

Letter from the President

Dear Prospective Student

I am delighted to hear that you are considering attending Holmes Bible College. Your choice to go to college is a major decision and deserves your very careful consideration as you prepare for your future. It is one you must live with for the rest of your life and the impact will not only affect you but all those to whom God has called you to minister.

Yes, your training is as much a calling as the ministry with which you will be involved in the years ahead. You can choose any institution of higher learning and perhaps get an education. The question you must answer is, "Will it prepare me for my ultimate calling?"

Holmes Bible College is the oldest continuing Pentecostal doctrinal Bible College in the nation. It began on Paris Mountain in Greenville, South Carolina just a few miles from where the new campus is located today. In 1898, the Reverend N. J. Holmes felt the need to begin an institution to prepare students of all denominations for ministry. You can read the sketch of that history in the next few pages.

The Bible is the central course of study and the textbook at Holmes. All other courses are designed to help students proclaim the unsearchable riches of that book. Yes you will take some core courses in English, computer literacy, history, psychology, sociology, public speaking, homiletics, pastoral theology, systematic theology, foreign languages, missions and music. These are simply tools to communicate with a world caught in a counter-culture that has little to do with Biblical ethics and morals.

If you think Holmes Bible College will fit into your immediate or future plans call today at 864-246-3566. You can see our website at www.holmes.edu. You may also send an email to jamesleggett@holmes.edu or at holmesbc@holmes.edu. Better yet, why not make a trip to our beautiful new campus. We would be delighted to give you a tour of the campus.

Sincerely

James D. Leggett, President

General Information

Mission Statement

The Mission of Holmes Bible College is to equip men and women for Christian life, ministry and service to help fulfill the Great Commission of Jesus Christ.

Biblical Foundation

Holmes Bible College was established and continues to operate on the basis of several fundamental tenets of the Christian faith.

1. WE BELIEVE there is but one living and true God, everlasting; of infinite power, wisdom and goodness, maker and preserver of all things, both visible and invisible. We believe that in the unity of this Godhead, there are three Persons of one substance, of eternal being, and equal in holiness, justice, wisdom, power and dignity; the Father, the Son, and the Holy Spirit.
2. WE BELIEVE the books of the Old and New Testament constitute the Holy Scriptures, which are the inspired and inerrant Word of God and are the supreme authority for faith and practice.
3. WE BELIEVE in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His atoning death on the cross, in His bodily resurrection, in His ascension to the right hand of the Father, that He makes intercession for the saints, and we believe in His imminent, personal return in power and glory.
4. WE BELIEVE that whosoever will may believe unto salvation, being justified by faith and regenerated in nature, so that they become new creatures in Christ Jesus. A regenerated believer may live free from condemnation by walking in the light of God's Word. The finally righteous will be rewarded by eternal life in Heaven, and the persistently wicked will suffer the banishment from the presence of the Lord and unending torture in Hell.
5. WE BELIEVE that sanctification is an instantaneous definite second work of grace and that a regenerated person may be sanctified subsequent to salvation and that person is set aside for holy living and dedicated service. We believe that this crisis of believing one's carnal nature to be dead in the death of Christ must be followed by a subsequent process of growth in grace to perfection.

6. WE BELIEVE in the Holy Spirit proceeding from the Father and the Son, is of one substance, majesty and glory with the Father and the Son, very eternal God.
7. WE BELIEVE in the Baptism in the Holy Spirit with the initial evidence of speaking in other tongues as the Spirit gives utterance. This Baptism is obtainable by a definite act of appropriating faith on the part of the fully cleansed believer.
8. WE BELIEVE in divine healing provided in the atonement. This healing is for the wholeness of the body by physical healing, emotional healing, and spiritual healing (James 5:14-16; Mark 16:14; and Isaiah 53:5-5).
9. WE BELIEVE in the resurrection of the dead. Those who die in Christ will be raised in newness of life and be rewarded with eternal life in the presence of God in heaven. The wicked dead shall be raised to face the judgment of Christ for the deeds committed in the flesh, and they will be banished from the presence of the Lord and suffer unending torture in Hell.
10. WE BELIEVE in the imminent, personal, premillennial, second coming of Jesus Christ.
11. WE BELIEVE it is the responsibility of every believer to dedicate his/her life to carry out the work of the Great Commission.

Core Values

The Beliefs and Affirmations of Holmes Bible College include five basic Core Values:

Our Commitment is to a Bible-centered curriculum - The Bible is the inspired and inerrant word of God.

1. The Curriculum development is carefully engraved around the Bible and theological studies.
2. The Secondary courses emphasize professionalism and practical application in ministry.
3. The student is carefully guided into preparation for his/her vocation in missions, pastoral ministry, teaching, et.al.

Our Commitment is living by faith.

1. The college has consistently from its inception looked to Jehovah-Jireh for His care and direction.
2. The administration, faculty, staff and student body are expected to learn lessons of faith by giving sacrificially of time, talents and finances to God for Kingdom work.

Our Commitment is to selfless service for Christ and others.

1. One should develop sensitivity to the needs of others around him/her.
2. One should be conscientious in dealing with others in relation to Matthew 25:35-36.
3. The motto of the college shall continue to be “Living for Others.”

Our Commitment is to holy living.

1. By utilizing the spiritual disciplines of prayer, study of the Word, and building relationships, one should exemplify the fruit of the Spirit.
2. One should submit his/her will to God to be set aside for His purpose.

Our Commitment is to a Spirit-filled life and doctrine

1. Building upon the Pentecostal heritage instilled in those early years of the college, the Spirit-filled life emphasizes that spiritual gifts are available to believers for power in ministry.
2. The evangelical calling to fulfill the Great Commission is reliant upon the Holy Spirit’s presence and His supremacy in all facets of one’s life.

Educational Goals

Every institution of higher learning has goals that establish the marks of an educated person. Holmes Bible College subscribes to these parameters as graduates of the college exemplify not only educational but godly qualities.

1. An educated person has competence to communicate effectively through writing, speaking, reading and listening.
2. An educated person has computational skills necessary to effectively function in the contemporary community.
3. An educated person understands how physical fitness is needed for work and leisure activity and has knowledge of the basics necessary for health and fitness for the present and future.
4. An educated person has knowledge of civilization through the study of various traditions, history, religion, government, social institutions, and world cultures.
5. An educated person is aware of key aspects of Biblical history and literature since the Bible constitutes a significant cornerstone in Western spiritual, intellectual, and literary traditions.
6. An educated person has the ability to sense the worth of the human person in light of the creativity, provision and dominion of Almighty God.
7. An educated person has knowledge of the basic Biblical principles of responsible relationships and for establishing and maintaining a home.
8. An educated person has an acquaintance with the arts and a knowledge of significant literary works.
9. An educated person seeks personal discipline and maintains an appropriate balance between work and leisure as a productive member of his/her community.

10. An educated person has a commitment to lifelong learning.
11. An educated person develops and practices policies that enables him/her to live a godly life and seizes every opportunity to serve God and his/her fellow citizens.
12. An educated person exemplifies servant-leadership qualities in developing a well rounded ministry, whether it is as a missionary, a pastor, a teacher, or other venues of service.

Institutional Objectives

In accordance with the overall mission and philosophical framework, Holmes Bible College seeks to fulfill the following institutional aims:

1. To provide strong Christian witness to students and to the constituents they serve and to help students develop Christian values and character which are demonstrated in their lives.
2. To provide the following academic degrees and programs:
 - a) The Associate of Arts Degree in Christian Ministry
 - b) Baccalaureate programs with a Bachelor of Arts in Bible and Theology (Pre-seminary studies) and
 - c) Bachelor of Science in Christian Ministries with concentrations in Pastoral Studies, Missions, and Christian Education/Youth Ministries
 - d) Other programs:
 - 1) B-E-A-M evening studies (Biblical education for Adults in Ministry)
 - 2) Online courses that may be incorporated into any of the above programs
 - 3) A one-year Christian Service Certificate
3. To provide opportunities for students to develop the general competencies necessary for earning a livelihood and functioning in society as productive citizens.
4. To provide developmental opportunities in reading, writing and grammar for marginally prepared students.
5. To provide opportunities for students to develop intellectual competencies and critical thinking with a genuine interest in spiritual and intellectual matters to promote continued self-education beyond the college experience.
6. To provide cultural enrichment for the student body and surrounding community through scheduled courses, lectures, and field experiences.
7. To provide opportunities for students to participate in creative experiences through in-class and out-of-class activities.
8. To provide students the opportunity to be vitally involved in community, church, and citizenship participation.
9. To provide multicultural experiences for students to acquire an understanding of and an appreciation for diverse cultures and values so that students can better evaluate and appreciate their own values and communicate more effectively with people from other cultural perspectives.
10. To provide classroom and extra-class activities which promote biblical family values such as parental responsibility for the welfare and unity of the family.

