for the Theology of the Body as expressed in the works of St. John Paul II, and seeks to relate the Theology of the Body in the practical encounters of life, love and Marriage. *Online and on campus.*

MTH 611 Fundamental Moral Theology I
This course presents fundamental moral principles from the perspective of the classical Catholic moral tradition especially as represented by Thomas Aquinas and John Paul II. Primary questions include the end of man, human acts, moral determinants, freedom, sin, moral responsibility, and conscience. *Online and on campus.*

MTH 612 Fundamental Moral Theology II
This course examines the nature of moral habit, virtue, and sin with the purpose of preparing priests and religion teachers, spiritual advisors, or other Christians to engage accurately in moral evaluation and formation. *Online and on campus.*

MTH/PAS 620 Marriage and Family in Secular Culture.
This course explains the Catholic understanding of marriage and family as contrasted with the views of many in United States secular culture in the early 21st century. Topics include the meaning and value of marriage, "living together", serial monogamy, divorce,

same-sex "marriage", chemical and surgical contraception, abortion, solutions to the inability to conceive, and the raising and education of children. *Online only.*

MTH 659 Moral Magisterium of Saint John Paul II
This course is devoted to the teachings of the Blessed Pope John Paul II in the area of moral theology. Specific topics addressed 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 the theology of the body. Online Only.

MTH/PAS/PHE 680 Marriage & Theology of the Body
This course covers the biblical foundations for the Theology of the Body as expressed in the works of St. John Paul II, and seeks to relate the Theology of the Body in the practical encounters of life, love and Marriage. *Online and on campus.*

MTH 681 Theology of the Body: Sexual Difference & Complementarity
This course will study the "Theology of the Body" as it was taught by Saint John Paul II in a series of General Audiences in which he offered a catechesis on human love and sexuality, based in Sacred Scripture and the Tradition of the Church. *Online and on campus.*

MTH/PAS/PHE 841 Catholic Social Teachings
This course traces major themes in Catholic social teachings by using the U.S. Bishop's document, *Sharing Catholic Social Teaching: Challenges and Directions* and includes topics therein. *Online and on campus*.

MTH 851 Contemporary Moral Issues
This course researches and evaluates selected significant moral questions confronting the Church and the world today, including 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. *Online and on campus*.

MTH 891 Moral Virtues in Confession
The purpose of this course is to locate the moral virtues within the context of confessional practice. Special attention is given to the virtue of justice and the material sins needed to fully help penitents and encourage a thorough examination of conscience. *Online and on campus.*

n. Pastoral Theology and Pastoral Studies (PAS)

PAS 161 Catechism I
This course presents an overview of the *Catechism of the Catholic Church*. Students study the first two parts, "The Profession of Faith" and "The Celebration of the Christian

Mystery" to grasp its presentation of truth in the light of Vatican Council II. *Online and on campus.*

PAS 162 Catechism II
This course presents an overview of the *Catechism of the Catholic Church*. Students study parts three and four of the *Catechism*, "Life in Christ" and "Christian Prayer," to grasp its presentation of truth in the light of Vatican Council II. *Online and on campus.*

PAS 405 Intercultural Competencies
This course will explore the nature of intercultural competencies and engage the learner in methods concerning their development and cultivation within a community of faith. *Online Only.*

PAS 511 Mission & Evangelization
This course explores biblical-theological foundations of mission, the forms of evangelization, education for evangelization, specific missionary vocation, challenges in evangelization and an exploration of St. John Paul II's call for new ardor, expression, and method in evangelization. *Online only.*

PAS 559 The New Evangelization
This course explores the biblical-theological foundations of the new evangelization in light of St. John Paul II's call for new ardor, expression, and method in evangelization. Specific attention will be paid to the unique and remarkable role of the feminine person in bringing the hope of the Gospel to those who have fallen away from the faith of Holy Mother Church. *Online only.*

PAS 602 Fundamentals of Practical Theology
Practical, or pastoral theology is the "practical application of scientific theology to the care of souls in the sacred ministry"(John A. Hardon, *Modern Catholic Dictionary*). Unfortunately, in today's world, the "unrestricted application of scientific methods to matters of faith appears to be sheer presumption, whereby man oversteps his limits and undermines his own foundations" (Joseph Ratzinger, *The Nature and Mission of Theology*, 8). Consequently, *practical* theology must first be grounded in theology itself.

Firmly rooted in "scientific theology," the course seeks to apply the doctrinal truths of the Faithto various pastoral situations confronting today's minister. Since Sacred Scripture is to "inspire all pastoral work," this course copiously invokes it (Benedict XVI *Verbum Domini*#73).

