

2026-2027



# CHAMPION

## CHRISTIAN COLLEGE



Catalog

*The institution is a member of the Transnational Association of Christian Colleges and Schools (TRACS) [15935 Forest Road, Forest, VA 24551; Telephone: 434.525.9539; e-mail: info@tracs.org] having been awarded Accredited status as a Category I, II, III or IV institution by the TRACS Accreditation Commission on November 5, 2019; this status is effective for a period of five (5) years. TRACS is recognized by the United States Department of Education, the Council for Higher Education Accreditation and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).*

*Champion Christian College is certified by the Arkansas Higher Education Coordinating Board for the purposes of institutional planning and development only, and state authorization for institutional operations is pending under the rules and regulations implementing A.C.A. §6-61-301. Arkansas Higher Education Coordinating Board certification does not constitute an endorsement of any institution or program. Such certification merely indicates that certain criteria as defined in Arkansas Higher Education Coordinating Board policy have been met as required under Arkansas law.*

# TABLE OF CONTENTS

## Table of Contents

|                                                                             |                              |
|-----------------------------------------------------------------------------|------------------------------|
| <b>SECTION I: INTRODUCTION</b>                                              | <b>7</b>                     |
| <b>2025/2026 CALENDARS</b>                                                  | Error! Bookmark not defined. |
| <b>BOARD OF TRUSTEES</b>                                                    | <b>10</b>                    |
| <b>ADMINISTRATION</b>                                                       | <b>11</b>                    |
| Conforming Champions to Christ in a Post-Christian World!                   | 13                           |
| <b>ACCREDITATION</b>                                                        | <b>14</b>                    |
| <b>PROFESSIONAL LICENSURE</b>                                               | <b>14</b>                    |
| <b>STATEMENT OF NON-DISCRIMINATION AND AFFIRMATIVE ACTION</b>               | <b>14</b>                    |
| <b>SECTION II: MISSION AND PHILOSOPHY</b>                                   | <b>16</b>                    |
| <b>MISSION STATEMENT</b>                                                    | <b>16</b>                    |
| <b>VISION</b>                                                               | <b>16</b>                    |
| <b>STATEMENT OF ETHICAL STANDARDS</b>                                       | <b>16</b>                    |
| <b>FOUNDATIONAL UNDERPINNINGS</b>                                           | <b>16</b>                    |
| <b>STATEMENT OF FAITH</b>                                                   | <b>17</b>                    |
| <b>CORE VALUES</b>                                                          | <b>18</b>                    |
| <b>PHILOSOPHY OF EDUCATION</b>                                              | <b>19</b>                    |
| Institutional Objectives                                                    | 19                           |
| Defining Our Teaching Task                                                  | 19                           |
| Institutional Learning Outcomes                                             | 20                           |
| <b>SECTION III: ADMISSION INFORMATION &amp; GENERAL STUDENT INFORMATION</b> | <b>21</b>                    |
| <b>ADMISSIONS PROCEDURE</b>                                                 | <b>21</b>                    |
| <b>APPLICATION PROCEDURE</b>                                                | <b>21</b>                    |
| <b>POPULI DESCRIPTION</b>                                                   | <b>22</b>                    |
| <b>UNDERGRADUATE ADMISSION POLICY</b>                                       | <b>23</b>                    |
| <b>ADMISSION CATEGORIES</b>                                                 | <b>23</b>                    |
| <b>INTERNATIONAL STUDENTS</b>                                               | <b>25</b>                    |
| Overall Language Requirements and the Dual Language Track                   | 26                           |
| Language Proficiency Requirement                                            | 26                           |
| International Transfer Students                                             | 26                           |
| <b>“ABILITY TO BENEFIT” STUDENT POLICY</b>                                  | <b>27</b>                    |
| <b>DISTANCE EDUCATION</b>                                                   | <b>27</b>                    |
| <b>TRANSITION FROM CAMPUS TO ONLINE ENROLLMENT</b>                          | <b>27</b>                    |
| <b>READMISSION FOR RETURNING STUDENTS</b>                                   | <b>27</b>                    |
| <b>READMISSION AFTER DISMISSAL</b>                                          | <b>28</b>                    |

|                                                                                   |                  |
|-----------------------------------------------------------------------------------|------------------|
| <b>TRANSFER STUDENTS.....</b>                                                     | <b>28</b>        |
| <b>ADMISSION OF STUDENTS WITH FELONY CHARGES AND/OR CONVICTIONS .....</b>         | <b>28</b>        |
| <b>ACCESSIBILITY SERVICES .....</b>                                               | <b>29</b>        |
| <b>ACADEMIC ADVISING AND EARLY INTERVENTION.....</b>                              | <b>29</b>        |
| Academic Advising.....                                                            | 29               |
| Early Intervention .....                                                          | 29               |
| <b>ACADEMIC STUDENT SUPPORT LAB .....</b>                                         | <b>30</b>        |
| <b>CAREER EXPLORATION, GUIDANCE, AND PLACEMENT.....</b>                           | <b>31</b>        |
| <b>COUNSELING SERVICES .....</b>                                                  | <b>31</b>        |
| <b>FRESHMAN YEAR EXPERIENCE.....</b>                                              | <b>32</b>        |
| <b>STUDENT ACADEMIC READINESS: COURSE PLACEMENT ASSESSMENT .....</b>              | <b>32</b>        |
| Course Placement Thresholds .....                                                 | 33               |
| <b><i>SECTION IV: STUDENT LIFE.....</i></b>                                       | <b><i>34</i></b> |
| <b>STUDENT HANDBOOK.....</b>                                                      | <b>35</b>        |
| <b>SOCIAL LIFE .....</b>                                                          | <b>35</b>        |
| <b>STUDENT CONDUCT .....</b>                                                      | <b>35</b>        |
| <b>RESIDENCE LIFE AND DINING SERVICES .....</b>                                   | <b>35</b>        |
| <b>SPIRITUALITY .....</b>                                                         | <b>36</b>        |
| <b>ATHLETICS .....</b>                                                            | <b>36</b>        |
| Student Athlete Eligibility .....                                                 | 37               |
| <b><i>SECTION V: POLICIES AND CONSUMER INFORMATION .....</i></b>                  | <b><i>38</i></b> |
| <b>ANNUAL CAMPUS SECURITY AND CRIME REPORT.....</b>                               | <b>38</b>        |
| <b>CAMPUS SEX CRIMES PREVENTION ACT.....</b>                                      | <b>38</b>        |
| <b>COMPLETION AND JOB PLACEMENT RATES .....</b>                                   | <b>38</b>        |
| <b>FREEDOM OF EXPRESSION AND RIGHT TO PEACEABLE ASSEMBLY .....</b>                | <b>38</b>        |
| <b>ILLEGAL DRUG AND ALCOHOL ABUSE POLICY .....</b>                                | <b>39</b>        |
| <b>IMMUNIZATIONS .....</b>                                                        | <b>39</b>        |
| <b>REPORTING EMERGENCIES, CRIMES, AND INCIDENTS ON CAMPUS .....</b>               | <b>39</b>        |
| <b>EMERGENCY RESPONSE .....</b>                                                   | <b>40</b>        |
| <b>Title IX Sexual Harassment &amp; Non-Discriminatory Grievance Policy .....</b> | <b>40</b>        |
| <b>STUDENT GRIEVANCE PROCEDURES AND POLICIES .....</b>                            | <b>64</b>        |
| Student Complaint Procedures .....                                                | 64               |
| <b>FRAUD, WASTE, AND ABUSE POLICY .....</b>                                       | <b>66</b>        |
| <b>VOTER REGISTRATION .....</b>                                                   | <b>68</b>        |
| <b>CATALOG INFORMATION .....</b>                                                  | <b>68</b>        |
| <b>ANNUAL NOTIFICATION OF CONSUMER INFORMATION.....</b>                           | <b>69</b>        |

