

## Letter from the President

Dear Prospective Student:

Holmes Bible College began in 1898 as the Altamont Missionary and Bible Institute on Paris Mountain, Greenville, South Carolina. The school was founded by Rev. and Mrs. N.J. Holmes, Presbyterian ministers and community leaders. The college was a product of the post-civil war holiness revival and later the Pentecostal revival.

Holmes is the oldest known Pentecostal college. It has a rich history of producing significant church leaders, both clergy and lay. Missionaries trained at the college have gone around the world. It has been said that the sun never sets on a Holmes graduate.

In the fall of 2018, the college begins her 121<sup>th</sup> term. The college resides on a new campus with a classroom/office building, missionary house, two dormitories, a student cafeteria/fellowship center, and the Holmes Memorial Church. The campus is always bustling with students, staff, visitors, and church members. It is located at the foot of Paris Mountain near Furman University at 4901 Old Buncombe Road.

God is at work at Holmes Bible College. The primary campus is debt free. The school is a somewhat “faith” school with very low tuition and room and board.

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.” No student is turned away who can exemplify a call of God and conversion experience. The college is multicultural, multigenerational, and multiethnic. Some over ten nations are presently represented on campus.

Holmes could be a place for you.

President D. Chris Thompson

# 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.
12. WE BELIEVE marriage is between one man and one woman and stand opposed to lesbian, gay, bisexual, transgender, same sex marriage and other deviant lifestyles (Genesis 2:24; Matthew 19:5; I Corinthians 6:16-18; Romans 1:24-27).

## Core Values

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

1. **The Commitment is to a Bible-centered curriculum. The Bible is the inspired and inerrant Word of God.**
  - The curriculum development is carefully engraved around the Bible and theological studies.
  - The secondary courses emphasize professionalism and practical application in ministry.

- The student is carefully guided into preparation for his/her vocation in missions, pastoral ministry, teaching, et.al.
2. **The Commitment is living by faith.**
    - The college has consistently from its inception looked to Jehovah-Jireh for His care and direction.
    - 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.
  3. **The Commitment is to selfless service for Christ and others.**
    - One should develop sensitivity to the needs of others around him/her.
    - One should be conscientious in dealing with others in relation to Matthew 25:35-36.
    - The motto of the college is “Living for Others.”
  4. **The Commitment is to holy living.**
    - By utilizing the spiritual disciplines of prayer, study of the Word, and building relationships, one should exemplify the fruit of the Spirit.
    - One should submit his/her will to God to be set aside for His purpose.
  5. **The Commitment is to a Spirit-filled life and doctrine.**
    - 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.
    - 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 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, Christian Education/Youth Ministries and Music.
  - 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 two-year Certificate for Bible and Related Studies
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, 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 president in 2009. Bishop Leggett served until his retirement in 2017. Rev. D. Chris Thompson became the current president following President Leggett.

### **Educational Philosophy**

As a Bible college, Holmes exists for the sole purpose of training men and women to serve as 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.

The College has solid relationship with many Pentecostal organizations and is affiliated with the International Pentecostal Holiness Church.

### **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, and library; the Brooks/King Missions Duplex, the Tripp/Van Dyke Residence Hall for Men, the Ellenberg Student Center, and the Freeman/Duncan Residence Hall for Women. The Holmes Memorial Church was completed in 2015 and is a beautiful addition to the campus.

### **Student Housing**

Resident male 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. Resident female students are assigned to the Freeman/Duncan Residence Hall. This facility was completed in 2018 and provides space for sixteen students.

### **Dining services**

The college cafeteria 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 in the cafeteria, there will be a \$7.00 charge. There are also 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](http://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 designed to develop specific spiritual disciplines. Entering freshmen and sophomores enroll in four (4) semesters of Spiritual Formation and entering juniors enroll in two (2) semesters. One 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. A morning Quiet Hour is required for resident students.

*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**

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 Board 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.

## **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 report cards, 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:	\$100 per credit hour
Audit:	\$50 per credit hour

Room and Board: \$1450 per semester

General Fee (non-refundable);

10 or more credit hours \$140 per semester

6-9 credit hours \$105 per semester

5.5 or fewer credit hours \$75 per semester

**Applied Music Charges:** Students receiving academic credit for any applied music class pay the regular rate of \$100 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, room and board 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.

## **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 is

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 twelve and one-half (12 ½) 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 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 students 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 student’s 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 are 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.

