

World Harvest Bible College

P.O. Box 32901

Columbus, Ohio 43232-0901, USA

(614) 837-4088 • (800) 940-WHBC (9422)

(614) 837-6904 fax

www.worldharvestbiblecollege.org

2007 – 2008

World Harvest Bible College has prepared this catalog on the basis of the best information available at the time of printing. Any information contained in this catalog is subject to change without notice or obligation, including: the academic calendar, admission and graduation requirements, course offerings, course description and curricula, statement of tuition and fees, rules and policies.

World Harvest Bible College is a Christian educational ministry that admits students without regard to race, color, gender, nationality or ethnic origin.

Copyright © 2007 by Rod Parsley

Published by:
Results Publishing
P.O. Box 32903
Columbus, Ohio 43232-0903, USA



Printed in the United States of America.
All rights reserved under International Copyright Law.
Contents and/or cover may not be reproduced in whole
or in part in any form without the expressed written
consent of the Publisher.

TABLE OF CONTENTS

Academic Catalog

A WORD FROM OUR FOUNDER AND CHANCELLOR	5
PURPOSE, STATEMENT OF FAITH	6
MINISTRY DEFINITIONS.....	8
ADMISSIONS	8
FINANCIAL INFORMATION	14
ACADEMIC CALENDAR	18
ACADEMIC INFORMATION	20
ACADEMIC PROGRAMS	29
COURSE DESCRIPTIONS	53
ADMINISTRATION	72

STUDENT HANDBOOK

GENERAL INFORMATION	77
STUDENT LIFESTYLE	91
INDEX.....	114

REG. # 1408T
PUBLICATION DATE 8/07

ACADEMIC CATALOG

A Word From Our Founder and Chancellor

Rodney L. Parsley

God has given me a clear mandate for World Harvest Bible College. That mandate is wrapped up in the word IMPARTATION. The vision of World Harvest Bible College is to take the anointing on my life and ministry and impart it into your life and ministry.

Because I believe we are living in the final generation, I have an increased burden to reach the lost. I am thrilled to watch as the Holy Spirit touches the hearts of men and women around the globe and draws them to World Harvest Bible College, a school where God has placed His hand to spark revival across America and around the world.

This is a "School of the Spirit" for Spirit-led, Spirit-filled, Spirit-anointed life and ministry. At World Harvest Bible College you will not only be trained academically in the Word of God, but you will also be trained to flow in the Spirit of the living God. I believe you will receive an anointing that will help bring forth the end time harvest around the world. Be diligent in your pursuit of the King, and you will reap a King's reward.

Pray for God's direction on how you can seize the opportunity to fulfill your destiny in the kingdom of God.

Vision

Several years ago, God spoke specifically to my heart about reaching lost and dying humanity with the Gospel of Jesus Christ. As I stood in the middle of what is now Dominion Hall, God said, "From this spot, you will touch the world."

In Ezekiel 10, God commands a man clothed with linen to fill his hand with coals of fire and scatter them on the city. I believe in these last days God is scattering coals of fire-baptized men and women, dedicated to study and preparation, upon the face of all the earth to usher in the revival that will culminate in the appearing of Jesus Christ, the Lord of Glory.



A WORD OF THANKS

The faculty, staff and students express their heartfelt appreciation and prayerful support to Pastor Rod Parsley, his wife Joni and their two children, Ashton and Austin, for the vision to found and guide the development and growth of World Harvest Bible College.

MISSION

World Harvest Bible College will raise up men and women of integrity—rooted and grounded in the Word of God and infused with the power and anointing of the Holy Spirit—to reach the dying and destitute with the hope of the Gospel of Jesus Christ. As these students go into the world, they will ignite fires of revival that will propel this generation toward the imminent return of our Lord and Savior, Jesus Christ.

PURPOSE

The purpose of World Harvest Bible College is to:

1. Provide a place where men and women, who have dedicated themselves to the study of the Word of God and preparation for the ministry, can be infused with the anointing and power of the Holy Spirit.
2. Train men and women of God in the principles of the Bible and the Christian faith, while reflecting the tenets of Pentecostal perspectives.
3. Teach men and women of God—from the Word of God—how to truly worship and do the work of the ministry.
4. Prepare and encourage through practical ministry opportunities men and women to fulfill God's Word, to go into all the world with the Gospel of Jesus Christ.
5. Establish an atmosphere for students to know God intimately, to recognize His voice and calling in their lives and to learn to move in obedience to the leading of the Holy Spirit.

STATEMENT OF FAITH

We believe the Holy Scriptures to be given by inspiration of the Holy Spirit, infallible and God's revealed Word to man (Hebrews 4:12; 1 Peter 1:23-25; 2 Peter 1:20-21; 2 Timothy 3:15-17; 1 Thessalonians 2:13).

We believe Scripture teaches there is only one true and living God who has chosen to reveal Himself as Father, Son and Holy Spirit (Deuteronomy 6:4; Isaiah 43:10-11; Matthew 28:19; Luke 3:22).

We believe man is a sinful being in need of redemption (Genesis 1:26-31, 3:1-7; Ecclesiastes 7:29; Psalm 51:5; John 6:44; Romans 5:12-21; 1 Corinthians 2:14).

We believe in the virgin birth of Jesus Christ, that He is the Son of God and the Son of Man, that He came to save man from condemnation of sin by offering His blood as an atonement, making it available to all who exercise faith in Him (Matthew 1:23; Luke 1:31,35; John 3:16; 1 Corinthians 15:3; 2 Corinthians 5:21).

We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential (Luke 7:50; 1 Corinthians 1:18; 2 Corinthians 2:15; Romans 10:13-15; Luke 24:47; Titus 2:11, 3:5-7; Ephesians 2:8-9; 2 Timothy 1:9).

We believe the Scriptures ascribe to the Holy Spirit the acts and attributes of an intelligent being, and that the works of God such as creation, inspiration, giving of life and sanctification are also ascribed to the Holy Spirit (John 16:13; 1 Corinthians 2:11; Genesis 1:2; Acts 10:19, 13:2, 16:6, 13:4; John 16:8; Mark 3:29; Acts 7:51; Ephesians 4:30; 1 Corinthians 6:11,12; Job 33:4; 2 Peter 1:21; 1 Peter 3:18).

We believe in the sanctifying power of the Holy Spirit by whose indwelling the Christian is enabled to live a holy life (1 Thessalonians 4:3; 1 John 2:29; Romans 8:5; Philippians 2:12,13).

We believe the baptism in the Holy Spirit is given to believers who ask for it (Joel 2:28; Acts 2:4).

We believe all mankind is subject to the death of the body as a result of original sin. The soul and spirit do not die, but immediately after death enter into a conscious state of happiness or misery according to the character here possessed by rejection or acceptance of the Savior (Romans 5:12; Ecclesiastes 12:7; Philippians 1:23).

We believe in the bodily resurrection of both the saved and the lost: the saved to everlasting life and the lost without Christ to everlasting damnation (Acts 24:15; Matthew 24:31-46; Revelation 22:11).

We believe in the personal, imminent return of our Lord and Savior, Jesus Christ (Acts 1:11; 1 Thessalonians 4:13-18).

We believe the redemptive work of Christ on the Cross provides healing for the human body in answer to believing prayer (James 5:14-15).

MINISTRY DEFINITIONS

FIVE-FOLD MINISTRY

This refers to the five ministry gifts of the Spirit listed in Ephesians 4:11: Apostle, Prophet, Evangelist, Pastor and Teacher.

FULL-TIME MINISTRY

This refers to someone who may or may not acknowledge a call of God to one of the five-fold ministry gift offices, but does recognize a call of God on their life to make the ministry of the Gospel of Jesus Christ their primary means of support.

HELPS MINISTRY

This ministry of helps refers to the many areas of service that are auxiliary to, but essential for the proper functioning of the body of Christ. World Harvest Bible College recognizes that the helps ministry is just as vital as pulpit ministry.

MINISTRY

Over the years, the connotation of the word ministry has changed from active to passive. Too often, the word does not reference a person dedicated to sincere service to God and humanity, but merely an office. The goal of World Harvest Bible College is to rebuild the true meaning of the word ministry, sending forth graduates to be ministers in the active New Testament sense of the word.

ADMISSIONS

World Harvest Bible College is an institution of higher learning under the ministry of World Harvest Church. Students in such an educational environment are exposed to the academic challenge within the context of Christian principles. Students are expected to learn responsibility in their academic endeavors and realize that educational institutions operate on a system of merit.

Professional Membership and Status

World Harvest Bible College provides solid Biblical and theological training on the collegiate level. WHBC offers 2 one-year diplomas consisting of 33 credit hours, 4 two-year diplomas consisting of 60 credit hours and an Advanced Leadership diploma consisting of 31 credit hours. These diplomas are approved by the State of Ohio Board of Career Colleges and Schools (Reg. # 1408T) and are designed to equip the student for service in full-time ministry leadership, as well as to provide additional training and personal enrichment.

World Harvest Bible College is a member of Oral Roberts University Educational Fellowship (ORUEF). WHBC is an Accredited Bible School in the Division of Bible Institutes, Schools and Colleges of the International Christian Accrediting Association. WHBC also has an articulation agreement with Oral Roberts University Educational Fellowship for the transfer of credits.

World Harvest Bible College is authorized by the U.S. Immigration and Naturalization Service under Federal law to enroll nonimmigrant alien students. Additional information may be obtained from the International Admissions Office.

World Harvest Bible College is approved for the training of eligible veterans under the G.I. Bill education benefits, Title 38, U.S. Code. Interested parties should contact the nearest Veterans Administration Office or the WHBC Registrar's Office for information.

Requirements for Admission

Admission to the college for a diploma is based on the following criteria:

1. Applicants should demonstrate evidence of strong godly moral character, the born-again experience and baptism in the Holy Spirit.
2. Applicants must have graduated from high school or obtained a General Equivalency Diploma (GED).
3. Applicants should show evidence they will benefit from study at World Harvest Bible College as they complete their chosen course of study.
4. Applicants must indicate reasonable potential for success in their chosen field of study upon graduation.

Admission Process

Applicants must provide all documentation and pay appropriate fees before being considered for admission. Fall applicants need to supply all information listed below by August 1st. Spring applicants need to supply all the information listed below by December 1st. International students must complete all requirements for admission by **July 15th or November 15th** for Fall and Spring semesters, respectively. Late submission of required documents will hinder timely consideration of the application.

All applicants must have the following on file in order to be considered for admission:

1. A completed application form which includes a recent passport size photograph, a non-refundable \$50.00 application fee.
2. The applicant's personal testimony, which should be typed and consist of 300-500 words. (International Student Application Fee is \$75.00).
3. An official high school transcript or official copy of GED transcript (mailed directly from the school to WHBC) for consideration of acceptance without restriction, or a copy of the high school diploma with a signed Academic Disclosure Form for consideration of acceptance on academic provision.
4. ACT/SAT test scores, if available.
5. A Pastoral recommendation from the applicant's present pastor who is not a family member.
6. A recommendation letter from the applicant's spouse or fiancé, if applicable.
7. An official transcript from each college attended, if applicable.

Application packets are available through the Admissions Office upon request by calling (614) 837-4088, 1-800-940-WHBC (9422), or fax at (614) 837-6904.

Or at our website: www.worldharvestbiblecollege.org.

Or email: WHBC@breakthrough.net or Admissions@breakthrough.net.

Music Ministries Applicants

The WHBC Music Department will contact via letter all accepted students who indicate a desire to pursue the Music Ministries concentration.

Interested students are required to audition into the concentration. The music faculty will conduct the audition. Specific details of the audition requirements will be outlined in written correspondence to the student.

Pursuant to the audition, the music faculty will determine whether or not the student has the potential to succeed in the Music Ministries concentration. The audition will grant acceptance into the program accordingly.

International Applicants

An international applicant is defined as a person who is a citizen of a country other than the United States and is not a permanent resident as approved by the U.S. Immigration and Naturalization Service. There are some exceptions for those in U.S. territories. Further clarification may be obtained through the International Admissions Office.

WHBC accepts international students who qualify to receive an F-1 visa. Applicants must meet the same spiritual, moral and academic

standards as U.S. citizens. In addition, certain financial and language criteria must be satisfied. An international student application packet outlines these requirements in detail.

The Honors Program

A student must have graduated from one of the two year diploma programs at WHBC, must be in good standing academically, socially and financially and must complete the application process through the Dean of the Honors Program.

Married Student Family/Relocation Policy

Married students must relocate with their spouse and dependent children. Single parents must relocate with their dependent child(ren). Studies at WHBC will not be a reason for separation from a marriage partner or child(ren). (Students applying for the one year Diploma in General Studies or Diploma in Evangelism Studies may request special permission to relocate without their families for this limited period of time. The request must show how the applicant's family will be cared for during their absence.)

Notification of Acceptance

Applicants will be notified in writing of their acceptance with the signature of an Admissions Representative. World Harvest Bible College reserves the right to deny or revoke admission to any applicant, including, but not limited to the discovery of fraudulent information given in the admissions process, changes in the information given by the applicant, and/or conduct by the applicant that violates the Covenant Code of Honor. In the event the applicant is denied admission to World Harvest Bible College, the applicant will be notified in writing from the Admissions office. WHBC reserves the right not to disclose information regarding the denial of an applicant. Any questions regarding the committee decisions may be addressed in writing to the Admissions Committee.

External Studies Program

At World Harvest Bible College, we have empowered thousands of students through the miracle of impartation so they could be all that God created them to be. Our goal is to take the same anointing God has placed on Pastor Parsley's life and deposit it into your life, even though you may not be able to come to live on the campus of World Harvest Bible College in Ohio. The program is made up of eight courses which center around the practical and Biblical teaching as demonstrated at World Harvest Church.

Each course contains a video series, an audio series, a textbook and a workbook. The student completes the material and take the test in the comfort and convenience of their own home. Upon successful

completion, the student will be awarded the External Studies Program Diploma and invited to participate in the World Harvest Bible College graduation exercises.

Upon completion of the External Studies Program, the student can apply to enroll at World Harvest Bible College as a second year student. The admissions process is the same as for any other prospective student.

New Student Orientation/Registration

All students entering their first semester at World Harvest Bible College are required to attend a mandatory registration and orientation session before they begin classes. Registration packets containing all the necessary materials will be provided to students at the designated registration time. Unpaid tuition and fees will be collected, ID badges will be issued, parking stickers will be purchased and other vital information will be gathered. Classes will be scheduled and textbooks will be available for purchase during this time as well. A registration fee is charged for this procedure each semester.

Students who are not present or fail to complete all phases of the Registration/Orientation process for Fall or Spring semesters on their scheduled registration day(s) will be assessed **a late registration fee of \$100.00.**

During orientation, the Student Handbook will be introduced, an overview of the library will be presented and other college policies will be discussed. New Music Ministries students will audition and be placed in appropriate levels of musical instruction.

Accepted students must enroll in WHBC within one academic year from the time of their acceptance. Failure to do so will require the student to reapply for admission to WHBC.

Students must complete the diploma program within four years of matriculation. If more than four years is needed for completion, the student will be responsible for all requirements for graduation in the current catalog.

Returning Student Orientation/Registration

All returning students are required to attend an abbreviated mandatory orientation and registration session each semester of enrollment. Registration packets containing all the necessary materials will be provided to students at the designated registration time. Unpaid tuition and fees will be collected, ID badges will be issued, parking stickers will be purchased and other vital information will be gathered. All changes in policies and procedures will be reviewed, forms will be updated, classes will be scheduled, and textbooks will be available for purchase. A registration fee is charged for this procedure each semester. Students who are not present or fail to complete all phases of the

Registration/Orientation process for Fall or Spring semesters on their scheduled registration day will be assessed **a late registration fee of \$100.00. Returning students will not be permitted to register until ALL outstanding financial obligations from the previous semester are paid in FULL.**

Reactivation of Student Status

A student who has previously been accepted and has attended World Harvest Bible College may submit a letter of request to reactivate his/her file along with a \$30.00 reactivation fee. Students who wish to re-enroll as a student must have gone through the proper withdrawal procedures and be in good financial and academic standing.

Former students that have not enrolled for courses for more than one academic year will need to supply updated information, and a new application and recommendations, along with any major changes in their previously submitted information. The former student will be notified of their reactivation according to the procedures outlined in the Notification of Acceptance section of this catalog. Once reactivated, the student who has been absent for more than one academic year will resume studies under the current catalog. A student desiring to return to WHBC must fulfill all prior obligations (i.e., financial).

Student Information

WHBC maintains a current address and phone number for each student. These address forms are filled out at Registration. Included in this form is emergency contact person information. If at any time during the semester a change of address or phone number is made, the student **MUST** come to the Administration Office and submit a **CHANGE OF ADDRESS** form to the Registrar as soon as possible.

In addition, each accepted student must have a current medical form on file prior to enrollment. There will be no exceptions.

Nondiscrimination Policy

World Harvest Bible College admits students regardless of race, color, gender, age, disability, citizenship, nationality and ethnic origin to all rights, privileges, programs and activities. Further, WHBC does not discriminate in the administration of its educational and admissions policies.

2007-2008 FINANCIAL INFORMATION

Semester fees included in this section represent the intent of World Harvest Bible College at the time of the printing of this catalog. World Harvest Bible College reserves the right to change, without notice, any of the following tuition and fees. Tuition and fees for the 2008-2009 academic year will be announced in the Spring of 2008. Please call the Admissions Office for information.

Tuition

The yearly cost of tuition is \$2,400.00 for students enrolled in 12 - 18.5 credit hours per semester.

Fall '07 tuition of \$1,200.00 is due August 1st (12 - 18.5 credits).

Spring '08 tuition of \$1,200.00 is due December 3rd (12 - 18.5 credits).

Part-time student tuition is \$100.00 per credit hour (.5 - 11.5 credits).

Tuition for credits beyond 18.5 is assessed at the hourly rate of \$100.00 per credit hour.

For information regarding the tuition refund policy, refer to page 16.

Students may not attend class until tuition and fees are paid in full.

Fees Due on Registration Day*

- 1st and 2nd Semester fee -\$107.00 (Registration, Student Activity, and Graduation)
- 3rd semester or higher \$65.00 per semester. (Registration and Student Activity fees)
- Parking Fee - \$25.00 per semester
- Any late fees, fines or other financial obligations
- Applicable Residence Hall Fee

* All fees are non-refundable and non-transferable.

Academic Fees*

Transcript Request Fee (per transcript)	\$ 5.00
Change in Diploma Program Fee	\$30.00
Diploma Replacement Fee	\$25.00
Add/Drop/Withdraw Class Fee (per request)	\$10.00
Late Examination Fee (per exam)	\$50.00

Residence Hall Fees*

Security Deposit (due upon acceptance)	\$300.00**
Rent	

Per semester, payment plan	\$1050.00
Per semester, paid in full	\$1000.00
Per year, paid in full	\$1925.00
Residence Hall Activity Fee (once per semester)	\$ 30.00
Late Rent Fee	\$ 20.00
Each additional day rent is late (maximum \$40.00 per occurrence)	\$ 5.00
Lost Key Replacement Fee	\$ 50.00

All single, incoming freshmen who are 23 years of age or younger, with no children, are required to live in the residence halls for their first two semesters.

In order to secure a place in a residence hall, the following items must be received: Security Deposit (\$300.00), one semester's tuition (\$1,200.00), half of one semester's rent (\$500.00) and Residence Activity Fee (\$30.00). Students will be assigned in the residence halls on a first-paid basis. As we reach maximum capacity, names will be placed on a waiting list.

Each resident is required to sign a lease which details payment arrangements and lease requirements. This is a binding agreement and will be enforced if the student breaks the lease.

Other Fees

Replacement ID Badge Fee (per incident)	\$25.00
Late Registration Fee	\$100.00

*All fees are non-refundable and non-transferable.

**Students are responsible for any willful destruction to common areas and residence hall rooms. Students are required to pay for all expenses incurred in order to return the room to its original condition.

Parking Fee

There is a \$25.00 non-refundable Parking Fee per semester. Parking permits are purchased during the Registration process. Proof of liability insurance and a valid driver's license is required. Parking fines are addressed on pages 81-80.

Method of Payment

All payments and fees should be made to World Harvest Bible College. Payments may be mailed to: **World Harvest Bible College, P.O. Box 32901, Columbus, Ohio 43232-0901, USA, Attention: WHBC Finance Office.** When mailing payments to WHBC, please allow at least ten (10) mailing days for payments to arrive by the deadline.

Payments should indicate the student's name and purpose (Student Activity Fee, Tuition, etc.). Acceptable forms of payment include cashier's check, money order, cash (please do not mail cash payments), American Express, Discover, Mastercard or Visa (debit or credit card). Personal, ministry or business account checks are not acceptable forms of payment.

Students are responsible for knowing payment due dates and making certain that their payments reach the WHC Department of Accounting by 2:30 p.m. on or before the due date. Late fees are assessed if payments are not received on time.

Textbook Payment

Textbooks can be purchased during registration from the WHBC Bookstore. Students must show proof of personal ownership of all required textbooks in the classroom at the end of late registration. Students are required to purchase the selected textbooks for every class in which they are registered.

Financial Probation

All students must comply with WHBC payment due dates and financial policies in order to remain continuously enrolled at WHBC. If a student is on Financial Probation for two consecutive semesters, he/she will be considered for disqualification from enrollment at WHBC.