|                                                                               |           |
|-------------------------------------------------------------------------------|-----------|
| <b>Dual Language (DL) Track: Student Services and Academic Policies .....</b> | <b>69</b> |
| Student Services Support for DL Students .....                                | 69        |
| Career Exploration, Guidance, and Placement for DL Students .....             | 69        |
| Counseling Services and Intervention for DL Students .....                    | 70        |
| Student Complaint Procedures for DL Students.....                             | 70        |
| Disciplinary Policies for DL Students.....                                    | 70        |
| Withdrawal Requests for DL Students .....                                     | 70        |
| <b>SECTION VI: FINANCIAL INFORMATION.....</b>                                 | <b>71</b> |
| <b>COMMITMENT TO AFFORDABLE COST .....</b>                                    | <b>71</b> |
| Special Fees .....                                                            | 73        |
| <b>REFUNDS .....</b>                                                          | <b>73</b> |
| Charges/Refunds .....                                                         | 73        |
| Fall and Spring Refund Schedule .....                                         | 74        |
| Room and Board Refunds .....                                                  | 74        |
| Summer Refund Schedule .....                                                  | 74        |
| Exceptional Circumstances .....                                               | 74        |
| <b>FINANCIAL AID AND DISCOUNTS .....</b>                                      | <b>75</b> |
| Federal Financial Aid (FAFSA) .....                                           | 75        |
| College Discounts .....                                                       | 75        |
| Additional Scholarships (ADHE) .....                                          | 78        |
| <b>SECTION VII: ACADEMIC POLICIES AND PROCEDURES.....</b>                     | <b>79</b> |
| <b>ATTENDANCE .....</b>                                                       | <b>79</b> |
| Attendance in Online and Hybrid (Dual Language - DL) Courses .....            | 80        |
| Administrative Absences for Intensives (International/DL Students) .....      | 80        |
| <b>CLASSIFICATION OF STUDENTS .....</b>                                       | <b>81</b> |
| <b>GRADING SYSTEM .....</b>                                                   | <b>81</b> |
| GPA.....                                                                      | 81        |
| Academic Standing .....                                                       | 81        |
| Academic Probation.....                                                       | 81        |
| Grading Scale .....                                                           | 82        |
| Dean's List.....                                                              | 82        |
| President's List .....                                                        | 82        |
| Access to Grades.....                                                         | 83        |
| <b>CREDITS AND COURSE POLICIES .....</b>                                      | <b>83</b> |
| Definition of a Credit Hour.....                                              | 83        |
| Full-Time Student.....                                                        | 83        |
| Part-Time Student .....                                                       | 83        |
| Special Permission.....                                                       | 83        |
| <b>TRANSFER OF CREDITS FOR PROSPECTIVE STUDENTS.....</b>                      | <b>83</b> |
| The Arkansas Course Transfer System (ACTS).....                               | 84        |
| Appeal .....                                                                  | 85        |
| <b>TRANSFER OF CREDITS FOR CHAMPION STUDENTS.....</b>                         | <b>85</b> |
| <b>CREDIT FOR LIFE EXPERIENCE .....</b>                                       | <b>85</b> |
| <b>COURSE REGISTRATION PROCEDURE .....</b>                                    | <b>85</b> |
| <b>CHANGES IN REGISTRATION .....</b>                                          | <b>85</b> |
| Add/Drop.....                                                                 | 86        |
| Withdrawal from a Course .....                                                | 86        |

|                                                                                    |            |
|------------------------------------------------------------------------------------|------------|
| Change of Program.....                                                             | 86         |
| Change of Status.....                                                              | 86         |
| Withdrawal from College.....                                                       | 86         |
| <b>STUDENT TEXTBOOKS .....</b>                                                     | <b>86</b>  |
| <b>EDUCATION COURSES .....</b>                                                     | <b>87</b>  |
| <b>TRANSCRIPT POLICY .....</b>                                                     | <b>87</b>  |
| <b>OFFICIAL TRANSCRIPTS AND RECORDS .....</b>                                      | <b>87</b>  |
| <b>GRADUATION POLICY.....</b>                                                      | <b>87</b>  |
| <b>DEGREE AUDIT .....</b>                                                          | <b>88</b>  |
| <b>GRADUATION HONORS .....</b>                                                     | <b>88</b>  |
| <b>COMMENCEMENT .....</b>                                                          | <b>88</b>  |
| <b>GRADUATION FEE.....</b>                                                         | <b>88</b>  |
| <b>ACADEMIC RECORDS PRIVACY RIGHTS.....</b>                                        | <b>88</b>  |
| <b>SECTION VIII: ACADEMIC PATHWAYS.....</b>                                        | <b>90</b>  |
| <b>PROGRAM MISSION AND PURPOSE.....</b>                                            | <b>90</b>  |
| <b>ACADEMIC DEGREE PLANS:.....</b>                                                 | <b>90</b>  |
| Two-Year Degree.....                                                               | 90         |
| Four-Year Degrees.....                                                             | 90         |
| <b>PROGRAM COMPONENTS .....</b>                                                    | <b>90</b>  |
| Christian and General Education (Core) Requirements.....                           | 90         |
| Degree-Specific Course Requirements .....                                          | 91         |
| <b>TWO-YEAR DEGREE .....</b>                                                       | <b>91</b>  |
| Associate of Arts in Professional Studies (minimum of 60 hours).....               | 91         |
| <b>FOUR-YEAR DEGREES.....</b>                                                      | <b>91</b>  |
| Bachelor of Science in Professional Studies (minimum of 120 hours) .....           | 91         |
| Bachelor of Arts in Christian Studies (minimum of 120 hours) .....                 | 94         |
| Undergraduate Minors and Certificates.....                                         | 96         |
| <b>SECTION IX: DEGREE OUTLINES .....</b>                                           | <b>98</b>  |
| <b>ASSOCIATE OF ARTS IN PROFESSIONAL STUDIES (MINIMUM OF 60 CREDIT HOURS).....</b> | <b>98</b>  |
| Christian and General Education Core (51 hours) .....                              | 98         |
| Electives (9 hours).....                                                           | 99         |
| <b>BACHELOR OF SCIENCE IN PROFESSIONAL STUDIES (MINIMUM OF 120 HOURS).....</b>     | <b>100</b> |
| Christian and General Education Core (51 hours) .....                              | 100        |
| Sports Management Concentration (69 Hours).....                                    | 101        |
| Elementary Education Concentration (69 Hours) .....                                | 102        |
| Secondary Education Concentration (69 Hours) .....                                 | 103        |
| Criminal Justice Concentration (69 Hours) .....                                    | 106        |
| <b>BACHELOR OF ARTS IN CHRISTIAN STUDIES.....</b>                                  | <b>107</b> |
| Christian and General Education Core (51 hours) .....                              | 107        |
| Christian Studies Degree Core (69 Hours) .....                                     | 108        |
| <b>SECTION X: COURSE DESCRIPTIONS .....</b>                                        | <b>111</b> |
| <b>BIBLE.....</b>                                                                  | <b>111</b> |

|                                                     |            |
|-----------------------------------------------------|------------|
| <b>BUSINESS .....</b>                               | <b>113</b> |
| <b>CHURCH MINISTRIES .....</b>                      | <b>116</b> |
| <b>COMPUTER .....</b>                               | <b>118</b> |
| <b>CRIMINAL JUSTICE .....</b>                       | <b>118</b> |
| <b>EDUCATION .....</b>                              | <b>119</b> |
| <b>ENGLISH / LANGUAGES .....</b>                    | <b>122</b> |
| <b>HISTORY / GOVERNMENT / SOCIAL SCIENCES .....</b> | <b>125</b> |
| <b>HONORS PROGRAM.....</b>                          | <b>125</b> |
| <b>MATHEMATICS .....</b>                            | <b>128</b> |
| <b>MUSIC .....</b>                                  | <b>128</b> |
| <b>SCIENCE.....</b>                                 | <b>131</b> |
| <b>SPORTS MANAGEMENT.....</b>                       | <b>131</b> |