## **Academic Advising**

Advising assignments are made by the vice-president for academic development, who, along with the registrar, maintains oversight of the academic program.

All students are assigned to faculty advisors who work closely with them in planning their semester schedules as well as their entire curriculum at Holmes. Students are encouraged to plan a four-year program. The courses for each semester are carefully numbered in the curriculum guide of this catalog.

## 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* (6<sup>th</sup> 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
<i>Senior:</i>	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. Three 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 “302” is a Junior level course usually offered in the spring semester.

## **Certificate for Bible and Related Studies**

The Christian Ministries Certificate Program is a two-year special studies program for students who do not aspire or feel inclined to pursue a degree from Holmes Bible College.

### **Requirements for the Certificate:**

- The student must observe Catalog rules for class attendance.
- If desired a student may take one semester’s work toward a degree before applying for the concentration of study for a Certificate. All courses taken during that semester will apply toward the academic requirements of the Certificate whether or not the student made passing grades.
- No tests are required, but individual instructors may assign readings and written projects as requirements. No numerical or letter grading is given, and all courses are Pass-Fail.
- Outside observation learning opportunities may be assigned for non-Biblical courses.
- Certificates are awarded at graduation, so students are required to be in attendance.
- Tuition for the program is based on the audit scale as specified in the Catalog. In addition, a full-time student pays the regular general fee.

- The student who stays in the residence hall pays the regular room and board fee provided he/she shall be enrolled in the minimum twelve hours.
- Work-study criteria are applicable to Certificate students.
- The student will pay one-half the graduation fee of a regular degree candidate.
- Refund of the tuition fee is based on the normal refund schedule stipulated on page 14 of the Catalog.
- Rules of residence apply equally to all full-time students whether Degree or Certificate.
- Students are required to apply for this special program of study completing a form prepared by the Vice-President for Academic Development.
- Vice-President for Academic Development is the advisor for all applicants.

### **Suggested courses for the program:**

#### **YEAR ONE**

##### **Fall Semester**

English 101 or 099  
 Old Testament Survey  
 Practical Music Skills  
 Spiritual Formation  
 Poetic and Wisdom Literature

##### **Spring Semester**

New Testament Survey  
 Personal Money Management  
 Gospel of John or Life of Christ  
 Spiritual Formation  
 Pent. Hist. and Theology

#### **YEAR TWO**

##### **Fall Semester**

Homiletics I  
 Prison and Pastoral Epistles  
 Major or Minor Prophets  
 Spiritual Formation  
 Romans and Galatians  
 (optional elective)

##### **Spring Semester**

Historical Books  
 I and II Corinthians  
 Pentateuch  
 Spiritual Formation  
 Acts of the Apostles  
 (optional elective)

## **Associate Degree Program**

Holmes Bible College offers one Associate of Arts degree program in Christian Ministry.

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 students to



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 Apologetics

## 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:            124 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 (3 hours must be language):*

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

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

**Requirements 84 Credit Hours in addition to 40 General Ed. Credits (124 total)**

### **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	Apologetics

### **Practical Ministry (13 hours)**

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

## **Bachelor of Science in Christian Ministry Major**

**Requirements 84 Credit Hours in addition to 40 General Ed. Credits (124 total)**

### **Concentration**

Pastoral Studies  
Church Education/Youth Ministry  
Missions  
Music

### **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	Apologetics

## **PASTORAL STUDIES TRACK**

### **Requirements (Pastoral Studies) (21 hours)**

MIS 203	Church Planting and Revitalization
MIN 301	Homiletics I
MIN 302	Homiletics II
MIN 401	Pastoral Theology/Church Administration
SFD 208	Spiritual Formation/Discipleship
PRM 432	Senior Seminar
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) (21 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**

MIS 203	Church Planting/Revitalization
MIN 302	Homiletics II
MIN 401	Pastoral Theology/Church Administration
MIS 301	Strategies for Evangelism and Missions
MIS 302	Evangelism and Church Growth

MUS 301 Music Ministry/Leadership  
WOM 301 Women's Ministries

## **MISSIONS TRACK**

### **Requirements (Missions) (21 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

## **MUSIC TRACK**

### **Requirements (Music) (21 hours)**

MUS 201 Practical Music Skills  
MUS 202 Music History/Appreciation  
MUS 203 Applied Piano  
MUS 213 Applied Voice  
MUS 206 Ensemble  
MUS 301 Music Ministry/Leadership  
MUS 302 Conducting  
MUS 401 Music Theory I  
MUS 402 Music Theory II

## **NON-TRADITIONAL Biblical Education for Adults in Ministry (BEAM)**

BEAM is a degree completion program for adults who have attended college and wish to be involved in biblical education. This may be a person who is engaged in ministry or who is interested in a change from one's present vocation into the ministry.