Tuition Refund Policy

Refunds shall be made within thirty days after the school has determined that a student has withdrawn. If a student ceases attending school but does not officially notify the school of their withdrawal, the school will treat the student as withdrawn within sixty days of the student's last date of attendance or participation in an academic activity. The last day of attendance will be the last day the student attends any class. WHBC requests that the student give the school notice of withdrawal in writing. The student will be notified of the determination of refund in writing, within sixty days of the student's last date of attendance, with a full explanation being made to the student. After the student begins classes the official refund procedure is as follows:

During the 1st week of the semester - 75% of tuition is refundable.

During the 2nd week of semester - 50% of tuition is refundable.

During the 3rd week of semester - 25% of tuition is refundable.

After the 4th week of the semester - 0% of tuition is refundable.

Fees are not refundable, except as noted below. Textbooks purchased from the WHBC bookstore and are in new condition can be returned for store credit refund up to the Purchase of Textbooks Deadline as printed in the Academic Calendar. Any and all of the books must be accompanied by a receipt, and will be credited at 100% of the original price. All books will be inspected by the Bookstore staff and

are subject to refusal of a refund according to the condition of the item. Cash will be refunded if and only if, the student dropping or withdrawing from a class and presents written proof.

Returned Checks

In the event a check for a student's account is sent back from a financial institution to WHBC unpaid (for any reason), the student will be notified by the WHC Accounting Department of their delinquency and will be charged **\$25.00 per incident**. A student who has more than one check returned from a financial institution (unpaid) may be put on Financial Probation. The college reserves the right not to accept personal checks from a student with one or more checks returned (unpaid) from a financial institution for any reason.

VA Benefits

WHBC is approved for the training of eligible veterans and their dependents under the G.I. Bill education benefits, Title 38, U.S. Code. Interested parties should contact the nearest Veterans Administration Office (1-800-827-1000) or the WHBC Registrar's Office as soon as the student has been notified of acceptance.

Veteran's Refund Policy

In the event that veterans or their eligible persons, sponsored as students under Chapters 30,32,35 of Title 38 and Chapter 1606 or Title 10 U.S. Code, fail to enter the program, withdraw or are discontinued there from at any time prior to completion, the amount charged for tuition, fees and other charges shall not exceed the approximate prorated portion of the total charges for tuition, fees and other charges that the length of the non-accredited program bears to its total length. A registration fee of \$10 need not be refundable; any amount beyond that is subject to pro ration and refund (CFR 21.4254 (c) (13)). The prorated portion may not vary more than 10 percent of the total costs for tuition, fees and other charges. A copy of this policy will be provided to all students receiving educational benefits from the Veterans Administration.

Overpayment

In the event a student has a credit balance on his/her account, the balance may be transferred to the upcoming semester or other fees due within the current semester (late fees, fines, traffic citations, resident hall rent, etc.) If the current semester is the student's last semester, the student must submit a letter to the Finance Office requesting the balance be refunded at the end of the semester.

WORLD HARVEST BIBLE COLLEGE
ACADEMIC CALENDAR
2007-2008

Fall Semester 2007

Residence Halls Open (all incoming students)	August 24
Orientation and Registration	August 28-29
Semester Classes Begin	August 30
Labor Day Holiday (No Classes)	September 3
Late Registration Begins	September 4
Last Day of Late Registration	September 14
Purchase of Textbook Deadline	September 14
Last Day to Add/Drop Classes	September 14
Last Day to Remove Incomplete	September 14
Last Day to Change a Class from Credit to Audit	September 14
Last Day to Withdraw from a class	
Without Recording on Transcript	September 14
Last Day to Change Diploma Program (Dec Graduation)	September 14
Harvest Days (Friday-Monday - No Classes)	October 19-22
Spring Graduation Application Deadline	October 26
College Days Weekend	November 8-11
Last Day to Officially Withdraw from a Class	November 16
Thanksgiving Break (Wednesday-Sunday No Classes)	November 21-25
Last Day of Classes	December 6
Final Exams (Exam Schedule)	December 7, 10-12
Christmas Vacation Begins	December 13
Grades are Due to Registrar	December 13, 5:00 pm
Dorms will Close	December 14

Spring Semester 2008

Residence Halls Open (all incoming students)	January 5
Orientation and Registration	January 8-9
Late Registration Begins	January 10
Spring Semester Classes Begin	January 10
Martin Luther King, Jr. Holiday	January 21
Last Day of Late Registration	January 25
Purchase of Textbook Deadline	January 25
Last Day to Add/Drop Classes	January 25
Last Day to Remove Incomplete	January 25
Last Day to Change a Class from Credit to Audit	January 25
Last Day to Withdraw from a Class Without Recording on Transcript	January 25
Last Day to Change Diploma Program (May Graduation)	January 25
Spring Break (Monday-Friday – No Class)	March 3-7
Easter Break (Friday-Sunday – No Class)	March 21-23
College Days Weekend	April 10-13
Last Day to Officially Withdraw from a Class	April 18
Last Day of Classes	May 1
Final Exams (Exam Schedule)	May 2, 5-7
Graduation Preparation and Practice	May 8
Graduating Students' Grades due to Registrar	May 8, 5:00 pm
Spring Graduation	May 11

ACADEMIC INFORMATION

Programs Offered

World Harvest Bible College offers solid Biblical and theological training on the collegiate level. A diploma is awarded for the successful completion of these programs. These programs are approved by the State of Ohio Board of Career Colleges and Schools (Reg. # 1408T) and are designed to equip the student for service in full-time ministry leadership, as well as to provide additional training and personal enrichment.

Academic Year

The academic year is divided into the semester system, beginning in August and ending in May. Each semester averages 16 weeks in length. Opportunities to take classes for credit may be offered during the summer as well.

Student Classification

The student body is divided for class organization on the basis of the following academic classification:

Full-time:

Students enrolled in at least 12 credit hours per semester.

Part-time:

Students enrolled in less than 12 credit hours per semester.

Continuing Education:

Non-diploma seeking students who are allowed to audit classes. Continuing education students DO NOT receive college credit for these courses and are not eligible to participate in graduation.

Freshman:

Students who have completed 28 credit hours or less.

Sophomore:

Students who have successfully completed 28.5 credit hours or more.

Graduation Requirements

Eligible graduates are evaluated by the Academic Dean, nominated by the Faculty and ratified by the Administrative Board prior to graduation and based on successful completion of the following:

1. Course of Study

Each diploma program has a prescribed course of study, as outlined in this catalog (pages 32-47). The required total hours and required courses for each program must be successfully completed for a student to be eligible for graduation. It is the student's responsibility to carefully follow the sequence of courses as indicated in the catalog. Graduating students must have successfully completed all prescribed work with a minimum 2.00 cumulative GPA.

2. Attendance Status

Students must maintain satisfactory attendance in all classes and Chapel as outlined in the College catalog.

3. Financial Status

All financial requirements must be met prior to graduation.

4. Ministry Service

Students must satisfy ALL ministry service requirements, as outlined on page 82 in this catalog.

Grading System

The instructor is the governing authority in the classroom. All records of attendance and evaluation of assignments and tests are to be regulated by the instructor. Grades earned are recorded on student transcripts, and final grades are mailed to the most recent address on file.

The Registrar's official grading scale for WHBC is as follows:

A	90-100%	4 quality points
B	80-89%	3 quality points
C	70-79%	2 quality points
D	60-69%	1 quality point
F	0-59%	0 quality points

Students receiving a failing grade (F) are encouraged to repeat coursework. The student must repeat and pass required courses in order to be eligible for graduation. The "F" will remain on the student's transcript as well as the new grade but only the new grade will compute in the student's GPA. There are no quality points associated with the following grade designations:

W	-	Withdrawal
WF	-	Withdrawal Failing
S	-	Satisfactory
U	-	Unsatisfactory
I	-	Incomplete
T	-	Transfer Credits
AU	-	Audit
CR	-	Credit for the Course

Course Withdrawal (W or WF)

A designation of "W" on the student's transcript indicates that a student has dropped a class after the Add/Drop deadline, and at the time of withdrawal was passing the course. A designation of "WF" on the student's transcript indicates a student has withdrawn from a class after the Add/Drop deadline, and at the time of withdrawal was failing the course. Withdrawal designations have no impact on the student's GPA.

Satisfactory/Unsatisfactory Grades (S or U)

A grade of "Satisfactory" or "Unsatisfactory" indicates completion or non-completion of requirements and has no impact on the student's GPA.

Incomplete Grades (I)

All assignments are due on the dates established in the syllabus or assigned in class. Any assignments turned in after the scheduled due date will be penalized. No work is accepted after the final date of regular classes.

An incomplete is given only after the student establishes with the instructor by written petition that his or her work is incomplete because of extenuating circumstances (i.e., lengthy illness, death in the family, etc.). The petition with all supporting documentation and an explanation of what work will be done to satisfy the course requirements must then be submitted to the Academic Dean for approval. (The petition must be submitted at least three weeks prior to the end of normal classes). The petition does not automatically ensure the granting of an incomplete.

If approved, it is the student's responsibility to make up the work and ask the instructor to submit a grade change to the Registrar. If the work is not completed by the end of the subsequent semester the "I" becomes an "F."

Grade Discrepancies

In the instance that the student has an issue with an assigned final grade for a class, the student should fill out a Grade Discrepancy Form. The student is NOT to contact the instructor before the form is processed and the written response is received. This form should be turned into the records department by October 1 for the previous Spring Semester and March 1 for previous Fall semester. After these deadlines, grades become permanent. The student will receive a written response to the Grade Discrepancy Form.

Transfer Credits (T)

Students who have attended another college or university may desire to have a transfer transcript evaluated. An official transcript must be sent directly to the Academic Dean's Office at WHBC from the

school of origin. (Student-issued copies are not official.) Certain courses may be accepted for transfer if the grade is a "C" or above. Upon request, the student may need to provide further documentation of course content, such as a catalog description or syllabus. Transferred credits will be designated on the student's transcript and will not figure into the GPA. Transfer credits are applied toward specific graduation requirements and are not transferable toward elective credits. WHBC only transfers General Education credits. External Studies students who have successfully completed the eight courses will receive credit for the courses in the first year of the diploma program in General Bible.

Auditing Courses (AU)

Students may audit classes which are not lab-oriented, if space is available. The following guidelines apply:

1. Audited classes will receive a final grade of AU.
2. Students auditing classes are expected to fulfill all Student Handbook requirements and Covenant Code of Honor obligations, as well as any other general requirements expected of "for college credit" students. **Audit students may not audit lab courses.**
3. Students auditing and taking "for college credit" classes during the same semester will also abide by these rules. Auditing is available to students on a "space available" basis as determined by the instructor.
4. Students auditing any or all courses will not receive college credit at a later date for any reason.
5. Continuing Education students will not be eligible to receive a diploma.
6. WHBC Admissions Committee and Academic Office reserve the right to make final decisions in regards to permitting students to audit one or all classes.
7. All students must meet admission requirements, as determined by the Admissions Committee.
8. An audit agreement, available from the Registrar's Office, must be signed by the student.

Practicums

A student may earn academic credit by doing a practicum under the guidance and supervision of a faculty member. The student must apply for the practicum in the Academic Office in consultation with the faculty supervisor in order to submit a detailed proposal of what work will be involved. The application will be approved, denied or modified by the Academic Dean. The student will work individually or in small groups in a practical setting relating to his/her area of study. A student may apply for one (1) to three (3) hours of credit, depending on the

time commitment involved in the practicum. The practicum may be repeated one time (maximum of six (6) hours of credit). A written log of time involved and a summary report of what was accomplished must be submitted and will be placed in the student's permanent file after being evaluated and a grade assigned.

Academic Advisement

All students will be assisted in course planning and in areas of study, class schedules and other questions or problems relating to academics at registration. The student should consult the instructor of the class if there are academic problems within the class. The Academic Dean is also available by appointment to discuss academic progress.

Scholastic Honors

Exceptional scholastic achievement is recorded on the final World Harvest Bible College transcript and is based on the following cumulative GPA scale:

<u>GPA</u>	<u>Graduate Status</u>
3.80 to 4.00	summa cum laude
3.50 to 3.79	magna cum laude
3.30 to 3.49	cum laude

Satisfactory Academic Progress

All students must maintain satisfactory academic progress to remain continuously enrolled in World Harvest Bible College. Students who do not maintain a semester GPA of at least 2.00 will be placed on academic probation for the next semester. The student will receive a letter stating that he or she has been placed on Academic Probation. The student will need to consult the Academic Dean's office to decide on a plan of action to increase their cumulative GPA to 2.0 or more.

Upon being placed on Academic Probation for the second consecutive semester, the student will receive a warning letter stating their unsatisfactory progress. The student will need to consult the Academic Dean's office to decide on a plan of action to increase their cumulative GPA to 2.0 or more.

The third consecutive semester that the student is placed on Academic Probation, the student will receive a letter notifying them that they MUST schedule a meeting with the Academic Dean's office to decide on a plan of action before being allowed to register for the next semester. Students may be disqualified from attending World Harvest Bible College or may be limited to less than 12 credit hours per semester.

A cumulative GPA of 2.00 is required for graduation.

Academic Load

The typical academic load per semester at World Harvest Bible College is 15-17 credit hours. Credit hours are assigned according to the number of 50 minute class hours per week within a semester. A student in good academic standing may enroll for a maximum of 18.5 credit hours per semester. After a semester in good academic standing (GPA 2.00 or above), students may request special permission from the Academic Dean to take 19 or more credits hours in one semester. Any additional credits beyond 18.5 will be assessed the hourly tuition rate.

Attendance

Class Attendance

Regular and punctual attendance is essential for satisfactory completion of the program of study at World Harvest Bible College. The impartation received, both cognitive and experiential, is important to the student's training for future ministry. Attendance is required to receive this impartation. ALL students are expected to attend ALL classes, complete ALL assigned work and take ALL required examinations.

A minimum of fifteen percent (15%) of the student's final grade in each class will be determined by class participation. This part of the grade will be determined by the student's attendance. It is the student's responsibility to make sure they are present and on time for each and every class and that the instructor records their attendance. Being tardy will negatively affect the student's participation grade. If the student misses class for ANY reason they will not receive credit for class participation for that class. **Missing a third (1/3) or more of the class sessions automatically results in failure of the course.**

There will be no excused absences unless the student is on Official College business, which will be determined prior to the absence by the administration. An exception to the policy must be addressed in writing to the Academic Dean.

It is the student's responsibility to maintain his/her own accurate record of attendance. Early examinations **are not** allowed. Late examinations are administered only when extenuating circumstances are present (such as a death in the family the week before an exam, or a sudden and major illness the week of exams that is documented by a physician). In fairness to all students, some persons should not have more time to prepare for an examination than others.

The instructor must sign a Petition for Late Examination without penalty (including all quizzes, tests, and examina-

tions). Proper documentation and the \$50.00 fee must accompany the petition and must be submitted to the Academic Dean. Bringing a receipt showing the payment of the Late Examination fee and the signed copy of the approved petition, the student must schedule the makeup exam with the professor of the course. The exam must be taken no later than five (5) calendar days after the approval of the petition. **Grade penalties may be applied. All exams will be given as scheduled. It is the student's responsibility when purchasing airline tickets, for example, to take this schedule into consideration. ALL outstanding balances owed to WHBC MUST be paid in full PRIOR to taking final exams. Penalties will be imposed for those who have to take final exams late due to finances. The student not being present for the final examination automatically results in failure of the course.**

Classroom behavior MUST be conducive to an atmosphere of learning with respect of the rights of your classmates and instructor. Each and every student should feel comfortable participating in all classroom discussions. All comments during the class must be informed with respect to the assigned readings so the rest of the class can follow your point(s). You are fully expected to arrive in class having completed ALL assigned readings and ready to participate in the discussion. It is up to the student to seek additional assistance in the event that they are having difficulty comprehending and digesting materials. Feel free to approach the instructor and inform him/her of any such problems, since it's impossible to discern such issues without your assistance. People who are NOT registered for the class ARE NOT permitted to attend the class without a visitor's badge. These can be obtained from the administration building. **At NO time are underage children allowed to attend class.**

Chapel Attendance

Full-time students are required to attend two scheduled Chapel services each week. Full-time students who have more than seven Chapel absences in a semester will not receive a satisfactory grade for Chapel.

Part-time students (with 4 hours or more) are required to attend half of the Chapels per semester of enrollment, but are encouraged to be present as often as possible.

Tardiness

Tardiness in each class will be monitored. Classes will begin promptly at the times scheduled, according to the classroom clock. Students are expected to be seated in the classroom when classes begin, both at the beginning of the day and after breaks. Students who arrive in a classroom after the scheduled time for class to begin will be considered tardy for that class. Three tardies in any course constitutes an absence.

Late Teacher Policy

In the unlikely event a teacher has not arrived within fifteen minutes of the class starting time, the head usher in that class must contact the Academic Dean or Director immediately. Students are NOT allowed to leave class until they receive official notification. The official time for all classes will be according to the college clock in that classroom.

Leave Policy

Students who encounter unusual and lengthy emergencies may request a waiver of the attendance policy from the Academic Dean's Office. Full written documentation of said emergency is required. The waiver must be approved by the Academic Dean.

Adding/Dropping/Withdrawal from Courses

Students desiring to add or drop a course must fill out an Add/Drop form, available in the Administration Office, and pay the \$10.00 fee per request no later than the Add/Drop deadline listed in the academic calendar. Students should consult with the instructor of the course and his/her academic advisor before making any decision regarding scheduling. (Instructors will be notified of students who have added and dropped).

No grade is recorded for classes dropped before the drop deadline. After this deadline, the student must withdraw from the course according to WHBC course withdrawal policy. Students may withdraw from a course until the official final withdrawal date published in the calendar. The Class Withdrawal Form with the \$10.00 fee MUST be submitted to the Academic Dean's Office prior to the Class Withdrawal Deadline. After the date the student's schedule cannot be altered.

Change of Diploma Program

Students desiring to change their Diploma Program may do so by filling out a Change of Diploma Program Form in the Administration Office and paying the \$30.00 fee. Students making changes should realize that they may be required to attend WHBC for a longer period of time in order to complete the requirements of the new diploma program. Students considering a change in diploma program should consult with the Academic Dean before doing so. The student will be required to meet the graduation requirements in the current WHBC academic catalog for the new diploma program. In order for the student to graduate under the new diploma program, the change **MUST** be approved by the Academic Dean by the last day of late registration in the semester the student plans to graduate. Approval requires the Change of Diploma Form to be complete with the Academic Dean's

signature and the payment of the \$30.00 fee. The change of Diploma program is subject to the approval of the Academic Committee.

Class Size

The Administration of WHBC reserves the right to cancel any course that does not have sufficient enrollment.

Official Withdrawal from the College

Students who register and pay the appropriate tuition and fees, but are unable to complete the semester for any reason, are asked to notify the Dean of Students' Office of withdrawal in writing. In order for a student to officially withdraw from WHBC, these steps need to be followed:

1. An out-processing meeting should be arranged with the Dean of Students.
2. Withdrawal paperwork completed.
3. The students ID badge returned.
4. Any outstanding debts to the college paid in full.

Refunds shall be made within thirty days after the school has determined that a student has withdrawn. If a student ceases attending school but does not officially notify the school of their withdrawal, the school will treat the student as withdrawn after sixty days of the student's last date of attendance or participation in an academic activity. The last day of attendance will be the last day the student attends any class. WHBC requests that the student give the school notice of withdrawal in writing. The student will be notified of the determination of refund in writing, within sixty days of the student's last date of attendance, with a full explanation being made to the student. Any tuition refund, minus any outstanding debts, will be issued according to the standard WHBC refund policy within 30 days of refund notification.

If these four steps are not followed, the student may be denied re-activation to WHBC if he/she desires to return. Requests to release grades and transcripts will also be denied. In addition, all courses in which the student was registered will receive a failing grade, and no tuition refunds will be granted.

Students who have been disqualified from attending World Harvest Bible College may apply for re-admittance one year after dismissal, or as otherwise directed at the time of the dismissal. Students may be accepted on a probationary status for one semester upon providing satisfactory, written evidence that the condition for disqualification no longer exists. This policy includes students who leave during a semester without following the proper withdrawal procedure. See the Appeal Procedures section of this catalog for further direction.

Transcripts

Each student will be issued an unofficial transcript upon graduation at no charge. Transcripts are issued to other institutions or the student from the Registrar's Office upon **written request** and payment of a \$5.00 fee. No transcripts are released for students with outstanding debts to WHBC.

ACADEMIC PROGRAMS

Two Year Diplomas

Upon completion of the two-year Diploma, the student will:

1. Have a sound comprehension of the scope of the five-fold ministry.
2. Understand the vital role of the ministry of helps as an assistant to the five-fold office gifts.
3. Be grounded in the foundational doctrines of the Bible.
4. Demonstrate the communication skills necessary to effectively minister the truths of the Gospel.
5. Understand the Biblical concept of authority and be able to work effectively within the local church.
6. Possess a solid foundation of Biblical and theological course work with which to continue an education in ministry
7. Impact worship and ministry opportunities by possessing, recognizing and being sensitive to the anointing and flow of the spirit of God.

Diploma in Pastoral and Church Leadership

1. Possess the knowledge and training necessary to provide nurture and pastoral care within the framework of the local church.
2. Understand the Biblical concept of authority and the ministry of helps, which will enable the student to work effectively within a pastoral staff.
3. Be able to communicate and minister effectively within the worship experience and the small group teaching setting using the five-fold ministry giftings.

Diploma in Evangelism and Missions

1. Be able to communicate to train others and to minister effectively the Gospel of Jesus Christ to those that do not possess the knowledge of who Jesus Christ is in their lives.

2. Understand the Biblical concept of authority and the ministry of helps within the church as it pertains to evangelism and missions.
3. Possess the knowledge and training to use various resources available to bring persons to salvation and to establish and oversee new churches.