## SECTION I: INTRODUCTION



Welcome to Champion Christian College! The pages of this catalog will acquaint you with Champion Christian College. All of us here at Champion make it our highest priority to empower students to achieve their full academic potential. We also create an atmosphere in which students will advance spiritually and make decisions that will positively affect their future.

Your college experience here at Champion will focus on character, integrity, and a Christ-centered life. These are the qualities that exemplify the graduates from our college, and the fact that you are investigating this catalog starts you on the journey of a lifetime. We look forward to having you as one of our students.

This catalog describes our commitment to our students. It defines the programs, focus, and direction of the college. It will help to design the focus and direction of your future. Our staff and faculty stand ready to assist you with your academic and student life choices.

God has truly blessed us here at Champion, and we are so thankful for the beautiful campus, dedicated faculty, and friendly student body that God has given us. With His help, we are establishing institutional goals in our pursuit of godly excellence. We hope that you allow us to help you succeed in this next important step in your life.

This catalog will give you a panoramic view of the role and scope of Champion Christian College. We invite you to come to our campus for a closer look.

A handwritten signature in black ink, reading "Eric A. Capaci". The signature is fluid and cursive, with the first name "Eric" and last name "Capaci" clearly legible.

Eric A. Capaci President

# 2026/2027 CALENDARS

## Fall 2026 Semester

|                                                  |                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| July 31, Friday                                  | Deadline for Admissions & Acceptance for Fall.<br><b>Late fee charged if admitted after this date.</b>                                                                                                                                                                                                             |
| August 6, Thursday                               | Staff and Faculty Professional Development (8 a.m. – 1 p.m.)                                                                                                                                                                                                                                                       |
| August 7 – 8, Friday - Saturday                  | Move-in Weekend                                                                                                                                                                                                                                                                                                    |
| August 7, Friday                                 | <ul style="list-style-type: none"> <li>Residence hall check-in for Freshmen and Transfers (10 a.m. – 6 p.m.)</li> </ul>                                                                                                                                                                                            |
| August 8, Saturday                               | <ul style="list-style-type: none"> <li>Residence Hall check-in for returning students (10 a.m. – 6 p.m.)</li> <li>Financial Office Open (10 a.m. – 5 p.m.)</li> <li>Registration for Freshman and Transfer Students (9 a.m. – 3 p.m.)</li> </ul>                                                                   |
| August 10, Monday                                | <ul style="list-style-type: none"> <li>Registration (9 a.m. – 3 p.m.)</li> <li>Financial Office Open (9:30 a.m. – 5 p.m.)</li> <li>Late Residence Hall check-in by appointment with student services through Friday August 14.(9 a.m. –3 p.m.)</li> <li><b>MANDATORY STUDENT ORIENTATION (10 A. M.)</b></li> </ul> |
| August 11, Tuesday                               | <ul style="list-style-type: none"> <li>Registration (9 a.m. – 3 p.m.)</li> <li>Financial Office Open (9:30 a.m. – 5 p.m.)</li> <li>Late Residence Hall check-in (10:30 a.m. – 5 p.m.)</li> </ul>                                                                                                                   |
| August 12, Wednesday                             | <ul style="list-style-type: none"> <li><b>First Day of Classes</b></li> <li>First Chapel (9:25 a.m.)</li> <li>Late Admissions Deadline (Late fee charged if admitted after <b>July 31</b>)</li> <li><i>Financial Office Open (9:00 a.m. – 12:00 p.m.)</i></li> </ul>                                               |
| August 13, Thursday                              | <ul style="list-style-type: none"> <li>Financial Office Open (9:30 a.m. – 5 p.m.)</li> </ul>                                                                                                                                                                                                                       |
| August 21, Friday                                | Last day to Add/Drop courses                                                                                                                                                                                                                                                                                       |
| <b>August 23 – 28, (Sunday) Monday – Friday</b>  | <b>DL Track Intensive I (from arrival date to last day of meetings): Freshmen</b>                                                                                                                                                                                                                                  |
| September 7, Monday                              | Labor Day Holiday (no classes)                                                                                                                                                                                                                                                                                     |
| <b>September 13-18, (Sunday) Monday – Friday</b> | <b>DL Track Intensive II (from arrival date to last day of meetings)</b>                                                                                                                                                                                                                                           |
| October 1-2, Thursday - Friday                   | Midterm Exams                                                                                                                                                                                                                                                                                                      |
| <b>October 4 - 9, (Sunday) Monday – Friday</b>   | <b>DL Track Intensive III (from arrival date to last day of meetings)</b>                                                                                                                                                                                                                                          |
| October 5, Monday                                | Midterm grades available on Populi                                                                                                                                                                                                                                                                                 |
| October 9-12, Friday - Monday                    | <b>Fall Break</b>                                                                                                                                                                                                                                                                                                  |
| <b>October 11-16, (Sunday) Monday – Friday</b>   | <b>DL Track Intensive IV (from arrival date to last day of meetings)</b>                                                                                                                                                                                                                                           |
| October 30, Friday                               | Final day to officially withdraw from courses                                                                                                                                                                                                                                                                      |
| November 2, Monday                               | Pre-Registration opens for the Spring 2025 Term                                                                                                                                                                                                                                                                    |
| November 19-20, Thursday-Friday                  | <b>Final Exams – End of Semester</b>                                                                                                                                                                                                                                                                               |
| November 26, Thursday                            | Thanksgiving Holiday                                                                                                                                                                                                                                                                                               |
| December 1, Monday                               | Final fall semester grades available                                                                                                                                                                                                                                                                               |
| December 18, Friday                              | Deadline for Admissions & Acceptance for Spring.<br><b>Late fee charged if admitted after this date.</b>                                                                                                                                                                                                           |
| December 18 – January 4, Saturday - Monday       | Christmas Holidays - <b>Champion Offices Closed</b>                                                                                                                                                                                                                                                                |