- Candidates must have completed at least fifteen semester hours in a recognized college or university.
- Complete a registration form and be accepted by the Admissions Committee.

- Commit to two (2) evenings a week in class setting for five weeks (Monday and Thursday nights from 6:00-10:00 p.m.).
- Commit at least two hours outside of class for each hour in class reading, research, writing assignments, and preparing reports.
- Engage in some form of ministry in a church or para-church organization while enrolled.
- Maintain at least a C average on all work completed.
- Pay \$100 per semester hour for courses in which one is enrolled and a General Fee of \$125 per semester for 10 or more credit hours. This is due at the time of enrollment in the class (classes).

**Degree Program:** Bachelor of Science in Christian Ministries

**Procedure:** Two classes are offered each five weeks during a semester. A person may conceivably take six courses or 18 semester hours during a regular semester that runs concurrently with day classes.

This will allow a student to complete his program in a period of six semesters. This assumes that the fifteen semester hours of general education completed before enrollment will transfer.

**Content:** The candidate will complete 124 semester hours for the degree.

- 25 semester hours of general education
- 24 hours of ministry including a supervised field service of six hours
- 42 hours of English Bible
- 18 hours of theology (including Church History)

This comes to a total of 109 semester hours in addition to courses transferred from his/her previous institution.

If a course is offered online at the same time a BEAM course is offered on the campus the student may be permitted to take the course in either venue. If a student misses a course and it is offered at another time on line he/she may apply for permission to take it online.

BEAM is an intensive program. If a student misses a course in sequence, that course may not be offered again until the semester in the next sequence (i.e. if a course is missed in the second semester, it will not be offered in the same venue until the second semester of the next sequence). However, that student may make arrangements to take it in a day class on campus.

Students enrolled in day classes at Holmes Bible College are not eligible to enroll in BEAM. However, if a student will be delayed in graduating, special permission may be granted from the Vice President for Academic Development to enroll in one night class.

## **BEAM Schedule:**

### **Year One: Fall Semester**

\*Freshman Orientation  
Old Testament Survey  
Western Civilization I  
Life and Work of the Minister  
New Testament Survey  
Homiletics I  
American Government

### **Year Two: Fall Semester**

Courtship, Marriage & Family  
Life of Christ  
Theology II  
Music Appreciation  
Sociology  
Christian Ethics

### **Year Three: Fall Semester**

Survey of Literature  
Historical Books  
Romans and Galatians  
Church Administration  
Poetic and Wisdom Literature  
Apologetics

### **Year One: Spring Semester**

Gospel of John  
Intro. To Psychology  
Personal Money Management  
Theology I  
Strategies for Evang. & Missions  
Hermeneutics

### **Year Two: Spring Semester**

Pentateuch  
Church History  
Homiletics II  
Major (or) Minor Prophets  
Acts of the Apostles  
Pentecostal History & Theology

### **Year Three: Spring Semester**

I and II Corinthians  
Daniel and Revelation  
Prison & Pastoral Epistles (or)  
General Epistles  
Supervised Field Study  
Senior Seminar/Spiritual Form.

\*In lieu of Freshman Orientation students will complete required readings as assigned by the director.

# 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
SFD 208 Spiritual Formation	1

Total 17 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
SFD 208 Spiritual Formation	1

Total 16 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	1

Total 13 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	1
THE 202 Christian Theology II	3

Total 16 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

Total 15 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

Total 15 hours

#### Summer

PRM 428 Internship	3
--------------------	---

### SENIOR YEAR

#### Fall Semester

NEW 401 Romans and Galatians	3
OLD 401 Poetic & Wisdom Lit.	3
GRE 401 Intermediate Greek I	3
THE 401 Apologetics	3
PRM 432 Senior Seminar	2
New Testament Elective	3

Total 17 hours

#### Spring Semester

New Testament Elective	3
ENG 402 Survey of Literature	3
GRE 402 Intermediate Greek II	3
OLD 402 Daniel and Revelation	3