Diploma in Music Ministries

1. Have the theoretical and practical skills to facilitate the leading of worship or perform with a praise and worship team and/or choir.
2. Possess sufficient understanding of praise and worship to perform effectively in a local church or itinerant music ministry.
3. Have the ability to organize and administrate the music ministry of a local church.
4. Be able to serve the leadership and fulfill the vision of the senior pastor in a local church.

Diploma in General Bible

1. Understand the Biblical concept of authority and be able to work effectively with the staff (both volunteer and paid) of the local church.
2. Receive understanding of how to walk out their faith both in their private lives and through the ministry that God has placed them.

One Year Diplomas

Upon completion of the one-year diploma, the student will:

Diploma in Evangelism Studies

1. Have a sound comprehension of the scope of the five-fold ministry.
2. Understand the vital role of the ministry of helps as an assistant to the five-fold office gifts.
3. Be introduced to the foundational doctrines of the Bible.
4. Understand the Biblical concept of authority.
5. Possess a solid foundation of Biblical and theological course work with which to continue an education in the area of concentration studied at World Harvest Bible College.
6. Be able to articulate the different roles of the missionary and evangelist.
7. Understand the process of bringing persons to salvation and establishing churches overseas and the resources needed.

Diploma in General Studies

1. Have a sound comprehension of the scope of the five-fold ministry.
2. Understand the vital role of the ministry of helps as an assistant to the five-fold office gifts.
3. Be introduced to the foundational doctrines of the Bible.
4. Understand the Biblical concept of authority.
5. Possess a solid foundation of Biblical and theological course work with which to continue an education in the area of concentration studied at World Harvest Bible College.

Diploma in Advanced Leadership

WHBC offers a Diploma in Advanced Leadership. The student must first graduate from one of the two-year Diploma programs here at WHBC and apply in order to be accepted into The Honor's Program.

Upon completion of the one-year Diploma in Advanced Leadership, the student will:

1. Be able to mentor and guide people in spiritual and leadership development
2. Impact worship and ministry opportunities by possessing, recognizing and being sensitive to the anointing and flow of the spirit of God.
3. Possess the advanced knowledge and training necessary to provide leadership within the framework of the local church and outside the church.
4. Understand the Biblical concept of authority and the ministry of helps which will enable the student to work effectively within a pastoral staff.
5. Have the skills to administrate a local church / ministry situation using various means so that people will grow in Christ.
6. Further develop their skills of communication in various areas in order to effectively minister in various settings using the five-fold ministry giftings.

DIPLOMA PROGRAM CURRICULUM

DIPLOMA IN PASTORAL AND CHURCH LEADERSHIP

Total Required Courses = 58 Credit Hours

Total General Electives = 2 Credit Hours

Total required for Diploma = 60 Credit Hours

Biblical And Theological Studies - 23 Credit Hours

BI	101	Old Testament Literature	3 hrs.
BI	102	New Testament Literature	3 hrs.
BI	104	Bible Study Methods	2 hrs.
BI	201	Life of Christ	3 hrs.
BI	202	Acts and the Holy Spirit	3 hrs.
TH	101	Current Prophetic Realities I	2 hrs.
TH	102	Current Prophetic Realities II	2 hrs.
TH	201	Bible Doctrines	2 hrs.
TH	203	Eschatology	3 hrs.

General Education - 15 Credit Hours

BU	101	Christian Leadership	2 hrs
BU	102	Church Administration	2 hrs
CM	204	Ministry Communications	3 hrs
GEN	101	College Success	1 hr.
HI	101	Charismatic History	2 hrs.
HUM	105	Christian Ethics: Moral Clarity	2 hrs
SO	202	Marriage and Family	3 hrs.

Practical Ministry - 20 Credit Hours

CE	202	Introduction to Christian Education	3 hrs.
EV	101	Introduction to Evangelism	3 hrs.
EV	210	Service Evangelism	3 hrs.
PM	101	Spiritual Authority	2 hrs.
PM	102	Spiritual Warfare	2 hrs.
PM	201	Church Ministry Seminar	3 hrs.
PM	209	Introduction to Preaching	3 hrs.
PM	210	Preaching Lab (2 Hour Lab)	1 hr.

General Electives - 2 Credit Hours

COURSE PLANNING GUIDE

DIPLOMA PASTORAL & CHURCH LEADERSHIP

First Year – Fall Semester

BI	101	Old Testament Literature	3
EV	101	Introduction to Evangelism	3
GEN	101	College Success	1
HI	101	Charismatic History	2
HUM	105	Christian Ethics: Moral Clarity	2
PM	101	Spiritual Authority	2
TH	101	Current Prophetic Realities I	<u>2</u>

Total Hours **15**

Chapel

3 hours per week ministry service

First Year – Spring Semester

BI	102	New Testament Literature	3
BI	104	Bible Study Methods	2
CM	204	Ministry Communications	3
PM	102	Spiritual Warfare	2
TH	102	Current Prophetic Realities II	2

General Elective(s) 2

Total Hours **14**

Chapel

3 hours per week ministry service

Second Year – Fall Semester

BI	201	Life of Christ	3
BU	101	Christian Leadership	2
PM	201	Church Ministry Seminar	3
PM	209	Introduction to Preaching	3
TH	201	Bible Doctrines	2
TH	203	Eschatology	<u>3</u>

Total Hours **16**

Chapel

3 hours per week ministry service

Second Year – Spring Semester

BI	202	Acts and the Holy Spirit	3
BU	102	Church Administration	2
CE	202	Introduction to Christian Education	3
EV	210	Service Evangelism	3
PM	210	Preaching Lab (2 hour Lab)	1
SO	202	Marriage and Family	<u>3</u>

Total Hours **15**

Chapel

3 hours per week ministry service

DIPLOMA IN EVANGELISM AND MISSIONS

Total Required Courses = 58 Credit Hours

Total General Electives = 2 Credit Hours

Total required for Diploma = 60 Credit Hours

Biblical and Theological Studies - 25 Credit Hours

BI	101	Old Testament Literature	3 hrs.
BI	102	New Testament Literature	3 hrs.
BI	104	Bible Study Methods	2 hrs.
BI	201	Life of Christ	3 hrs.
BI	202	Acts and the Holy Spirit	3 hrs.
TH	101	Current Prophetic Realities I	2 hrs.
TH	102	Current Prophetic Realities II	2 hrs.
TH	105	Biblical and Theological	
		Basis of Missions	2 hrs.
TH	201	Bible Doctrines	2 hrs.
TH	203	Eschatology	3 hrs.

General Education - 17 Credit Hours

BU	101	Christian Leadership	2 hrs.
BU	102	Church Administration	2 hrs.
CM	202	Communication on the Mission Field	2 hrs.
GEN	101	College Success	1 hr.
HI	101	Charismatic History	2 hrs.
HUM	104	Comparative Religions	3 hrs.
HUM	105	Christian Ethics: Moral Clarity	2 hrs.
SO	202	Marriage and Family	3 hrs.

Practical Ministry - 16 Credit Hours

EV	101	Introduction to Evangelism	3 hrs.
EV	210	Service Evangelism	3 hrs.
EV	211	Methods of Evangelism	3 hrs.
PM	101	Spiritual Authority	2 hrs.
PM	102	Spiritual Warfare	2 hrs.
PM	201	Church Ministry Seminar	3 hrs.

General Electives - 2 Credit Hours

COURSE PLANNING GUIDE

DIPLOMA IN EVANGELISM AND MISSIONS

First Year – Fall Semester

BI	101	Old Testament Literature	3
EV	101	Introduction to Evangelism	3
GEN	101	College Success	1
HI	101	Charismatic History	2
HUM	105	Christian Ethics: Moral Clarity	2
PM	101	Spiritual Authority	2
TH	101	Current Prophetic Realities I	2
TH	105	Biblical and Theological Basis of Missions	<u>2</u>
Total Hours			17
Chapel			
3 hours per week ministry service			

First Year – Spring Semester

BI	102	New Testament Literature	3
BI	104	Bible Study Methods	2
CM	202	Communication on the Mission Field	2
HUM	104	Comparative Religions	3
PM	102	Spiritual Warfare	2
TH	102	Current Prophetic Realities II	<u>2</u>
Total Hours			14
Chapel			
3 hours per week ministry service			

Second Year – Fall Semester

BI	201	Life of Christ	3
BU	101	Christian Leadership	2
EV	211	Methods of Evangelism	3
PM	201	Church Ministry Seminar	3
TH	201	Bible Doctrines	2
TH	203	Eschatology	<u>3</u>
Total Hours			16
Chapel			
3 hours per week ministry service			

Second Year – Spring Semester

BI	202	Acts and the Holy Spirit	3
BU	102	Church Administration	2
EV	210	Service Evangelism	3
SO	202	Marriage and Family	3
		General Elective(s)	<u>2</u>
Total Hours			13
Chapel			
3 hours per week ministry service			

DIPLOMA IN MUSIC MINISTRIES

Total Required Courses = 58 Credit Hours

Total General Electives = 2 Credit Hours

Total required for Diploma = 60 Credit Hours

Biblical and Theological Studies – 23 Credit Hours

BI	101	Old Testament Literature	3 hrs.
BI	102	New Testament Literature	3 hrs.
BI	104	Bible Study Methods	2 hrs.
BI	201	Life of Christ	3 hrs.
BI	202	Acts and the Holy Spirit	3 hrs.
TH	101	Current Prophetic Realities I	2 hrs.
TH	102	Current Prophetic Realities II	2 hrs.
TH	107	Biblical and Theological Basis of Praise and Worship	2 hrs.
TH	203	Eschatology	3 hrs.

General Education - 17 Credit Hours

BU	101	Christian Leadership	2 hrs.
BU	103	Church Music Administration	2 hrs.
BU	104	Music in the Local Church	2 hrs.
CM	204	Ministry Communications	3 hrs.
GEN	101	College Success	1 hr.
HUM	101	Hymnology	2 hrs.
HUM	105	Christian Ethics: Moral Clarity	2 hrs.
SO	202	Marriage and Family	3 hrs.

Practical Ministry - 18 Credit Hours

MUS	101	Fundamentals of Music Theory	2 hrs.
MUS	104	Music Theory I	3 hrs.
MUS	122	Praise and Worship Leadership	2 hrs.
MUS	131	Class Voice I (2 hour Lab)	1 hr.
MUS	132	Class Voice II (2 hour Lab)	1 hr.
MUS	151	College Choir (1.5 hour Lab)	.5 hr.
MUS	152	College Choir (1.5 hour Lab)	.5 hr.
MUS	251	College Choir (1.5 hour Lab)	.5 hr.
MUS	252	College Choir (1.5 hour Lab)	.5 hr.
PM	101	Spiritual Authority	2 hrs.
PM	102	Spiritual Warfare	2 hrs.
PM	201	Church Ministry Seminar	3 hrs.

General Electives - 2 Credit Hours

COURSE PLANNING GUIDE

DIPLOMA IN MUSIC MINISTRIES

Fall Matriculation

First Year – Fall Semester

BI	101	Old Testament Literature	3
GEN	101	College Success	1
HUM	101	Hymnology	2
HUM	105	Christian Ethics: Moral Clarity	2
MUS	101	Fundamentals of Music Theory	2
MUS	131	Class Voice I (2 hour Lab)	1
MUS	151	College Choir (1.5 hour Lab)	.5
PM	101	Spiritual Authority	2
TH	101	Current Prophetic Realities I	2
TH	107	Biblical and Theological Basis of Praise and Worship	<u>2</u>
Total Hours			17.5
Chapel			
3 hours per week ministry service			

First Year – Spring Semester

BI	102	New Testament Literature	3
BI	104	Bible Study Methods	2
CM	204	Ministry Communications	3
MUS	104	Music Theory I	3
MUS	122	Praise and Worship Leadership	2
MUS	132	Class Voice II (2 hour Lab)	1
MUS	152	College Choir (1.5 Hour Lab)	.5
TH	102	Current Prophetic Realities II	<u>2</u>
Total Hours			16.5
Chapel			
3 hours per week ministry service			

Second Year – Fall Semester

BI	201	Life of Christ	3
BU	101	Christian Leadership	2
BU	103	Church Music Administration	2
MUS	251	College Choir (1.5 hour Lab)	.5
PM	201	Church Ministry Seminar	3
TH	203	Eschatology	<u>3</u>
Total Hours			13.5
Chapel			
3 hours per week ministry service			

Second Year – Spring Semester

BI	202	Acts and the Holy Spirit	3
BU	104	Music in the Local Church	2
MUS	252	College Choir (1.5 hour Lab)	.5
PM	102	Spiritual Warfare	2
SO	202	Marriage and Family	3
General Elective			<u>2</u>
Total Hours			12.5
Chapel			
3 hours per week ministry service			

COURSE PLANNING GUIDE

DIPLOMA IN MUSIC MINISTRIES

Spring Matriculation

First Year – Spring Semester

BI	102	New Testament Literature	3
BI	104	Bible Study Methods	2
CM	204	Ministry Communications	3
MUS	151	College Choir (1.5 Hour Lab)	.5
PM	101	Spiritual Authority	2
PM	102	Spiritual Warfare	2
TH	102	Current Prophetic Realities II	2
Total Hours			14.5
Chapel			
3 hours per week ministry service			

First Year – Fall Semester

BI	101	Old Testament Literature	3
GEN	101	College Success	1
HUM	101	Hymnology	2
HUM	105	Christian Ethics: Moral Clarity	2
MUS	101	Fundamentals of Music Theory	2
MUS	131	Class Voice I (2 hour Lab)	1
MUS	152	College Choir (1.5 hour Lab)	.5
TH	101	Current Prophetic Realities I	2
TH	107	Biblical and Theological Basis of Praise and Worship	2
Total Hours			15.5
Chapel			
3 hours per week ministry service			

Second Year – Spring Semester

BI	202	Acts and the Holy Spirit	3
BU	104	Music in the Local Church	2
MUS	104	Music Theory I	3
MUS	122	Praise and Worship Leadership	2
MUS	132	Class Voice II (2 hour Lab)	1
MUS	251	College Choir (1.5 hour Lab)	.5
SO	202	Marriage and Family	3
Total Hours			14.5
Chapel			
3 hours per week ministry service			

Second Year – Fall Semester

BI	201	Life of Christ	3
BU	101	Christian Leadership	2
BU	103	Church Music Administration	2
MUS	252	College Choir (1.5 hour Lab)	.5
PM	201	Church Ministry Seminar	3
TH	203	Eschatology	3
General Elective			2
Total Hours			15.5
Chapel			
3 hours per week ministry service			

DIPLOMA IN GENERAL BIBLE

Total Required Courses = 41 Credit Hours

Total General Electives = 19 Credit Hours

Total required for Diploma = 60 Credit Hours

Biblical and Theological Studies - 23 Credit Hours

BI	101	Old Testament Literature	3 hrs.
BI	102	New Testament Literature	3 hrs.
BI	104	Bible Study Methods	2 hrs.
BI	201	Life of Christ	3 hrs.
BI	202	Acts and the Holy Spirit	3 hrs.
TH	101	Current Prophetic Realities I	2 hrs.
TH	102	Current Prophetic Realities II	2 hrs.
TH	201	Bible Doctrines	2 hrs.
TH	203	Eschatology	3 hrs.

General Education - 8 Credit Hours

GEN	101	College Success	1 hr.
HI	101	Charismatic History	2 hrs.
HUM	105	Christian Ethics: Moral Clarity	2 hrs.
SO	202	Marriage and Family	3 hrs.

Practical Ministry - 10 Credit Hours

EV	101	Introduction to Evangelism	3 hrs.
PM	101	Spiritual Authority	2 hrs.
PM	102	Spiritual Warfare	2 hrs.
PM	201	Church Ministry Seminar	3 hrs.

General Electives - 19 Credit Hours

COURSE PLANNING GUIDE

DIPLOMA IN GENERAL BIBLE

First Year – Fall Semester

BI	101	Old Testament Literature	3
EV	101	Introduction to Evangelism	3
GEN	101	College Success	1
HI	101	Charismatic History	2
HUM	105	Christian Ethics: Moral Clarity	2
PM	101	Spiritual Authority	2
TH	101	Current Prophetic Realities I	<u>2</u>
Total Hours			15
Chapel			
3 hours per week ministry service			

First Year – Spring Semester

BI	102	New Testament Literature	3
BI	104	Bible Study Methods	2
PM	102	Spiritual Warfare	2
TH	102	Current Prophetic Realities II	2
General Elective(s)			<u>6</u>
Total Hours			15
Chapel			
3 hours per week ministry service			

Second Year – Fall Semester

BI	201	Life of Christ	3
PM	201	Church Ministry Seminar	3
TH	201	Bible Doctrines	2
TH	203	Eschatology	3
General Elective(s)			<u>6</u>
Total Hours			17
Chapel			
3 hours per week ministry service			

Second Year – Spring Semester

BI	202	Acts and the Holy Spirit	3
SO	202	Marriage and Family	3
General Elective(s)			<u>7</u>
Total Hours			13
Chapel			
3 hours per week ministry service			

DIPLOMA IN EVANGELISM STUDIES

Total required for Diploma = 33 Credit Hours

Biblical and Theological Studies - 14 Credit Hours

BI	101	Old Testament Literature	3 hrs.
BI	102	New Testament Literature	3 hrs.
BI	104	Bible Study Methods	2 hrs.
TH	101	Current Prophetic Realities I	2 hrs.
TH	102	Current Prophetic Realities II	2 hrs.
TH	105	Biblical and Theological Basis of Missions	2 hrs.

General Education - 9 Credit Hours

CM	202	Communication on the Mission Field	2 hrs.
HI	101	Charismatic History	2 hrs.
HUM	104	Comparative Religions	3 hrs.
HUM	105	Christian Ethics: Moral Clarity	2 hrs.

Practical Ministry - 10 Credit Hours

EV	101	Introduction to Evangelism	3 hrs.
EV	210	Service Evangelism	3 hrs.
PM	101	Spiritual Authority	2 hrs.
PM	102	Spiritual Warfare	2 hrs.

COURSE PLANNING GUIDE

DIPLOMA IN EVANGELISM STUDIES

Fall Semester

BI	101	Old Testament Literature	3
EV	101	Introduction to Evangelism	3
PM	101	Spiritual Authority	2
HI	101	Charismatic History	2
HUM	105	Christian Ethics: Moral Clarity	2
TH	101	Current Prophetic Realities I	2
TH	105	Biblical and Theological Basis of Missions	<u>2</u>
Total Hours			17
Chapel			
3 hours per week ministry service			

Spring Semester

BI	102	New Testament Literature	3
BI	104	Bible Study Methods	2
CM	202	Communication on the Mission Field	2
EV	210	Service Evangelism	3
HUM	104	Comparative Religions	3
PM	102	Spiritual Warfare	2
TH	102	Current Prophetic Realities II	2
Total Hours			16
Chapel			
3 hours per week ministry service			

DIPLOMA IN GENERAL STUDIES

Total Required Courses = 24 Credit Hours

Total General Electives = 19 Credit Hours

Total required for Diploma = 33 Credit Hours

Biblical And Theological Studies - 10 Credit Hours

BI	101	Old Testament Literature	3 hrs.
BI	102	New Testament Literature	3 hrs.
TH	101	Current Prophetic Realities I	2 hrs.
TH	102	Current Prophetic Realities II	2 hrs.

General Education - 7 Credit Hours

HI	101	Charismatic History	2 hrs
HUM	105	Christian Ethics: Moral Clarity	2 hrs.
SO	202	Marriage and Family	3 hrs.

Practical Ministry - 7 Credit Hours

EV	101	Introduction to Evangelism	3 hrs.
PM	101	Spiritual Authority	2 hrs.
PM	102	Spiritual Warfare	2 hrs.

General Electives - 9 Credit Hours

COURSE PLANNING GUIDE

DIPLOMA IN GENERAL STUDIES

Fall Semester

BI	101	Old Testament Literature	3
TH	101	Current Prophetic Realities I	2
HI	101	Charismatic History	2
HUM	105	Christian Ethics: Moral Clarity	2
EV	101	Introduction to Evangelism	3
PM	101	Spiritual Authority	2
		General Elective(s)	<u>3</u>
		Total Hours	17
		Chapel	
		3 hours per week ministry service	

Spring Semester

BI	102	New Testament Literature	3
TH	102	Current Prophetic Realities II	2
SO	202	Marriage and Family	3
PM	102	Spiritual Warfare	2
		General Elective(s)	<u>6</u>
		Total Hours	16
		Chapel	
		3 hours per week ministry service	

DIPLOMA IN ADVANCED LEADERSHIP THE HONORS PROGRAM

Arise, and go down to the potter's house, and there I will cause thee to hear my words... - Jeremiah 18:2-4

If a man therefore purge himself from these, he shall be vessel unto honor; sanctified, and meet for the master's use, and prepared unto every good work - 2 Timothy 2:21

Motto - "Paratus pro Sutus Altissimus Voluntas" - "Prepared for his Highest Purpose"

Mission Statement - The purpose of this program is to provide a place of leadership development that when completed will produce Graduates with these Leadership Characteristics: Uncompromising, Battle Ready, Consistent in Prayer, Spirit-led, Word Proficient, Discerning, and Fearless. Furthermore, the goal of the Honors Program is to produce Leaders of honor, sanctified, and useful to the Master, prepared and ready for every good Work.

PROGRAM REQUIREMENTS

Total Required Courses = 25 Credit Hours

Ministry Internship = 4 Credit Hours

Total General Elective = 2 Credit Hours

Total required for Diploma = 31 Credit Hours

Biblical and Theological Studies - 6 Credit Hours

BI	267	Interpreting Psalms and Proverbs	2 hrs.
		Old Testament Intensive	2 hrs.
		New Testament Intensive	2 hrs.