## Spring 2027 Semester

|                                                        |                                                                                                                                  |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| January 6, Wednesday                                   | Staff and Faculty Professional Development (9 a.m. – 3 p.m.)                                                                     |
| January 7, Thursday                                    | Residence Hall Check-in                                                                                                          |
| January 8, Friday                                      | Mandatory Orientation (9 a.m.) & Registration of New Students                                                                    |
| January 11, Monday                                     | <b>First Day of Classes</b>                                                                                                      |
| January 18, Monday                                     | Martin Luther King Day (no classes)                                                                                              |
| January 20, Wednesday                                  | Last day to Add/Drop courses                                                                                                     |
| <b>January 24-29, (Sunday) Monday – Friday</b>         | <b>DL Track Intensive I (from arrival date to last day of meetings)<br/>Freshman Students: SEVIS Reg. and other admin. needs</b> |
| January 29, Friday                                     | <b>Final day to apply for graduation</b>                                                                                         |
| <b>January 31-February 5, (Sunday) Monday – Friday</b> | <b>DL Track Intensive II (from arrival date to last day of meetings)</b>                                                         |
| February 15, Monday                                    | President's Day (no classes)                                                                                                     |
| <b>February 21-26, (Sunday) Monday – Friday</b>        | <b>DL Track Intensive III (from arrival date to last day of meetings)</b>                                                        |
| March 8-9, Monday-Tuesday                              | Midterm Exams                                                                                                                    |
| March 12, Friday                                       | Midterm grades available on Populi                                                                                               |
| <b>March 14-19, (Sunday) Monday – Friday</b>           | <b>DL Track Intensive IV (from arrival date to last day of meetings)</b>                                                         |
| March 20 – 28, Saturday – Sunday                       | <b>Spring Break and Easter Sunday (March 28)</b>                                                                                 |
| March 31, Monday                                       | Final day to officially withdraw from courses                                                                                    |
| April 1, Thursday                                      | Pre-Registration opens for the Summer 2026 and Fall 2026 Terms                                                                   |
| <b>April 4-9, (Sunday) Monday – Friday</b>             | <b>DL Track Intensive V (from arrival date to last day of meetings)</b>                                                          |
| May 3-4, Monday – Tuesday                              | <b>Final Exams – End of Semester</b>                                                                                             |
| May 6, Thursday                                        | Ordination Service                                                                                                               |
| May 7, Friday                                          | Commencement                                                                                                                     |
| May 19, Monday                                         | Final spring semester grades available                                                                                           |

## Summer Term 2027

|                 |                                           |
|-----------------|-------------------------------------------|
| May 17, Monday  | <b>First Day of Classes</b>               |
| July 2, Friday  | <b>Final Exams – End of Term</b>          |
| July 6, Tuesday | <b>Final Summer Term Grades Available</b> |

## ***BOARD OF TRUSTEES***

**Eric Capaci**, President, *Ex-Officio Member*

President of Champion Christian College  
Senior Pastor of Gospel Light Baptist Church

**Jeremy Horton**, Vice President, *Ex-Officio Member*

Executive Vice President of Champion Christian College  
Associate Pastor of Gospel Light Baptist Church

**Marcia Thomas**, CFO, *Ex-Officio Member*

Vice President of Finance for Champion Christian College

**Courtney Manthe**, *Ex-Officio Member*

Administrative Assistant to the President

**Rick Wilson**, Chair of Finance Committee

Real Estate Developer

**Doug Gulley**, Vice Chair of Board & Secretary

Owner of Standard Business Systems  
Counseling Pastor at Gospel Light Baptist Church

**John Ballard**, Vice Chair of Finance Committee

Supply Chain, Division President for Hyphen Solutions

**Rene Morgan**

COO/Owner of BBA Corp and Affiliated Entities

**Daniel Brown**

Owner of DMT Properties

## ***ADMINISTRATION***

**OFFICE OF THE PRESIDENT – Mr. Eric Capaci**

Founder and President

**OFFICE OF THE EXECUTIVE VICE PRESIDENT – Dr. Jeremy Horton**

Executive Vice President

**OFFICE OF ACADEMIC AFFAIRS – Dr. Dennis Malone**

Vice President of Academic Affairs

**OFFICE OF STUDENT AFFAIRS - Mrs. Angel Ellison**

Director of Student Services

**OFFICE OF FINANCE – Mrs. Marcia Thomas**

Vice President of Finance

**OFFICE OF FINANCIAL AID – Mrs. Courtney Manthe**

Director of Financial Aid and Populi

**VICE PRESIDENT of Academic Excellence and Strategic Partnerships – Dr. Chris Firestone**

**VICE PRESIDENT of International Affairs: Dr. Vanedson Ximenes**

## **CONTACT INFORMATION**

Champion Christian College is located at 600 Garland Avenue, Hot Springs, AR 71913. To contact the college's main desk, please call [\(501\)-623-2272](tel:501-623-2272). We earnestly desire to be of assistance to you in any way we can. Do not hesitate to get in touch!

| <b>Name</b>             | <b>Title</b>                                              | <b>Office Number</b> | <b>501-531-5700 Extension</b> |
|-------------------------|-----------------------------------------------------------|----------------------|-------------------------------|
| Dr. Eric Capaci         | President                                                 | 205                  | 5710                          |
| Dr. Jeremy Horton       | Executive Vice President                                  | 213                  | 5712                          |
| Ms. Marcia Thomas       | VP Finance                                                | 211                  | 5705                          |
| Dr. Dennis Malone       | Provost & VP Ancillary Services                           | 209B                 | 5725                          |
| Vandeson Ximenes        | VP International Affairs                                  | 222B                 | 5740                          |
| Dr. Elsen Portugal      | Chair of Christian Studies & Compliance Liaison           | 208A                 | 5720                          |
| Mr. Paul Lindley        | Dean – Main Campus & Chair of Professional Studies        | 209                  | 5721                          |
| Mr. Wanderson Goncalves | Dean – International Programs                             | 209A                 | 5723                          |
| Alan Robinette          | Library and Research Resources                            | Library              | 5722                          |
| Sarah Gileran           | Registrar                                                 | 214                  | 5726                          |
| Mr. Ron Young           | Primary Designated School Official (PDSO)                 | 222D                 | 5745                          |
| Mrs. Courtney Manthe    | Financial Aid Director                                    | 211B                 | 5707                          |
| Mrs. Angel Ellison      | Director of Student Services                              | 217B                 | 5715                          |
| Mrs. Traci Crotteau     | Director of Enrollment Management for Domestic Admissions | 222C                 | 5746                          |
| Ms. Edia Caetano        | Director International Student Services & Admissions      | 222A                 | 5718                          |
| Mr. DeAnthony Ellison   | Athletic Director                                         | 217A                 | 5730                          |
|                         |                                                           |                      |                               |

## ***The Hope and History of CHAMPION CHRISTIAN COLLEGE***



### **Conforming Champions to Christ in a Post-Christian World!**

The vision for Champion Christian College was birthed both in Pastor Eric Capaci's mind and within the congregation of the Gospel Light Baptist Church, which he founded in 1992. In the fall of 2005, the vision became a reality as Champion Christian College originally began as Champion Baptist College with one-hundred four students and twenty-four faculty members. Most of the students came from other states and from independent Baptist churches.

The campus for both the church and college consisted of approximately fourteen acres in the heart of Hot Springs, Arkansas. Gospel Light's support of Champion was strong, and during the very first year a two-hundred bed, state-of-the-art dormitory was built on the property. Within four years this dormitory was filled with vibrant students. Although the college experienced exponential growth, it was limited to the context of independent Baptist churches.

As Champion grew, the programs of study also increased. In 2010, following a serious study of the mission of the college and the educational needs of the students, the board determined to launch the pursuit of accreditation. At the same time there was a shift in the ministry philosophy of Gospel Light, and Champion determined that it would extend its scope of ministry to a broader group of Bible-based churches. However, these sudden changes were not embraced by several of the supporting churches and as a result there was a decline of over one hundred students over the next four years.