Total 12 hours

**TOTAL HOURS 124 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
SFD 208 Spiritual Formation	1

Total 17 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
SFD 208 Spiritual Formation	1

Total 16 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	1

Total 16 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	1

Total 16 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	

Total 12 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	

Total 15 hours

##### Summer

PRM 428 Internship	3	
--------------------	---	--

#### 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 Apologetics	3	
PRM 432 Senior Seminar	2	
New Testament Elective	3	

Total 17 hours

##### Spring Semester

New Testament Elective	3	
ENG 402 Survey of Literature	3	
Mis 203 Church Planting/Revitalization	3	
OLD 402 Daniel and Revelation	3	

Total 12 hours

**Total hours 124**

# 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
SFD 208 Spiritual Formation	1
<b>Total</b>	<b>17 hours</b>

##### 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
SFD 208 Spiritual Formation	1
<b>Total</b>	<b>16 hours</b>

#### 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	1
<b>Total</b>	<b>16 hours</b>

##### 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	1
<b>Total</b>	<b>16 hours</b>

#### 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	
<b>Total</b>	<b>15 hours</b>	

##### 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
<b>Total</b>	<b>15 hours</b>

#### SUMMER

PRM 428 Internship	3
--------------------	---

#### SENIOR YEAR

##### Fall Semester

NEW 401 Romans and Galatians	3
OLD 401 Poetic and Wisdom Literature	3
THE 401 Apologetics	3
New Testament Elective	3
PRM 432 Senior Seminar	2
<b>Total</b>	<b>14 hours</b>

##### Spring Semester

New Testament Elective	3
ENG 402 Survey of Literature	3
Elective	3
OLD 402 Daniel and Revelation	3
<b>Total</b>	<b>12 hours</b>

**Total hours 124**

# 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
SFD 208 Spiritual Formation	1

Total 17 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
SFD 208 Spiritual Formation	1

Total 16 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	1

Total 16 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	1

#### 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

Total 15 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

Total 15 hours

#### SUMMER

PRM 428 Internship	3
--------------------	---

#### SENIOR YEAR

##### Fall Semester

NEW 401 Romans and Galatians	3
OLD 401 Poetic & Wisdom Literature	3
MIS 401 Cross-Cultural Communications	3
THE 401 Apologetics	3
New Testament Elective	3
PRM 432 Senior Seminar	2

Total 17 hours

##### Spring Semester

New Testament Elective	3
ENG 402 Survey of Literature	3
MIS 402 Contemporary World & Missions	3
OLD 402 Daniel and Revelation	3

Total 12 hour

**Total hours 124**

# Bachelor of Science in Christian Ministry

## Music 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
SFD 208 Spiritual Formation	1

Total 17 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
SFD 208 Spiritual Formation	1

Total 16 hours

#### SOPHOMORE YEAR

##### Fall Semester

CEY 201 Courtship, Marriage	3
MIN 201 Life & Work of the Minister	3
MUS 201 Practical Music Skills	3
THE 201 Christian Theology I	3
BIB 203 Hermeneutics	3
SFD 208 Spiritual Formation	1

Total 16 hours

##### Spring Semester

BIB 204 Gospel of John	3
NEW 202 Life of Christ	3
OLD 202 Pentateuch	3
MUS 202 Music History/Appreciation	2
THE 202 Christian Theology II	3
SFD 208 Spiritual Formation	1

Total 15 hours

#### JUNIOR YEAR

##### Fall Semester

OLD 301 Major Prophets or	
OLD 303 Minor Prophets	3
Humanities (elective)	3
MIN 301 Homiletics I	3
MUS 301 Music Min./Leadership	3
THE 301 Christian Ethics	3
MUS 206 Ensemble	1
MUS 203 Applied Piano I	1

Total 17 hours

##### Spring Semester

MUS 302 Conducting	1
NEW 302 Acts of the Apostles	3
HIS 302 Church History	3
THE 302 Pentecostal History & Theology	3
OLD 302 Historical Books	3
MUS 203 Applied Piano II	1

Total 14 hours

#### SUMMER

PRM 428 Internship	3
--------------------	---

#### SENIOR YEAR

##### Fall Semester

MUS 401 Music Theory I	3
NEW 401 Romans and Galatians	3
OLD 401 Poetic and Wisdom Literature	3
THE 401 Apologetics	3
New Testament Elective	3
PRM 432 Senior Seminar	2
MUS 213 Applied Voice I	1

Total 18 hours

##### Spring Semester

MUS 402 Music Theory II	3
New Testament Elective	3
ENG 402 Survey of Literature	3
OLD 402 Daniel and Revelation	3
MIS 213 Applied Voice II	
MUS 206 Ensemble	1

Total 13 hours

**Total Hours: 124**

# 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 Johannine 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 Apologetics 3 credits**

Introduction to Apologetics serves to prepare the student with the ability to correctly interpret and successfully convey the Word of God in an assortment of contexts and to give a rational explanation of the doctrines that are essential to Scripture and to champion the historic Christian faith.