11. To provide students the opportunity to fulfill their vocation of preaching, teaching and service through practical training in ministry. This may be done through spiritual emphasis days, Founders Week, Missions Week, Passport, varied internships and Church Planting Seminars.
12. To provide a student life program as resources permit which will offer spiritual, recreational, interpersonal, cultural, and leisure-time experiences that will enrich campus life; to help students develop a disciplined life; and to make more meaningful use of time through schedule management and setting priority goals.

Historical Sketch

N. J. and Lucy Holmes, Presbyterian ministers and community leaders, founded Holmes Bible College in 1898 in the old Altamont Hotel on Paris Mountain in Greenville, SC. The school made several moves in its early years--first to Atlanta, GA, then to Columbia, SC, and finally back to Greenville in 1905. In 1915, it relocated to the corner of Buncombe Street at Briggs Avenue where it remained for the next ninety-three years. In July, 2008 the college moved onto a new campus consisting of thirty-eight acres bordering Furman University at 4901 Old Buncombe Road near the intersection of Duncan Chapel Road.

Amidst the moving and restructuring of the school through the years, it underwent several name changes. Founder N. J. Holmes called it the Altamont Bible and Missionary Institute. Near the end of his life, it was rechristened Holmes Bible and Missionary Institute. Later it became Holmes College of Theology and Missions, then Holmes Theological Seminary, Holmes College of the Bible and finally Holmes Bible College.

Holmes has seen remarkably little administrative turnover, despite its longevity. N. J. Holmes acted as president until his death in 1919. He was succeeded by Dr. Paul F. Beacham, who served as president for fifty-nine years until his death in 1978. Dr. Kenneth D. Benson replaced Dr. Beacham, continuing in office until his retirement in 1996. His successor was Dr. Richard Waters who served until 2008. Dr. G. Earl Beatty served as interim president until the Board of Trustees named Bishop James D. Leggett as the current president in 2009.

Educational Philosophy

As a Bible college, Holmes exists for the sole purpose of training men and women to serve as full time Christian workers. Though it offers multiple majors and courses, the school is distinct from a university or a liberal arts college in its purpose. Every aspect of Holmes is designed to assist ministers-in-training.

General education courses, Bible and theology courses, and practical ministry courses are combined into a complete academic curriculum that provides students with rigorous, quality training for ministry.

To establish a learning environment, Holmes incorporates a Christian service program, spiritual formation, and social ministry into its community, thereby creating a dynamic and practical approach to ministry.

Endorsement and Approval

Holmes Bible College is an independent, non-profit institution incorporated under the laws of South Carolina as an educational institution. It is chartered under those laws to grant degrees of Bachelor of Arts, Bachelor of Science, and Associate of Arts.

The College is recognized and listed by the United States Office of Education and by the Veterans Administration. It is approved by the United States Department of Justice, Immigration and Naturalization Service for attendance of non-immigrant foreign students.

Ownership and Control

Holmes Bible College is an independent, non-profit religious institution operating under the control of its Board of Trustees. The names of these trustees are listed in the conclusion of this catalog.

Location and Facilities

The Holmes campus is a beautiful thirty-eight acre site at 4901 Old Buncombe Road in Greenville, SC. This became its new home in August 2008 and consists of the Paul F. Beacham Learning Center which houses administration offices, classrooms, faculty offices, library and a small café; the Brooks/King Missions Duplex and the Tripp/Van Dyke Residence Hall. The Holmes Memorial Church is currently under construction and will be a beautiful addition to the campus. Expansion of these facilities is part of a campus planning guide to be developed by the Board of Trustees.

Student Housing

Resident students are assigned to the Tripp/Van Dyke Residence Hall. This beautiful building was completed in fall 2011 and provides housing for approximately 40 students.

Dining services

A college cafe provides continental breakfasts, lunches and dinners to resident students. The room and board fee covers the cost of these meals for students who reside on campus. For commuting students who wish to eat lunch off campus there are a number of fast-food and sit-down dining facilities within a short distance of the campus.

World Wide Web

The web site of Holmes Bible College on the Internet is at www.holmes.edu.

Student Life

...till Christ be formed in you.

Mission of Student Life

The mission of student life is to provide a total learning environment for ministers-in-training through intentional relationship building, discipleship and Christian Service.

A Committed Community

As a community of committed ministers-in-training, Holmes Bible College endeavors to promote standards of quality Christian scholarship, inspire social consciousness, and build human relationships to the glory of God. The first commitment is to God. Within that context, a commitment is made to each other and to the world around us.

Committed to God

Spiritual Formation--Holmes provides a weekly meeting of small groups designed to develop specific spiritual disciplines. Each student participates in one of these groups each semester. Entering freshmen and sophomores enroll in six (6) semesters of Spiritual Formation and entering juniors enroll in four (4) semesters. One-half (1/2) hour of credit is given for each semester of work.

Prayer--Holmes offers specific times of corporate prayer--such as prayer for persecuted church, for the nations, and for the local community. Holmes encourages private prayer and daily devotional times as a complement to spiritual growth.

Chapel--In addition to weekly spiritual formation sessions, Holmes students are required to attend chapel services twice each week. Students may participate in these services in a variety of ways--prayer, liturgy, music, and speaking opportunities. Guest speakers from the faculty and community often address the students in these chapel services.

A diverse community

Holmes Bible College incorporates students from a wide variety of evangelical and theological traditions, geographic locations and racial diversity. The school celebrates the wealth of this diversity by respecting each individual person. In order to heighten the strength of the different backgrounds, races and nationalities, Holmes provides opportunities for interaction between the varying traditions.

Prejudice based upon race, sex, color, creed ethnicity, or national origin is distinctly unbiblical. Holmes expects its students to act with pure motivations regarding attitudes and actions. These are to be based upon Christian love and Biblical principles. The administration does not tolerate discrimination or bigotry within its community.

A responsible Community

As an educational institution devoted to training Christian ministers, Holmes expects its students to exhibit responsibility in their personal choices and conduct. The school seeks to empower its students with the necessary tools to build a stable foundation for a life of the highest character and integrity. This empowerment involves the prohibition of certain negative behaviors and the encouragement of positive ones.

Holmes Bible College has a **no-tolerance** policy for alcohol, tobacco, and illegal drugs. Students violating the above principle can be expected to be dismissed from the campus. The school also prohibits social dancing, inappropriate movies, pornography, immodest dress, theft, vandalism, academic dishonesty, disorderly conduct, gambling, sexual misconduct, discrimination and any other behavior that is contrary to the mission of the college. Students engaging in inappropriate behavior will be confronted and assisted or disciplined as deemed appropriate.

Counseling

Holmes has a number of qualified but non-certified counselors including members of the administration and faculty. However, if a student needs professional or clinical

counseling he/she will be referred to a certified Christian counselor in the Greenville community.

Student Government Association

- i. The Student Government Association is made up of representatives from the ranks of each class including two seniors, one of which will be elected by the other members as president. The five members are chosen by the Administrative Committee to represent the entire student body as a liaison between the students and administration. The SGA will be invited from time to time to interact with the administration in regular staff meetings to discuss issues deemed important to the student body.

First Year Orientation (FYO)

All entering freshmen must matriculate two (2) days prior to the first day of classes during the fall semester for FYO. During this time students will have the opportunity to be oriented to the school, the Greenville community and campus life. Efforts will be made to assist students in building relationships and complete the required Methods of Research course, which is led by the librarian. In addition, students will be counseled in responsibility for living quarters, financial planning, proper hygiene and mutual respect for administrators, faculty and peers.

Off-Campus Employment

Students participating in the work-study program may also be employed off campus for a maximum of twenty (20) hours per week. Students living off campus are counseled to use wisdom and caution in determining off campus employment hours. The student should observe the standard academic requirement of two hours of preparation for each hour in class. Employment should not encroach on this basic requirement for the student to get the most out of his/her training.

Student Dress Code

The Holmes community expects its members to dress modestly, appropriately and neatly.

Modesty: Recognizing that modesty is an important element of a Christian's testimony and applies to both sexes, Holmes encourages its students to reflect this trend when choosing appropriate apparel.

Chapel and Classroom--Clothes worn to chapel or class should indicate respect for academic pursuits. Shorts, tee shirts, athletic wear, beach attire, ball caps (hats) or short skirts are considered inappropriate. Street shoes or clean tennis or athletic shoes are required. Flip-flops or shower-type sandals are forbidden. Students should never be in a chapel or classroom barefoot not only for appearance but also for reasons of health and hygiene.