In 2015, Champion determined to take a new grasp of its bold initiative to strengthen its educational programs and improve its response to student educational needs by taking the first steps in the pursuit of accreditation. With the support and goodwill of several local pastors and business professionals, the college became an independent non-profit corporation, changed its name to Champion Christian College, elected a board of directors, and brought Dr. Francis Grubbs, a former president of CCC, back as provost. Dr. Grubbs, as a former college president or consultant at several colleges, had previous experience leading those institutions in their pursuit and acquisition of accreditation. With the board's support, the president and officers, as well as the faculty and staff, became fully engaged in taking the final steps to complete Champion's accreditation. Champion achieved candidate status with the Transnational Association of Christian Colleges and Schools (TRACS) in the fall of 2018 and was granted full accreditation in the fall of 2019. In 2023, after the first regular and extensive Self-Study review after the original approval, the College's accreditation was reaffirmed for another 10 years – to

2034.

Champion presently offers a two-year Associate of Arts degree in Professional Studies, a four-year Bachelor of Science degree in Professional Studies with a choice of five different concentrations—Business, Sports Management, Elementary Education, Secondary Education, and Criminal Justice - and a four-year Bachelor of Arts degree in Christian Studies with a choice of four different emphases—Pastoral Studies, Youth and Family Ministries, Intercultural Studies, and Music Ministry. Other programs are also being considered for introduction in the next few years.

It is a bold venture and challenge in very trying times, but as we observe the erosion of the foundation of our nation and culture, we believe our God is calling out a people to be trained and prepared to complete His mission in a post-Christian era. Champion Christian College is dedicated to educating and to training Christ-followers who will serve in local, cross-cultural, and international settings either in full-time ministry or in a variety of professional fields. We hope to strengthen their resolve to be faithful to their calling for the glory of God, in order to extend His kingdom, and to perform His will on earth as it is in heaven.

## ***ACCREDITATION***

### **TRACS**

Champion Christian College is fully accredited by the Transnational Association of Christian Colleges and Schools (TRACS) as of November 5, 2019. Contact Information for Transnational Association of Christian Colleges and Schools is as follows:

Address: 15935 Forest Road, Forest, VA 24551; EMAIL: [info@tracs.org](mailto:info@tracs.org); Phone: 434-525-9539

TRACS reaffirmed Champion's accreditation in 2023 until the year 2034.

### **ADHE Certification**

Champion has been granted certification by the Arkansas Higher Education Coordinating Board (ADHE) on January 26, 2018, for the following degrees: Associates of Arts in Professional Studies and Bachelor of Science in Professional Studies. ADHE requires recertification every 3 years. Champion is presently certified until December 31, 2024. As a church-related training, the Bachelor of Arts in Christian Studies is exempt from Certification.

## ***PROFESSIONAL LICENSURE***

Champion Christian College works diligently to maintain the highest curriculum standards to prepare students for employment opportunities after program completion. While the campus and online curriculum provides students with the fundamental information needed for employment in their selected area of study, Champion makes no claim that completion of the program requirements results in automatic professional licensure. Each student must seek professional licensure through the examination or certification process designated by the governing board(s) in their respective state or region.

## ***STATEMENT OF NON-DISCRIMINATION AND AFFIRMATIVE ACTION***

Champion Christian College admits students of any race, national, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school and does not discriminate based on race, national, and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs. As a religious institution, however, it reserves the right to deny admission or to terminate the enrollment of persons whose lifestyle, words, actions, or otherwise do not align with the school's statement of faith, code of conduct, or other policies of this organization.

## **SECTION II: MISSION AND PHILOSOPHY**

### ***MISSION STATEMENT***

Our mission is to develop Christ-centered servant leaders through a challenging academic environment, in order to impact the world for the kingdom of God.

### ***VISION***

Champion Christian College (CCC), as an institution of higher learning, acknowledges the inspired and revealed Word of God as the foundational authority for all faith and practice and its worldview as the basis for interpretation of all knowledge. Our mission is to develop Christ-centered servant leaders through a challenging academic environment, in order to impact the world for the kingdom of God. We shall perpetuate the work of God by training students who value integrity and justice to compassionately carry out the Great Commission in a post-Christian world, while living lives rooted in unchanging biblical truth. Champion Christian College intends to achieve this mission in community with like-minded churches within an atmosphere of love, joy, and peace, as well as a wholesome social environment.

### ***STATEMENT OF ETHICAL STANDARDS***

Champion Christian College (CCC) has adopted various core values and standards that are intended to secure the following objectives: accomplish its goal of excellence in Christian education, prepare its students to excel in their chosen field. Through these outcomes CCC aims to bring glory to the Lord Jesus Christ, Who is the source of all wisdom and knowledge. The administration, faculty, and staff are committed to achieving these objectives with our students.

To accomplish this, it is necessary to provide a safe social and spiritual environment that will enable spiritual growth, as well as educational excellence. It is expected that the administration, faculty, staff, and student body will follow conservative and biblical principles, and will encourage proper Christian living at all times.

Each member of the college family is expected to conduct him/herself in a way that reflects these biblical values that would lead to spiritual maturity. They should also refrain from any activities or conduct that would be detrimental to the desired spiritual environment. Our core values which form the basis for the spiritual transformation of our students can be found in this catalog under Core Values.

### ***FOUNDATIONAL UNDERPINNINGS***

The Old Testament Psalmist asked, “If the foundations are destroyed, what can the righteous do?” (Psalm 11:3 ESV) In our current world, historical foundations of education, law, values, ethics, morality, the home, and even the church, are in shambles. Christianity is under siege as we slide into the post-Christian world.

Champion Christian College is committed to the truth as revealed in the Word of God communicated to us in the scriptures of the Old and New Testament. Furthermore, we reserve the right to discriminate against certain behavioral and lifestyle practices based on the principles of Scripture. All of our foundational educational underpinnings concerning truth, reality, values, and authority are rooted

deeply in the biblical narrative. Our Statement of Faith, Core Values, and Philosophy of Education, as stated in the following pages, explain further these foundational commitments, and delineate the elements of our educational practice.

## **STATEMENT OF FAITH**

*We Believe . . .* The Bible to be the inspired and only infallible and authoritative Word of God and that it is inerrant in all it affirms and teaches.

*We Believe . . .* That there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.

*We Believe . . .* In the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal, future return to this earth in power and glory to rule the nations.

*We Believe . . .* In the deity of the Holy Spirit who convicts, regenerates, indwells, and seals all believers in Christ; fills those who yield to Him; and gives spiritual gifts to all believers as He wills.

*We Believe . . .* That mankind was created in the image of God; but that through Adam's sin, the race fell, inherited a sinful nature, and became alienated from God. Man has a radical propensity to sin and of himself is utterly unable to remedy his lost condition. We also believe that humanity is created in the image of God (*imago Dei*), and thus has intrinsic value. This is seen in the reality of Jesus Christ's incarnation, becoming a man, and His willingness to die for humanity. We believe that Jesus' resurrection inaugurated a new kind of humanity, the "One New Man," and that those who are in Christ are being conformed to His image; that is to say, they are being restored to the likeness of God from whence mankind fell and will bear fruit in their life before they die.

*We Believe . . .* That the only means of being cleansed from sin is through repentance and faith in the precious blood of Christ and that regeneration through spiritual conception by the Holy Spirit is absolutely essential for personal salvation.

*We Believe . . .* In the sanctifying power of the Holy Spirit by whose indwelling the Christian is enabled to live a holy life, evidenced by the fruits of the Spirit and increasing conformity to Christlikeness in all areas of life.