## 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.

**MIS 203 Church Planting and Revitalization 3 credits**

An introduction to the modern movement of the Holy Spirit in the Pentecostal and Evangelical communities to plant new churches in the United States and abroad. This class will focus on the Biblical basis for church planting and on the practical values and know-how that lead to successful church plants.

**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 2 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.

**SFD 208 Spiritual Formation and SFD 428 Internship BEAM Requirement 6 credits**

These courses are combined to meet the requirements of the BEAM students who are assigned five weeks of intensive field experience along with the Spiritual Formation course concurrently. Students work with the instructor to journal and respond to oversight of the field experience personnel as well as to complete readings as assigned. The Spiritual Formation segment will be taught in five week segments and require readings and written projects.

**PRM 432 Senior Seminar 2 credits**

Senior Seminar is required by seniors and is offered concurrently with the above courses. The senior seminar requires a thesis and assigned readings to conclude the BEAM schedule. (This is specifically for seniors graduating at the end of the current semester).

## 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.

**MUS 203-206 Applied Piano** 1 credit

Basic keyboard skills are developed through a study of scales, chords and cadences. Repertoire will be selected according to the student's level.

**MUS 213-216 Applied Voice** 1 credit

Students will be introduced to physical exercises to improve their vocal range, ear training, breath control, tone production and enunciation. Repertoire will be selected according to the student's level.

**MUS 207 Ensemble** 1 credit

The ensemble will be open to the entire student body. As in voice, students will be introduced to physical exercise to improve their vocal range, ear training, breath control, tone production and enunciation as well as blend. Repertoire will be selected according to the ensembles level.

**MUS 301 Music Ministry/Leadership** 3 credits

This course is designed to introduce students to elements of a music leader and their relationship with the church body. Students will study a biblical foundation to worship and its important role in ministry of a music leader. There will be a study on contemporary music, various artists, and their impact on today's music ministry.

**MUS 302 Basic Conducting** 1 credit

Includes practical experience in basic conducting patterns, cuing of entrances and exits, tempo, dynamic and score reading of basic choral repertoire.

**MUS 401 Music Theory I** 3 credits

The fundamentals of music (Mus 201 Practical Music Skills) will be reviewed. Additional studies in elementary part-writing, cadences, and inversions and simple melodic compositions will be introduced.

**MUS 402 Music Theory II** 3 credits

Continued development of skills begun in MUS 401 and study of secondary triads, dominant 7<sup>th</sup> chords, and common harmonic progressions.

**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	D. Chris Thompson
Acting Dean of Academics	D. Chris Thompson
Director of Student Life	Bruce Hagee
Business and Finance/Cafeteria Manager	Wanda Bucklew
Executive Assistant/Registrar	Barbara A. Bishop

## Staff

---

Archivists	Betty Thompson
Receptionist/Admissions/Chapel Worship Leader	Cathy Wooten

## Faculty

---

Charles E. Allen D. Min. - Erskine Theological Seminary M.A. - Pentecostal Theological Seminary B.S. - University of South Carolina A.A. - Anderson University	BEAM Director/Instructor
Susan Atkins B.S. - Lee University	Music, General Instruction
Ernest A. Barr B.S.L. - Holmes Bible College	Practical Ministry, General Instruction, Missions
Carol A. Bush M.S.L.S. - East Carolina University B.S. - East Carolina University	Library Coordinator
Olga Acosta Clement B.S. - Holmes Bible College B.S. - Universidad Del Atlantico	Spanish
Richard Dupont M.Div. - Assemblies of God Theological Seminary M.L.S. - Southern Connecticut State University B.A. - Saint Anselm College	Online Instructor
V. Lamont Freeman D. Min. (Honorary) Covenant Seminary M. Div. - Pentecostal Theological Seminary B.S. - Holmes Bible College	Bible, Theology