General Education - 11 Credit Hours

CM	250	Communications in the 21 st Century	3 hrs.
GEN	251	Molding Through Mentorship I	2 hrs.
GEN	252	Molding Through Mentorship II	2 hrs.
GEN	261	Ministry Capstone I	1 hr.
GEN	262	Ministry Capstone II	1 hr.
HI	253	Roots of Revival	2 hrs.

Practical Ministry - 12 Credit Hours

PM	252	Pastoral Care	3 hrs.
MS	251	Principles of Church Planting	3 hrs.
CE	252	Christian Education in the Local Church	2 hrs.
MUS	250	Music in the Pentecostal Church	2 hrs.
PM	255	The Making of a Leader	2 hrs.

General Elective - 2 Credit Hours

COURSE PLANNING GUIDE FOR THE DIPLOMA IN ADVANCED LEADERSHIP

Fall Semester

BI	267	Interpreting Psalms and Proverbs	2 hrs.
GEN	261	Ministry Capstone I	1
GEN	251	Molding Through Mentorship I	2
HI	253	Roots of Revival	2
MS	251	Principles of Church Planting	3
PM	255	The Making of a Leader	2
		Old Testament Intensive	<u>2</u>
		Total Hours	14
		Chapel	

Spring Semester

CE	252	Christian Education in the Local Church	2
CM	250	Communications in the 21 st Century	3
GEN	252	Molding Through Mentorship II	2
GEN	262	Ministry Capstone II	1
MUS	250	Music in the Pentecostal Church	2
PM	252	Pastoral Care	3
		New Testament Intensive	2
		General Elective	<u>2</u>
		Total Hours	17
		Chapel	

WEEKLY SCHEDULE:

Monday and Thursday (w/ classes and Chapel) 7:30am-2:10pm

Tuesday and Wednesday 7:30am-11:50am

No Classes Friday

Jeremiah 18:4 says that he will turn the vessel into another vessel. The reason God has placed you in the Honors Program is to make you into another vessel. The final work in the process of a vessel of Pottery is the Firing process. The Firing Process hardens and makes vessels ready for use. Until this process, the vessel is not useable... God is not making vessels, but vessels of honor according to 2 Timothy 2:21.

THE PROCESS

Three Aspects of the Fire:

- *Warms-Mentorship*

Each Student will have a mentor and be a mentor

- *Purges-Intensive Classroom Studies*

Practical knowledge and information that changes the student from a follower to a leader

- *Hardens-Field Experience*

Student will be put in leadership decision-making situations and taking on the leadership roles in real-life situations

Expectations of the Honors Program Students

1 Timothy 3

1. Your lifestyle must be above reproach.
2. Your attitude must influence others positively.
3. Let the Fruit of The Spirit guide your life actions.
4. You must be willing to change into a vessel of honor.

The Profile of an Honors Program Student

- Uncompromising
 - Battle Ready
 - Consistent in Prayer
 - Spirit Led
 - Word Proficient
 - Discerning
 - Fearless
- You must be a Mentor
 - Attach yourself to a first year students. Get to know them. Help them. Help them learn the ropes around campus and the church. If they need assistance, direct them to where they can get help. Be an Encourager.
 - You must have a faith-filled attitude.
 - You must be willing to take on the responsibilities of the leadership whenever there is a need.

PRIVILEGES

Attire

- Each Student can purchase an Honors Program T-Shirt and there will be designated days to wear them.
- The shirts will be worn with business casual attire on designated HP dress days.

Lounge (Dominion 2)

- Each Student will be given a key to the Honor Program Lounge on a special made HP Lanyard.
- Food and Drinks are permitted in the lounge.
- This lounge is reserved for HP students only; please keep it clean. The last person to leave the lounge must turn off lights and lock the door. The Director has discretion to designate that this classroom be used for additional classes, as needed.

RESPONSIBILITIES

Chapels

- The Chapel Committee will be staffed by HP students. You are expected to be in meetings with the HP coordinator in putting chapels together.
- You are expected to attend ALL chapel services. Many of you will be expected to carry out functions in chapel services including:
 - Leading services
 - Giving announcements
 - Speaking
 - Praying
 - Reading Scripture
- You will be required to take attendance for a small group at each chapel.
- You are expected to attend all of morning prayer from 7:30am-7:50am. Monday through Thursday.

Academics

- You must keep a minimum 2.0 GPA. Failure of any course is unacceptable and grounds for dismissal from the program.
- Class Tardiness is unacceptable.

Ministry Trips

- There may be Ministry outreach trips scheduled each semester that HP students will be called upon to take a leadership role in some aspects of the event.

External Studies Diploma (Non-Collegiate)

At World Harvest Bible College, we have empowered thousands of students through the miracle of impartation so they could be all that He created them to be. Our goal to take the same anointing God has placed on Pastor Parsley's life and deposit it into your life, even though you may not be able come to live on the campus of World Harvest Bible College in Ohio. The program is made up of eight courses which center around the practical and Biblical teaching demonstrated at World Harvest Bible College. Each course contains a video series, an audio series, a textbook and a workbook. Students complete the material and take the enclosed test in the comfort and convenience of their own home. Upon successful completion, the students will be awarded the External Studies Program Diploma and invited to participate in the World Harvest Bible College graduation exercises. Upon satisfactory completion of the eight courses, students can apply to enroll at World Harvest Bible College as a second year student in the General Studies concentration. All regular Admissions requirements must be met in order to matriculate into the on-campus program.

The Anointing and You Course

Learn how to walk in the power and authority God has given you as you learn from the material in this course. You will examine the characteristics of God, the person of the Holy Spirit, the gifts and fruit of the Holy Spirit, and the anointing of the Holy Spirit operational in the life of the believer today.

Warfare in the Spirit Course

As you study the material in this course you will learn to fight with the power of the Holy Spirit, how to abide in His presence and how to use the authority God has given you. Explore the war in which the Bible makes extremely clear that the Church of Jesus Christ is involved and examine how this war impacts you daily life.

The Book of ACTION Course

After the Passion of our Lord and Savior Jesus Christ, he appeared to the disciples and established the church. This Course is a study of the triumphant spread of the Gospel through the power of the Holy Spirit from the narrow borders of Judaism into the Gentile world as told by Luke in the Book of Acts. From the journeys of Paul to the persecution of the Christians to the power of the Holy Spirit at Pentecost to the martyrdom of those that stood for Christ the course examines your role and responsibility to carry on the work of the early church with power and authority.

Keys to Abundant Living Course

The time has come for you to walk out of your desert of lack and literally live under an open heaven. The principles in this course will infuse you with the revelation knowledge and anointing of the Holy Spirit to walk out of the barren places in your life and into a continual downpour of His blessings. You will be filled with expectancy to stand and believe for a perpetual outpouring of abundance.

Faith: the Foundation of Victory

This fundamental course will teach you the importance of faith and victory in your life. The principles of "mountain-moving" faith are examined and applied to your life. The course will enable you to withstand every storm of life.

God's Original Intent – Defending Truth/Shaping Culture

This course will examine the present state of morality in our society. The student will be equipped to help shape the culture with the eternal truths of God's Word.

Kingdom Dominion – Your Right as a Believer

Dominion power is the right of every believer. Learn how to walk in Dominion Power and advance the glorious kingdom of God through the earth.

Prayer: God Communication

Learn what prayer is and how to prayer can be help the believer live a victorious life. The seven types of prayer recorded in the Bible as well as the basis of answered prayer are studies. The student will learn how to be an effective prayer warrior for God's Kingdom.

COURSE DESCRIPTIONS

Courses are assigned notation and number sequences (i.e., Bible-BI, Revival and Evangelism-EV, Church History-HI, World Missions-MS, Theology-TH, Pastoral Ministry-PM, Church Music-CM). General Education courses list the first two letters of the course name or division subject. Within the three digit number sequence, the first number identifies the year offered: (1) Freshman course designation and (2) Sophomore course designation. The third digit indicates the division sequence in which required courses are to be taken: odd numbers generally indicate the Fall semester and even numbers generally indicate the Spring semester.

DIVISION OF GENERAL EDUCATION

BU 101 Christian Leadership 2 Credit Hours

The course will provide the student with an understanding of the Biblical and Theological aspects of Christian leadership and how to develop as a leader called to serve the body of Christ.

BU 102 Church Administration 2 Credit Hours

A study of the functions of management; includes the analysis and evaluation of the planning, organization, staffing, controlling, and directing responsibilities of a manager and the theory and applicability of management by objectives. The course provides a working knowledge of the administration of a local independent charismatic church in the new millennium including budget planning and implementation. The student will learn to manage a team of their peers in the planning, implementation and assessment of a ministry project within the framework of the ministry of World Harvest Church.

BU 103 Church Music Administration 2 Credit Hours

The course provides a working knowledge of the administration of a local independent charismatic church in the new millennium emphasizing the administrative and organizational aspects of a total church music program. Focus is given to service planning, developing worship teams, budgeting, community involvement, sound systems and theatrical lighting.

BU 104 Music in the Local Church 2 Credit Hours

The course is a continuation of BU 103 emphasizing the skills of team building, rehearsal strategies, staff and interpersonal rela-

tionships, and ministerial ethics within the church music program. The student will learn to manage a team of their peers in the planning, implementation and assessment of a ministry project within the framework of the ministry of World Harvest Church.

CM 202 Communication on the Mission Field
2 Credit Hours

A course designed to introduce the student to the art of communication for ministry in various cultural settings. The course examines the vital role culture plays in spreading the Gospel with emphasis on the origins and development of people groups from a cross-cultural perspective. Students learn to apply communication skills through hands on experiences in various situations.

CM 204 Ministry Communications
3 Credit Hours

A course designed to introduce the student to the art of communication in the various aspects of ministry. Students will learn to communicate through both written and oral communications. Communication skills will be developed in writing letters, delivery of announcements, small group facilitation, ministry exhortations, Bible studies, mail responses, and other ministry related communications.

CM 205 Mass Media Communications
2 Credit Hours

A study of communication strategy for the incorporation of all mass media in communicating the Gospel including the history, development and current structures of media and their effects on society. The class surveys equipment, personal programming and production in radio, TV, film and print media. The student will have the opportunity to broaden their skills in the Breakthrough Ministry of World Harvest Church.

CM 206 Media Age Evangelism
2 Credit Hours

The course familiarizes the students with all types of communication media and explores their use in communicating the Gospel. Students critique various media presentations of the Gospel and formulate their own model for the future. The student will have the opportunity to broaden their skills in the Breakthrough Ministry of World Harvest Church.

**CM 250 Ministry Communication
for the 21st Century
3 Credit Hours**

The course is an advanced study in communications within the ministry context. Preparation of various projects will be the focus of the course to emphasize preaching and teaching through multiple communication mediums. The areas of focus will include: illustrated sermons; amplification systems; Biblical drama; ministry newsletter, pamphlets and other multi-cultural written communications; and PowerPoint, web based, video and other multimedia communications.

**GEN 101 College Success
1 Credit Hour**

Combines theory and practice in learning skills needed for success in college and life, such as study skills, time management, building relationships and managing money. This course also includes a review of basic English grammar for the college student. Students with a Bachelor's degree or higher or with 24 or more semester hours of college credit, having received a minimum of 3.0 overall GPA, can petition to be given credit for the course.

**GEN 201 Ministry Internship I
3 Credit Hours**

The internship is an integrative ministry experience designed to give the student hands-on training in one area of ministry. Nine hours of ministry time is required each week verified by the student's designated supervisor. An integrative ministry paper is required consisting of a concise statement of theology of ministry within a Pentecostal context and how the statement was applied in the area of the ministry internship.

**GEN 202 Ministry Internship II
3 Credit Hours**

The internship is an integrative ministry experience designed to give the student hands-on training in one area of ministry. Nine hours of ministry time is required each week verified by the student's designated supervisor. An integrative ministry paper is required consisting of a concise statement of theology of ministry within a Pentecostal context and how the statement was applied in the area of the ministry internship.

**GEN 251 Molding Through Mentorship I
2 Credit Hours**

This course unites practical application and leadership development through the relationship of the mentoring process. Careful scrutiny

of the whys, and how's of leading people in a multifaceted society will be learned through observation and close relationship with a mentor actively involved in that process. Practical application and development of ministry concepts are the goals for the 2-semester experience under the guidance of the ministry supervisor. The experience allows the student to learn by being involved in the observation, contemplation and practice of ministry.

GEN 252 Molding Through Mentorship II
2 Credit Hours

The course is a continuation of GEN 251 which will further develop the student's understanding and practical knowledge of ministry.

GEN 261 Ministry Capstone I
1 Credit Hour

Men and Women of notable ministries serving in one or more of the five fold ministry gifts, would be brought to WHBC to share with the third year students about their journey in ministry and the wisdom they have obtained from the journey. Testimonies and presentations from the student's ministry experiences will also be shared. Such topics as finances in the church, the prophetic calling, raising up leaders, worship in the tabernacle, home missions and ministering in other cultures will be covered.

GEN 262 Ministry Capstone II
1 Credit Hour

Third year students will learn how to lead in various ministry situations and how to lead in their personal lives as Men and Women of notable ministries would be brought to WHBC to share the wisdom they have obtained from their own journey. Testimonies and presentations from the student's ministry experiences will also be shared.

GOV 101 American Government
3 Credit Hours

The course is a study of the institutions and processes of American government and politics at the national, state and local levels, with attention to policymaking and the relationship between citizenship and Christian faith. A practical hands-on experience of ministry will be included within the context of the Center for Moral Clarity.

HI 101 Charismatic History
2 Credit Hours

This course covers the outpouring of the Holy Spirit upon the Church from the 1700's to the present. Special attention will be

given to the great men and women that pioneered the various movements of the Church within that time period.

HI 253 Roots of Revival
2 Credit hours

The course is a survey covering the literature, culture and world-views of the Church emphasizing the leaders of the different revival movements through the Church's history. Particular attention will be given to the contribution of these leaders and their lives in leading the church in its responsibility to influence the world for Christ. The students will study spiritual genealogy and prepare their own spiritual genealogy.

HUM 101 Hymnology
2 Credit Hours

The course is an examination of the nineteenth and twentieth century Gospel hymns and their use in the Christian church today. This includes a survey of the development of hymnody from the Early Church to contemporary usage.

HUM 103 Introduction to Christian Ethics
2 Credit Hours

A Christian perspective on the science of human duty is presented along with a discussion of the major problems and both ancient and modern solutions.

HUM 104 Comparative Religions
3 Credit Hours

The course is a historical survey of current world religions and sects emphasizing major beliefs, their literature, culture and world views and ethics of various religions.

HUM 105 Christian Ethics: Moral Clarity
2 Credit Hours

This course provides instruction about how to recognize and develop a biblical worldview, and how to identify and respond to other systems of thought. Students will learn the biblical and theological basis for moral issues, and will be evaluated on their ability to apply Scriptural principles to situations they are likely to face in their congregations and their communities.

SO 202 Marriage and Family
3 Credit Hours

This course will explore the scriptural foundation for relationships between men and women, parents and children, siblings and others in household/family units.

DIVISION OF BIBLICAL & THEOLOGICAL STUDIES

BI 101 Old Testament Literature 3 Credit Hours

This course is a panoramic study of the Old Testament beginning with the pre-agamic age to the last of the minor prophet. Special attention will be given to the golden age of Israel's history, the Divided Kingdom, and will include a study of Old Testament kings and prophets. Hebrew poetry and Wisdom books will also be covered in this course.

BI 102 New Testament Literature 3 Credit Hours

The course is a historical and thematic survey of the contents of each New Testament book, with particular attention given to the cultural, historical and geographical preparation of the world for the birth of our Lord and Savior, Jesus Christ, and the impact of the Gospel message in New Testament times.

BI 104 Bible Study Methods 2 Credit Hours

Approaches and methods used in Biblical interpretation will be studied with attention given to styles which strengthen personal spiritual growth and Biblical knowledge, including the factors of presuppositions, historical context, figurative language, Bible translation and genre.

BI 201 Life of Christ 3 Credit Hours

The course includes an overview of the person and work of the Lord Jesus Christ, from His pre-existence to the establishment of His eternal kingdom, including His incarnation, death, burial, resurrection, and present day ministry. Another area of emphasis in this course investigates the tripartite nature of man's being, including renewing the mind, training the spirit, and operating successfully in God-given authority.

BI 202 Acts and the Holy Spirit 3 Credit Hours

A study of the triumphant spread of the Gospel through the power of the Holy Spirit, from the narrow borders of Judaism into the Gentile world as told by Luke in the Book of Acts. Also, examines the characteristics of God, the person of the Holy Spirit, the gifts and fruit of the Holy Spirit and the anointing of the Holy Spirit operational in the life of the believer today.

BI 203 Parables of the Kingdom
2 Credit Hours

An in-depth study of the major parables of Jesus as presented in the Synoptic Gospels, with particular attention given to Matthew's parables of the Kingdom of Heaven.

BI 204 General Epistles
3 Credit Hours

An analysis of Hebrews, James, I and II Peter and Jude, as seen in the light of their original historical settings and their relevance for today.

BI 205 Johannine Literature
3 Credit Hours

A verse-by-verse exegesis of the Gospel of John is given, with close attention to the seven "I AMs" of Christ. It also covers the Epistles of John concerning key issues and themes.

BI 207 Hebrews
3 Credit Hours

An analysis of the book of Hebrews as seen in the light of their original historical settings and their relevance for today is outlined to give meaning to each verse.

BI 208 Romans
3 Credit Hours

A study of the teachings of the Apostle Paul as recorded in Romans. The life setting of each chapter is related to Paul's journeys described in the book of Romans. Special emphasis is given to the themes of the doctrine of justification by faith. Salvation, grace and the law are also contrasted, as well as the significance of walking in the Spirit.

BI 222 Major and Minor Prophets
3 Credit Hours

This course is a study of the major and minor prophets and their writings. It is an introduction to the origin and development of prophecy among the Hebrews, a study of the Hebrew prophets who lived and preached in the nations of Judah and Israel; and an examination of the historical, social, and religious implications of their message.

BI 224 Old Testament Poetic Literature
3 Credit Hours

A study of the unique style and content of each of the poetic books of the Old Testament, including Job, Psalms, Proverbs, Ecclesiastes-

tes, Song of Solomon and Lamentations. The course addresses authorship and the times of each of the writings, as well as present day life applications.

BI 225 Manners and Customs
2 Credit Hours

This course is a detailed study of Biblical customs and Scriptural interpretation. Students gain insight from studies of archaeological discoveries, historians, social anthropologists and Biblical theologians. Except for a visit to the Holy Land, nothing can open the students' eyes to the ancient Near East customs of Bible times like this course.

BI 226-227 Research Practicum
TH 226-227 1-3 Credit Hours

Prerequisite: Permission from the Academic Dean

This course is designed to provide eligible WHBC students with an opportunity for the integration of classroom learning with life and practical ministry experience; interaction of students with professionals in their field of endeavor and the evaluation of their readiness for ministry in their chosen area of study. Students will receive one credit for every two hours served per week in the approved area of ministry. The maximum number of credits for any one semester is three, unless the student receives special permission from the Academic Dean. The practicum will have an emphasis in one the following areas: Biblical Research or Theological Research.

BI 263 Advanced Bible Study Methods
3 Credit Hours

Prerequisite: BI 104

A study of the problems and methods of Biblical interpretation, including: the factors of presuppositions, historical context, grammatical relationships, vocabulary, genre, and figurative language. Special emphasis will be placed upon the need for presenting good hermeneutics and sound doctrine with sermonic presentations.

BI 264 Pentateuch
3 Credit Hours

This course will be a thorough study of the first five books of the Bible including the historical beginnings, redemptive themes, and God's dealings with His people as seen in the early history of the nation of Israel. Special attention is given to God's covenants and the importance of the tabernacle and the blood covenant.

BI 265 Pauline Epistles
3 Credit Hours

A study and brief analysis of each Pauline epistle is examined against the backdrop of the Greco – Roman and a Jewish culture in which Paul was raised. Combined with the unique ministry of the Apostle, we will explore this man of God in full perspective.

BI 227 Interpreting the Psalms & Proverbs
2 Credit Hours

The course is a study of the unique style and content of Psalms and Proverbs. The course addresses authorship and the times of each of the writings, as well as present day life applications.

Old Testament Bible Intensive
2 Credit Hours

Various Old Testament subjects will be examined from a Biblical perspective such as Pentateuch, Major and Minor Prophets, Old Testament Poetic Literature, Manners and Customs or Blood Covenant.

New Testament Bible Intensive
2 Credit Hours

Various New Testament subjects will be examined from a Biblical perspective such as Parables of the Kingdom, General Epistles, Johannine Literature, Hebrews, Romans or Pauline Epistles.

TH 101 Current Prophetic Realities I
2 Credit Hours

The course is a study of the history and development of the ministry of World Harvest Church, the distinctive qualities of the ministry of Pastor Rod Parsley and a review of Pastor Parsley's writings and messages that have had the greatest impact on the church, the nation and the world.

TH 102 Current Prophetic Realities II
2 Credit Hours

The course is a continued survey of Pastor Parsley's writings and messages.

TH 105 Biblical & Theological Basis of Missions
2 Credit Hours

This course provides a foundation for the Biblical and theological emphasis toward missions and how it applies in the church and the lives of the individual today. The course explores various roles of the missionary and incorporates general guidelines for national study and practicalities for missionary preparedness.