PAS 605 Intercultural Competencies

This course explores the nature of intercultural competencies and engage the learner in methods concerning their development and cultivation within a community of faith. *Online only.*

PAS 607 Contemporary Youth Culture
This course explores the culture of contemporary youth and its ramifications for catechesis. Students prepare to encounter the learner who is immersed in the secular, post-modern milieu. Families in contemporary culture, peer expectations, and the influence of media are addressed. *Online only.*

PAS 612 Field Education
This course involves engagement in a given field. *No credit. Seminarian only. On campus only.*

PAS 613 Field Education
This course will involve engagement in a given field. *No credit. Seminarian only. On campus only.*

MTH/PAS 620 Marriage and Family in Secular Culture.
This course examines the nature of family in a post-Christian, secular culture. *Online only.*

PAS 621 Pastoral Issues of Marriage & Family
This course will explore marriage as a spousal covenant from the biblical and traditional perspectives and consider how to minister to families, using as a basic text, John Paul II's Magisterial Document, *Familiaris consortio*. Modern challenges to marriage will also be addressed. *Online and on campus.*

PAS 641 Methods in Counseling
This course presents appropriate methods in pastoral counseling. *Online and on campus.*

PAS 651 History and Foundations of Catechesis
This course will examine the roots and history of catechesis, starting from early foundations of faith formation in the Jewish tradition, exploring the teaching of the faith in the New Testament and early Church, and continuing through the modern era. Students will become acquainted with the foundational documents of catechesis and their application to religious education in parishes and schools. Offered online every other fall during the even years. *Online Only.*

PAS 653 Child and Adolescent
This course explores the culture of contemporary youth and its ramifications for catechesis. Students prepare to encounter the learner who is immersed in the secular, post-modern milieu. Families in contemporary culture,peer expectations, and the

influence of media are addressed.
Offered online every other spring during the odd years.

PAS 661 Catechism I
This course presents an overview of the *Catechism of the Catholic Church*. Students study the first two parts, "The Profession of Faith" and "The Celebration of the Christian Mystery" to grasp its presentation of truth in the light of Vatican Council II. *On campus only.*

PAS 662 Catechism II
This course presents an overview of the *Catechism of the Catholic Church*. Students study parts three and four of the *Catechism*, "Life in Christ" and "Christian Prayer," to grasp its presentation of truth in the light of Vatican Council II. *On campus only.*

PAS 668 Missionary Discipleship: Evangelization & Catechesis
This course will consider evangelization, new evangelization and catechesis as "a remarkable moment in the whole process of evangelization" (John Paul II, *Catechesi Tradendae*) based on the mission of her Founder, "Go, teach . . ." (Matthew 28: 19). *Online and on campus.*

PAS 671 Spiritual Direction: Skills & Practice
This course equips the participants with the technical skills for spiritual direction, skills which enable the participants go through personal discernment and help others in both personal and communitarian discernment for discovery of personal vocation and decision making. *Online and on campus.*

PAS 681 Pastoral Counseling
This course will instill in the students the basic skill of a counselor, which is active listening. This involves not only listening to what the client says but more importantly to what he does not say. To attend to this basic skill of listening, the students should be equipped with the basic personal qualities of a counselor: Empathetic understanding, acceptance and genuineness. *On campus only.*

PAS 683 Pastoral Counseling I: Spiritual Helping and Accompaniment
This course explores the theology of suffering and how to properly frame common spiritual, emotional and relational problems, help the faithful discover paths for addressing these problems using solution-focused questioning techniques, spiritual resources, and basic pastoral interventions. *Online only.*

PAS 684 Pastoral Counseling II: Spiritual Diagnosis and Intervention

This course explores how to diagnose and treat spiritual disorders as well as how to recognize and treat the spiritual dimensions of psychological, relational, and medical problems. *Online only.*

PAS 700 Christian Life Together in the Presence of Human, Physical, and Intellectual Impairments

This course will draw us into a deeper understanding of Christian faith, vocation, catechesis, ministry & ecclesiology – in light of the presence and reality of physical & intellectual impairment among disciples. As part of the core of Christian life or ministry, our focus is pastoral & ecclesial; rather than clinical, medical, legal or psychological. *Online only.*

PAS 701 Pastoral Theology I

This course covers practical and theological topics for future pastors, including current resources, major pastoral challenges, boundaries and special settings such as prisons and hospitals. The course will examine the pastoral shift from Vatican Council I to Vatican II designing a new pastoral methodology. *4th year seminarians only. On campus only.*

PAS 702 Pastoral Theology II

This course addresses 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. This part II of Pastoral Theology will focus more on the concrete pastoral situations. *4th year seminarians only. On campus only*.