Kristian Kilgore M.A.T.S. - Liberty University B.A. - Lee University	Bible
Wilson Kilgore B.S. - Lee University M. Min. - Pentecostal Theological Seminary	Christian Ministry, Bible, Theology
Bryan Malone A.S. - Ashworth College A.A. - Holmes Bible College M. Min. - Andersonville Theological Seminary B.Th. - Andersonville Theological Seminary	General Instruction
Joe L. McKinney M.A. - Bob Jones University B.A. Southern Wesleyan University Th.B. - Holmes Bible College	Theology, Greek
John Petty M.A.A. - Luther Rice University B.S. - Holmes Bible College A.A. - Holmes Bible College	Online Instructor
Steve Shealy M. A.T.S. - Erskine Theological Seminary Th.B. - Holmes Bible College	Bible, General Instruction
D. Chris Thompson M.Min. - Southwestern Christian University B.A. - Campbell University Th.B - Holmes Bible College North Carolina State University (1969-1971)	Bible, Practical Ministry
Stacy Watford M.A. - Erskine Theological Seminary B.S. - Holmes Bible College	Director of 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	Online Instructor
Donald Woodward M.Ed. - Converse College M.A. - Ashland Theological Seminary B.A. - Southern Wesleyan University Th.B - Holmes Theological Seminary	General Instruction

## BOARD OF TRUSTEES

Doyle Marley, Chairman  
Browns Summit, NC, NC

Jewelle Stewart  
Effingham, SC

W.A. Mills, Vice-Chairman  
Oklahoma City, OK

Rev. Jeff White  
Greenville, SC

Bobby Floyd, Secretary  
Lake City, SC

Rev. Walter Wood  
Roanoke, VA

Reggie Till, Treasurer  
Fayetteville, NC

Greg Amos  
Lake City, SC

Ray Boggs  
Greenwood, SC

John Hedgepeth  
Fayetteville, NC

Dean King  
Mt. Olive, NC

Preston Mathena  
Dublin, VA

Danny Nelson  
Falcon, NC

Bill Rose  
Goldsboro, NC

Douglas Small  
Kannapolis, NC

# Index

<b>A</b>			
Academic Advising	18	Facilities	8
Academic Affairs	15	Faculty	44
Academic Honor	20	Family Educational Rights and Privacy Act	23
Academic Honors	20	Fees and Expenses	11
Academic Probation & Dismissal	20	Financial Information	11
Academic Year	18	Financial Policy	11
Adding and Dropping Courses	18	Floyd, Bobby	46
Adjustments of Accounts	13	Freeman, Lamont	44
Admission to the College	15		
Admissions Policy	15	<b>G</b>	
Allen, Charles E.	44	Grade Reports	19
Amos, Greg	46	Grading System	19
Application Procedures	15	Graduation Fees	12
Associate of Arts Degree	26	Graduation Honors	19
Atkins, Susan	44	Graduation Requirements	23
Attendance Policy	17		
Auditing Fee	13	<b>H</b>	
		Hagee, Bruce	44
<b>B</b>		Hedgepeth, John	46
Bachelor Degree Programs	27	Historical Sketch	6
Bachelor of Arts in Bible & Theology	29		
Bachelor of Science in Christian Ministry	30	<b>I</b>	
Barr, Ernest	44	Incomplete Work	19
Bishop, Barbara	44	Installment Plan	13
Board of Trustees	46	Institutional Objectives	5
Boggs, Ray	46	Internships	23
Bucklew, Wanda	44		
Bush, Carol A.	44	<b>K</b>	
		Kilgore, Kristian	45
<b>C</b>		Kilgore, Wilson	45
Certificate for Bible & Related Studies	24	King, Dean	46
Class Attendance Policy	17		
Classification of Students	22	<b>L</b>	
Clement, Olga	44	Late Registration	18
Committed Community	9	Letter from President	1
Concurrent Enrollment	17	Location	8
Core Values	3		
Costs Per Semester	11	<b>M</b>	
Counseling	10	Malone, Bryan	45
Course Descriptions	40	Marley, Doyle	46
Course Load	18	Mathena, Preston	46
Course Numbering System	24	McKinney, Joe L.	45
		Method of Payment	12
<b>D</b>		Mills, W.A.	46
Definition of Plagiarism	20	Ministerial Credentials and Honorary Degrees	23
Dining Services	8	Mission Statement	2
Discounts	12	Mission of Student Life	9
Disciplinary Action	21		
Diverse Community	9	<b>N</b>	
Dupont, Richard	44	Nelson, Danny	46
		Non-Traditional (BEAM)	32
<b>E</b>			
Educational Goals	4	<b>O</b>	
Endorsement and Approval	7	Off-Campus Employment	11
<b>F</b>		Officers of the College	44
		Ownership and control	8
		<b>P</b>	
		Personnel	44
		Petty, John	45
		<b>R</b>	
		Refunds	13
		Repeating a Course	19
		Responsible Community	10
		Rose, Bill	46
		<b>S</b>	
		Scholarships	14
		Shealy, Steve E.	45
		Small, Douglas	46
		Stewart, Jewelle	46
		Student Course Load	18
		Student Government Association	10
		Student Housing	8
		Student Insurance	14
		Student Life	9
		<b>T</b>	
		Termination	23
		Thompson, Betty	44
		Thompson, D. Chris	1, 44, 45
		Till, Reggie	46
		Transfer Applicants	16
		Transfer Application Procedures	17
		<b>V</b>	
		Veterans Refund Policy	16
		Veteran Students on Official Leave	16
		<b>W</b>	
		Watford, Stacy	45
		Watson, Carol	45
		Wheeler, David	45
		White, Jeffrey	46
		Withdrawal from the College	18
		Wood, Walter L.	46
		Woodward, Donald	45
		Wooten, Cathy	44
		Work Study Program	14
		World Wide Web	8