Men--Dress shirts or sport shirts with a collar with dress or casual slacks are acceptable. Shirts are to be tucked in and buttoned appropriately. Shirts that display inappropriate advertising or messages are unacceptable.

Women--Dresses or skirts that cover the knee and blouses (no sleeveless dresses or blouses), dress or casual pants are considered appropriate for classes and chapel. Dress capri pants are permitted. Hip-huggers, tight fitting jeans, apparel that reveal the midriff or that is low in the neckline are unacceptable.

Out of Class Attire--Clothing worn outside the classroom should show a proper respect for one's standing as a Holmes Bible College student. The counter-culture fashions of revealing, immodest dress dictated by modern designers should be avoided. One's character is revealed by the attitude toward his/her Christian testimony of not only words and deeds, but also by one's appearance. Beach attire, running shorts, and ragged clothes should be reserved only when the student is in his/her residence. Shorts should be loose fitting and no shorter than three inches above the knee. Men must wear shirts at all times outside their residence.

Formal Events - Respect for Christian standards and the Holmes Bible College community is expected at all formal events (Ingathering, graduation exercises, etc.). Dress shoes, slacks and shirt with tie and sport coat are a minimum for men. Dress shoes, dresses or skirts over the knees with blouses (no sleeveless dresses or blouses), or dress pant suits are acceptable for women.

Hair is to be well-groomed and extreme hairstyles avoided. Drastic and extravagant changing of hair color is not permitted by a person after enrolling in Holmes Bible College. Men should keep facial hair well trimmed, neat and clean at all times. Ponytails for men are not acceptable.

Visible body piercings. Visible body piercing (except the ear by women) is prohibited. Students are requested not to add any piercing or body art such as tattoos while enrolled at the college.

Financial Information

Fees and Expenses

Students attending Holmes Bible pay only a portion (approximately 19%) of the total costs of their education. Gifts from alumni, friends, and foundations meet the significant difference between tuition fees and actual costs.

Financial Policy

Recognizing the necessity for prompt payment of all college fees, not only as a sound business principle, but also for the sake of character development, Holmes Bible College has established the following policy concerning finances.

Holmes Bible College, in order to assure the future and improve the present educational programs and institutions, expects each student to reimburse for the full amount of his/her obligation on or before the close of each semester. No final examinations may be taken until a satisfactory arrangement has been made with the Business Office. No degrees or transfer of credit shall be provided until satisfactory payment has been made with the college. All former students with an outstanding balance must make a minimum payment of \$50 each month until the balance is paid in full.

Costs Per Semester

Tuition Fees: \$90 per credit hour

Audit: \$45 per credit hour

General Fee (non-refundable);

10 or more credit hours \$125 per semester

6-9 credit hours \$90 per semester

5.5 or fewer credit hours \$60 per semester

Applied Music Charges: Students receiving academic credit for any applied music class pay the regular rate of \$90 per credit hour and a \$25 per semester sign-up fee.

Graduation Fees

B.A., B.S. or A.A. Degree:	\$50
Transcripts (after first issue):	\$5 each

Method of Payment

The most economical method of payment is cash in advance. This method avoids service charges for the student and office expenses for the college. Students may also pay by credit card. When taking six (6) hours or less, students must pay the full amount at registration.

Discounts

Students taking nine (9) or more credit hours are eligible, upon request, for a three percent (3%) discount on tuition fees if paid in full by the end of official registration. All previous accounts must already be paid in full.

Additional discounts on tuition are available, upon request, as outlined here:

Family discount:	10% on second and succeeding members of the same nuclear family attending Holmes simultaneously
Spouse discount:	50% on evening class only for spouses of full time students
Ordination discount:	Ordained ministers receive a 15% discount
Family members of Holmes Employees:	50%

(Only one discount may be applied at any one time.)

Installment Plan

Tuition and semester general fees are due in full at time of registration. However, installment payments are possible upon request and carry a \$25 service charge. Those making payments may pay 25 percent plus the service charge at time of registration and 25% monthly thereafter. All fees must be paid in full before final exams.

Adjustment of Accounts

Students leaving for any reason before the end of the semester must get a withdrawal form from the registrar's office and obtain all signatures indicated on the form. (See

Tuition Fee Refund Policy.) Students leaving with an outstanding balance must make satisfactory arrangements with the business office. Any outstanding balance will be subject to a yearly service charge.

Refunds

Tuition Fee Refund Policy

The following is based upon full payment of fees:

100% refund on the final day of registration

80% refund at the end of the first week

60% refund at the end of the second week

40% refund at the end of the third week

No refunds will be given after the end of the third week.

Summer Session - May Term

A 100% refund will be granted before the first day of the session. A 50% refund will be granted at any time during the first week. After the first week, no refund will be provided.

On Campus Meals

A college café provides continental breakfasts and lunches at a nominal cost to the student.

Auditing Fee

This fee is charged for those courses without academic credit. Permission to audit a course must be determined at the time of registration or within the time allowable for changes. During the course of a full time student's work at Holmes Bible College, he or she may take up to six (6) hours of audit course work without charge. Applied music (piano or voice), computer instruction, or other individualized course work are not included in this provision. Audit work shall not be changed to work for academic credit.

Student Insurance

Holmes Bible College does not provide any medical care other than emergency assistance. Students are referred to local clinics or doctors at the students' expense.

It is strongly recommended that each student arrange (parent, spouse, guardian, etc.) for insurance before coming to Holmes.

Scholarships

Thousands of dollars are awarded every year to students at Holmes Bible College. Every student is, in fact, a recipient of the “Rev. N.J. Holmes Ministry Scholarship.” This scholarship, which helps tremendously to keep the tuition costs very attractive and modest, is the result of monetary gifts from Holmes alumni and friends. Their gifts are definitely an extraordinary statement of commitment to one of the core values of the college that is making the highest quality Christian education available to students from across the nation and around the world regardless of their financial circumstances. Holmes Bible College truly believes that God is faithful and practices this belief in its financial policies. He will meet every need.

Work Study Program

To facilitate student financial aid, Holmes offers a work-study program in which students perform ten (10) hours of service each week. In return for their services, participating Holmes students receive a discount on their dormitory fee. In order to retain work-study positions, students must perform their work in a timely and conscientious manner. If work is not performed satisfactorily, credit will not be given and students will be responsible for any balance remaining on their dormitory fee.

Student Fees cover only a small part of the costs for these services. The monetary gifts from Holmes alumni and friends are definitely an extraordinary statement of commitment to one of the core values of the institution, which is making the highest quality Christian education available to students from across the nation and around the world. It is through these gifts that a student may experience such minimal costs.

Academic Affairs

Admission to the College

Holmes Bible College welcomes applications for admission from academically and spiritually qualified men and women who seek an education for professional ministry. It is open to any qualified student without regard to race, sex, color, creed, ethnicity, or national origin.

Application Procedures

The following items must be submitted to Holmes Bible College prior to admittance:

1. Completed Application with Essays
2. \$35 Application Fee
3. 1 Pastoral Reference
4. 2 Personal References
5. High School Transcripts or GED Scores
6. ACT/SAT Scores
7. College Transcripts, if applicable
8. Photo (optional)
9. Physical Examination Form (optional, highly recommended)

International Applicants must also submit the following:

1. TOEFL (Test of English as a Foreign Language) Scores
2. Proof of adequate financial sponsorship while in the United States submitted on INS Form I-134

Admissions Policy

Applications are examined for the academic and spiritual qualifications necessary for collegiate study.

Minimum Academic Standards

1. High School Grade Point Average of 2.0

2. ACT score of 15/SAT score of 720

Holmes does not automatically accept students who meet these requirements, but applicants must indicate scholastic achievement in all prior studies.

Veterans Refund Policy

Holmes Bible College will use and provide the following refund policy for all veterans and other persons eligible for VA education benefits under Title 38, U.S. Code:

1. In the event that a veteran student does not enter either a program of study or a course, all tuition and fees paid will be fully refunded.
2. In the event a veteran student withdraws or is discontinued therefrom a program of study or a course prior to the completion of the program/course, his/her tuition and fees paid will be refunded pro rata the portion that the length of the completed portion of the course/program bears to its total length.
3. Refunds will be made promptly (within 40 days). Veteran students will not be required to file an application for his/her pro rata tuition and fees refund.
4. In the event a veteran student withdraws completely from course-work during his/her initial semester of enrollment, their Application Fee to Holmes Bible College will be refunded pro rata the portion that the length of the completed portion of course-work bears to its total length.

Veteran Students on Official Leave

VA students who are on official leave will have their benefits interrupted and reported to the Department of Veterans Affairs within 30 days of the last day of attendance.