PAS 705 Spiritual Care in the Hospital

This course locates the place of spiritual care in health-care management/services. Spirituality forms a significant piece of the puzzle in the holistic care of a person who happens to be sick. Discussed are the ethical issues, professional expectations, philosophical and theoretical bases. *Online only.*

PAS 706 Auto-Formation in Light of Pastores Dabo Vobis

This course emphasizes personal involvement in appropriating formation and promotes freedom with responsibility for human maturity cannot materialize without a strong training in freedom (*Pastores Dabo Vobis* 44). *On campus only.*

PAS 712 Field Education

This course will involve engagement in a given field. *No credit. Seminarian only. On campus only.*

PAS 713 Field Education

This course will involve engagement in a given field. *No credit. Seminarian only. On campus only.*

PAS 720 Nurturing the Domestic Church: Facilitating Authentic Marriage and Family Life and Spirituality

This course explores the pastoral minister's role in facilitating the emotional, psychological, relational and spiritual well-being of couples and families. Special emphasis will be given to the building blocks of an authentic, dynamic, marriage and family spirituality. *Online only.*

PAS 751 Homiletics I

This course develops preaching skills for ordination to the diaconate and priesthood with attention on the spiritual formation of the preacher. Students develop public speaking skills through constructive critique. Reserved for the ordained or those preparing for ordination. *Seminarians only. On campus only*.

PAS 752 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. *Pre-requisite PAS 751 Homiletics. Seminarian only. On campus only.*

PAS 785 Pastoral Issues concerning Human Sexuality

This course addresses the meaning of human sexuality, education and integration of emotion, sexual aberrations, relationship skills such as intra- and inter-personal skills, personal freedom skills, sexuality and spirituality, human sexuality and eschatology. *Online and On campus.*

PAS 791 Morals & Psychology

This course concerns the mutual influence of the life of reason and the emotions on moral practice with emphasis on the nature of emotions, repressive and affirmation neuroses, freedom of the will in neurotics, and the influence of moral practice on the prevention of neuroses. *Online and on campus*.

PAS 795 Fundamental Human Formation

This course focuses on self-knowledge, formation in Christ and cooperation with the grace of God. To that end, it draws on work on attachment, human development, boundaries, homosexuality, trauma, addiction and the essence of masculinity and femininity. *Seminarians only. On campus only.*

PAS 812 Field Education

This course will involve engagement in a given field. *No credit. Seminarian only. On campus only.*

PAS 813 Field Education

This course will involve engagement in a given field. *No credit. Seminarian only. On campus only.*

PAS 820 Field Education
This course will involve engagement in a given field. *No credit. Seminarian only. On campus only.*

PAS 821 Field Education
This course will involve engagement in a given field. *No credit. Seminarian only. On campus only.*

PAS 891 Methods in Teaching
This course is designed to engage students in the study of teaching methods for face-to-face and online learning environments. *Online only.*

o. Philosophy of Ethics (PHE)

PHE 422 Christian 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. *On campus only.*

PHE 425 Fundamental Bioethics
This course studies the philosophical foundations for several ethical viewpoints concerning human life and the use of medical technologies, focusing primarily on the Catholic position rooted in personalistic principles. *Online and on campus.*

PHE 450 Ethics
This course studies the principles of ethics from a Thomistic and phenomenological perspective including criteria for making moral choices and a refutation of situation ethics, and addresses social justice, abortion, war and peace and sexual ethics. *Online and on campus.*

PHE 505 Narrative & the Moral Life
This course examines the ethical influence of stories by focusing on philosophical analyses of narrative and the moral life. Topics may include: the sources and limits of narratives' moral power; their nature and structure; principles for the ethical evaluation of stories and their readers; and stories in Catholic spirituality. *Online only.*

PHE 610 Ethics
This course studies the principles of ethics from a Thomistic and phenomenological perspective including criteria for making moral choices and a refutation of situation ethics, and addresses social justice, abortion, war and peace and sexual ethics. *Online and on campus.*

PHE 615 Nicomachean Ethics

The course will consist of large selected portions of The Nicomachean Ethics of Aristotle The intent is to show the pagan material which aided St. Thomas Aquinas in his formulation of his Christian Moral Theology and Moral Philosophy. *Online only.*

PHE 617 The Personalism of John Paul II
The course teaches about the philosophical personalism of St. John Paul II/Karol Wojtyła. It seeks to present St. John Paul II/Karol Wojtyła as an original thinker who can be satisfactorily classified neither as fully Thomist nor fully phenomenologist. *Online only.*

PHE 663 Natural Law
This course includes topics such as enlightenment jurisprudence and the "Culture of Death," the foundations of the natural law, how the natural law works, natural law as a basis for good laws, and natural law in Catholic moral teaching. *Online only.*

PHE 760 Augustine on War and Politics
The course "Augustine on War and Politics" will take up the question of the meaning and implications of the notion that Christians are citizens of two cities -- the heavenly and the temporal cities. We will study Augustine's great work, The City of God, and his various letters and tracts pertaining to questions of public service, war, and the turmoil caused by Donatism and other heretical movements. These great themes will be explored: the two cities in their contrasting principles and histories, the complex aspects of Roman political history, the problem of war in the midst of a fallen world, the teaching of the gospel, and the use of temporal power to enforce religious compliance. *Online Only.*

PHE 775 Political Philosophy
This course seeks to introduce students to political philosophy by undertaking a critical historical study of the most influential works (ancient, medieval, and modern) of the Western tradition. Students will study and analyze the fundamental issues that have shaped the debate throughout the centuries, including the nature of justice, law and liberty, power and authority, political equality, human rights, and the relation of Church and the state. *Online only*.