## Appendix

### Pledge for Ethical Living

(RSV) "Behold, how good and pleasant it is when brothers dwell in unity" . . . For there the Lord has commanded the blessing, life forevermore. (Psalm 133:1,4)

Students, faculty and staff at Holmes Bible College share a common goal: we are committed to the growth, maturity and spiritual unity of all members of the institution. Jesus Christ is the embodiment of all that is good, and we seek to emulate His pattern as found in the Word of God which contains our code of behavior and principles for godly living.

Therefore, I agree to acknowledge and respect the Scriptures by placing the truth of God's Word at the center of my life. I will, according to the Holmes Bible College **Pledge for Ethical Living** seek to encounter, embrace and embody Christian morality in developing my relationship with the God of the Holy Scriptures.

In accordance with that philosophy I will live by the following principles:

**Intellectual** - I agree to the best of my ability to wholeheartedly accept my responsibility to study to show myself approved to God and my mentors, and to develop study habits that will attest my persistence. I will not cheat, I will not lie, and I will not violate my integrity.

**Community** - I agree to cultivate good professional, yet wholesome and lasting relationships and participate as a contributing team member of Holmes Bible College. I pledge myself to respect faculty, staff and colleagues in word and action. I will be quick to express contrition for insensitive deeds or words spoken in haste.

**Hygienic** - I agree that my body is the temple of the Holy Spirit, and will therefore cultivate healthy habits of grooming, cleanliness, exercise, wholesome nutrition, and proper sleeping habits. I will keep my clothing, residence, classrooms and campus clean and orderly.

**Moral** - I agree to avoid the use of tobacco, alcohol, drugs, profanity, sexual misconduct, pornographic movies and magazines. Furthermore, I agree with the principles of the college which affirm that marriage is between one man and one woman and stand opposed to lesbian, gay, bi-sexual, transgender and other deviant behavior. I will avoid discrimination and acts of harassment of any kind including verbal, sexual, racial, physical, and on social media.

**Accountability** - I will read, live and abide by the rules adopted by the college administration as stated in the **Student Guide**, the **College Catalog**, and/or the **Employee Handbook**. My thoughts, actions and dress will be in accordance with acceptable College department at all times. I will pay my debts; keep my promises, appointments and schedules. I will obey Federal, State and Local laws.

Any student, staff or faculty member who is found out of harmony with these laws or regulations shall be held accountable by the Administration or Board of Trustees of the College. These guidelines are deemed necessary for the spiritual, social and moral atmosphere of the long standing tradition of Holmes Bible College.

I understand my acceptance of **Holmes Bible College Pledge for Ethical Living** is a solemn promise to God as to how I will live my life. I understand that the Pledge for Ethical Living is based on the Articles of Faith and guiding principles of the IPHC Ministries of which Holmes Bible College is an affiliate. I understand that my signature is my agreement and acceptance of the entire Pledge for Ethical Living.

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Witness \_\_\_\_\_