Transfer Applicants

It is the policy of the College to consider for transfer, credits earned in a regular college or university, a Bible College, or other institutions of collegiate level. Only those credits which carry a grade of at least "C" or its equivalent may be transferred. Holmes does not accept in transfer course work taken elsewhere unless the student was a high school graduate at the time the work was taken. All transfer students must carry a minimum of twenty-four (24) semester hours of course work in Bible at Holmes Bible College.

Transfer Application Procedures

1. Secure an “Application for Admission” from the Admissions Committee, Holmes Bible College, P.O Box 14188, Greenville, SC 29610.
2. Fill in the application form completely, and return it to the Admissions Committee.
3. Furnish an official transcript(s) of all college work to the Admissions committee.
4. Have a physician fill out the physical examination form and mail it directly to the Admissions Committee. (Optional, highly recommended)

Transfer student must be in good standing at the college from which he/she is transferring. The academic status of each transfer student will be determined by the Dean of Academics. When a transfer applicant does not meet the academic criteria, he/she may be admitted on academic probation.

Concurrent Enrollment

Students may enroll concurrently at another local college if the course desired is not available at Holmes.

Class Attendance Policy

Regular class attendance as a personal priority and as a part of consistent Christian discipleship is required of all Holmes students. It is to the students; personal advantage to be involved in the maximum number of class sessions. Students are expected to attend every class and be on time. Class attendance is considered in determining the final grade of the student. For example, four absences in a three-credit hour course is considered excessive. When, or if, absences exceed twice the number of credit hours for a course (that is $2 \times 3 = 6$) then each absence will lower the final grade one letter grade. The maximum number of absences in a three-hour course that meets two days a week is four. The maximum number of absences for a three-hour course that meets once a week is two. Students are responsible for maintaining their own class attendance record. No Holmes student is allowed to have class cuts.

Excused and unexcused absences count toward final grade computation. An excused absence gives teachers prerogative to allow make up work missed due to absence.

Teachers at their own discretion may give bonuses to students who maintain perfect attendance.

Academic Year

The Holmes Bible College academic year is divided into two semesters of 16 weeks each. The semester hour is the unit of credit.

Late Registration

Students may register for courses through the first five class days. No student may register for a course later than five days after the semester begins.

Student Course Load

A normal full-time resident student's course load is 14-18 hours per semester.

Adding and Dropping Courses

After registration, students may make the necessary adjustments in their course schedule for up to five days according to the following procedure:

1. Obtain the Drop/Add form from the Registrar's Office.
2. Fill out the form completely, and obtain all signatures.
3. Return the form to the Registrar.

Adding courses after five class days is not permitted. During the first eight weeks of a semester, a student may withdraw from a course using the withdrawal procedure and receive a W on his/her transcript. Students failing to follow the above procedures may receive a grade of F on their transcript.

Withdrawal from the College

To withdraw from the college, a student must fill out a withdrawal form obtained from the Registrar. Students withdrawing during the first eighth weeks of the semester receive a grade of W. Students may not withdraw after the completion of the eighth week.

Grading System

Numerical Grade	Letter Grade	Quality Points
95-100	A	4.00
90-94	A-	3.75
87-89	B+	3.25
83-86	B	3.00
80-82	B-	2.75
77-79	C+	2.25

73-76	C	2.00
70-72	C-	1.75
67-69	D+	1.25
63-66	D	1.00
60-62	D-	0.75
59 or below	F	0.00
	I	Incomplete
	W	Withdrawn
	R	Repeated
	P	Pass
	AU	Audit

Grade Reports

Students receive a grade report at the end of each semester.

Incomplete Work

Holmes expects students to complete all of the work required for a course before the end of the semester. In exceptional circumstances, the instructor may grant an extension for completion. If all work is not completed within four (4) weeks after the conclusion of the semester, a grade of “F” will be recorded automatically. Students should first contact their instructor and then the academic affairs office regarding incomplete policy.

Repeating a Course

A student may repeat any course that he or she wishes. Credit will be awarded only once.

Graduation Honors

Valedictorian - Given to the graduating senior with the highest GPA.

Salutatorian - Given to the graduating senior with the second highest GPA.

Summa Cum Laude (with Highest Honor) - 3.9 - 4.0

Magna Cum Laude (with High Honor) - 3.75 - 3.89

Cum Laude (with Honor) - 3.5 - 3.74

Academic Honors

President's List - Lists students carrying at least twelve hours and maintaining a 4.0 GPA (all A's) in a given semester.

Dean's List - Lists students carrying at least twelve hours and maintaining at least a 3.5 GPA in a given semester.

Academic Probation and Dismissal

A student who falls below a "C" average (2.0 GPA) in any given semester is automatically placed on academic probation the following semester. Students on academic probation are forbidden to work more than 8 hours per week off campus, take part in any leadership activities, or represent the school in any public forum. Failure to obtain at least a "C" average (2.0 GPA) the following semester will result in automatic dismissal from the college. Students dismissed for academic reasons will be allowed to reapply after one semester's absence. Appeal may be made earlier for extenuating circumstances to be determined by the Administration.

Academic Honor

Definition of Plagiarism

"Plagiarism is defined in the *MLA Handbook for Writers of Research Papers* (6th ed.) as using another person's ideas, information, or expressions without acknowledging that person's work" or "passing off another person's ideas, information or expressions as your own." As scholars who are part of a community of Christian intellectual integrity, it is our duty to acknowledge properly the ideas and work of others. Failure to do so, either intentionally or unintentionally constitutes plagiarism.

Holmes Bible College acknowledges the following forms of plagiarism:

Betraying Academic Trust includes:

1. Turning in someone else's work, in whole or in part as one's own. Turning one's own work in as someone else's (including but not limited to forging a doctor's or parent's note). This is blatantly dishonest, disrespectful, and unbecoming of a Holmes student and could result in expulsion.
2. Submission of the same work to multiple instructors unless prior approval of both instructors has been obtained. This form of self-plagiarism includes using an old paper or report from earlier educational experiences.

3. Cheating by using, or attempting to use, unauthorized information or materials on tests and other assignments. (This includes but is not limited to texting, computer assistance, hidden notes, or wandering eyes).

Improper Documentation defined

1. Paraphrasing or restating someone else's ideas without proper and clear documentation is a violation. Rewording it, even substantially, does not make it one's own. Original ideas, no matter the wording, remain the intellectual property of the person who created them. Additionally, paraphrases are complete rewordings of the original. If the paraphrase too closely resembles the original, it borders on plagiarism. The original must be recorded completely or directly quoted.
2. Directly quoting someone else's speech or writing without putting that material in quotation marks is a violation. Even if one attributes the material, if it is also that person's exact wording, one must indicate so with quotation marks.
3. Improper documentation, whether intended or not, is a form of plagiarism and shall result in disciplinary action or at least direct confrontation by the instructor. The source must be attributed in an appropriate scholarly documentation style. In addition, the boundaries between what one wrote and what was written by others must be clear.

Dishonest Academic Assistance includes:

1. Allowing another student to turn in one's work, in whole or in part, for his or her own.
2. Aiding others to cheat by allowing them to use, or try to use, one's information on tests and other assignments.
3. Using unauthorized sources of information on a test or assignment.
4. Revealing or discussing the contents of a previously taken exam with a student who is scheduled to take the same exam.

(The above information was gleaned from Emmanuel College *Catalog* used by permission of Dr. John Henzel, Vice President for Academic Affairs.)

Disciplinary Action

1. The wide use of computers in research has made it possible for students to cut-and-paste whole sections of information with the click of a button. Professors should be alert to any words that may seem to be outside a student's normal vocabulary or ideas that may seem more advanced than the student's usual presentation.
2. When an instructor suspects that a student may have committed an offense, he or she shall follow these steps:

- Notify the student in writing of the suspected offense. The student has the right to respond (also in writing for the sake of a record) in order to defend his or her integrity within two (2) class days.
- If the student does not respond in that period, the instructor may proceed with the following:
 - 1) Provide written documentation to the Vice-President for Academic development
 - 2) Determine if the student has a prior record of offenses
 - 3) Decide whether or not he wishes to adjudicate the situation or submit it to the Vice President for Academic Development.
 - 4) The following sanctions are open to the instructor:
 - **First offense** - (in a written statement) allow the student to re-write the project with a depreciation of the allowable grade assessment.
 - Require the student to research the topic of plagiarism and the legal repercussions of such.
 - Give a written sanction which assigns a failing grade for the project.
 - Give a written sanction which assigns a failing grade for the course. Student may not receive a “W” in such case.
 - **Second offense** - Give a written sanction that assigns a failing grade for the paper, exam or assignment.
 - Give a written sanction which assigns a grade of “F” for the course. Student may not receive a “W” in such case.
 - **Third offense** - The student will be required to meet with the professor, and the Vice President to determine if the student may remain in the college. Should the student be dismissed as a result of this meeting, he/she will be given a written statement of the dismissal.
 - **Appeal** - The student may appeal to the President of the college within three (3) days of the dismissal and the president will make a final decision regarding re-admittance immediately or in the following semester or year.