PHE 780 Thomism and Democracy
This course explores the development of Thomistic political philosophy and Catholic social teaching in response to the political challenges of Enlightenment, namely modern liberalism and socialism. *Online only.*

PHE 796 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 are closely examined. *On campus only.*

p. Historical Philosophy (PHH)

PHH 301 History of Ancient Philosophy
This course studies the most representative thinkers of ancient philosophy, beginning with Plato, Socrates and Aristotle and ending with St. Augustine and Boethius. *Online and on campus.*

PHH 304 History of Medieval Philosophy
This course will introduce students to medieval philosophy and, in addition to focusing on major thinkers such as Augustine, Boethius, Anselm, Thomas Aquinas, Bonaventure, Duns Scotus, and William of Ockham, examine its importance today in such topics as the nature and existence of God, the relationship between faith and reason, and the human soul and its faculties. *Online and on campus.*

PHH 401 History of Modern Philosophy
This course examines the classical modern philosophers beginning with Descartes, Spinoza, Hobbes, and ending with the 19th century idealist, Hegel. *Online and on campus.*

PHH 404 History of Contemporary Philosophy
This course examines the views of various 20th and 21st century philosophers on issues in ethics, epistemology, metaphysics, and other areas of thought. *Online and on campus.*

PHH 605 Ancient & Medieval Philosophy
This course covers some of the most important figures and themes of Ancient & Medieval philosophy, including Plato, Aristotle, Aquinas, the nature of man, education, the ultimate end of human activity, the meaning of life, God, Providence, and faith and reason. *Online only.*

PHH 620 Modern & Contemporary Philosophy
This course is an historical introduction to the thought and texts of principal modern philosophers from Descartes to Hegel and of principal contemporary philosophers from Kierkegaard to the present. *Online only.*

PHH 650 Recent Catholic Philosophy
This course introduces important Catholic philosophers of the nineteenth and twentieth-centuries who responded to the cultural, scientific, philosophical, and theological ideas of the times, and defended the philosophical underpinnings of the Catholic faith. *Online only.*

PHH 651 Aristotle
This course will cover selections from Aristotle's works of the Categories, the Physics, the De Anima, the Metaphysics, and the Nicomachean Ethics in order to show that reading Aristotle is still the best introduction to philosophy there is. *Online Only.*

PHH 681 St. Thomas and Arabic Philosophy

This course examines 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). *Online only.*

PHH 781 Philosophy of St. Thomas Aquinas
This course covers Aquinas on medieval education, the 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, difference between knowledge and faith; God. *Online only.*

PHH 792 Philosophy of Edith Stein
This course examines the intellectual life and writings of Edith Stein, or as she was later called, Sister Teresa Benedicta of the Cross, including her attempt to relate the phenomenological and Thomistic traditions of philosophy and 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. *Online only.*

PHH 793 Plato's *Republic*
This course provides a Catholic investigation of one of the great seminal works of philosophy. 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. *Online only.*

q. Systematic Philosophy (PHS)

PHS 121 Logic
This course introduces the basic structures of sound thinking, analytic reading, and the evaluation of arguments, the latter through practice in Aristotelian logic and examination of the three acts of the mind in Aristotelian-Thomistic philosophy. *Online and on campus.*

PHS 414 Epistemology
This course gives an insight into classical answers to Aristotelian, Socratic, and Platonic questions and give students the tools to devise their own responses. *Online and on campus.*

PHS 415 Philosophy of God
This course is an examination of the existence of God, His nature and relation to the world and man. *Online and on campus.*

PHS 421 Philosophy of Nature

This course explores the fundamental aspects of the natural world knowable to philosophy and science, including a discussion of the methodology and limits of the scientific and philosophical methods. *Online and on campus*.

PHS 450 Philosophical Anthropology
This course will study human nature from two perspectives: 1. We will begin with an examination of the humanity in light of the twentieth century Catholic philosophical tradition, one which begins its examination of the human person in light of lived experience. We will then proceed to understand human nature as developed in the Medieval Catholic tradition, especially as it is presented through the work of St. Thomas Aquinas, the Angelic Doctor. *Online and on campus*.

PHS/SAI 471Aesthetics in Sacred Art
This course explores the various elements of Aesthetics in "Sacred Christian Art", in comparison with secular Christian Arts of religious themes, and in comparison with Art in general. We learn the specifics of Christian theological, doctrinal, theosophical and philosophical thought foundations as they relate to Aesthetics in Sacred Arts and examine their evolution through the ages. (SAI 471) *Online only*.

PHS 490 Metaphysics
Metaphysics is that most general investigation of philosophy that attempts to arrive at reasoned judgments about how things really are. This course presents a comprehensive introduction to Aristotelian and Thomistic metaphysics. Topics included are the nature of metaphysics as a science and its subject matter; the distinction between being and essence; and the analogy of being. *Online and on campus*.