*We believe . . .* That Christ's Church, as represented in the assembly of saints in a local community, is the body of Christ to do His work of evangelizing lost individuals in its community; promote spiritual formation in the lives of its members bringing them to full maturity in Christ; and pressing beyond its Jerusalem to plant the church in its Judea, Samaria, and among the uttermost communities of earth, thus endeavoring to complete Christ's Great Commission.

*We Believe . . .* That the standard for the Christian life should reflect the original intent of God before the fall of humanity and that standards and behaviors that emerged after the fall should not be considered normative. This view values the importance and inherent worth of both man and woman. It also includes the belief that the covenant of marriage is to be between a man and a woman, and that all sexual expression is rightly kept only within the boundaries of this relationship. This belief is affirmed in the words of Jesus Christ in Matthew 19:4-6.

*We Believe . . .* In the resurrection of the saved and the lost, the saved to everlasting life and the lost to everlasting damnation.

## **CORE VALUES**

Since values are the drivers for decision, and transformation is a result of multiple choices and decisions, we have identified a core of values that must be foundational to biblical, transformational education.

1. **God is love.** He loves mankind with an unconditional and individual love; and He desires that we love and delight ourselves in Him, with all our heart, with all our soul, with all our mind, and with all our strength.
2. **Life.** We value the individual life of a human being since its source is God, and its dimension is timeless— eternal. Thus, we must value others even as we value ourselves.
3. **Redemption.** Redemption has been granted to mankind through the death of Jesus Christ and is available to every human being by placing his faith and trust in this same Christ, who was resurrected and is seated at the right hand of God.
4. **Man's Stewardship.** The role for man, granted by God, is to have “dominion” over the physical earth and to be a steward/caretaker of it.
5. **The Church's Mission.** Christ has given to the members of His body on earth the authority to continue and complete His own mission “to seek and save” lost ones, teaching them to be disciples of Jesus Christ.
6. **God's Revelation.** God has revealed truth to human beings which they can never discover for themselves. We hold that this truth must be studied, learned, mastered, and applied properly to life situations; otherwise, man, either individually or in social groups, cannot be obedient to God's requirements.
7. **Spiritual Formation.** Individuals who have placed their faith in Christ and have been spiritually conceived, like babies in the womb, must be given spiritual nourishment and care, developed through proper spiritual formation, which conforms them to the likeness of Jesus Christ.
8. **Missional Living.** The person who has placed his faith in Christ and is being conformed to His likeness must make every decision of life based upon these three questions: How will this glorify my heavenly Father? How will it extend His kingdom? How can I perform the will of God on earth as it is in Heaven?
9. **Dependence upon God.** We hold with conviction that when a person who has placed his faith in Christ and is being conformed to His likeness makes decisions on the basis of the eighth core value, he can depend on his Father for every provision needed for life and ministry.

**Prayer in Jesus' Name.** Those conceived and empowered by the Spirit of God to live the Christ-life can trust that whatsoever that person needs to perform his or her God-calling has been promised through the requisition of prayer in Jesus' name.

## ***PHILOSOPHY OF EDUCATION***

We believe that all true knowledge originates from God. He has revealed truth to man that man cannot discover for himself. It is understood from scripture that man's inability to comprehend truth is due to his defiance to God's will, which has led to interpretative incompetence. (2 Corinthians 2:10 - 16) Therefore, the Spirit of God came for special purposes in the Old Testament era and was given to indwell the believer in the New Testament. Man is dependent upon the Spirit of God to illuminate the revealed truth of God so that he can comprehend it.

Upon these truths, Champion Christian College has constructed its philosophy of education. We believe education is a spiritual teaching/learning activity involving cognitive knowledge interpreted by both revelation and illumination to provide a thorough comprehension of reality.

We believe that the educational design of our curricula must foster transformational change within the lives of our students based on the biblical concept of renewing the mind. Thus, our theories of learning must not be limited to the impartation of knowledge to the student but should also develop within the student the abilities and methodologies to become a self-directed learner engaged in life-long learning.

### **Institutional Objectives**

1. Champion Christian College shall promote a biblical worldview to foster spiritual growth in students.
2. Champion Christian College shall foster college level competencies in communication, critical thinking, and reading/writing in all educational programs.
3. Champion Christian College shall promote scholarship through teaching and training of students through a challenging academic environment.
4. Champion Christian College shall promote the personal growth of students by fostering a wholesome social environment and opportunities for local Christian ministry.

### **Defining Our Teaching Task**

The educational task of Champion Christian College is a seriously planned endeavor based upon biblical teaching/learning concepts, precepts, and principles. We are seeking to design a curriculum for a Christian college in a post-Christian world that values local cultural expressions around the world, while continuing to be grounded on biblical truth. We believe this task has four major components:

1. First, we believe we must provide a balanced foundation of cognitive knowledge, for life and professions, from the multiple disciplines of human knowledge.
2. Secondly, we believe that we must transform the life of the student by "renewing" or literally "refurbishing" the mind of the student. This "refurbishing" of the mind must seek to do the following 3 things. First, reprogram the value system of the student with a biblical value system, since values are the basis for all decisions of life and vocation. Second, we must make certain that

the interpretative system of the student is a biblical worldview since a person's worldview is the vehicle by which he interprets all knowledge. Third, we must make certain that the student's authority system is a biblical authority system since this is the basis for all behavior. Transformational education can only be achieved as the Mind of Christ is developed within the student.

3. Thirdly, our educational outcomes must be designed to build the character of the student through a process of spiritual formation, co-laboring with the Holy Spirit in His work of conforming each student to the likeness of Jesus Christ.
4. Fourthly, our task must include the development of abilities, skills, and understandings enabling the student to achieve success in his individual vocation, or *God-calling*.

### **Institutional Learning Outcomes**

1. **Values:** CCC graduates will recognize core values as the basis for setting priorities and making each of life's decisions and choices.
2. **Worldview:** CCC is dedicated to promoting a biblical worldview, which is the basis for interpreting all knowledge.
3. **Comprehension and Communication Skills:** CCC trains its students in the ability to effectively comprehend, analyze, reflect, and respond to oral, visual, and written information and to communicate effectively through spoken, written, and other appropriate forms of expression.
4. **Professional Demeanor and Personal Ethics:** CCC will strive to usher prepared students with a biblical standard of ethical conduct into their vocational enterprises vested with appropriate knowledge, abilities, skills, and leadership acumen to achieve success.
5. **Critical Thinking and Informational Competence:** Students will be able to select, analyze, and assess the accuracy, credibility, reasonableness, and relevancy of questions, arguments, or issues and will be competent to determine the possibility of a solution.
6. **Social Awareness and Responsibility:** Graduates will enter their social enclave with a keen awareness of the social, moral, cultural, environmental, and biblical perspectives and will demonstrate personal responsibility in relation to each.

## **SECTION III: ADMISSION INFORMATION & GENERAL STUDENT INFORMATION**

### ***ADMISSIONS PROCEDURE***

Welcome to Champion Christian College! CCC exists to develop Christ-centered servant leaders through a challenging academic environment, in order to impact the world for the kingdom of God. It is the goal of the faculty and staff at Champion Christian College not only to prepare students in their vocation but also to provide them with a sound biblical foundation for a life of service. CCC strives to accomplish this mission by providing quality instruction, developing each student spiritually, and allowing students to participate in ministry through a local church as well as the surrounding communities in the Hot Springs area.