**TH 107 Biblical and Theological Basis of
Praise and Worship
2 Credit Hours**

The course is an introduction to foundational Biblical and theological principles of praise and worship, with special focus on the worship patterns and styles of the Hebrews in the Tabernacles of Moses and David, as well as early Christian church expressions of worship.

**TH 201 Bible Doctrines
2 Credit Hours**

This course is a vital study of the major elements of doctrine, which comprise the basics of a believer's faith. Twelve different areas of theology are covered, providing a fundamental overview of theological understanding.

**TH 202 Divine Healing
2 Credit Hours**

This course is a study of the Biblical, theological and historical roots of healing in the Christian church including a study of the principles and patterns of healing demonstrated by Jesus and His disciples. Explores various models for healing ministries and how each person can be healed and be an instrument of healing for others.

**TH 203 Eschatology
3 Credit Hours**

The course is a theological study of end-time teachings as revealed in the apocalyptic writings of the Bible. Specific attention will be given to the signs of the times, the great tribulation, the Church and the Kingdom of God.

DIVISION OF PRACTICAL MINISTRIES CHRISTIAN EDUCATION

CE 202 Introduction to Christian Education 3 Credit Hours

The course is a study of the basic principles and theory of Christian Education within the local Church. The student will develop a personal philosophy of Christian Education. The course introduces age characteristics and needs, as well as different teaching and learning methods.

CE 203 Christian Education of Children 3 Credit Hours

The study provides an overview of Christian education for children from birth through the sixth grade: including age group characteristics, leadership of various ministries, spiritual development, methods, resources and current trends. The student will gain practical ministry experience within the ministries of World Harvest Church.

CE 204 Christian Education of Youth 3 Credit Hours

A study of the characteristics and needs of adolescents: junior high, senior high, and older youth. Consideration is given to the development of a sound, practical Christian education program that will win and hold young people. Emphasis is placed upon preparation and presentation of youth worship services. The student will gain practical ministry experience within the ministries of World Harvest Church.

CE 205 Christian Education of Adults 3 Credit Hours

A course which introduces students to the characteristics and expanding needs of young, middle and older adults in a continuing program of adult Christian education. Special emphasis is placed on the role of parents and the home in Christian Education. The student will gain practical ministry experience within the ministries of World Harvest Church.

CE 207 Spiritual Formation and Discipleship 3 Credit Hours

This course briefly surveys the human life span and relates this to moral and faith development. Christian discipleship will be examined seeking implications for Christian education in the life of the individual and church.

CE 232 Family Ministries
2 Credit Hours

Traces the historical development of the family and acquaints students with Biblical, theological, sociological and psychological aspects of family development. Gives attention to and addresses the element of ministry, involving issues in the development and transitions of the family life cycle. The student will gain practical ministry experience within the ministries of World Harvest Church.

CE 252 Christian Education in the
Local Church
2 Credit Hours

This course is an advanced study of the principles and practices of teaching in the local church. The basic principles of leadership and management of a program of Christian education in the local church will be discussed. Students will learn how to teach, disciple and mentor to enable the Christian to be a true disciple of Christ.

EVANGELISM

EV 101 Introduction to Evangelism
3 Credit Hours

The Course provides the student with an introductory overview of the ministry of evangelism. Emphasis is placed on developing a Christian worldview that engages the culture with the Good News. Students will develop a biblical and theological understanding of evangelism and will be equipped to be more effective in personal evangelism.

EV 110 History of Revivalists
2 Credit Hours

A concise historical survey of the lives of significant leaders who gave themselves to repentance and prayer, hungering for revival fires in their generation.

EV 210 Service Evangelism
3 Credit Hours

A study designed to examine the role of Servanthood within the context of evangelism and church growth. The development and direction of a servanthood program within the local church will be examined, including small group principles, which will be put into practice in the ministry field.

EV 211 Methods of Evangelism
3 Credit Hours

This course will present the various methods of evangelism giving the students opportunity to demonstrate those methods in the field. Attention will be given to the changing culture in America and what strategies the modern day Christian and church leader must employ to overcome the walls the unchurched have built in our society.

EV 213 Evangelism and Social Action
2 Credit Hours

An examination of Christ's life as a Biblical model for ministry, including his teaching and example (as these have special relevance for those who serve the poor). The course study uses Biblical, theological and contemporary practice resources to bring an experiential perspective for missions outreach among the world's poor.

EV 235 Summer Intensive in Evangelism
3-6 Credit Hours

Prerequisite: Written consent from the Academic Dean, supervising professor and faculty advisor.

From time to time, inner city projects within the United States will be announced and implemented in the summertime. Students are encouraged to give themselves in prayerful preparation, as well as Scripture reading and memorization and to make their desire to participate known to the Academic Dean and faculty advisor. Actual participation is by invitation only.

MISSIONS

MS 101 Introduction to Missions
3 Credit Hours

The introduction provides a general overview of missions. Examines missionary principles and practices from Biblical, historical and cultural perspectives and helps the students formulate a personal approach to missions.

MS 203 Principles of Church Growth
2 Credit Hours

The course is a basic study of the theological, sociological and practical dimensions of church growth. The development of a strategy for starting new churches as well as expanding existing churches is presented in the areas of evangelism, missions, outreach, leadership training, administration and accountability.

MS 235 Summer Intensive in Missions
3-6 Credit Hours

Prerequisite: Written consent from the Academic Dean, supervising professor and faculty advisor.

Summer mission trips outside the United States will be organized by WHBC and available to qualified students. Students will be supervised in a practical setting with a view toward introducing missionaries to the mission field.

MS 251 Principles of Church Planting
3 credit hours

Deals with the expansion of the Kingdom of God through the planting of divinely patterned local churches. Basic principles for planning and starting a church will be discussed. Focus is given to help students discover and align God's purpose for their Life with His plan for the Local Church, and the Last Days Harvest.

MUSIC

MUS 101 Fundamentals of Music Theory
3 Credit Hours

The course is a study of music fundamentals. The course includes an integrated approach to the development of basic musicianship, including the study of music notation and terms.

MUS 104 Music Theory I
3 Credit Hours

Prerequisite: MUS 101

A study of written and keyboard harmony, intervals, triad, chord progressions, simple cadences, non-harmonic tones, melodic organization, analysis and original work.

MUS 107 Class Piano
1 Credit Hour

A course designed for students with minimal piano training. Group instruction includes simple sight reading in treble and bass clefs, improvisation and beginning keyboard techniques, including all major scales and arpeggios.

MUS 108 Keyboard Harmony
1 Credit Hour

Prerequisite: MUS 107

The course is a continuation of MUS 107, including notation, scales, key signatures, simple intervals, sight-reading, improvisation, key-

board technique in all major and harmonic minor scales and arpeggios and selected chord progressions.

**MUS 122 Praise and Worship Leadership
2 Credit Hours**

Prerequisite: TH 107

The course introduces the student to the various aspects of worship leadership and the musical mechanics involved in the implementation of praise and worship leadership. The student will have the opportunity to lead praise and worship in various situations within the music ministries of World Harvest Church.

**MUS 131 Class Voice I
1 Credit Hour**

The class is an elementary lab course in singing. This course includes the study of voice production and principles of singing employing both group and individual techniques. The course meets 2 hours per week.

**MUS 132 Class Voice II
1 Credit Hour**

Prerequisite: MUS 131 or Departmental approval.

The class is a continuation of MUS 131, including the study of the International Phonetic Alphabet (IPA). The course meets 2 hours per week.

**MUS 151, 152 College Choir
251, 252 .5 Credit Hour Each**

Prerequisite: Audition.

A lab course designed to give students experience in performing appropriate choral literature in a church setting. The course is required for all Church Music concentration students. The course meets 1.5 hours per week.

**MUS 185, 186; Chapel Ensemble (Vocal)
285, 286 .5 Credit Hour Each**

Prerequisite: Audition.

A course designed to give students practical experience in vocal rehearsal preparation, music planning and performance within a Pentecostal worship setting.

**MUS 187, 188; Chapel Ensemble (Instrumental)
287, 288 .5 Credit Hour Each**

Prerequisite: Audition.

A course designed to give students practical experience in instrumental rehearsal preparation, music planning and performance within a Pentecostal worship setting.

MUS 203 Music Theory II
3 Credit Hours

Prerequisite: MUS 104

The class is a continuation of MUS 104. This course includes the study of four-part voice leading, harmonic progression, seventh chords, secondary dominants and leading tone chords.

MUS 210 Lyrical Composition
2 Credit Hours

Prerequisites: MUS 108 and MUS 203

A course designed to introduce various song writing theories, developing song structures, writing effective lyrics, composing melodies and assembling proper chord structures.

MUS 225 Fundamentals of Conducting
2 Credit Hours

Prerequisite: MUS 122

A practical lab course designed to study the fundamental techniques of conducting choral and instrumental music, principles of interpretation and rehearsal techniques.

MUS 250 Music in the Pentecostal Church
2 Credit Hours

A Biblical and practical approach to Pentecostal worship in the local church. The study includes the planning of each aspect of a service as well as the various types and settings in order for worship to be developed and maintained. Students would be responsible for helping plan and implement chapel services and special services at WHBC.

PASTORAL MINISTRIES

PM 101 Spiritual Authority
2 Credit Hours

A course designed to give the student a Biblical understanding of submission and authority. Students will be able to recognize the attributes and manifestations of rebellion and the spirit of submission. The students will have an understanding of authority as a God-mandate and as an important ingredient for in order in the New Testament Church.

PM 102 Spiritual Warfare
2 Credit Hours

The class is the Biblical study of spiritual opposition facing the Christian on a daily basis and how to scripturally overcome. The fight that rages between the Kingdom of God and the Kingdom of Darkness will be studied to equip the future leader with the tactics needed to build a ministry in the midst of attack, both in the natural and spiritual realm. These tactics will be used in various situations of ministry throughout the semester.

PM 201 Church Ministry Seminar
3 Credit Hours

The course surveys the student's calling and helps the student give definition to that calling within the five-fold ministry. The different ministries of the local church are surveyed. The student will have the hands on opportunity to organize and develop a project within the framework of the ministry of World Harvest Church.

PM 209 Introduction to Preaching
3 Credit Hours

This course is the study in the process of communication through the art of preaching. Attention is given to sermon construction, outline and delivery technique.

PM 210 Preaching Lab
1 Credit Hour

Prerequisite: PM 209

A course designed to implement the homiletical instruction received in Introduction to Preaching. Various types of sermons are assigned to the student throughout the semester in an attempt to promote the development of individual style. The course consists of two hours of lab on a weekly basis for one semester and is designed for practical in-class sermon delivery.

PM 211 Principles of Youth Ministry
2 Hours Credit Hours

The class is an examination of contemporary models of youth ministry considering their Biblical and theological basis and ministry implications. The student will develop a personal model of youth ministry after considering creation of objectives, leadership styles, decision – making processes, programming approaches, and more.

PM 213 Teach Us to Pray
2 Credit Hours

The course is the study of the background, meaning, process and aspects of prayer. The course will include the application of the principles of effective praying, the identifying of the major hin-

drances to prayer, the differentiating between the seven types of prayer and learning to pray with knowledge and authority.

PM 215 Purity and Discipline I
2 Credit Hours

This course will include an interactive study on the topic of Purity and Discipline in the Church. The student will examine primary issues such as the need for personal wholeness—spirit, soul and body. In addition the importance of the spiritual disciplines, character, integrity, and honor; as well as establishing trust and in some instances the need to reestablish new boundaries in one's relationships will be discussed. Most importantly the two greatest commands given in scripture will be embraced: To love God first and then to love your neighbors as you love yourself (Matthew 22:37). The course is required of all female students on Social Probation.

PM 216 Purity and Discipline II
2 Credit Hours

The course is a continuation of PM 215. The course is required of all female students on Social Probation.

PM 217 Spiritual Strength for Men I
2 Credit Hour

This is a course designed to disciple men in the Word of God; instilling the practical disciplines of everyday Christian living that every man of God should have. Guidelines are given and parameters are taught to counteract the non-existent values of today's society. The course is required of all male students on Social Probation.

PM 218 Spiritual Strength for Men II
2 Credit Hour

The course is a continuation of PM 217. The course is required of all male students on Social Probation.

PM 226/227 Ministry Practicum
1-3 Credit Hours

Prerequisite: Permission of the Academic Dean.

A Course designed to provide eligible WHBC students with an opportunity for the integration of classroom learning with life and practical ministry experience; interaction of students with professionals in their field of endeavor and the evaluation of their readiness for ministry in their chosen area of study. Students will work in areas of practical ministry at WHBC, WHC or other approved and

appropriate sites in the larger community. Community sites may include food pantries, youth programs, homeless shelters and churches. Students will receive one credit for every two hours served per week in the approved area of ministry. The maximum number of credits for any one semester is three, unless the student receives special permission from the Academic Dean. The practicum will have an emphasis in one the following areas: Pastoral, Evangelism, Missions, Marketing/Public Relations, Music or Christian Education.

PM 241 Principles of Dramatic Ministry
2 Credit Hours

A course designed for the individual who desires to establish a drama ministry in the local church. Practical instruction is also given for those who desire to create a traveling drama ministry. Topics include acting techniques, characterization, vocal production, stage construction, lighting, costuming, writing original material, etc.

PM 219 Deliverance and Discernment
3 Credit Hours

A course designed to acquaint students with Christian counseling and deliverance as a tool for the pastoral ministry.

PM 252 Pastoral Care
3 Credit Hours

The course is a study on the work of the pastor as the shepherd and caregiver to God's people within the community of faith. Practical applications within this class will encompass hospital and home visitation, mock weddings, funerals, baptisms and communion, and Christian counseling and deliverance as a tool for the pastoral ministry.

PM 255 The Making of a Leader
2 Credit Hours

A practical course designed to deepen the student's understanding of the business operations of a ministry, including the various behind the scenes methods in which ministries are operated. The course examines the structure, finances, the leadership authority and the outreach aspects of a charismatic ministry. The course also provides a Biblical foundation for the family of the minister and its prayer life and Christian walk; in an attempt to troubleshoot some of the more common obstacles to successful family life in the ministry.

WORLD HARVEST BIBLE COLLEGE ADMINISTRATION

Pastor Rodney L. Parsley, Founder and Chancellor

Pastor, World Harvest Church, Columbus, OH.
Bachelor of Arts in Ministry
Ohio Christian University, Circleville, OH, 2007.
Doctor of Humanities (Honorary)
Liberty University, Lynchburg, VA, 2007.
Doctor of Divinity, (Honorary)
Indiana Christian University, South Bend, IN, 1985.

Dr. Joshua T. Fischer, President

Doctor of Philosophy in Applied Behavioral Studies/Educational
Psychology,
Oklahoma State University, Stillwater, OK, 2002.
Master of Arts in Educational Administration,
Oral Roberts University, Tulsa, OK, 1996.
Bachelor of Arts in Church Ministries-Pastoral,
Oral Roberts University, Tulsa, OK, 1994.

Dr. E. Dale Berkey, Vice-President

Doctor of Philosophy,
University of Toledo, Toledo, OH, 1977.
Master of Arts in Theology,
Wheaton College, Wheaton, IL, 1972.
Bachelor of Arts in Biblical Studies,
Wheaton College, Wheaton, IL, 1971.

Don Corder, Executive Director of the College

Instructor in General Education

Master of Business Administration,
Indiana Wesleyan University, Marion, IN, 1990.
Bachelor of Business Administration, Marketing & Management
Northwood University, Midland, MI, 1982.

Ronnie Harrison, Director of the College

Instructor in Biblical and Theological Studies and Practical Ministry

William C. Canfield, Campus Chaplain

Instructor in Biblical and Theological Studies, Practical Ministries, and General Education

Studies towards a Bachelor of Science in Communication,
Ohio University, Athens, OH, 2002-present.
Diploma in Theology,
Rhema Bible Training Center, Broken Arrow, OK, 1979.

Associate of Arts in General Studies,
Kent State University, Kent, OH 1974.

**Tammie J. Wade, Director of Administration
Instructor in General Education**

Studies towards a Master of Public Management,
University of Pittsburgh, Pittsburgh, PA, 1999-2001.
Juris Doctorate,
Duquesne University, Pittsburgh, PA, 1991.
Bachelor of Arts in Criminology,
Indiana University of Pennsylvania, Indiana, PA, 1980.
Associate of Arts – Legal Secretary,
Robert Morris University, Pittsburgh, PA, 1978.

**James E. Jordan, Jr., Academic Dean of the College and
Director of the External Studies Program, Instructor in
Practical Ministries and General Education**

Master of Divinity,
Duke University, Durham, NC 1994.
Studies toward a Master of Accounting degree,
Appalachian State University, Boone, NC, 1987-1989.
Bachelor of Music in Piano Performance/Pedagogy,
Appalachian State University, Boone, NC, 1987.

**Charlene Burgess, Dean of Students of the College and
Director of the Resident Halls
Instructor in Biblical and Theological Studies**

Master of Arts in Biblical Literature,
Oral Roberts University, Tulsa, OK, 1997.
Bachelor of Arts in Theology,
Oral Roberts University, Tulsa, OK, 1995.

**Lisa Ireland, Director of WHBC Music Department
Instructor in Practical Ministries**

Studies toward a Bachelor of Arts in Music Education/Vocal Performance, Northern Kentucky University, Highland Heights, KY, 1995-1998.

FACULTY

Joshua Cossey, Instructor of Practical Ministry

Studies toward a Diploma of Arts in Religion with a Concentration in Evangelism and Missions,
World Harvest Bible College, Columbus, OH, 2001-2003.

Edward M. Givner, Instructor in General Education

Master in Social Work,
University of Pittsburgh, Pittsburgh, PA
Master of Arts,

Regent University, Virginia Beach, VA
Bachelor of Social Work,
University of DC, Washington, DC
Associate of Applied Arts,
Allegheny Community College, Pittsburgh, PA
Architectural Draftsman Certified,
Washington Drafting School
Contract Manager Certified,
Untied Technical Services School

Emmanuel Gonzalez, Instructor in Practical Ministry

Chris Hardy, Instructor in Practical Ministry

Diploma of Arts in Religion with a concentration in Music
Ministries, World Harvest Bible College, Columbus, OH,
2004.

Stephanie Harrison, Instructor in Practical Ministry

Francis Jolley, Instructor in Practical Ministry

Diploma in General Studies,
World Harvest Bible College, Columbus, OH, 1995.
Studies toward a Doctor of Education in Educational
Administration,
University of Maryland, College Park, MD, 1979.
Master of Science in Secondary Education and
Education Administration,
Morgan State University, Baltimore, MD, 1972.
Bachelor of Arts in English,
Morgan State University, Baltimore, MD, 1962.

Brondon Mathis, Instructor in Practical Ministries

Diploma of Arts in Religion with a concentration in Advanced
Pastoral Studies,
World Harvest Bible College Columbus. OH, 2002.
Diploma in Praise & Worship,
World Harvest Bible College Columbus. OH, 1993.
Diploma in Pastoral Studies,
World Harvest Bible College Columbus. OH, 1992.
Studies toward a Bachelor of Business Administration,
Franklin University/University of Cincinnati, Columbus,
OH, 1986.

**Matthew Pettry, Manager of the External Studies Program
and Director of Outreach**

Instructor in Practical Ministry and General Education

Master of Arts in Theological Studies,
Asbury Theological Seminary, Wilmore, KY, 2007.
Bachelor of Arts in Religion (Leadership in Ministry),

Ohio Christian University, Circleville, OH, 2003.
Diploma of Arts in Advanced Pastoral Leadership,
World Harvest Bible College, Columbus, OH, 2003.
Diploma in General Bible,
World Harvest Bible College, Columbus, OH. 2001.

Jesse Quiroz, Instructor in Practical Ministries

Studies toward a Bachelor of Arts,
Global University, Springfield, MO, 2001-present.
Diploma in General Bible with an emphasis in Revival and
Evangelism,
World Harvest Bible College, Columbus, OH 1999.

John Rasicci, Instructor in Practical Ministry

Diploma Ministerial Training/Pastoral Ministry,
Rhema Bible Training Center, Broken Arrow, Oklahoma,
1980.
Bachelor of Business Administration in Marketing,
Kent State University, Kent, Ohio, 1976

**Dan Vasquez, International Admission Coordinator and
Pastor of Latin Harvest Church
Instructor in Practical Ministry**

Diploma of Arts in Religion with a concentration in Advanced in
Pastoral Leadership,
World Harvest Bible College, Columbus, Ohio, 2004.
Diploma of Arts in Religion with a concentration in Cross-
Cultural Ministries,
World Harvest Bible College, Columbus, Ohio, 2003.

**Mark Youngkin, Instructor in General Education and Biblical
and Theological Studies**

Accredited, Public Relations Society of America, 1988.
Bachelor of Arts in Journalism,
The Ohio State University, Columbus, OH, 1982.

Cecy Zeis, Instructor in Practical Ministries

Associate Diploma, Word of Faith Leadership and Bible Insti-
tute, Albuquerque, NM, 1987.

STAFF

April Armstrong, Administrative and Instructional Assistant

Associate of Science in Elementary Education,
Dyersburg State Community College, Covington, TN
2004.

Belinda Gardner, Bookstore Clerk

Hannah Gibson, Finance Coordinator

Diploma of Arts in Religion with a concentration in Evangelism and Missions,

World Harvest Bible College, Columbus, OH, 2006.

Hevera Hambrick, Outreach Coordinator

Diploma of Arts in Religion with a concentration in Pastoral and Church Leadership,

World Harvest Bible College, Columbus, OH, 2007.

Latrice Lee, Receptionist and Coordinator of the External Studies Program

Diploma of Arts in Religion with a Concentration in Advanced Pastoral Studies,

World Harvest Bible College, Columbus, OH, 2002.