PHS 507 Compendium of Scholastic Philosophy I
This course provides a philosophical survey of the 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, appetition including sensitive appetites and volition, and, finally, a reflection on the nature of man). *On campus only*.

PHS 508 Compendium of Scholastic Philosophy II
A continuation of PHS 507. This course provides a philosophical survey of the Scholastic Philosophy, especially the Aristotelian-Thomistic approach to main philosophical questions. Topics include the elements of metaphysics (being, transcendentals, substance and subsistence, causality), epistemology (knowledge, truth and falsity, evidence and

certitude), natural theology (proofs of God's existence, God's essence, entitative and operative attributes, divine causality, the problem of evil), and ethics (moral philosophy, the human act, the ends of human act, voluntarity and involuntarity, morality and responsibility, law and right reason, the life of virtue, justice and rights). *On campus only. Prerequisite for PHS 507.*

PHS 541 Natural Theology
This course examines arguments for the existence of God, His nature and relation to the world and man. *Online only.*

PHS 607 Philosophy for Theologians
This course teaches basic philosophy, which is at the basis of the theology of the Catholic Church, for graduate students. This material is necessary to understand the terminology used in Catholic theology. *Online and on campus.*

PHS 610 Philosophical Anthropology
This course studies human nature from the perspective of the perennial tradition of Catholic philosophy, as well as that of Catholic phenomenological and existential insights. *Online and on campus.*

PHS 611 Logic and Epistemology
This course surveys twin foundations upon which all philosophy depends relying 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. *Online only.*

PHS 620 Plato and his Philosophical and Theological Legacy
This course pursues a grasp of the pervasive influence of Plato on the rest of Western philosophy and theology in terms of method and content. *On campus only.*

PHS 621 Philosophy of Nature & Metaphysics
This course explores the fundamental aspects of the natural world knowable to philosophy and science, including a discussion of the methodology and limits of the scientific and philosophical methods, along with the metaphysics of Aristotle; presuppositions of metaphysics, 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. *Online only.*

PHS 641 Reason in the Theology of St. Thomas
This course explores and applies as a solution to some of the most acute problems discussed in modern theology Aquinas's third way, expressed in the *Summa Theologica* (I, q. 32 a. 1), of using reason in sacred theology, the first two ways being explained in the *Summa Contra Gentiles* involving Natural Theology and a movement from principles of Faith revealed through Jesus Christ. *Online only.*

PHS 650 Personalism: European Friends and Critics

Though there are various schools of Personalism, the philosophical trend of that name we are primarily concerned with is that Catholic personalism which begins formally with Emmanuel Mounier and finds a powerful exponent in Pope St. John Paul. In this philosophy phenomenological insights complement traditional teachings on the person to expand our thinking into a rich and theologically relevant understanding. There are many philosophers, often not Catholic, who are influences and critics and a part of the dialogue, some of them from past centuries, like Immanuel Kant or Soren Kierkegaard. In this course we will sample a small number of them. The student will become acquainted, in an introductory manner, with a group of modern and contemporary philosophers who state their insights within the ambit of personalist philosophy and thereby exhibit their relevance for the ongoing project of Catholic theology. *On campus.*

PHS 657 Phenomenology

This course introduces phenomenology as a way of doing philosophy, and in particular, as a study of human experience. *Online and on campus*.

PHS 671 Aesthetics

The discipline of Aesthetics emerged in the modern period consequent upon the separation of the transcendental qualities True, Good, and Beautiful from each other, and the emergence of a notion of "fine art" dedicated to beauty. We will argue that this differentiation is a good thing, provided we can begin to see these three in their complex interrelationship and relate fine art to the broader human capacity of making. *Online and on campus*.

PHS 721 Philosophy of Science

The course examines the purpose of science and the reliability of scientific theories as these overlap with metaphysics and epistemology and consider the historical origins, methods and implications of "science" in both its ancient and its modern sense as well as the sociocultural implications of scientific claims within the history of ideas and of appeals to "science" for philosophical anthropology and ethics. *Online only.*

PHS 731 The One & the Many

This course is a study of the teaching of St. Thomas Aquinas concerning the nature of the metaphysical principles of unity and multiplicity and the essential role that these principles play in the existence of things and all other principles of being, becoming, and knowing, including those of experience, art, philosophy, science. *Online only*.

PHS 741 St. Thomas Aquinas on Being & Nothingness

This course will help students to learn the most important metaphysical doctrines of St. Thomas. It presents an understanding of reality from Being itself (God) to nothingness (complete absence of being). We shall mostly focus on primary texts from Aquinas, but,

when appropriate, we shall read selections from other thinkers who have influenced Aquinas, such as Aristotle and St. Augustine. *Online only*.

PHS 751 The True, the False, the Lie & the Fake
This course is a s study the teaching of St. Thomas Aquinas about truth and its opposites, the false, the lie, and the fake in relationship to unity and multiplicity, being and non-being, and good and evil; and different kinds of falsehood, considered in themselves and in relation to their existence within human knowing faculties, appetites, and in relationship to God. *Online only*.