If a student is dismissed because of academic integrity or other reasons he/she shall vacate the premises within twenty-four hours.

Classification of Students

<i>Freshman:</i>	0 - 31 credit hours
<i>Sophomore:</i>	32 - 63 credit hours
<i>Junior:</i>	64 - 95 credit hours

Senior: 95 or more credit hours

Graduation Requirements

To graduate, students must successfully complete all requirements of their chosen academic program as detailed in the “curricular programs” section of this catalog. A minimum GPA of 2.0 is required for all graduating seniors.

Ministerial Credentials and Honorary Degrees

Holmes Bible College does not issue ministerial credentials. These are awarded by the various denominations of which students are members. Moreover, Holmes does not confer honorary degrees.

Termination

A student’s relationship with the college may be terminated for the following reasons:

1. Failure to maintain a satisfactory academic record.
2. Lack of aptitude or personal fitness for the Christian ministry.
3. Behavior that violates generally acknowledged canons and standards of scholarship or professional practice.
4. Behavior that is disruptive to the educational process.

PRM 428 Internship

Holmes Bible College requires each student to perform an Internship consisting of at least 200 hours of supervised ministry experience. Though many Internship placements will require some menial tasks, students should expect to perform at least one major ministry task during their Internship experience. Except in unusual circumstances, students should not plan to perform the Internship within their home churches. Placement and training are offered through the academic affairs office. Two credit hours are given for the Internship.

PRM 428 Internship has been replaced with the following course, CEY 201 Courtship, Marriage and Family, as a requirement for veteran students. PRM 428 Internship is an elective course for veterans. If a veteran student selects internship as an elective the veteran will not be certified for this course. He/she must find some other means to pay for the course.

Family Educational Rights and Privacy Act

Holmes Bible College complies with the provisions of the Family Educational Rights and Privacy Acts of 1974 (the Buckley Amendment) that sets up requirements designed to protect the privacy of records for students and parents of dependent students. The college informs the student about the right of access to his/her file and limitations thereon. It also informs the student of those things which shall be considered a matter of “directory information,” which according to law, can be released without permission. These may include the following: the student’s name, address, telephone listing, date and place of birth, field of study, dates of attendance, degrees and honors awarded, and previous schools attended.

The designation of the above information as “directory information” means that it may be released to third parties, such as news releases. Students may request that “directory information” not be released to third parties. Non-directory information, notably grade reports, is released to third parties only on written request of the student.

Course Numbering System

Holmes uses a three-digit number for each of its courses. The first digit indicates its class rank. The second digit is a course differentiation number within a course department. The third digit suggests the semester in which the course is usually offered - an even number indicates spring and an odd number fall. Thus a course number “304” is a Junior level course usually offered in the spring semester.

MIN 201 Life and Work of the Minister or
BIB 203 Hermeneutics

BIBLE

15 hours

Old Testament (Choose two):

OLD 202 Pentateuch
OLD 302 Historical Books
OLD 301 Major Prophets or OLD 303 Minor Prophets
OLD 401 Poetic and Wisdom Literature
OLD 402 Daniel and Revelation

New Testament:

NEW 202 Life of Christ

Choose two from the following courses:

NEW 302 Acts of the Apostles
NEW 401 Romans and Galatians
NEW 303 General Epistles
NEW 313 Prison and Pastoral Epistles
NEW 402 I and II Corinthians

THEOLOGY (choose four)

12 hours

THE 201 Christian Theology I
THE 202 Christian Theology II
THE 301 Christian Ethics
THE 302 Pentecostal History and Theology
HIS 302 Church History
THE 401 Contemporary Issues in Theology

Bachelor Degree Programs

Holmes Bible College offers two bachelor degree programs - Bible and Theology and Christian Ministry. The former program is designed for those desiring seminary training, those who wish to pursue a career in Bible teaching, and those who wish to make preaching the primary focus of their ministry. The latter program offers a multidisciplinary approach to ministry. A Christian Ministry major takes a series of courses from each department of Holmes and concentrates in a minor area tailored to meet individual goals. The major is designed for those wishing to enter the ministry directly upon leaving Holmes.

Both of the bachelor degree programs at Holmes Bible College are premised upon a two-year core academic program of Bible, theology, and general education courses. The general education courses are taught from a Christian perspective, and the content is specifically structured for ministers in training. Holmes offers a four-dimensional approach to ministerial education - Christian service, Bible and theology, general education, and practical ministry. This approach enables the students to comprehend the truth, understand the world around them, and bridge the gap between the two by acquiring effective ministry techniques.

***Prerequisites**

1. BIB 101 is a prerequisite for all Old Testament courses.
2. BIB 102 is a prerequisite for all New Testament Courses.
3. ENG 101 is a prerequisite for ENG 102.
4. ENG 101 and ENG 102 are prerequisites for ENG 402.
5. All foreign language courses must be taken in order from Elementary to Intermediate.
6. MIN 301 is a prerequisite for MIN 302.

Degree Requirements: 123 Credit Hours

General Education Requirements 40 credit hours

English and Communication (9 hours)

ENG 101 English Composition I
ENG 102 English Composition II
ENG 402 Survey of Literature

Math and Science (7 hours)

Freshman Orientation
CSC 101 Computer Literacy
FIN 102 Personal Money Management

Social Sciences (15 hours)

HIS 101 Western Civilization I or
HIS 102 Western Civilization II
GEO 101 World Geography
GOV 102 American Government
SOC 102 General Sociology

CEY 201 Courtship, Marriage and Family
PSY 102 Intro. To Psychology

Humanities (9 hours)

Choose 3 of the following courses:

MUS 201 Practical Music Skills
MUS 202 Music Appreciation
DRM 202 Drama
SPA 301 Spanish I
SPA 302 Spanish II

Bachelor of Arts in Bible and Theology (Pre-Seminary) Major
Requirements 83 Credit Hours

BIBLE FUNDAMENTALS (12 hours)

BIB 101 Old Testament Survey
BIB 102 New Testament Survey
BIB 203 Hermeneutics
BIB 204 Gospel of John (Inductive Study)

BIBLE (30 hours)

Old Testament

OLD 202 Pentateuch
OLD 302 Historical Books
OLD 301 Major Prophets or
OLD 303 Minor Prophets
OLD 401 Poetics and Wisdom Literature
OLD 402 Daniel and Revelation

New Testament

NEW 202 Life of Christ
NEW 302 Acts of the Apostles
NEW 401 Romans and Galatians
NEW 303 General Epistles or
NEW 313 Prison and Pastoral Epistles
NEW 402 I and II Corinthians

Biblical Languages (12 hours)

GRE 301 Elementary Greek I
GRE 302 Elementary Greek II
GRE 401 Intermediate Greek I
GRE 402 Intermediate Greek II

Theology (18 hours)

THE 201	Christian Theology I
THE 202	Christian Theology II
THE 301	Christian Ethics
THE 302	Pentecostal History and Theology
HIS 302	Church History
THE 401	Contemporary Issues in Theology

Practical Ministry (11 hours)

MIN 301	Homiletics
SFD 208	Spiritual Formation/Discipleship
PRM 432	Senior Seminar
PRM 428	Internship

Bachelor of Science in Christian Ministry Major Requirements 83 Credit Hours

Concentration

Pastoral Studies
Church Education/Youth Ministry
Missions

Bible (30 hours)

Old Testament

OLD 202	Pentateuch
OLD 302	Historical Books
OLD 301	Major Prophets or
OLD 303	Minor Prophets
OLD 401	Poetic and Wisdom Literature
OLD 402	Daniel and Revelation

New Testament

NEW 202	Life of Christ
NEW 302	Acts of the Apostles
NEW 401	Romans and Galatians
NEW 303	General Epistles or
NEW 313	Prison and Pastoral Epistles
NEW 402	I and II Corinthians

Foundation Studies (15 hours)

BIB 101	Old Testament Survey
BIB 102	New Testament Survey
MIN 201	Life and Work of the Minister
BIB 203	Hermeneutics
BIB 204	Gospel of John (Inductive Study)

Theology (18 hours)

THE 201	Christian Theology I
THE 202	Christian Theology II
THE 301	Christian Ethics
THE 302	Pentecostal History and Theology
HIS 302	Church History
THE 401	Contemporary Issues in Theology