Diploma in General Bible,

World Harvest Bible College, Columbus, OH, 2001.

Studies toward a Bachelor of Arts in Biology,

The Ohio State University, Columbus, OH, 1996-1998.

Chadrika Lewis, Admissions Coordinator

Diploma of Arts in Religion with a Concentration in Evangelism and Missions,

World Harvest Bible College, Columbus, OH, 2007.

Lerlyn Luke, Resident Director, Cunningham Hall

Diploma of Arts in Religion with a Concentration in Music Ministries,

World Harvest Bible College, Columbus, OH, 2007.

Associate of Arts in Early Childhood Education,

Northampton Community College, Tannersville, PA, 2005.

Jennifer Mills, Bookstore Manager

Rashad Shabazz, Students Events Coordinator

Diploma of Arts in Religion with a concentration in Pastoral and Church Leadership,

World Harvest Bible College, Columbus, OH, 2005.

Abraham Sisa, Resident Director of Jude Hall

Studies toward Diploma of Arts in Religion with a Concentration in Pastoral and Church Leadership,

World Harvest Bible College, Columbus, OH, 2005-present.

STUDENT HANDBOOK

General Information

Location

Classes are held in Alpha, Alpha II, Dominion, Dominion II, Harvest and Beta Halls located on the 10 acre World Harvest Bible College campus. The campus itself is located in central Ohio, 15 miles south-east of Columbus, the state's capital. The Columbus metropolitan area has a population of over 1.5 million and consistently ranks high as a desirable place to live, work and study.

Administration Building

The Administration Building is available for school related business from 8:00 a.m. to 5:00 p.m., Monday through Friday. It is not to be used for any other purpose. Students entering the building must remain quiet until the WHBC receptionist can assist them. Students conducting school related business between or during classes **WILL NOT** be considered excused from their class and will be counted tardy if they are unable to return to class on time. Admit slips to classes will be given only if the meeting has been requested by the college. It is recommended that students fill out a Student Message/Request form. This will be given to the appropriate person and a response will be given within five school days.

Daily Schedule

The academic year at World Harvest Bible College is arranged in two semesters, beginning in August and ending in May. Courses are taught Monday through Friday. Chapel is held every Monday and Thursday from 10:00 a.m. to 12:00 noon. Morning prayer begins at 7:30 a.m. Monday through Friday in Dominion Hall.

Regular and punctual attendance is essential for the satisfactory completion of the program of study at World Harvest Bible College. All students are expected to attend all classes, complete all assigned work and take all required examinations.

Students should not commit themselves to work or other responsibilities without allowing ample time after dismissal of classes or chapel for travel, lunch, etc. Students must also recognize and plan for their need of personal devotional time, prayer, reading and meditation in the Word of God, as well as study time for course work.

Identification Badges

All students will be issued a laminated ID badge with his/her name and photograph. All students must wear their ID badges visibly on their person at all times when on the WHBC campus for class, during school functions and at World Harvest Church. Should the badge be lost, misplaced or damaged, a new one will be issued at a cost of \$25.00. Students must present their ID badge to check out library materials.

Visitors

World Harvest Bible College is open to visitors based on the following guidelines:

1. Visitors must notify the Admissions Office one week prior to a campus visit.
2. Upon arrival, visitors must register with the receptionist in the Administration Building for a visitor's pass prior to attending any classes. Each visitor must provide his/her name, address and telephone number.
3. Visitors must wear a visitor's badge at all times while on campus.
4. Visitors are limited to three visitation days per academic year.
5. Visitors must display a visitor's parking pass in their car windshield for the duration of their campus visit.
6. Visitors must return the visitor's badge to the Administrative Office upon departure from the Wright Road Campus.

Special events, such as College Days, are not subject to the above guidelines.

Licensing and Ordination

World Harvest Bible College believes that licensing and ordination are functions of the local church, not a Bible college. The student may contact the World Harvest Ministerial Fellowship at World Harvest Church. Call (614)-837-1990 to inquire about membership in WHCMF.

Vehicle Registration

Temporary Ohio residents are not required to maintain a valid Ohio driver's license. However, any student operating a motor vehicle must

maintain a valid driver's license and motor vehicle registration in accordance with the laws of the original state of permanent residence.

A student who establishes permanent residence in Ohio is required to obtain an Ohio driver's license and Ohio vehicle registration within thirty (30) days of establishing permanent residence.

To obtain further information regarding Ohio driving laws, drivers' licenses or motor vehicle registration requirements, contact the Ohio State Highway Patrol Communications Center at (614) 466-2660.

Ohio law requires all motor vehicle owners to carry liability insurance. WHBC students who own and/or operate a motor vehicle in Ohio are required to maintain automobile liability insurance coverage that meets or exceeds statutory limits.

Parking Regulations

Parking on WHBC property is by permit only. Students who drive a vehicle to school must purchase a parking permit. Students are fully responsible for the following guidelines. Violators are subject to a parking citation and/or towing at the student's expense.

Parking Permits

Parking permits can be purchased at Registration or at the Administration Building. Students must present a valid driver's license, original documentation proving current liability insurance on the vehicle, a receipt from the Finance Office for the parking permit fee and a completed vehicle registration form to obtain a parking permit. All permits must be placed **inside of the left rear (driver's side) window**.

Students who withdraw from classes or are dismissed must remove their parking permit since it is no longer valid. Vehicles may be ticketed or towed if parking permits are not properly displayed on the vehicle.

Handicap Parking

Students shall not park in a handicap parking space unless an authorized state handicap placard has been issued to the vehicle, a handicap parking permit has been issued from WHBC or the vehicle displays special handicap license plates. Please note: The placard must be displayed in the left corner of the windshield or on the rear view mirror.

Students who transport other physically handicapped students may not park in the handicap parking area unless a handicap placard is displayed in the left corner of the windshield or the vehicle displays a special handicap license plate.

Inoperable Vehicles

Inoperable vehicles shall not be left parked at WHBC or WHC without permission from Security. After Security has been notified, the vehicle must be removed within five school days. **After five days a \$5.00 per day fine will be imposed.**

Loaned Vehicles

Students are strongly discouraged from loaning or borrowing vehicles. **The Dean of Students' Office will not become involved resolving disputes regarding loaned or borrowed vehicles.**

Obstructing Vehicles

Vehicles blocking the movement of other vehicles, vehicles taking two or more parking spaces or vehicles parked blocking driveways or fire escape routes will be subject to a parking citation or towing at the student's expense.

Overnight Parking

No vehicle shall be left parked at WHBC parking lot past 10:00 p.m. unless given permission from Security.

Parking/Traffic Violations

All traffic and parking violations will result in a **\$50.00** fine. Fines will be automatically charged to the students account. Accumulation of three moving citations, four parking citations or one overdue fine may result in driving privileges and/or parking privileges on WHBC property being revoked.

Speeding and Reckless Driving

The speed limit on the property of WHBC or WHC is 15 mph. Reckless operation of a vehicle consists of power displays (peeling/smoking tires), failure to control vehicle, running stop signs or endangering life or property and are subject to a traffic citation, **a \$50.00 fine** and/or revoking driving privileges on the property. **Please note: the speed limit on Wright Rd. between Bowen Rd. and Diley Rd. is 50 mph. The speed limit from Bowen Rd. to Gender Rd. is 35 mph.**

Please Note: The speed limit is 10 mph when driving in the playground areas on the Gender Road Campus leading to Dorm Row. This speed limit is strictly enforced.

Transfer or Misuse of Parking Permit

Students shall not transfer their parking permit to another student's vehicle at any time, nor shall a parking permit be transferred to any other vehicle in the owner's family or to any other vehicle.

Students who purchase another vehicle or start driving another vehicle to school must present proof of current liability insurance and purchase a new parking permit for any vehicle driven. The insurance must show the change to the vehicle the student has purchased or is planning to drive before a parking permit will be issued. There is no grace period for changing insurance and providing proof of the same. If a student's vehicle breaks down and/or they are driving a rental or a borrowed vehicle, it is the student's responsibility to notify the WHBC receptionist and pick up a temporary permit to be displayed in the vehicle windshield each day. Failure to follow this procedure may result in issuance of a citation. Students must have the temporary permit dated and timed each day or a citation will be issued. There is a five school day limit for the use of temporary permits. For anything over five school days (such as mechanical or collision repair) students are required to submit documentation to Security from the company in possession of the vehicle. The letter should state when the vehicle will be released.

Proper Parking

WHBC has parking blocks in front of some parking spaces. Vehicles must be parked directly in front of the parking blocks and/or between the white lines. Vehicles parked in these spaces must park headed in as opposed to backing into the parking space. Students must park in the student assigned parking areas only at WHBC, as well as at the residence halls.

Vehicles may not be parked along the yellow curb (fire lane) in front of or adjacent to the residence halls at any time. **This will result in a \$50.00 fine.** No students are to park in designated visitor parking spaces located in front of Dominion, Alpha and Harvest Halls.

Also, no student is to park in the area designated as Faculty/Staff parking or on the curb adjacent to the Library entrance. Failure to comply with the rules of proper parking will result in a **\$50.00** parking citation being issued.

Security

Security is available to assist you at the Security Office at World Harvest Church. To contact Security for an incident report, accident report or other non-emergency security matters call 205-1349 and ask for Security. ALL parking and spending violations MUST be settled with the chief of Security, NOT the Dean of Students. An Officer is on duty from 7:00 **am** to 10:00 **pm**, Sunday through Friday and 7:00 **am** to 6:00 **pm** on Saturdays.

NOTE: All vehicle accidents on private property or a roadway should have a police report taken by the police agency having jurisdiction where the accident occurred.

STUDENTS SHOULD FIRST CALL 911 BEFORE CALLING SECURITY WHEN ANY SITUATION:

- ♦ THAT MAY BE LIFE THREATENING
- ♦ POTENTIAL FOR BODILY INJURY
- ♦ INVOLVING SMOKE OR FIRE
- ♦ THAT MAY CAUSE PROPERTY DAMAGE TO PRIVATE PROPERTY OR OTHER PRIVATE MINISTRY PROPERTY

SUSPICIOUS PERSON(S) AND/OR VEHICLES(S) SHOULD BE IMMEDIATELY REPORTED TO SECURITY. Students needing a Security escort when coming in at night should call 848-7304 for assistance.

Employment and Housing

All students are responsible for securing and maintaining appropriate employment and housing. Columbus and the surrounding areas are experiencing economic growth and development, resulting in a wide variety of housing and employment opportunities.

Separate residence halls are provided for single male and female students without dependents. Campus housing is required for non-commuting, single freshmen, age 23 and under. Space is limited; therefore, residency is assigned on a first-paid basis. For more information, contact the Admissions Office or Finance Office. Out-of-state accepted students may contact the Admissions Office for helpful relocation information and materials.

Student Records

The permanent file of each student is maintained at the direction of the Registrar's Office, and all documents are the property of World Harvest Bible College. **Transcripts will be released to the student and to third parties only upon written request from the student.** The student and any other entity outside the World Harvest Bible College Administration will not be granted access to, or information from, any student's permanent file. Some exceptions are made when the student receives veteran's educational benefits or is an international student. The U.S. Immigration and Naturalization Service and Veterans' Administration grant privileges based on access to certain information which proves that the student is meeting the requirements set forth by these organizations.

Ministry Service

WHBC provides each student with hands-on ministry opportunities. Students will learn valuable insights while training in the various departments of World Harvest Church. Nothing is more rewarding or educational than becoming actively involved in a dynamic New Testament church.

WHBC students are required to participate in the Ministry Service program during the one or two year diploma programs and to report attendance on a weekly basis.

Each student must service a minimum of three hours per week throughout the semester. The student will be assigned an area of service at the beginning of the semester.

Change of Address

Students who have a change of address, telephone number or employment are required to contact the Administration Building in writing within five school days of the effective date of the change. Change of Address forms are available in the Administration Building.

Correspondence

All correspondence should be addressed to World Harvest Bible College, P.O. Box 32901, Columbus, OH 43232-0901. Phone: (614) 837-4088, Fax: (614) 837-6904.

Electronic Devices/Cameras

The use of tape recorders, cellular phones, and audible pagers as well as still and video cameras on the WHBC campus is strictly prohibited without permission from the College Administration. **Cellular phones and audible pagers must be turned off during all classes and chapel.** Laptop computers may be used to take notes, providing they are used for that purpose and do not cause a distraction in the classroom.

Inclement Weather

In the event of inclement weather, students should watch the local ABC, CBS and NBC news broadcasts and listen to:

WCVO	Radio	104.9	FM
WTVN	Radio	610	AM
WUFM	Radio	88.7	FM
WSNY	Radio	94.7	FM
WNCI	Radio	97.9	FM

Students who live outside the broadcast area of these radio or TV stations should contact the Administrative Office at the beginning of the school year for more specific instructions.

Special Needs

Because of special needs due to pregnancy, we require that all students who are pregnant at the time of enrollment advise the Academic

Office immediately to discuss arrangements for completion of course work.

It is advisable to postpone plans of a special nature (i.e., weddings, vacations, ministry trips, etc.) until after graduation to insure the preparation process God is taking the student through will not be interrupted. Students who are enlisted in the Armed Forces Reserves at the time of enrollment are asked to contact the Registrar at registration.

Tapes

Most courses are tape recorded. Compact Disks (CDs) of these classes are made available to students at a nominal cost. Taping of classes with personal tape recorders or video recorders is not permitted.

Term Papers

Term papers or research papers must be written in accordance with the MLA style. Refer to the MLA Handbook for Writers of Research Papers (6th edition). MLA resources are available in the WHBC library, online and any public Library for student use. Failure to adhere to these standards will result in grade penalties for the document.

Textbook Requirements

Textbooks are essential tools for success in a classroom. Students are required to purchase all necessary textbooks for each of their classes **prior to the end of late registration. Students without the required textbooks will not be permitted to take exams and may be asked to leave the class.** Textbooks are available at the WHBC Bookstore.

Fundraising

Fundraising among the student body or at WHC for private missions trips, evangelistic ventures, etc. by students at anytime is strictly prohibited. (See Solicitation Policy, page 107)

Mission Trips

Private missions trips undertaken by individual students, either through other organizations or on their own, will not be endorsed by WHBC. Funds for private missions trips must be collected outside the student body of WHBC and church body of World Harvest Church.

STUDENT SERVICES

The following student services are available to World Harvest Bible College students:

RESIDENCE HALL STUDENTS

- Transportation to and from classes
- Mail services
- Special activities
- Free Internet access in rooms
- Free laundry facilities

ALL STUDENTS

- Academic Advisement
- Cafeteria purchase plan
- Delta Chi (volunteer organization)
- Intercollegiate or Intramural Sports through Family Life at WHC
- Outreach/Community Service
- Placement Services
- Student Ministry Opportunities
- Alumni Network
- Campus Chaplain
- Library
- Parking
- Security
- Student Government
- Social Activities

Bulletin Board

A bulletin board is available in the hallway between Alpha and Dominion Halls to encourage the exchange of information among the student body. The following steps must be followed to place an item on the board.

1. All items submitted should be **typed** on a blank page, no larger than 8 1/2" x 11."
2. Requests for items to be posted on the board must be left with the receptionist in the Administration Office.
3. Items approved will be initialed and dated by the Administration and posted for 30 days. After 30 days it will be removed unless a request has been resubmitted.
4. Any changes to the original request must be resubmitted. Items already on the board should not be removed or altered in any way.

5. Any item posted without proper approval will be immediately discarded.
6. The Dean of Student's Office reserves the right to limit and/or restrict what is placed on the bulletin board.
7. **The bulletin board may not be used to advertise one's business with the purpose of soliciting clients or customers. (See Solicitation Policy, page 107).**
8. Advertising meetings, special events or services must be submitted to the Dean of Students Office for approval. Flyers, bulletins, pictures, etc. cannot be placed on the bulletin board or passed out by students any time while at WHBC. Only approved events will be posted on the bulletin board and/or announced by the College Administration.

Campus Bookstore

The WHBC Bookstore is located in the rear of The Spot in the northwest corner of Dominion Hall. Hours will be posted outside the bookstore. The Campus Bookstore carries WHBC apparel, textbooks, Bibles, a variety of Christian reading material, teaching tapes, stationery and school supplies.

Delta Chi

WHBC provides each student with hands-on ministry opportunities through Delta Chi. Students learn while training in the many anointed departments of World Harvest Church. Nothing is more rewarding or educational than becoming actively involved in a dynamic New Testament Church. Delta Chi is a distinctive group within WHBC, and this group of students will be the heart and pulse of volunteerism. Delta Chi members will choose one area per semester to volunteer in at WHC, a minimum of two hours per week. It is our hope that this added experience will cultivate their gifts and talents as they serve the Lord Jesus Christ. Any student can be in Delta Chi and must meet certain requirements. Hours served in the Delta Chi program are in addition to required ministry service hours.

Student Government

Students shall not transfer their parking permit to another student's vehicle at any time, nor shall a parking permit be transferred to any other vehicle in the owner's family or to any other vehicle.

Students who purchase another vehicle or start driving another vehicle to school must present proof of current liability insurance and purchase a new parking permit for any vehicle driven. The insurance must show the change to the vehicle the student has purchased or is planning to drive before a parking permit will be issued. There is no

grace period for changing insurance and providing proof of the same. If a student's vehicle breaks down and/or they are driving a rental or a borrowed vehicle, it is the student's responsibility to notify the WHBC receptionist and pick up a temporary permit to be displayed in the vehicle windshield each day. Failure to follow this procedure may result in issuance of a citation. Students must have the temporary permit dated and timed each day or a citation will be issued. There is a five school day limit for the use of temporary permits. For anything over five school days (such as mechanical or collision repair) students are required to submit documentation to Security from the company in possession of the vehicle. The letter should state when the vehicle will be released.

Remnant

Remnant is an "on fire" group of anointed World Harvest Bible College students who are tearing up churches from coast to coast with their anointed ministry of song, rap, dance and drama. At the beginning of each semester Remnant tryouts are held and are determined by a dance tryout as well as a personal interview.

Family Life

The WHBC Student Activities office will work to provide a variety of recreational and social events for all enrolled students. Included will be intramural sports, including weight room, open gyms and flag football. WHBC will work with the Family Life Department to provide additional activities such as co-ed volleyball, basketball and dodge ball.

Students are strongly encouraged to become involved in the Family Life department at WHC. Family Life offers a variety of activities and sports for people of all ages.

Graduate Placement

It is our desire to help place graduates in ministry to fulfill the call of God on their lives. Second year students and alumni who are interested in obtaining information on current positions available should inquire at the Administration Building.

Insurance

World Harvest Bible College does not offer student health insurance. Students are strongly encouraged to make arrangements to obtain this insurance under their parent's policy or purchase their own from a reputable insurance company.

Personal belongings, such as furniture, clothing, stereos, etc., in the residence halls are not covered by college insurance. A "Renter's Insurance Policy" or a "Personal Items Rider" under parent's insurance should be purchased to cover personal belongings. This insurance is

normally very inexpensive. WHBC will NOT assume responsibility for replacing stolen items.

Library

The WHBC library is available to students who are currently enrolled at WHBC. Specific regulations regarding library policies are available through the Office of the Academic Dean. In addition to the WHBC library, several local community libraries are available to WHBC students.

All students must present their student ID Badge to check out library materials. Removing library materials without permission, tampering or destruction of WHBC property, including computer hardware/software and library resources, will be subject to immediate disciplinary action, including fines to replace and/or repair damage.

Books circulate for 14 days and audio cassettes, videos, DVDs and CDs for 7 days. Textbooks and reference materials are available for library use only.

Computers are available for student use for obtaining information through the Internet and completion of class assignments. Please be time conscious and adhere to the 30-minute time limit if others are waiting.

Notices will be sent prior to mid-term and final exams to students who have unpaid library fines or library materials checked out. All materials must be returned and fines paid prior to taking mid-term and final exams. Any individual who fails to return library materials and pay library fines prior to the exam date **WILL NOT** be permitted to take their final exams until all materials have been returned and fines paid. Fines are assessed for past due materials: books are \$.20 per day and audio, video and CD materials are \$1.00 per day.

Library hours while school is in session: Monday through Friday 8:00 am-5:30 pm unless otherwise posted.

Lost and Found

Students who have lost an item should see a WHBC usher for directions to the Lost and Found area. Items not claimed within ten school days will be discarded. Students who have found an item should turn it in immediately to a WHBC usher. Do not consider a lost item to be a blessing from God.

Mail

Student mail is not distributed through the Bible College, with the exception of residence hall students. Mail is delivered to the residence halls Monday through Friday. The mailing address is:

Students' Name
WHBC
P.O. Box 32901, Room # _____
Cunningham Hall (Ladies) / Jude Hall (Men)
Columbus, OH 43232

All parcel deliveries should be addressed to 4595 Gender Rd., Canal Winchester, OH 43110. All parcels should be clearly marked for WHBC **along with the student's name.**

Messages

Only extreme emergency messages will be brought to the instructors to be given to a student. Other messages for students will not be taken. Students should not expect to conduct business, exchange information or arrange personal schedules through the WHBC receptionist.

Student Union—The Spot

The Student Union, called "The Spot," has been established to create an atmosphere for fellowship among the student body. Refreshments are available in The Spot and can also be accessed by the service window in the rear of Dominion Hall. The Spot is also open on scheduled evenings during special events. Hours and events are posted in The Spot. **No food or beverage, including water, may be taken into any of the classrooms.** All refreshments must be kept in the Spot or the Spot court area behind the back wall of Dominion Hall and/or behind the back row of tables in Dominion Hall. Trash must be disposed of in appropriate containers. Any beverage cans or cups left on the vending machines, in the restrooms, etc. will be disposed of immediately. Please take pride in your school and help us keep it looking good.