PHS 761 The Good, the Bad, the Beautiful & the Ugly
This course is a study of the teaching of St. Thomas Aquinas about good and its opposite, evil, and the beautiful and it opposite, the ugly, in relationship to unity and multiplicity, being and non-being, and truth and error, and different kinds of good and evil, beauty and ugliness, considered in themselves and in relation to their existence within human knowing faculties, appetites, and in relationship to God. *Online only*.

PHS 781 Thomistic Personalism: Knowledge & Love
The course seeks to demonstrate that personalism can be effectively grounded in the philosophy of St. Thomas Aquinas. It presents Thomistic personalism as that which successfully addresses all the essential issues concerning the human person. *Online Only.*

PHS 783 Dante's Divine Comedy: Thomistic Philosophy in Narrative
This course examines *Dante's Divine Comedy*, one canto a day for one hundred days with breaks following the Inferno and the Purgatorio. The work is read as a narrativization of the works of St. Thomas Aquinas, a way to experience a successful merger of theology and philosophy. *Online only*.

r. Psychology (PSY)

PSY 103 The Collapse & Restoration of the Family
This course explores the dissolution of the nuclear family and 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. *On campus only.*

PSY/HUM 110 The Psychology and Humanities of the 1950's in America

A study of the artifacts from 1950-1960 to explore the response to the intense anxiety from two World Wars, a Depression, the cold war and nuclear threat from the first half of the 20th century, and how to best deal with anxiety in and through Christ. *On campus only.*

PSY 200 Psychology
This course studies the mind, will, soul, behavior, character of the human person and the relation of the person to others. In doing so, it examines areas of cognitive and behavioral approaches, emotion, development, psychoanalytic and humanistic theories, personality and motivation. Assessment and cultural diversity are studied in each area. *Online and* on campus.

s. Sacred Art Institute (SAI)*

SAI 171 Sacred Art, Research and Documentation
This course is an essential tool that students need in order to perform proper academic research methodology and documentation within a sacred arts context. It familiarizes the students with academic research, writing, documentation and Sacred Arts projects – both theoretical and practical – presentation. *Online only.*

SAI 213 Theology of the Icon
This course explores the canonical Scriptures and Apocrypha and their influence on Christian iconography and analyzes various Christian artworks from both the pseudo-canonical and scriptural standpoints, enabling students to understand the Bible as main source of inspiration fundamental to Christian iconography, as well as the Apocrypha and their enduring significance in Christian art both in rhetorical and pictorial forms. *Online only*.

SAI 214 History of Christian Iconography
This course explores Christian iconography since its origins, surveying major historical developments of Christian iconography, and highlights the styles, themes, materials and process that an iconographer uses to write an icon. It also focuses on learning to read iconographical symbolism in relation to Scripture and liturgy in particular within a Byzantine ichnographical church program, and emphasizes the notion of aesthetics as they relate to the theology of the icon and its meanings. *Online only*.

SAI 222 Christian Arts through the Ages
This course explores the historical geography of various Christian art forms from Early Christianity to the present times and highlights its diversity in time and space within different cultural and social contexts. Students will learn to appreciate, identify and

interpret the specificities of various monuments and artworks that attest to the rich diversity of Christian sacred artworks from across the world. *Online only*.

SAI 323 Sacred Architecture
This course examines Christian archaeology, art, and architecture and also investigates religious heritage sites. The course highlights the multidisciplinary nature and function of archaeology as it relates to Christian art and architecture. *Online only.*

SAI 330 History of Calligraphy and Illumination
This course surveys the evolution of Christian calligraphy, manuscripts, illumination and miniatures since the Early Christian era. It provides and overview of the writing systems of the Scriptures and the primary calligraphic sources from Judaism to Christianity, and the development of and transformations of the arts of calligraphy and illumination as a distinct branch of Christian art. *Online only.*

SAI 427 Hagiography from Sacred Art to Liturgy
This course explores the life of saints through their representation in figurative sacred artwork. It explains the relation between iconographic hagiography in its liturgical and scriptural contexts. Its main purpose is to enable the students to understand, appreciate, study and interpret hagiographic iconography and its meaning and uses in sacred space and time within liturgy. *Online only*.