PASTORAL STUDIES TRACK

Requirements (Pastoral Studies) (20 hours)

MIN 301	Homiletics I
MIN 302	Homiletics II
MIN 401	Pastoral Theology/Church Administration
SFD 208	Spiritual Formation/Discipleship
PRM 432	Senior Seminar
Elective	(From list below)
PRM 428	Internship

Electives

CEY 301	Church Education Ministries
CEY 302	Youth and Children's Ministries
MIS 301	Strategies for Evangelism and Missions
MIS 302	Evangelism and Church Growth
WOM 301	Women's Ministries

CHRISTIAN EDUCATION/YOUTH MINISTRIES TRACK

Requirements (Christian Education/Youth Ministries) (20 hours)

MIN 301	Homiletics I
CEY 301	Church Education Ministries
CEY 302	Youth and Children's Ministries
SFD 208	Spiritual Formation/Discipleship

PRM 432 Senior Seminar
Elective (From list below)
PRM 428 Internship

Electives

MIN 302 Homiletics II
MIN 401 Pastoral Theology/Church Administration
MIS 301 Strategies for Evangelism and Missions
MIS 302 Evangelism and Church Growth
WOM 301 Women's Ministries

MISSIONS TRACK

Requirements (Missions) (20 hours)

MIN 301 Homiletics I
SFD 208 Spiritual Formation
PRM 432 Senior Seminar
MIS 301 Strategies for Evangelism and Missions or
MIS 302 Evangelism and Church Growth
MIS 401 Cross-Cultural Communications
MIS 402 Contemporary World and Missions
PRM 428 Internship

Bachelor of Arts in Bible and Theology (Pre-Seminary)

Recommended Course of Study

FRESHMAN YEAR

Fall Semester

ENG 101 English Composition I	3
Freshman Orientation	1
BIB 101 Old Testament Survey	3
HIS 101 Western Civilization I or II	3
CSC 101 Computer Literacy	3
GEO 101 World Geography or	
GOV 102 American Government	3

Total 16 hours

Spring Semester

ENG 102 English Composition II	3
FIN 102 Personal Money Management	3
BIB 102 New Testament Survey	3
PSY 102 Intro. To Psychology	3
SOC 102 General Sociology	3

Total 15 hours

SOPHOMORE YEAR

Fall Semester

CEY 201 Courtship, Marriage	3
Humanities (elective)	3
THE 201 Christian Theology I	3
BIB 203 Hermeneutics	3
SFD 208 Spiritual Formation	½

Total 12.5 hours

Spring Semester

BIB 204 Gospel of John	3
NEW 202 Life of Christ	3
OLD 202 Pentateuch	3
Humanities (Elective)	3
SFD 208 Spiritual Formation	½
THE 202 Christian Theology II	3

Total 15.5 hours

JUNIOR YEAR

Fall Semester

OLD 301 Major Prophets or	
OLD 303 Minor Prophets	3
Humanities (elective)	3
MIN 301 Homiletics I	3
GRE 301 Elementary Greek I	3
THE 301 Christian Ethics	3
SFD 208 Spiritual Formation	½

Total 15.5 hours

Spring Semester

GRE 302 Elementary Greek II	3
NEW 302 Acts of the Apostles	3
HIS 302 Church History	3
THE 302 Pent. Hist. & Theology	3
OLD 302 Historical Books	3
SFD 208 Spiritual Formation	½

Total 15.5 hours

SENIOR YEAR

Fall Semester

NEW 401 Romans and Galatians	3
OLD 401 Poetic & Wisdom Lit.	3
GRE 401 Intermediate Greek I	3
THE 401 Cont. Issues in Theology	3
New Testament Elective	3
SFD 208 Spiritual Formation	½

Total 15.5 hours

Spring Semester

New Testament Elective	3
ENG 402 Survey of Literature	3
GRE 402 Intermediate Greek II	3
PRM 428 Senior Seminar	2
OLD 402 Daniel and Revelation	3
SFD 208 Spiritual Formation	½

Total 14.5 hours

TOTAL HOURS 123 HOURS

Bachelor of Science in Christian Ministry

Pastoral Studies Track

Recommended Course of Study

FRESHMAN YEAR

Fall Semester

ENG 101 English Composition I	3
Freshman Orientation	1
BIB 101 Old Testament Survey	3
HIS 101 Western Civ. I or II	3
CSC 101 Computer Literacy	3
GEO 101 World Geography or	
GOV 102 American Government	3
Total	16 hours

Spring Semester

ENG 102 English Composition II	3
FIN 102 Personal Money Management	3
BIB 102 New Testament Survey	3
PSY 102 Intro. To Psychology	3
SOC 102 General Sociology	3
Total	15 hours

SOPHOMORE YEAR

Fall Semester

CEY 201 Courtship, Marriage	3
MIN 201 Life & Work of the Minister	3
Humanities (elective)	3
THE 201 Christian Theology I	3
BIB 203 Hermeneutics	3
SFD 208 Spiritual Formation	½
Total	15.5 hours

Spring Semester

BIB 204 Gospel of John	3
NEW 202 Life of Christ	3
OLD 202 Pentateuch	3
Humanities (elective)	3
THE 202 Christian Theology II	3
SFD 208 Spiritual Formation	½
Total	15.5 hours

JUNIOR YEAR

Fall Semester

OLD 301 Major Prophets or	
OLD 303 Minor Prophets	3
Humanities (elective)	3
MIN 301 Homiletics	3
THE 301 Christian Ethics	3
SFD 208 Spiritual Formation	½
Total	12.5 hours

Spring Semester

MIN 302 Homiletics II	3
NEW 302 Acts of the Apostles	3
HIS 302 Church History	3
THE 302 Pent. Hist. & Theology	3
OLD 302 Historical Books	3
SFD 208 Spiritual Formation	½
Total	15.5 hours

Summer

PRM 428 Internship	3
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SENIOR YEAR

Fall Semester

NEW 401 Romans and Galatians	3
OLD 401 Poetic and Wisdom Lit.	3
MIN 401 Past. Theo. & Church Admin.	3
THE 401 Cont. Issues in Theology	3
New Testament Elective	3
SFD 208 Spiritual Formation	½
Total	15.5 hours

Spring Semester

New Testament Elective	3
ENG 402 Survey of Literature	3
PRM 428 Senior Seminar	2
CEY or MIS Elective	3
OLD 402 Daniel and Revelation	3
SFD 208 Spiritual Formation	½
Total	14.5 hours

Total hours 123

Bachelor of Science in Christian Ministry

Christian Education/Youth Ministries Track

Recommended Course of Study

FRESHMAN YEAR

Fall Semester

ENG 101 English Composition I	3
Freshman Orientation	1
BIB 101 Old Testament Survey	3
HIS 101 Western Civilization I or	
HIS 102 Western Civilization II	3
CSC 101 Computer Literacy	3
GEO 101 World Geography or	
GOV 102 American Government	3

Total 16.0 hours

Spring Semester

ENG 102 English Composition II	3
FIN 102 Personal Money Management	3
BIB 102 New Testament Survey	3
PSY 102 Intro. To Psychology	3
SOC 102 General Sociology	3

Total 15.0 hours

SOPHOMORE YEAR

Fall Semester

CEY 201 Courtship, Marriage	3
MIN 201 Life & work of the Minister	3
Humanities (Elective)	3
THE 201 Christian Theology I	3
BIB 203 Hermeneutics	3
SFD 208 Spiritual Formation	½

Total 15.5 hours

Spring Semester

BIB 204 Gospel of John	3
NEW 202 Life of Christ	3
OLD 202 Pentateuch	3
Humanities (elective)	3
THE 202 Christian Theology II	3
SFD 208 Spiritual Formation	½

Total 15.5 hours

JUNIOR YEAR

Fall Semester

OLD 301 Major Prophets or	
OLD 303 Minor Prophets	3
Humanities (elective)	3
MIN 301 Homiletics I	3
CEY 301 Church Education Ministries	3
THE 301 Christian Ethics	3
SFD 208 Spiritual Formation	½

Total 15.5 hours

Spring Semester

CEY 302 Youth and Children's Ministries	3
NEW 302 Acts of the Apostles	3
HIS 302 Church History	3
THE 302 Pentecostal History & Theology	3
OLD 302 Historical Books	3
SFD 208 Spiritual Formation	½

Total 15.5 hours

SUMMER

PRM 428 Internship	3
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SENIOR YEAR

Fall Semester

NEW 401 Romans and Galatians	3
OLD 401 Poetic and Wisdom Literature	3
THE 401 Contemporary Issues in Theology	3
New Testament Elective	3
SFD 208 Spiritual Formation	½