Telephone

Pay phones are available for student use in the foyer of Harvest Hall and Alpha Hall rear, and in the Dominion Hall hallway.

EMERGENCY PROCEDURES

Emergency Exits

Emergency exits in each classroom and the library are identified by the red EXIT signs. Emergency exit routes are identified on classroom maps near each exit. Students should familiarize themselves with the location of emergency exits in all areas of the campus.

Fire Alarms

Fire alarm switches are positioned in strategic areas throughout the buildings. Students should not activate a fire alarm without authorization by a faculty or staff member of WHBC or WHC.

Fire Extinguishers

Fire Extinguishers are located throughout the buildings and should not be tampered with.

Weather

The National Weather Service is responsible for issuing weather warnings to the public. Severe weather warnings are issued using the following terms:

Severe Thunderstorm Watch

A Severe Thunderstorm Watch indicates conditions are favorable for severe weather, including tornadoes, thunderstorms, frequent lightning and possible high winds.

Severe Thunderstorm Warning

A Severe Thunderstorm Warning indicates severe weather conditions, including the possibility of tornadoes, thunderstorms, frequent lightning, hail and high winds.

Tornado Watch

A Tornado Watch indicates weather conditions conducive to tornado formations.

Tornado Warning

A Tornado Warning indicates a tornado has actually been sighted or detected by radar in the area. When a Tornado Warning has been issued Civil Defense sirens will be sounded. TAKE COVER! Ground winds can reach 30 - 330 mph and travel 5 - 20 miles. Its path can range from 200 yards to 1 mile wide. Stay indoors in interior hallways on the lowest floor. Stay away from windows and corners.

STUDENT LIFESTYLE

What We Expect of You

Students of World Harvest Bible College are recognized for their positive response to the call of God upon their lives. Requirements are much higher for students than for the body of Christ as a whole. Students are expected to conform to higher standards than other believers in terms of behavior, dress, speech and attitude. Some specific areas included are:

1. Enthusiasm for the things of God, support of the vision and program of your local church and respect for your pastor and other ministry gift offices set in the church.
2. Respect for instructors, guests, staff members and fellow students. Please note: Students are not on a casual, first-name basis with faculty and staff. During the school year WHBC recognizes two categories: faculty/staff and students. That relationship will remain in place for the duration of the school year.
3. Unimpeachable conduct in personal relationships, especially with the opposite sex. Students are expected to avoid questionable conduct or situations that would cause reproach. Public displays of affection are strictly prohibited.
4. Students are expected to provide for themselves by securing employment sufficient to meet their needs. **Faith comes by hearing, but money comes by working.**
5. Lifestyle. Students are expected to observe social norms which exclude behaviors prohibited in the Covenant Code of Honor. The Biblical standard of holiness is expected of all students on and off campus.

World Harvest Bible College emphasizes the following:

1. Cultivation of daily habits of prayer and Bible study.
2. Recognition of and obedience to the authority of the Word of God, specifically concerning moral standards.
3. Personal development of Christian character.
4. Regular attendance, involvement and commitment to a local body of believers.

All students admitted to WHBC are expected to refrain from the use of or involvement in the following: alcoholic beverages (including beer and/or wine), and any other form of intoxicant, tobacco in any form, habit forming or illegal drugs, illicit or perverted sex, pornogra-

phy, or any other practice or form of entertainment that is detrimental either to personal growth or testimony to the world. WHBC will not permit immoral living, including co-habitation, extra marital affairs, homosexuality, lesbianism, prostitution or any form of conduct involving prurient interests.

The expectations, guidelines and regulations of World Harvest Bible College are based upon Biblical principles. The above are not intended to be comprehensive, but examples of expectations and standards of conduct of World Harvest Bible College students. All students and faculty will sign a Covenant Code of Honor form, which indicates their agreement with and acceptance of these conduct guidelines at the beginning of each semester. Failure to comply with these stated expectations will subject the student to disciplinary action up to and including dismissal.

THE COVENANT CODE OF HONOR

In signing The Covenant Code of Honor, I fully recognize that World Harvest Bible College was founded to be and is committed to being a New Testament ministry. It offers a lifestyle of commitment to Jesus Christ of Nazareth as personal Savior and Lord as an integral part of its evangelistic outreach. It is, therefore, my personal commitment to be a person of integrity in my attitude and respect for World Harvest Bible College in its calling to be a Christian college.

In signing *The Covenant Code of Honor* I fully recognize that *World Harvest Bible College* was founded to be and is committed to being a New Testament ministry. It offers a lifestyle of commitment to Jesus Christ of Nazareth as personal Savior and Lord – as an integral part of its evangelistic outreach. It is therefore my personal commitment to be a person of integrity in my attitude and respect *for World Harvest Bible College* in its calling to be a Christian college.

I COVENANT to apply myself wholeheartedly to my academic studies and my mind for the glory of God.

I COVENANT to grow in my spirit in developing my own relationship with God through prayer and the reading of the Word.

I COVENANT to cultivate good relationships socially with others and to seek to love others as I love myself. I will not lie, I will not steal, I will not curse and I will not be involved in gossip.

I COVENANT to keep myself under subjection from all immoral and illegal acts and habits, whether on or off campus or on the internet. I will refrain from illegal drugs, illicit sexual acts, including homosexual behav-

ior – I will not drink alcoholic beverages of any kind, I will not use tobacco, I will not use marijuana, other illegal drugs or legal prescription drugs to abuse my body, I will not engage in pornographic or homosexual behavior, I will not engage in other behavior that is contrary to the rules and regulations listed in the Student Handbook.

I COVENANT to maintain an integrity of “openness” to God’s claims on my life, and to do my utmost to know and follow His will for my life.

I COVENANT to respect the things of God; the vision, the pastor, the church and its leadership, the faculty and staff, and my fellow classmates.

I COVENANT to responsibly serve in the area of my choice with integrity and a humble heart of servanthood.

I COVENANT to attend classes and chapel services as required and to attend World Harvest Church or my previous local church regularly.

I COVENANT to fulfill all financial obligations that I enter into while enrolled at **World Harvest Bible College**.

I COVENANT to abide by the rules and regulations, which may from time to time be adopted by the College Administration. I understand **WHBC** is a private school and I therefore have no vested rights in the governing of the school. I accept my attendance at **World Harvest Bible College** as a **PRIVILEGE** and **NOT** a right . . . and the College reserves the right to require the withdrawal of a student upon the judgment of the Discipline Committee under the direction of the President.

I understand my signature is my acceptance of the entire Covenant Code of Honor and completes a contract between me and World Harvest Bible College, which becomes a part of my permanent file.

Code of Conduct

Students who attend World Harvest Bible College are expected to abide by teachings of Scripture and avoid all practices which are morally wrong according to Scriptural standards.

These practices include, but are not limited to, specific acts such as lying, stealing, cheating, slanderous or profane language, violence, assault (verbal or physical), occult practices, or any form of entertainment including internet activities, television programs, video tapes or movies whether rented or at the theater, that is detrimental to Christian growth or testimony.

Immoral behavior will not be tolerated, including, but not limited to, abortion, adultery, fornication, any form of extramarital sexual activity, cohabitation, lust, homosexuality, lesbianism and use or posses-

sion of any form of pornographic material. In addition, ungodly habits such as consumption or possession of alcoholic beverages, tobacco, non-medical narcotics or hallucinogenic drugs, including marijuana, are strictly prohibited. The illegal use of the internet services for the purpose of distribution is prohibited. The use of the internet in the dorms is a privilege, not a right. The use of the internet to facilitate any activity that is illegal or immoral will subject the student to disciplinary action and/or loss of internet privileges for your room.

Student involvement in any area outlined above at any time during the school year, whether on campus or elsewhere, is grounds for immediate disciplinary action up to and including dismissal from World Harvest Bible College.

Students must maintain appropriate standards of health and hygiene, such as proper use of medication, proper rest and nutrition.

Students are expected to abide by these standards of conduct at all times, whether on campus, at church, on the job or at home while enrolled at WHBC.

While you are a student preparing to be an ambassador of the Kingdom of God, it is important to remember that you represent:

- 1. The Lord Jesus Christ**
- 2. World Harvest Bible College**
- 3. World Harvest Church**

Reports of conduct that would discredit the Kingdom of God and/or World Harvest Bible College (including, but not limited to, unpaid bills or unfulfilled obligations) will cause the student to be subject to disciplinary action.

World Harvest Bible College reserves the right to suspend, dismiss or otherwise discipline any student who is rebellious, undisciplined, uncooperative or unrepentant.

World Harvest Bible College also reserves the right to modify and amplify at any time standards set forth in the Student Handbook by any means it sees fit. The college also reserves the right to use its discretion in the interpretation and enforcement of all standards of conduct.

Discretion

World Harvest Bible College does not approve of questionable activities that are detrimental to Christian character.

Members of the college community, whether or not they are under the immediate jurisdiction of the college, are expected to practice discretion and restraint in the following areas:

- The choice of magazines, music, printed material, television programs, videos and all other media sources, including Inter-

net web sites. **WHBC and WHC utilizes internet tracking devices therefore any student who views pornographic materials on WHBC or WHC property will be dismissed without a hearing and is ineligible to appeal the decision. This includes the illegal use of downloads from CDs or DVDs for the purpose of duplication. These will also result in immediate dismissal.**

- The use of approved music and other art forms in dramatic productions, social events and other public programs.
- The choice of organizations they may join.
- The use of the Lord's Day to give primary attention to worship, rest, Christian fellowship and service.

It is expected that the individual who voluntarily joins the Christian academic community at WHBC will, with God's help:

Deepen his/her spiritual commitment and understanding by means of the Christian activities and educational opportunities available both on campus and in the local church. Develop his/her intellectual and creative powers by thorough academic work, studying the broad range of human opinion and ideals without engaging in the whole range of human behavior.

Participate constructively in the life of the college and civic community, observing their rules and laws, doing whatever he/she can to help achieve the goals of both.

Breakthrough Prayer Lines

Students will be expected to serve on the Breakthrough Prayer Lines during the school year. Information and special training sessions will be according to an announced schedule at the start of each semester.

Classroom Behavior

Classroom behavior must be conducive to an atmosphere of learning with respect to the rights of your classmates and instructor. Each student should feel comfortable participating in all classroom discussions. Students are fully expected to arrive in class having completed ALL reading assignments and ready to participate in the discussion. It is up to the student to seek additional assistance in the event that they are having difficulty comprehending and digesting materials. Students have the responsibility to approach the instructor and inform him/her of any such problems as soon as the problem is known. Bringing a problem to the instructor at the end of the semester makes it difficult to facilitate a resolution. ALL cell phones must be turned off while in the classroom including text message capabilities.

Cheating and Plagiarism

No student shall at any time engage in any activity that gives them an unfair or unethical academic advantage over other students. Students must be especially careful during exams or quizzes not to search out from others or reveal to others answers to questions or otherwise communicate information to one another. This includes text messaging during an exam. Inappropriate use of a computer during class time will result in losing your ability to have a computer in the classroom.

When written work is assigned, students are required to complete the assignments using their own initiative and creativity. Any thoughts or ideas borrowed from others must be given appropriate credit according to generally accepted literary rules.

Penalties for cheating and/or plagiarizing will be at the discretion of the instructor for the course and may include, but **not be limited to failure of that course.**

SPIRITUAL LIFE

Chapel Attendance

Chapel services are meant to be an enriching experience with many opportunities for an individual's spiritual growth, as well as impartation of knowledge that cannot be gleaned from the classroom. Therefore, Chapel attendance is mandatory unless you have written exception from the Chaplain. Attendance will be taken at every chapel. Satisfactory Chapel attendance for each semester of enrollment is required. (See also page 26 Chapel Attendance)

Studying, sleeping and/or reading are not acceptable behaviors in Chapel. Students who are found doing so will be subject to disciplinary action. There are two Chapel services per week at WHBC from 10:00 a.m. to approximately 12:00 noon on Monday and Thursday. Chapel is not concluded until dismissed by the person or persons leading the service. Students should not expect to be dismissed from chapel early except in the event of an emergency.

Church Attendance and Membership

Students from this area who have a local church home or students who commute and have a local church home are encouraged to attend its services and support its vision. World Harvest Bible College also urges students in the above categories to consult their church leadership before ministering in or attending any meetings, crusades or services held or sponsored by other ministries or individuals.

Since enrollment at WHBC constitutes a covenant relationship between the student and World Harvest Bible College, we also require students to receive prior approval from WHBC in regard to ministering in or attending meetings, crusades or services held or sponsored by other ministries or individuals.

World Harvest Bible College also encourages those from local churches who do not have services on Sunday nights or Wednesday nights to attend services at World Harvest Church. This is not to encourage students to change churches, but is a part of the training process that makes World Harvest Bible College unique.

All other students are required to attend World Harvest Church and support its vision. In addition, these students are expected to refrain from ministering in or attending, volunteering or otherwise becoming involved in any unauthorized meetings, crusades or services held or sponsored by other ministries or individuals. Authorization will be provided by either an official notice from the Dean of Students, Campus Chaplain or an announcement by Pastor Parsley.

Students are not required to relinquish their membership at their home church. Any proselytizing activity is unethical and is expressly forbidden among the student body. Proselytizing activity is defined as any attempt to recruit members into other churches, especially by offering inducements. Any questions regarding unusual or mitigating circumstances in reference to these directives should be forwarded **in writing** to the Dean of Student's or Campus Chaplain's Office. Students must include their name and date on the request.

Morning Prayer

Each weekday morning at 7:30 a.m. students gather in Dominion Hall for morning prayer and intercession. Students are dismissed at 7:50 a.m. to prepare for their 8:00 a.m. class. Students are encouraged to participate in this inspirational time of corporate prayer at the beginning of each school day. Additional times of corporate prayer may be scheduled as leadership directs.

Prayer Meeting

Students gathering in apartments or other places off campus for the purpose of conducting a prayer meeting or teaching session without the attendance of a WHBC faculty member is strictly prohibited. The Breakthrough Prayer Line is available to students 24 hours a day, 7 days a week for the prayer of agreement for a specific need. Students who need prayer on campus should seek a faculty member instead of other students to pray with them.

Grievance Procedure

Students should first attempt to resolve a grievance with the instructor or the faculty advisor. If an issue is not resolved, the student should present his or her grievance in writing to the Dean of Students (the required form is available in the Administration Office). Following this process, if the issue is still unresolved, the student may contact the State of Ohio Board Career Colleges and Schools, 35 East Gay Street, Suite 403, Columbus, Ohio 43215 or call: (614) 466-2752. Please prayerfully consider Matthew 18:15-17 when filing any grievance.

SOCIAL LIFE

Social interaction is an integral part of college life. A unique aspect of the college environment is the ability to meet and develop relationships with others of similar interests and diverse backgrounds.

While the Bible does not specifically speak to every possible social situation, it does provide principles whereby we may interact harmoniously. World Harvest Bible College expects students to abide by the principles of the Word of God and the standards of the Student Handbook at all times—including holidays, semester breaks and summer vacations—and in all situations, whether on campus or off, at work, at home and at church as well as at college.

Students are expected to be exemplary citizens or residents of the communities in which they live, work and study. This includes respect for governmental authorities, law enforcement officers and fellow citizens or residents. This also includes taking part in the civic duty of voting, being informed on issues that affect our lives and raising a standard of righteousness in our homes, neighborhoods and communities.

World Harvest Bible College recognizes believers are a community of faith within a larger social community. Because of this, the Bible makes it clear that although we must of necessity maintain contact with this world, we are not to partake of its nature. Students should always remember they are called in the midst of a world that walks in darkness. The social guidelines included here are reminders and admonitions to maintain a standard of conduct that will enable us to reach the world with the Gospel.

Dating

Public Displays of Affection

Students will refrain from public displays of affection anywhere: including the college (the Wright Road or Gender Road campuses), the church or the dormitories. Failure to comply with this policy will result in disciplinary action to be determined by the Dean of Students.

General Guidelines

- Remain outside the home of the person you are seeing when parents or a sufficient number of adults **(five or more)** are not home.
- If a person you are dating is living away from home with a roommate, you are still required to wait outside even if the roommate is present.
- No one of the opposite sex is allowed in another's home or apartment unless it is a group activity (five people or more) **and everyone enters and leaves as a group.**
- ALL sleepovers involving males and females will result in automatic disciplinary action.
- The goal of dating should be to cultivate friendships and other social relationships, not to fulfill desires of the flesh in isolated places. Activities should be planned that promote social interaction and an enjoyable time in a manner that pleases God.

Guidelines for Men

- Leave no time for parking and just "talking." Plan an eventful and enjoyable time for your date, and advise her of the time you will leave and return.
- If you are late returning because of an emergency, it is the man's responsibility to immediately call his date's home or residence hall to inform them of the emergency.
- Treat your date with all the respect due royalty. This includes:
 - ♦ Opening doors
 - ♦ Paying for meals and entertainment
 - ♦ Treating your date as a lady and daughter of the King

Guidelines for Women

- Ensure your date has an agenda and a definite time of return planned. Inform your parents or your roommate where you will be and when you will return.
- Ensure your dress and conduct will not provoke carnal actions. Demand to return home immediately should such actions begin to occur. **Report any such actions to the Dean of Student's Office immediately.**

Destruction of College Property

Students who tamper with, remove or destroy college property (including library materials, fire alarms, smoke detectors, exit signs or furnishings) will be subject to immediate disciplinary action, including fines to replace property and/or repair any damage.

Dress Code

Standards of dress for those in training for a position of service in the body of Christ go beyond that of other believers. In every case, student dress shall be neat, clean, modest, appropriate and consistent with Christian testimony and shall not draw attention to the individual. Personal hygiene such as brushed teeth, clean and well-groomed hair, clean fingernails, fresh breath and body odor should be given close attention. WHBC is a professional school and students are expected to dress accordingly. Failure to comply with the required dress code for classes, Chapel and church services will result in disciplinary action.

Men

1. Trousers, socks and shoes, dress shirts and ties are required. String ties are not permitted.
2. Sweaters and jackets are optional.
3. Shirttails are to be kept tucked in at all times. **Shirts MUST be worn tucked in to the students pants at all times.**
4. Excessive hair length (below the shirt collar at normal posture) for men is prohibited, including ponytails, regardless of length. **Braids must meet the length requirement. No extreme hair colors will be tolerated including green, pink, purple, red, etc. There is a \$25.00 fine for failing to comply.**
5. Facial hair for men shall be kept neat, clean and well groomed.
6. **Hats, caps, do-rags, bandannas, headbands, and sunglasses are not permitted.** Earrings are not permitted for men. Body piercing jewelry is not permitted whether visible or

worn underneath clothing. **There is a \$25.00 fine for earrings. Hats and sunglasses must be removed immediately upon entering into a classroom.**

7. Cargo pants, sweatshirts, turtlenecks, work boots, tennis shoes, sandals, beach shoes, flip flops, moccasins, and slippers are not permitted.

Women

1. Dresses, pantsuits, dress pants or skirts, blouses and/or sweaters, shoes and appropriate undergarments (including bras and slips) are required for women. If you choose to wear dress pants; **no colored khaki pants, cargo pants, denim, or jogging pants are permitted.** Shawls and sweaters may be worn with skirts or pants.
2. Dresses or skirts must reach the middle of the knee when standing at normal posture. The shortest point of jagged hemmed skirts must reach the middle of the knee when standing at normal posture.
3. Slits in skirts or dresses (front, back, or side) are to extend no more than **one inch above the middle of the knee.**
4. All clothing must be in good taste, **not form fitting or sheer.** Any clothing that exposes undergarments or their obvious outlines, or any clothing that is obviously stretched tight across the body is not permitted **and will result in an automatic Dress Code Violation and a \$25.00 fine.**
5. Necklines must be discreet. **Sleeveless tops, and visible midriff are not permitted.**
6. Jewelry and makeup should be kept in good taste.
7. Appropriate dress shoes (heels or flats) or dress boots are to be worn at all times. **Tennis shoes, beach shoes, flip flops, moccasins, and slippers are not permitted and will result in an automatic Dress Code Violation and a \$25.00 fine.**

Accessories

Hats, caps, bandannas, headscarves, do-rags, headbands, and sunglasses are not permitted. Body piercing jewelry, other than women's earrings, is not permitted whether visible or worn underneath clothing. **NO tongue rings or facial piercing jewelry of any kind will be permitted.**

Platform Ministry Guidelines for Women

1. Dresses, skirts and tops, appropriate shoes and undergarments (including bras and slips) are required for women who will be ministering on the platform at World Harvest Bible College.
2. Dresses or skirts must reach the middle of the calf when standing at normal posture. The shortest point of jagged hemmed skirts must reach the middle of the calf when standing at normal posture. (See above 3 through 7.)

Administrative Decisions Concerning Dress

Any administrative decision concerning whether or not students meet dress code requirements shall **be undisputed**.

Casual Dress Days

Throughout the year certain days will be designated by the College Administration as casual dress days. Students are permitted to wear casual slacks, jeans, sweaters or sweatshirts and tennis shoes. These must be in good taste and should be neat, with no patches, holes or frayed edges. **No sweatpants, stretch pants or leggings are permitted and will result in an automatic Dress Code Violation and a \$25.00 fine.**

Dress Code Checks

The dress code is enforced beginning with the first day of classes. Frequent dress code checks will be made by the faculty and staff of WHBC throughout the year. Citations will be issued to students out of dress code. Students receiving more than one citation per semester will be scheduled to meet with the Dean of Students for disciplinary action. This may include but is not limited to suspension from all classes for the day and the imposition of fines. Dress code violations will be administered by faculty and staff. Failure to properly display a valid ID badge is considered a violation of dress code.