SAI 437 History of Mosaics, Murals and Stained Glass
This course is a general survey of the historical development of mosaic, mural, and stained glass, their meaning, purpose and uses since their earliest phases until the present. It explores the ideas, values, purpose, and technical, historical and socio-cultural contexts of art production through the study of a selection of artworks from major art history eras from across the world. *Online only.*

SAI 510 Introduction to Sacred Music
This course will guide and introduce students to the meaning and use of the sacred music in our daily life through practice, theory and theological discussion. No musical skills needed to attend this class. *Online only.*

t. Sacred Scripture and Biblical Theology (SAS)

SAS 101 Intro to Scripture
This course treats in detail the Biblical inspiration, canonicity, texts, versions, hermeneutics, literary genre, and the ongoing sanctifying activity of the Holy Spirit through the use of the Holy Scripture both by individuals and by the Church officially. *Online and on campus.*

SAS 211 The Old Testament
This course surveys the principal books of the Old Testament, following the history of Israel as an outline including literary and cultural forms essential to an understanding of ancient Hebrew writings. *On campus only.*

SAS 251 The New Testament
This course surveys all the principal works of the New Testament, emphasizing 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 Pauline and Johannine literature. *On campus only.*

SAS 300 Wisdom Literature
This course views sapiential literature (Job, Proverbs, Sirach, Qohelet, Psalms and Song of Songs) as an expression of Israel's spirituality both at the time of its writing and today. *Online and on campus.*

SAS 451 Synoptic Gospels
This course explores the stylistic and literary characteristics of Matthew, Mark, and Luke. Students study the Synoptic Gospels' theological, spiritual, and historical background. *Online* and *On campus.*

SAS 461 Gospel of John
This course examines the Fourth Gospel. Topics include 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. *Online only.*

SAS 471 Letters of St. Paul
This course studies the major themes of the Pauline corpus with consideration of the form of writing known as the epistles. Concentration is on I Thessalonians, I Corinthians, Galatians, and Romans. *Online and on campus.*

SAS 510 Introduction to the Old Testament
This course is a study of the background, purpose, composition, structure, and theological content of the various books of the Old Testament. Students will be introduced to a variety of patristic, medieval, and contemporary exegetical approaches to the Old Testament as found in the rich Catholic tradition. Emphasis will be placed upon the narrative of salvation history and how the divine pedagogy of God among his people Israel finds its fulfillment in Jesus Christ. *On campus.*

SAS 540 Synoptic Gospels
In addition to shaping the three-year lectionary cycle of the Church, the Synoptic Gospels (Matthew, Mark, and Luke) make up the majority of what we know about the first-century life, ministry, death, and resurrection of Jesus Christ. Contrasted with the Gospel of John, the Synoptic Gospels possess a shared historical and literary outlook, as well a great deal

of shared written material ("synoptic" means "seeing together"). This course is a study of the background, purpose, composition, structure, and theological content of each of the three Synoptic Gospels, as well as of traditional and contemporary methods of interpretation applied to them. The course will examine each of the gospels as individual works while simultaneously surveying and analyzing key parallel passages. *On campus.*

SAS 601 Introduction to Scripture
This course is an introduction to Sacred Scripture and therefore to theology and the history of salvation. Special attention is given to select biblical texts that have been foundational in western theological tradition with a special emphasis on the various methods of scriptural interpretation will also be covered. *Online only.*

SAS 602 Methods of Theology and Scripture Analysis
The course examines concepts and criteria used in Biblical and Theological Sciences: word, Revelation, transmission, Truth in Scripture, Canonicity, Authenticity, Integrity, Magisterium, Tradition, etc., and acquaints the students with the Books of the Bible per se: languages; traditions. *Online only*.

SAS 621 Prophetic Literature
This course examines the phenomenon of prophecy in Israel, and surveys early "non-writing" prophets, and classical prophets in their historical contexts to uncover their theological message and understand the development of prophecy into eschatology and apocalypse. *Online and on campus*.

SAS 631 Wisdom Literature
This course views sapiential literature (Job, Proverbs, Sirach, Qohelet, Psalms and Song of Songs) as an expression of Israel's spirituality both at the time of its writing and today. *Online and on campus*.

SAS 638 Torah and Old Testament Historical Books
This course is a study of the composition, structure, purpose, background, and theological themes of the Torah and historical books of the Bible. Students will be introduced to a variety of patristic, medieval, and contemporary exegetical approaches to the Old Testament as found in the rich Catholic tradition. Emphasis will be placed upon the narrative of salvation history and how the divine pedagogy of God among his people Israel finds its fulfillment in Jesus Christ. *Online Only*

SAS 641 Apocalyptic Literature
This course focuses on the eschatological dimension of biblical revelation, exemplified in the book of Revelation. Apocalyptic literature is found in both the Old and New

Testaments. Biblical and extra- biblical apocalyptic literature are compared. *Online and on campus*.

SAS 651 Synoptic Gospels
This course explores the stylistic and literary characteristics of Matthew, Mark, and Luke. Students study the Synoptic Gospels' theological, spiritual, and historical background. *Online and On Campus.*

SAS 652 Synoptic Gospels
This course explores the stylistic and literary characteristics of Matthew, Mark, and Luke. Students study the Synoptic Gospels' theological, spiritual, and historical background. *Onsite in Avila, Spain when available*.