Total 13.5 hours

Spring Semester

New Testament Elective	3
ENG 402 Survey of Literature	3
SFD 208 Spiritual Formation	½
PRM 428 Senior Seminar	2
CEY or MIS elective	3
OLD 402 Daniel and Revelation	3

Total 14.5 hours

Total hours 123

Bachelor of Science in Christian Ministry

Missions Track

Recommended Course of Study

FRESHMAN YEAR

Fall Semester

Eng 101 English Composition I	3
Freshman Orientation	1
BIB 101 Old Testament Survey	3
HIS 101 Western Civ. I or II	3
CSC 101 Computer Literacy	3
GEO 101 World Geography or	
GOV 102 American Government	3
Total	16 hours

Spring Semester

ENG 102 English Composition II	3
FIN 102 Personal Money Management	3
BIB 102 New Testament Survey	3
PSY 102 Intro. To Psychology	3
SCO 102 General Sociology	3
Total	15 hours

SOPHOMORE YEAR

Fall Semester

CEY 201 Courtship, Marriage	3
MIN 201 Life & Work of the Minister	3
THE 201 Christian Theology I	3
Humanities (elective)	3
BIB 203 Hermeneutics	3
SFD 208 Spiritual Formation	½
Total	15.5 hours

Spring Semester

BIB 204 Gospel of John	3
NEW 202 Life of Christ	3
OLD 202 Pentateuch	3
Humanities (elective)	3
THE 202 Christian Theology II	3
SFD 208 Spiritual Formation	½
Total	15.5 hours

JUNIOR YEAR

Fall Semester

OLD 301 Major Prophets or	
OLD 303 Minor Prophets	3
MIS 301 Strategies For Evangelism & Missions or	
MIS 302 Evangelism & Church Growth	3
Humanities (elective)	3
MIN 301 Homiletics I	3
THE 301 Christian Ethics	3
SFD 208 Spiritual Formation	½
Total	12.5 or 15.5 hours

Spring Semester

MIS 302 Evangelism & Church Growth or	
MIS 301 Strategies for Evangelism & Missions	3
NEW 302 Acts of the Apostles	3
HIS 302 Church History	3
THE 302 Pentecostal History & Theology	3
OLD 302 Historical Books	3
SFD 208 Spiritual Formation	½
Total	12.5 or 15.5 hours

SUMMER

PRM 428 Internship	3
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SENIOR YEAR

Fall Semester

NEW 401 Romans and Galatians	3
OLD 401 Poetic & Wisdom Literature	3
MIS 401 Cross-Cultural Communications	3
THE 401 Contemporary Issues in Theology	3
New Testament Elective	3
SFD 208 Spiritual Formation	½
Total	15.5 hours

Spring Semester

New Testament Elective	3
ENG 402 Survey of Literature	3
PRM 428 Senior Seminar	2
MIS 402 Contemporary World & Missions	3
OLD 402 Daniel and Revelation	3
SFD 208 Spiritual Formation	½
Total	14.5 hour

Total hours 123

Course Descriptions

BIBLE

BIB 101 Old Testament Survey 3 credits
A broad study of the Old Testament within historical and cultural contexts. The course broadly examines the writer, message, date, and audience of each Old Testament book.

BIB 102 New Testament Survey 3 credits
A broad study of the New Testament within historical and cultural contexts. The course broadly examines the writer, message, date, and audience of each New Testament book.

BIB 203 Hermeneutics 3 credits
An introduction to the principles and processes of interpreting the Bible, with an emphasis on the grammatical-historical method. Students will learn to utilize resources and make practical application from the biblical text.

BIB 204 Gospel of John (Inductive) 3 credits
This study emphasizes the inductive process of observation-investigation, interpretation and assimilation. A passage is studied in light of book, chapter and paragraph with emphasis on context.

OLD 202 Pentateuch 3 credits
An expository and theological study of the Old Testament books known by the Greek name Pentateuch: Genesis, Exodus, Leviticus, Numbers, and Deuteronomy. The course will explore a pattern for a God-centered worldview in five complimentary portraits of the person of God: His sovereignty over His creation, His covenantal faithfulness in redeeming man for service, His desire for fellowship with man through holiness, His wise and caring leadership of His people, and His unique position as the only proper object of man's devotion.

NEW 202 Life of Christ 3 credits
A study of the life of Jesus Christ. The course will focus on the major events surrounding Christ's life on earth within the context of first century Jewish culture. Included in this study will be the context and message of Jesus' parables as well as examination of the supernatural expressions of Christ's power through miracles.

OLD 301 Major Prophets 3 credits
An expository and theological study of the Old Testament prophetic books, Isaiah, Jeremiah, Lamentations of Jeremiah, Ezekiel, and Daniel. Each book is examined with respect to historical background, major literary and textual critical questions, a biographical sketch of the prophet, and theological emphasis.

OLD 302 Historical Books 3 credits
This course will examine the period of the Old Testament from Joshua and the conquest of Canaan to the Babylonian Captivity. In addition, Ezra, Nehemiah, and Esther will be considered. The course will develop an appreciation of notable persons and events of this period. Special emphasis will be given to the Abrahamic and Davidic covenants as they unfold in the historical books.

NEW 302 Acts of the Apostles 3 credits
A study of the Book of Acts. This course examines the lives and ministries of the original apostles as presented in the New Testament.

OLD 303 Minor Prophets 3 credits
This course examines the history, text, milieu, structure, and theological purpose of each of the minor prophets. Special emphasis will be given the prophetic themes of each book; such as: the "call to repentance", the "judgments of the various nations", and the coming "Day of the Lord."

NEW 303 General Epistles 3 credits
A systematic study of James, the Petrine Epistles, Hebrews, Jude, and the Joannine Epistles. The course examines the theology and doctrine of these books within the larger framework of New Testament studies.

NEW 313 Prison and Pastoral Epistles 3 credits
A systematic study of Ephesians, Colossians, Philippians, Philemon, I and II Timothy, and Titus. The course examines the life of Paul as well as Pauline doctrine.

OLD 401 Poetic and Wisdom Literature 3 credits
A study of Psalms, Proverbs, Ecclesiastes, and the Song of Solomon. The course focuses on the relevance of these books to the Postmodern world.

NEW 401 Romans and Galatians 3 credits
A systematic study of Romans and Galatians. The course emphasizes the cardinal Christian doctrines found in these books.

OLD 402 Daniel and Revelation 3 credits
An eschatological study of Daniel and Revelation. The course focuses on the different interpretations of end-time literature and seeks to develop a proper understanding of futuristic events.

NEW 402 I and II Corinthians 3 credits
A systematic study of I and II Corinthians. The course examines the theology of these books in light of the cultural and historical setting of Corinth.

GENERAL EDUCATION COURSES

English and Communication

ENG 101 English Composition I 3 credits

An introduction to written English. The course examines grammar and composition and requires a research paper.

ENG 102 English Composition II 3 credits

A study of expression and writing skills at the level of the word, sentence, paragraph, and complete essay. A full-length research paper is required.

ENG 402 Survey of Literature 3 credits

An introduction to literary terms and forms. The course examines a broad selection of famous literary works.

Math and Science

Freshman Orientation 1 credit

A course designed to orient the student to college life at Holmes Bible College. Special attention will be given to study habits, rules and policies, historical setting, and adaptation to the college environment.

CSC 101 Computer Literacy 3 credits

An introduction to the academic usage of computers. The course focuses on Internet research, word processing, and basic computer skills.

FIN 102 Personal Money Management 3 credits

A comprehensive study of the various aspects of finance that relate to the individual and/or family.

Social Sciences

HIS 101 Western Civilization I 3 credits

A study of the history of man from his beginning to the Renaissance. The course focuses on the history of man in the Western world.

HIS 102 Western Civilization II 3 credits

A study of Western history from the Renaissance to the present. The course amplifies the role of the church in history.

GOV 101 World Geography 3 credits

An introduction to world geography. The course examines location, anthropology, languages, people groups, and social units with a special emphasis on the geography of Bible lands.

GOV 102 American Government 3 credits

An introduction to the processes and policies of American government. The course focuses on the Constitution, the development of public policy, and modern political events.

SOC 102 General Sociology 3 credits

Introduction to the principal concepts, methods, and terminology of sociology. The relation of culture to group activities and an analysis of the major social institutions.

PSY 102 Introduction to Psychology 3 credits

Introduction to the science of psychology through investigations of the fundamental conditions and facts of thought and behavior, including the physiological basis of behavior, personality, emotions, feelings, sensations, learning, habit formation, memory, and perception.