Students seeking admission to Champion are expected to display Christian virtues. These students present a wide range of aspirations, levels of motivation, and capabilities. In order to attain the desired balance between accessibility and quality standards, procedures are needed to constructively address this diversity. Each student's educational goal, previous academic experience, and placement tests scores will be evaluated and will serve as the basis for development of their educational plan.

Admission to the college does not ensure admission to a particular course or program of study. Students may be required to remove deficiencies before enrolling in certain courses of study. In addition, students who desire to engage in distance education either for part or all of the courses and programs will be required to meet with a representative of the Distance Education department to assess if the student is prepared for this model. The assessment is designed to assist students select the option(s) best suited for their academic success.

Champion Christian College reserves the right to deny admission, readmission, or registration for a violation of academic integrity, for failure to make academic progress as outlined in the college catalog, or for the inability of the college to provide an appropriate learning environment, course, or programs needed to meet educational objectives. In some cases, students may be required to document improvements of the circumstances prior to enrollment. In cases where the college is unable to provide services, assistance will be provided to help find an appropriate learning environment for the student.

### ***APPLICATION PROCEDURE***

Application forms for enrollment into any of CCC's programs are located on our website or can be obtained from the Admissions Office. Students can begin the application process by completing the application form found on our website: <https://champion.edu/admissions/>. To contact our Admissions Office, call 501-624-5288 ex. 555, or write to Champion Christian College, 600 Garland Ave., Hot Springs, AR 71913.

Students seeking admission for the first time should use the following procedure:

1. Complete an application, which includes personal spiritual testimony. This application may be obtained online at <https://champion.edu/admissions/> or from the Admission's Office in paper form.

2. Submit two references. Reference forms can be accessed online by starting the application (<https://champion.edu/admissions/>). You will need the email addresses of the reference.
3. Request official high school transcripts:
  - a. High school graduates must request official high school transcripts which show their date of graduation. These transcripts must be sent directly from their high school to the Registrar at Champion (registrar@champion.edu).
  - b. Homeschooled graduates must submit their GED certificates.
  - c. Applicants transferring from another college or university must submit official high school transcripts and official college or university transcripts from all institutions attended. All transcripts must be sent directly from the institutions to the Registrar at Champion (registrar@champion.edu).
4. ACT/SAT scores must be submitted directly to CCC from the examining boards.
5. Submit proof of identity.
6. Pay the application fee of \$25.00.
7. Campus Housing Deposits (Dormitory and other campus accommodations):
  - a. New Freshmen Applicants (less than 30 credit hours): not required to submit a deposit.
  - b. New Transfer Applicants and Returning Students: a non-refundable \$250 deposit is required to secure a room by July 31<sup>st</sup> if enrolling for the Fall semester, and December 15<sup>th</sup> for the Spring semester. The deposit serves as a down payment and is applied towards the student's Room and Board bill for each enrolled semester.

Shortly after the application is initiated, the student will receive notice of acknowledgment with instructions on how to proceed including the admissions officer contact information. The office of admissions will review and evaluate the applicant's background information such as education, work, and life experiences before confirmation of approval is given. This process normally takes approximately two weeks. Once the student is accepted, he/she will be added to Champion's Populi (SIS/LMS) system and will be contacted by the Populi Director with instructions to set up a Champion email address and to access the system.

## ***POPULI DESCRIPTION***

Champion uses an integrated SIS/LMS provided by Populi. Academic institutions utilize systems to house student records for internal reasons as well as for accreditation purposes. In general, institutions use a Student Information System (SIS) to store administrator, faculty, and student information. Student information consists of admissions, academic, financial, financial aid, advising, housing, and disciplinary data.

Institutions began using Learning Management Systems (LMS) to provide students with remote access to course information. This is especially true for Distance Education programs where students are remote from the campus and physical classroom. An LMS typically hosts courses for each term and contains syllabi, files, lesson assignments, grades, calendars, attendance, and links to video lectures or presentations. Students also have access to tests, discussion threads, chat sessions, and even scheduled video calls among other digital tools. This integrated system provides email and texting capabilities between administrators, faculty, and other students. In addition, social media-like functions make it easier to engage others without leaving the platform. Populi is a versatile tool for

storing critical information and facilitating helpful communication.

## ***UNDERGRADUATE ADMISSION POLICY***

Champion Christian College, per state guidelines, admits applicants:

1. by a certificate of graduation (transcript) from a secondary school
2. by transfer from an accredited college and/or university in addition to the high school transcript
3. by presentation of a General Education Development Certificate (GED)
4. by special permission if the applicant attends part-time in an unclassified status
5. by evaluating the applicant's background of education, work, and life experiences to determine probable success in an appropriate program.

## ***ADMISSION CATEGORIES***

**Unconditional Admission:** A student admitted unconditionally is a student admitted to the institution without requirements, conditions, or restrictions placed on initial enrollment status. These students must fall into one of the following categories:

1. Graduates from an accredited high school who meet the college preparatory core curriculum, have no previous college enrollment (with the exception of concurrent or dual college preparatory courses taken while attending high school), have a cumulative grade point average of 2.5 or higher (on a 4.0 scale), and have an ACT composite score of 19 or above or SAT composite score of 990 or above.
2. Applicants who present passing scores on the GED test in lieu of high school graduation plus ACT composite score of 19 or above or SAT score of 990 or above.
3. Homeschooled applicants with a GED certificate and ACT composite score of 19 or above or SAT score of 990 or above.
4. Students transferring from an accredited institution of higher learning with a minimum of 12 completed credit hours and a 2.5 college cumulative GPA or higher, and who have not been suspended for academic reasons from the last institution attended. Official transcripts must be sent from each college or university attended.

**Conditional Admission:** Students who do not meet the requirements for unconditional admission **may** be granted conditional admission after academic review by the college administration. The conditional or probationary period is 1 (one) academic year (2 consecutive semesters) at the end of which the student's CCC cumulative GPA will need to be brought up to the minimum standard of 2.5 required for unconditional admission. Students admitted for campus attendance will not be permitted to move to an online mode of instruction during this period. Students granted Conditional Admission are in one of the following categories:

1. Applicants from accredited high schools who did not meet the college preparatory core curriculum or with an ACT composite score from 16 to 18 or SAT 880 to 980. Consideration for conditional admission will be given if the applicant's high school GPA demonstrates considerably stronger academic achievement than the ACT/SAT score reflects.
2. Applicants without a high school diploma or GED who have acceptable ACT scores who petition

the committee for conditional admission. However, any applicant accepted under the conditional admission clause must complete his/her GED and/or any other required developmental courses during the first academic year at Champion. The student that has been conditionally admitted will be restricted to a total of 30 credit hours until all requirements for *unconditional admission* have been fulfilled.

3. Homeschool or other applicants with a GED certificate with an ACT composite score from 16 to 18 or SAT 880 to 980. Consideration for conditional admission will be given if the applicant's high school GPA demonstrates considerably stronger academic achievement than the ACT/SAT score reflects.
4. Students transferring from an accredited institution of higher learning with a minimum of 12 completed credit hours and less than a 2.5 college cumulative GPA. Official transcripts must be sent from each college or university attended. Consideration for conditional admission will be given if reasonable grounds exist for a lower GPA.

**Non-Degree Seeking Students:** A part-time student who does not plan to enroll in a degree or certificate program may be permitted to enroll as an audit student.

**Concurrent-Enrollment High School Students:** Champion's concurrent enrollment policy allows high school students from an accredited high school (public school, private school, or homeschool) who meet certain requirements to enroll in Champion courses concurrently as described by the parameters below.