SAS 657 Luke & the Acts of the Apostles
This course studies the Gospel of Luke taking into consideration the historical, religious, and cultural background of this rich and inspirational gospel along with 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. *Online and campus only.*

SAS 661 Gospel of John
This course studies the Gospel of John considering the historical, religious, and cultural background of this gospel and major themes such as covenant, Kingdom of God, grace, redemption, wisdom, prophecy, creation, Trinity, faith, angels, resurrection and priesthood. *Online only.*

SAS 671 Letters of St. Paul
This course studies the composition, structure, purpose, historical background and theological themes of the Pauline letters with an exegesis of selected passages. *Online and on campus.*

SAS 681 Hebrews
This course teaches the Theology of the Priesthood in the Letter to the Hebrews. The first two modules illuminate the *Sitz im Leben*, the third is a meditation via *lectio divina*, and the fourth relates the Priesthood of Jesus Christ to the Priesthood in the Catholic Church. *Online only.*

SAS 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 highlighted by patristic authors is also discussed. *On campus only.*

u. Science and Mathematics (SCM)

SCM 101 Mathematics Among the Liberal Arts
By using game theory and its relation with other mathematical topics including probability, statistics, algebra, and geometry, this course will allow the student to develop a creative mind that possesses critical, qualitative and quantitative thinking skills. Students will explore mathematics through games, which will allow them to learn key concepts organically without trepidation. *Online and on campus*.

SCM 171 Biology
This course is an introduction to the biological sciences directed toward non-science majors. Topics include elements of biochemistry, cell structure and function, reproduction, genetics, evolutionary theory, plant and animal diversity, elements of physiology, and a brief examination of ecology. *Online only*.

SCM 201 Physics
This course will introduce students to the concepts, principles and fundamentals of the physical science, including the study of motion, Newton's law of motion, the conservation of energy and momentum, waves, basic concepts of fluids, thermodynamics, electricity and magnetism, and modern physics. *Online and on campus*.

SCM 202 Physics Lab (1 credit)
This is a one-credit lab for SCM 201 Physics. *Online and on campus*.

SCM 220 Chemistry
This course introduces students to the fundamentals of chemistry. Students will describe the concept of chemical change, compute equations that represent that change, and use knowledge of quantities to understand the behavior of matter. *Online only*.

SCM 221 Chemistry Lab (1 credit)
This is a one-credit lab for SCM 220 Chemistry. *Online only.*

SCM 301 Anatomy and Physiology I
This course presents a systemic approach to the study of the human body. Lecture topics include an introduction of anatomical terminology and an overview of cellular processes and tissue classification. Students then learn the gross and microscopic anatomy of the following

systems: integumentary, skeletal, and muscular system. *On campus and online.*

SCM 302 Anatomy and Physiology I Lab (1 credit)
This is a one-credit lab for SCM 301 Anatomy and Physiology I. *On campus and online.*

SCM 303 Anatomy and Physiology II
This course presents a systemic approach to the study of the human body. Lecture topics include discussions of the nervous, circulatory, respiratory, digestive, urinary, and reproductive systems. *Online and On campus*

SCM 304 Anatomy and Physiology II Lab (1 credit)
This is a one-credit lab for SCM 302 Anatomy and Physiology II. *On campus and online.*

v. Social Science (SOC)

SOC 103 Sociology
This course surveys the methods of sociology and their application to contemporary society. *Online and on campus.*

SOC 209 Emergence and Development of the Social Sciences
This course examines the development of the social sciences, looking first to the enlightenment and then to the 19th and 20th centuries, and develops a better understanding of both the benefits and limits of sociology, psychology and anthropology. On campus only.

SOC 253 Political Science
The course surveys ideas in the study of government and politics, examines the perennial questions in political life (*Who should rule?* and *Is it good to have power?* and *Do truth and right change in the course of history?), and* explores the various fields of political science. *Online and on campus*.

SOC 275 Economics
This course will introduce students to the basic principles of macroeconomics and microeconomics from a Catholic perspective while paying close attention to the following Catholic principles: human dignity, solidarity, subsidiarity, and the common good. The economic theories and Catholic principles that will be presented will be complemented by demonstrating their practical applications. *Online and on campus*.

SOC 325 Catholic Formation & New Media
This course explores human, spiritual, intellectual, and pastoral formation and the trends and issues of new media technologies used to foster each. *Online only.*

Appendix A – VA Pending Payment Compliance

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school **will not**:

- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Provide the VA Certificate of Eligibility (COE) by the first day of class;
- Provide a written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies.

Appendix B – Consortium Policy

Holy Apostles College & Seminary may at the discretion of the academic advisor enter into a Consortial Agreement with another accredited institution of higher education for the purpose of a student's taking courses at that institution for transfer credit per the allowances made in Holy Apostles' Transfer Policy.

Appendix C – Apologetics Concentration Change

Effective Spring 2020

The Apologetics concentration will switch from a Master of Arts in Theology concentration to an online Master of Arts in Pastoral Studies (MAPS) concentration effective January 2020. Any students who are accepted in the Spring 2020 semester and wish to focus upon Apologetics, will do so as a MAPS student.

Students who began the program or were accepted into the Apologetics concentration in the Fall of 2019, will complete their studies as a Theology student.