CEY 201 Courtship, Marriage and Family 3 credits

An examination of Biblical principles of romantic and family relationships. The course focuses on temperament studies, gender roles, and child rearing.

Humanities

MUS 201 Practical Music Skills 3 credits

An introductory course to music designed for the student to gain music skills to sing, lead and read music. This course will equip the student with the knowledge to address the music program in a church they may pastor.

MUS 202 Music Appreciation 3 credits

A survey of musical styles and historical pieces. The course includes an introduction to famous historical and modern musical pieces.

DRM 202 Drama 3 credits

A practical study designed for the stage-struck novice. Included are instruction and practice in vocal projection and enunciation. Production and performance of team-written mini-plays are the highlight of the course.

SPA 201 Spanish I 3 credits

The fundamentals of Spanish grammar. The course introduces the student to the rudiments of modern Spanish.

SPA 202 Spanish II 3 credits

The fundamentals of Spanish grammar continued. This course continues the study begun in SPA 201.

Biblical Languages

GREEK

GRE 301 Elementary Greek I 3 credits

An introduction to New Testament Koine Greek. The course focuses on grammar, vocabulary, transition and pronunciation of the New Testament text.

GRE 302 Elementary Greek II 3 credits

An introduction to exegesis. The course includes word studies.

GRE 401 Intermediate Greek I 3 credits

Further development of the Greek vocabulary and grammatical Rules of exegesis. The course provides a more detailed study of Grammar.

GRE 402 Intermediate Greek II 3 credits

An application of the grammatical and exegetical principles of Greek. The course provides theoretical knowledge of New Testament Greek in a practical way to pursue Greek studies beyond the class

room.

Theology

THE 201 Christian Theology I 3 credits

An introduction to the task, resources, and method of doing theology. Included are the doctrines of the Scriptures, God, Man, and Jesus Christ. The course examines the historical context, the biblical basis and the application for life and ministry of each doctrine.

THE 202 Christian Theology II 3 credits

An introduction to the doctrines of the Holy Spirit, the application of redemption, the Church, and eschatology. The course examines the historical context, the biblical basis, and the application for life and ministry of each doctrine.

THE 301 Christian Ethics 3 credits

An introduction to the methodology and content of biblical Christian ethics with application to the specific contemporary issues of human rights, politics, economics, war and peace, racism, sexuality, and biomedical concerns. The course focuses on a Christ-centered approach to character development and moral decision-making.

THE 302 Pentecostal History and Theology 3 credits

A study of the history, development and theology of the Holiness/Pentecostal movement. The course focuses on modern Pentecostalism including a study of the Great Azusa Street Revival in 1906.

HIS 302 Church History 3 credits

An introduction to the history of Christianity from apostolic to modern times. The course will examine turning points of the Church age such as the councils, the rise and fall of various doctrines, church and state relationships, Protestantism, the rise of denominations, and encounter with both modernism and postmodernism.

THE 401 Contemporary Issues in Theology 3 credits

A survey of the major movements and issues in contemporary theology from the nineteenth century to the present. Included are liberalism, neo-orthodoxy, process theology, liberation theology, postmodernism and the emergent church.

Practical Ministry

MIN 201 Life and Work of the Minister 3 credits

An introduction to the basic concepts, theologies, and practices of practical Christian ministry. The course serves as a general approach to the entire major.

MIN 301 Homiletics I 3 credits

A study of the elements of preaching. The course focuses on the practical elements of preparing and delivering a sermon.

MIN 302 Homiletics II 3 credits

A study of the elements of storytelling in sermons. The course includes practical preparation for preaching including narration and stories within sermons.

MIN 401 Pastoral Theology and Church Admin. 3 credits

To study and understand the theory and practice of pastoral work.

PRM 428 Internship 3 credits

The internship must consist of at least 200 hours of supervised, approved ministry experience. Internship requirements are handled through the Academic Affairs Office.

PRM 432 Senior Seminar/Thesis 3 credits

A concluding seminar and reflection thesis that culminates the educational experience and launches the student into ministry.

SFD 208 Spiritual Formation 1-3 credits

The practice of community, growth and maturity. The course consists of a journey toward God.

Concentration Courses

CEY 301 Church Education Ministries 3 credits

An overview study of the various representative Christian Education ministries within the local church. This course gives students a foundational understanding of the structure and functions of the local church. Special attention is given to the personal, interpersonal, family and professional dimensions of ministry. Attention is also given to the role of the church in making disciples in response to the Great Commission.

CEY 302 Youth and Children's Ministries 3 credits

A survey of the various stages of child and adolescent development and ministry techniques for each. The course examines discipline, teaching methods, and a salvation presentation in light of changing cultural mores.

MIS 301 Strategies for Evangelism and Missions 3 credits

A study of problems and principles involved in the development of strategy for the communication of the gospel in the various cultures of the world. Case studies are used to demonstrate the application of principles.

MIS 302 Evangelism and Church Growth 3 credits

A study of problems and principles involved in the development of strategy for the communication of the gospel and church growth.

MIS 401 Cross-Cultural Communications 3 credits

Addresses the theory and challenges of communication in general and the unique challenges of effective cross-cultural communication in particular.

MIS 402 The Contemporary World and Missions 3 credits

A critical evaluation of the concepts and programs of significant movements effecting contemporary missions. Emphasis is placed on partnership, ecumenism, liberation theology, contextualization, urbanization, church growth, spiritual warfare and the second coming of Christ. Careful consideration is given to the responsibility of the church and the missionary in the light of these trends.

WOM 301 Women's Ministries in the Church 3 credits

A study of ministry to and for women in local church settings. The course focuses on the development and leadership of local women's ministries.

Personnel

Officers of the College

President	James D. Leggett
Vice President for Academic Affairs	G. Earl Beatty
Director of Student Life	Lamont Freeman
Business and Finance	Wanda Bucklew
Executive Assistant/Registrar	Barbara A. Bishop

Staff

Director of Recruitment	Michael P. Coward
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Faculty

Ernest A. Barr B.S.L. - Holmes Bible College	Practical Ministry
G. Earl Beatty D. Min. - Erskine Theological Seminary M. Div. - Asbury Theological Seminary Graduate Study Political Science - Ohio Wesleyan University B.S. Elementary Education - University of Rio Grande B.S.L. - Holmes Bible College	Practical Ministry
Carol A. Bush M.S.L.S. - East Carolina University B.S. - East Carolina University	Library Coordinator
Seth Cain M.A. - Wheaton College B.A. - Emmanuel College A.A. - Emmanuel College	General Instruction
C. Parnell Coward D. Min. - Luther Rice Seminary M. Div. - Luther Rice Seminary B.A. - Lee University	Bible, General Instruction
Richard Dupont M.Div. - Assemblies of God Theological Seminary M.L.S. - Southern Connecticut State University B.A. - Saint Anselm College	Bible, General Instruction

V. Lamont Freeman D. Min. (Honorary) Covenant Seminary M. Div. - Pentecostal Theological Seminary B.S. - Holmes Bible College	General Instruction, Practical Ministry
James Leggett Doctor of Divinity (honorary) Holmes Bible College B.A. - Pembroke State University Th.B. - Holmes Bible College	Bible, General Instruction
Joe L. McKinney M.A. - Bob Jones University B.A. Southern Wesleyan University Th.B. - Holmes Bible College	Theology, Greek
Ronald Q. Moore Doctor of Divinity (Honorary) - Holmes Bible College Doctor of Divinity (Honorary) Southwestern College of Christian Ministries M.Min. - Southwestern College of Christian Ministries M.Ed. - Clemson University Th.B. - Holmes Theological Seminary B.A. - Central Wesleyan College	BEAM Director/Instructor
Eduardo Nieves Graduate Study - Pentecostal Theological Seminary M.Min. - Southern Wesleyan University B.S. - Clemson University	General Instruction
David Richardson Diploma in Christian Counseling - Psychological Studies Institute M.S. - Georgia State University M.Div. - Erskine Theological B.A. - Emmanuel College	Christian Ministry
Steve Shealy M. A.T.S. - Erskine Theological Seminary Th.B. - Holmes Bible College	Bible, General Instruction
Fred A. Sylvester M.Div. Equiv. Degree - Church of God Theological Seminary M.A. - The Citadel B.A. - Lee University	General Instruction, Missions
Stacy Watford Graduate Studies - Erskine Theological Seminary B.S. - Holmes Bible College	Online Instructor

Carol Watson

M.A. - Furman University

B.A. - Central Wesleyan College

B.S.L. - Holmes Bible College

Music

David Wheeler

M.A. - East Carolina University

B.A. - University of North Carolina

A.A. - Florida Community College

General Instruction

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