Hair

Hair shall be kept neat, clean and well groomed. Any extreme in fashion, style, color, design or cut is prohibited. **There is a \$25.00 fine for extreme colors. Anyone refusing to adhere to hair length will NOT be permitted to attend class until the hair has been trimmed and all repeated violations will incur a \$25.00 fine.**

Imprinted Material

Any picture, logo, slogan, symbol, imprint, transfer or other message or design on any article of clothing or accessory that glorifies an ungodly practice or lifestyle is unacceptable and shall not be worn or used.

Medical Considerations

Exceptions in conforming to the dress code due to medical reasons must be approved in writing by the Dean of Students.

Off-Campus Guidelines

Students are permitted to live in one of three housing arrangements: residence halls, shared housing or with their own family. All first year single students with no dependent children, 23 years of age or younger must live in the residence halls. A separate residence hall handbook is available. Regarding shared housing, students who are single with **no dependents** may share housing with other single students of the same gender with no children.

A shared housing list is available **in the Administration Building**. Married students and/or students with children are not permitted to share housing with other WHBC single students other than their own family members. Students are prohibited from renting living space or a room from WHC members or WHC staff members unless that person is a single person of the same gender. An exception is if the space being rented is a separate dwelling, apart from the member's own dwelling (i.e. rental property, unattached garage with living space above, etc.). Please address all questions regarding this policy to the Dean of Students.

Off-Campus Housing

Students who rent off-campus housing must recognize that a signed lease agreement is a legally binding contract and may not be broken for any reason except those specifically stated in the lease agreement. Students are not permitted to rent rooms in unfurnished basements or attics.

Students who break their lease agreement in off-campus housing **may be dismissed for the remainder of the school year**. Students who break their lease agreement after the school year may not be eligible for re-enrollment.

All persons living in an apartment must sign the lease agreement. It is illegal to allow anyone to live in the housing unit who is not a party to the lease agreement. **Students in violation of this policy may be dismissed from WHBC.**

It is imperative that students treat individual landlords and management companies with respect and pay their rent in a timely manner. The Dean of Students will NOT intervene in matters of dispute involving roommates who are NOT a party to the lease.

Students must also treat other tenants in the building or neighborhood with respect, especially regarding of music, apartment noise, and coming and going to work or school quietly.

Community Awareness

World Harvest Bible College strives to maintain a good reputation in the community, and that reputation will not be compromised by the unscriptural behavior of students. When dining in a restaurant where food is served at your table, a 15% tip is expected to be given. Also, servers at restaurants will be treated in a Christ-like manner by students at all times. Proper conduct must be exemplified in all local business establishments.

Curfew

Any student who must keep late or unusual schedules due to work or other responsibilities should inform his/her roommates and avoid disturbing their sleep or study needs. All behavior must avoid even the appearance of sin or any question of immoral activities. Dorm students must consider curfew when seeking employment.

Employment

A reliable source of income is required before housing occupancy and making a commitment to a lease or other financial agreements. A reliable source of transportation to and from work is necessary. In the event of a job loss, all roommates are to be immediately informed.

Guests

Overnight guests must have prior approval of all tenants and must be of the same sex. Visitors of the opposite sex must be part of a group. WHBC defines a group as FIVE OR MORE who are in the apartment at all times. Male and female students are never to be alone in an apartment. **This is grounds for immediate dismissal.**

New Roommates

All new roommate applicants must have approval and meet all criteria with apartment management and be placed on the leasing agreement. New roommates must be of the same sex and currently enrolled at WHBC. Verbal agreements are not recommended.

Telephones

WHBC strongly advises each off-campus student to acquire their own phone line or cell phone. **All cell phones must be turned off while in the classrooms.**

Personal Supplies

Each roommate should be responsible for his/her own personal supplies, including shampoo, soap, mouthwash, toothpaste, hair spray, laundry supplies, towels, washcloths, linens, etc. Be considerate of the belongings of others; do not use a roommate's personal supplies without permission. Do not manipulate your roommates under the guise of a "blessing."

Unemployment

Students who lose their jobs or have no reliable source of income for a two week period may lose their status as a qualified roommate for other students. Students remain legally and financially responsible for all agreements made with roommates, as well as lease agreements. Any share of expenses paid by roommates must be regarded as a loan that must be repaid in a timely manner.

DISCIPLINARY SANCTIONS

The college is concerned not only with academic performance, but also with the physical and emotional well-being and personal conduct of each student whether on or off campus. Guidelines are provided in the college catalog and other special publications. Each student is responsible to read and become familiar with all policies set forth therein. Failure to read the material does not excuse the student from the consequences of violations incurred.

The Dean of Students and the Disciplinary Committee are charged with the responsibility of reviewing violations of standards of personal conduct and of notifying students in violation. Students are expected to comply immediately with corrective action and with a submissive attitude. Failure to comply with the restrictions imposed may result in dismissal.

Combined Probation

Students who are placed on more than one form of probation during any semester may be dismissed from WHBC and denied re-enrollment. The student will NOT be permitted to serve with Remnant or any other WHBC platform ministry while on social and academic probations.

Dismissal

Dismissal is a form of discipline that may apply when there is evidence that a student's conduct, achievement or other factors warrant such action. Dismissal is used at the discretion of the Disciplinary Committee and/or recommendation by the Dean of Students.

Dismissed students **who appeal** will be notified in writing of the **result of the appeal and the** reason for their dismissal. The student may not return to the campus without special permission from the Dean of Students and may not be eligible for re-admission. **Dismissed students are not eligible for a refund of tuition and fees and must turn in their student ID badge to the Dean of Students at the time of dismissal. A failing grade will be assigned to all courses taken that semester.**

If a dismissed student lives in the dormitories, they will not be permitted to remain in the dorms during the appeal process. All Dismissed students will have 24 hours to vacate the premises and in extreme cases this set time may be adjusted at the request of the Dean of Students. Dismissed students are NOT permitted to "hang out" at the dormitories or attend WHBC events during their appeal.

Social Probation

Social Probation is a form of discipline that may be used at the direction of the Dean of Students or the Disciplinary Committee for students who have had difficulty complying with the standards of conduct expected at WHBC. Incoming students may also be placed on Social Probation if there are indications during the admissions process that a student may have difficulty adapting to the requirements of the college. **An amended curfew and other restrictions may be required for some students.**

Suspension

Suspension is an optional form of discipline that may be used at the discretion of the Disciplinary Committee, upon recommendation of the Dean of Students. Students who are suspended will be notified in writing of the reason for the suspension and the duration. Absences will accrue and course work or examinations may not be made-up. **Students under suspension are not allowed on campus, and they may not attend college functions.**

Disciplinary Duties

As a result of inappropriate actions, a student may be assigned extra duties by the Dean of Students. These requirements may include written assignments, change in curfew, no weekend pass privileges except to the parents/guardians home, campus clean-up or some oth-

er duties as determined by the Dean of Students. Failure to comply with disciplinary duties will result in further action, including dismissal.

APPEAL PROCEDURES

Dismissal

Students who are dismissed from WHBC may submit an appeal for re-entry after one year. The student must submit written evidence that the cause for dismissal no longer exists. All appeals must be submitted to the Appeals Committee. Students who are dismissed must make an appointment with the Dean of Students **prior** to arriving on campus.

Disciplinary Action

When a student desires to appeal the decision regarding disciplinary action being taken by the college, the student must submit a request in writing to the Appeals Board within two (2) business days after the disciplinary meeting with the Dean of Students. The written request must include an explanation of why the student feels an appeal is warranted. A hearing will be arranged within a reasonable time not to exceed ten days of the receipt of the notice of appeal **unless the Executive Committee warrants that no appeal is necessary**.

SOLICITATION POLICY

World Harvest Bible College and World Harvest Church will not become involved in the advertisement, endorsement or promotion of a particular product, service, company or business. The school and church will not display or distribute pamphlets, business cards, flyers or other information regarding businesses owned or operated by or who have employees who are members of the school or church. Any business or individual requesting cooperation from the school or church in furthering one of the outreach programs of the school or church or raising funds for the school or church must contact the school or church office for details.

The concept of a church business directory has been suggested many times, but has not and may not become a reality. Christian businessmen and women are encouraged to advertise their products and services according to good business practices and godly standards. There are several publications in central Ohio that specialize in advertising Christian businesses.

World Harvest Bible College and World Harvest Church do not permit solicitation at school or church by any individual or business for any reason. Everyone who attends the school or church is expected to refrain from soliciting, advertising, marketing, consulting, contacting actual or prospective clients, or selling or distributing goods or services

on school or church property, at church services, or at any other school or church-sponsored outreach, function or event.

No name, address, telephone number or other information given to or discovered by any individual or group about anyone who has had contact with the school or church, including but not limited to members, first-time visitors, those who respond to altar calls, and those who call for prayer may be used for business purposes by anyone.

The school and church mailing lists, membership files and financial records are confidential, and the integrity of such confidential material will not be compromised.

No person is authorized to represent World Harvest Church or World Harvest Bible College concerning any fundraising activities or any marketing, promoting, endorsing or selling of goods or services without the specific knowledge and consent of the church business manager.

Members may, of course, state they are members of World Harvest Church if in fact they are members as evidenced by a membership file, but that is the extent to which they may use the church name unless specifically authorized to do so as outlined above.

Staff members of World Harvest Church are not permitted to make appointments during their regularly scheduled work hours to review, discuss, promote, market or solicit goods or services offered by any individual or business that is not within the scope of their responsibilities as an employee, nor are they permitted to use the church offices, grounds, buildings, property or equipment to conduct personal business.

The practice of hiring Christians or working for Christians using a profession of faith in Christ as the only criterion upon which to judge a prospective employee or employer is not endorsed by World Harvest Church. It is the church's view that to hire an employee or to work for an employer simply because they profess faith in Christ without having certain knowledge of their characteristics such as qualifications, work history, and stability, to name a few is naive at best.

World Harvest Church and World Harvest Bible College recommend that nothing, whether material goods or finances, be loaned to anyone by anyone unless the person doing the loaning can afford to give the item or items away without bitterness, resentment, anger or strife.

Any exceptions to the above policies and procedures are solely at the discretion of Pastor Rod Parsley.

POLICIES AND GUIDELINES REGARDING INFECTIOUS COMMUNICABLE DISEASES

- World Harvest Bible College is a Christ-centered community of students, faculty and staff who desire to provide a peaceful, loving and

kind atmosphere, which encourages study and develops character. Each person in this community is related to the other members. Each is nurtured in the relationships found in this community, and each has the responsibility to God for the other members of the community. Therefore, the following policy and guidelines are intended to protect and to minister to individuals within the community, as well as the collective community.

Background

- The following policy and guidelines apply to all students currently enrolled in World Harvest Bible College, regardless of age. The policy and guidelines also apply to faculty and/or staff currently employed by World Harvest Bible College and shall also be considered when interviewing or evaluating any applicant for employment, whether a faculty member or other staff member; however, in no case shall any infected individual with a communicable disease be discriminated against for employment solely on the basis that he/she is an infectious communicable disease infected individual.

The procedures contained herein apply to students, prospective students, employees and/or prospective employees who are known to be infected with an infectious communicable disease. This will include all persons as defined by the Ohio State Health Department for reporting purposes.

Confidentiality

- Since the diagnosis of the presence of an infectious communicable disease or an associated virus generates fear from others in contact with that person and/or the potential for social isolation and suspicion, all World Harvest Bible College personnel will be sensitive to the need for confidentiality and the right of privacy. All deliberations, whether administrative or by panel, will be kept confidential.

- The number of personnel who will be advised of any particular individual's condition will be kept to the minimum needed to assure proper care and/or to detect situations where the potential for transmission may increase.

- The school will not release, or publicly disclose, information regarding whether or not an individual has an infectious communicable disease or any information about an individual without the written consent of the employee, prospective employee and/or student or prospective student.

- In all cases, information of any type regarding an infected individual with a communicable disease may not be released or disclosed without the prior approval of the WHBC Governing Board and the President.

- The school will comply with all applicable state law reporting statutes.

Reviewing Panel

- A panel will be authorized by the school to evaluate and review an infected individual with a communicable disease for suitability to admit, or to remain in the classroom and/or to employ or continue employment.
- The Review Panel will be composed of competent and qualified personnel, including a physician familiar with infectious communicable diseases, an educational expert not directly connected with World Harvest Bible College, legal counsel and other qualified personnel as the need arises. In arriving at any conclusion, the Review Panel will consult with the President, the student/prospective student, and the student/prospective student's physician; or the employee/prospective employee, and the prospective employee's physician in arriving at any conclusion.

Admission or Employment

1. Each infectious communicable disease case shall be considered on an individual basis. The decision about admitting or continuing to enroll an infected student will be based upon the behavior, neurological development and the physical condition of the student/employee. The expected type of interaction with others in the school environment and the probability of the spread of the disease will likewise be considered in this decision.

2. The risk and benefit to both the infected individual with a communicable disease and others will be weighed in this process with the determination of the Review Panel based on whether or not the individual is otherwise qualified to remain in the classroom or workplace and whether or not he/she may present a health danger to themselves or an increased risk to others with whom they may have contact. Each case shall be considered on an individual basis.

3. A student or employee known to be an infected individual with a communicable disease shall be admitted to school or shall continue employment subsequent to the unanimous approval of the Review Panel. If no agreement is reached by the Review Panel, the matter shall be referred to the Governing Board for further consideration in consultation with appropriate medical and/or legal personnel.

4. A plan for periodic review by the Review Panel will be established at the time of the initial decision regarding attendance or employment. The periodic review will consider hygienic practices as well as any changes in the physical, medical and/or neurological development of the infected individual with a communicable disease.

5. For such periodic review, the student or employee who has been permitted to attend class or continue employment is responsible for securing medical evaluations and/or records at least every six months and providing these on request to the Review Panel so as to permit reliable reassessment. The failure to secure such regular medical evaluations or to provide these to the Review Panel will jeopardize continued enrollment or employment.

6. A student or employee previously excluded, dismissed or placed on a leave of absence may be admitted or readmitted, pursuant to re-evaluation under the procedures specified herein, if there is sufficient improvement to warrant admission or reemployment.

7. The Review Panel will, in conjunction with the President and the church's Business Manager or church Administrator (regarding employment alternatives), assess the need and availability of other educational and/or employment alternatives—if it is determined that the individual should be removed from the classroom/ employment setting. However, first consideration will be given to permitting the student and/or employee to continue in the normal educational or employment setting, subject to the guidelines specified herein.

8. Either short-term or extended exclusions may be necessary where, in the judgment of the Governing Board or the President, more medical information is warranted, a serious or urgent situation arises or there is a serious risk of infection to others or the infected individual with a communicable disease. In such circumstances, the interim decision will be reviewed by the Review Panel before action is taken. Confidentiality will be maintained in such circumstances.

Education

- World Harvest Bible College will strive to provide timely and appropriate information to all staff and students, where appropriate, regarding the nature of infectious communicable disease. This information will reflect Christian compassion and concern and will emphasize the Christian's responsibility for his/her own health and the health of others.

- It is believed that these efforts, in advance of any possible situation, are the best assurance that each occurrence, if at all, will be dealt with maturely, rationally and Scripturally.

Evaluation

- These policies will be reviewed regularly by the Governing Board to seek to assure that they are based on the latest and most reliable medical/legal information available regarding management of infectious communicable disease cases. They may be modified at any time

based on new findings and recommendations from medical, health and legal agencies.

Additional Procedures

- Since other infections, in addition to infectious communicable disease, can be present in blood or body fluids, whether or not an infected individual with a communicable disease is present, World Harvest Bible College has adopted a routine procedure for handling blood and/or body fluids.
- Routine procedures have also been established for cleaning soiled surfaces and equipment.
- The school has also adopted a policy for caring for any student who has an open wound or lesion or injures himself while at school, resulting in any open wound or lesion.

Policy for WHBC Students on the WHC Staff

World Harvest Church provides many job opportunities for students at World Harvest Bible College. This is a great blessing to the student and to the ministry. One of the many benefits of working at WHC is the ability to have WHBC tuition deducted from the student's bi-monthly pay. As with many benefits, there are also responsible policies that must be adhered to in order for WHC to continue to offer the "payroll deduct" benefit.

As a student of WHBC and a staff member of WHC all said personnel must adhere to the following procedures:

STUDENT RESPONSIBILITY

1. If you are using the benefit "payroll deduct" to pay for WHBC tuition, you must notify your Department Head of any changes in college credit hours in order for the deduct to be properly adjusted.
2. If you withdraw from a course or from the college entirely, you must report this to your Department Head immediately.
3. If you choose to withdraw from a course or from the college, you must see the Dean of Students, the Academic Dean and the WHC Department of Accounting for an official withdrawal.
4. Should you desire to increase your course load at WHBC, you must get approval from your Department Head to assure that there will not be conflict with your work schedule.
5. Do not assume that your Department Head is aware of WHBC scheduling or policies; you must communicate with your Dept.

Head with documentation to ensure proper communication is taking place.

6. Communicate with WHBC using documentation on any work schedule changes so that your instructors are aware of any change in your work responsibilities at WHC. Do not assume that WHBC is informed of your particular work circumstance.
7. Be aware that all changes in payroll deductions are made at the WHC Department of Accounting; therefore, notify that office of any changes you make in your college schedule, whether adding or dropping courses, so that the proper paperwork can be turned in to payroll for you.

INDEX

Academic Advisement.....	24
Academic Calendar.....	18
Academic Fees.....	14
Academic Information.....	20
Academic Load.....	25
Academic Programs.....	29
Academic Year.....	20
Adding/Dropping/Withdrawal from Courses.....	27
Administration, Faculty and Staff.....	72
Administration Building.....	77
Admissions.....	8
Admission Process.....	9
Attendance.....	25
Chapel Attendance.....	26, 96
Church Attendance.....	96
Class Attendance.....	25
Auditing Courses.....	23
 Breakthrough Prayer Lines.....	 95
 Calendar.....	 18
Campus Bookstore.....	86
Change of Address.....	83
Change of Diploma.....	27
Chapel Attendance.....	26, 96
Cheating and Plagiarism.....	96
Church Attendance.....	96
Class Attendance.....	25
Classroom Behavior.....	95
Class Size.....	28
Code of Conduct.....	93
Community Awareness.....	104
Communicable Diseases.....	108
Correspondence.....	83
Course Descriptions.....	53
Course of Study.....	32-47
Course Withdrawal.....	22
Covenant Code of Honor.....	92
Curfew.....	104
 Daily Schedule.....	 77
Dating.....	99

Delta Chi	86
Destruction of College Property	100
Disciplinary Action	107
Disciplinary Sanctions	105
Discretion	94
Dismissal	106
Dress Code	100
Electronic Devices/Camera	83
Emergency Procedures	90
Employment and Housing	82
External Studies Diploma	11, 51
Faculty	73
Fees	14-15
Academic Fees	14
Due on Registration Day	14
Other Fees	15
Parking Fee	15
Residence Hall Fees	14
Financial Information	14
Financial Probation	16
Fundraising	84
General Information	77
Grade Discrepancies	22
Grading System	21
Graduation Requirements	29
Grievance Procedure	98
Guests	104
Housing & Employment	82
Identification Badges	78
Inclement Weather	83
Incomplete Grades	22
Index	114
Infectious Communicable Diseases	108
Insurance	87
International Applicants	10
Late Teacher Policy	27
Leave Policy	27
Library	88
Licensing and Ordination	78
Location	77

Lost and Found	88
Mail	89
Married Student Family/Relocation Policy	11
Messages	89
Method of Payment	15
Ministry Definitions.....	8
Ministry Service	21, 82
Mission	6
Mission Trips	84
 New Roommates	 104
New Student Orientation/Registration	12
Nondiscrimination Policy.....	13
Notification of Acceptance	11
 Off-Campus Guidelines	 103
Off-Campus Housing.....	103
Official Withdrawal from the College	28
Ordination	78
Orientation	
New Student Orientation/Registration	12
Returning Student Orientation/Registration	12
Other Fees	15
Overpayment.....	17
 Parking Fee	 15
Parking Fines	80-81
Parking Permits.....	79
Parking Regulations.....	79
Personal Supplies	105
Practicums	23
Professional Membership and Status.....	8
Programs Offered	20
Purpose	6
 Reactivation of Student Status.....	 13
Refund Policy.....	16
Registration.....	12
Requirements for Admission	9
Residence Hall Fees	14
Returned Checks.....	17
Returning Student Orientation/Registration	12
 Satisfactory Academic Progress.....	 24
Satisfactory/Unsatisfactory Grades	22

Scholastic Honors	24
Security	81
Social Life	98
Solicitation Policy	107
Special Needs	83
Spiritual Life	96
Staff	75
Statement of Faith	6
Student Classification	20
Student Government	86
Student Information	13
Student Lifestyle	91
Student Ministry	82
Student Records	82
Student Services	85
Student Union	89
Table of Contents	3
Tapes	84
Tardiness	26
Telephones	105
Term Papers	84
Textbook Payment	16
Textbook Requirements	84
Transcripts	29
Transfer Credits	22
Tuition	14
Tuition Refund Policy	16
Unemployment	105
VA Benefits	17
Vehicle Registration	78
Veteran's Refund Policy	17
Vision	5
Visitors	78
What We Expect of You	91
Withdrawal	
Course Withdrawal	22
Official Withdrawal from the College	28
Word from Our Founder and Chancellor, A.....	5
Word of Thanks, A.....	6