1. Students seeking enrollment must have a cumulative high school grade point average (GPA) of at least 2.5.
2. To enroll, students must complete the following steps:
  - Complete the Champion application as found at [champion.edu](http://champion.edu). This application will be reviewed and evaluated by the college administration in the same way as all other applications.
  - Submit ACT and SAT scores with the application to help determine course placement. The application process cannot be finalized, and course placement cannot be approved, until Champion has official access to these scores.
  - Finalize the application by the deadline of July 31 for the fall semester and December 1 for the spring semester.
3. Students enrolling under this policy will be offered a discounted rate as noted in the College Catalog.
4. The following courses are currently offered by Champion as options for concurrent credit. This list is subject to change at the discretion of the college administration.

#### **BIBLE**

- BIB 1013 Old Testament Survey
- BIB 1023 New Testament Survey
- BIB 2023 Spiritual Formation
- BIB 3123 Biblical Theology

#### **BUSINESS**

- BUS 1013 Keyboarding I

#### **COMPUTER**

- CIS 2003 Computer Application

#### **CRIMINAL JUSTICE**

- CMJ 1013 Introduction to Criminal Justice

#### **EDUCATION**

- CCC 1011 Principles of Collegiate Success
- EDU 1013 Foundations of Education

#### **ENGLISH/LANGUAGES**

- ENG 0213 College Reading
- ENG 0303 English Fundamentals
- ENG 1013 English Composition I\*

- ENG 1023 English Composition II\*\*
- ENG 1033 Fundamentals of Speech
- SPA 1013 Elementary Spanish I
- SPA 1023 Elementary Spanish II\*\*\*

### **HISTORY/GOVERNMENT/SOCIAL SCIENCES**

- HIS 1313 World History I
- HIS 1323 World History II\*\*\*\*
- HIS 2313 American Nation I
- HIS 2323 American Nation II\*\*\*\*\*
- ICS 2013 Cultural Anthropology
- HIS 4313 Arkansas History
- PHI 1313 Introduction to Philosophy
- PSY 1313 General Psychology
- SOC 1013 Introduction to Sociology

### **MATHEMATICS**

- MTH 0123 Intermediate Algebra
- MTH 1213 College Algebra\*\*\*\*\*

### **MUSIC**

- MUS 1001 Minor Applied Lessons (Piano, Voice)
- MUS 1011 Major Applied Lessons (Piano, Voice)

### **SCIENCE**

- BIO 1414 Biology & Lab
- BIO 2324 Microbiology & Lab
- BIO 2014 Human Anatomy and Physiology & Lab
- PHY 1434 Physical Science & Lab

### **SPORTS MANAGEMENT**

- SMD 1013 Introduction to Sports Management

*\* = requires an ACT English sub-score of 19 (or 490 in the SAT) OR completion of College Reading and English Fundamentals with a grade of 70% or higher*

*\*\* = requires completion of English Composition I with a grade of 70% or higher*

*\*\*\* = requires completion of Spanish I with a grade of 70% or higher*

*\*\*\*\* = requires completion of World History I with a grade of 70% or higher*

*\*\*\*\*\* = requires completion of American Nation I with a grade of 70% or higher*

*\*\*\*\*\* = requires an ACT Mathematics sub-score of 21 (or 530 in the SAT) OR completion of Intermediate Algebra with a grade of 70% or higher*

5. The student must earn a minimum grade of 70% in each concurrent course. If the student fails to achieve the 70% minimum in any concurrent course, the student should note that this course will most likely not be transferable to another institution. In addition, the student will not be eligible to reenroll in this program for the following semester without approval from the Champion academic office.
6. Students will be required to comply with all college policies and procedures.
7. Students will be required to participate in a designated orientation for concurrently enrolled students at the beginning of each semester.
8. Students are not recommended to enroll in more than twelve (12) hours of concurrent credit and are not recommended to enroll in more than two (2) concurrent credit courses per semester. Students wishing to enroll in a greater number of hours and/or courses must receive permission from the Champion academic office.

## **INTERNATIONAL STUDENTS**

Champion Christian College happily welcomes international students to its programs. The application process is similar to that of American students but requires some additional documentation.

Champion can accept international students to its online mode of delivery if the student lives outside the United States without additional requirements. However, international students (without a

resident visa status) who wish to study in the United States, must apply for an F-1 visa abroad at a U.S. Consulate or Embassy or through the department of immigration if already on U.S. soil on another type of visa. Once the student's application has been approved, the PDSO or DSO (Designated School Official) will issue and provide an I-20 document which the student will submit to the appropriate immigration officials with the application for an F-1 visa. The visa must be issued to the student before he/she is allowed to begin the first semester of the program. Each semester, the student must be enrolled in a minimum of 12 credit hours, 9 of which must have on-campus attendance components. More information is available on this page: <https://www.champion.edu/admissions/international-students>.

### **Overall Language Requirements and the Dual Language Track**

International students can apply to any of Champion's programs. At this time, the majority of the programs (A.A., B.S., and B.A), concentrations, and emphases are only offered in English. In order to pursue them, the student must demonstrate English proficiency with a satisfactory TOEFL, IELTS, or another similar exam score. However, the Bachelor of Arts in Christian Studies also offers a special track that can be taken either fully in Portuguese or in English. This track (Dual Language Track – DL) is prescriptive in that a limited set of courses are offered that maintain the student on a regular path until the completion of the B.A. in Christian Studies. More information is available on this page in English and in Portuguese: <https://www.champion.edu/grau-em-ministerios-da-igreja-rota-de-lingua-dupla-portugues-ingles>.

### **Language Proficiency Requirement**

Students who do not speak English but are fluent in Portuguese are not required to demonstrate English proficiency for admission into the Dual Language Track (DL) of the Bachelor of Arts in Christian Studies (formerly designated as Bachelor of Arts in Church Ministries). This track is a hybrid model that requires approximately 30% of the course to be attended in person during an intensive each semester. It may be completed fully in Portuguese or fully in English. International students who do not speak Portuguese must meet the English-language proficiency requirements described above in order to pursue any program or track offered in English. Additional information regarding the Dual Language Track is available in both English and Portuguese at <https://www.champion.edu/grau-em-ministerios-da-igreja-rota-de-lingua-dupla-portugues-ingles>.

### **International Transfer Students**

Transfer applicants are required to provide a copy of their F-1 or I-797A approval document for F-1 status. In addition, the applicant provides a copy of their current I-20. Upon acceptance, the applicant submits their transfer form to their current school. The DSO completes the form, including listing the release date and whether the student is in or out of status. The form is sent to Champion's DSO Office. If the student is out-of-status, the DSO contacts the transferring-out school and requests that the transfer not be completed in SEVIS. If the student is in status, the DSO Office watches SEVIS to process the transfer on the release date.

The transfer process and dates differ for each term due to the 152-day (five-month) grace period for being out of classes. A transfer student who misses the spring start date would be out of classes for a period that exceeds the 152-day grace period while waiting for the fall start date; in this scenario, transfer students are advised to hold their transfer until after March 30. Students who miss the fall start date are not in jeopardy of the 152-day period while waiting between August and January. (As of Spring 2026, a decision was made to conduct a short summer term for transfers that arrive after the

spring add/drop date but before March 30, with the goal of preventing these gaps.)

### ***“ABILITY TO BENEFIT” STUDENT POLICY***

An ability-to-benefit student is one who may not meet all of CCC’s regular admissions criteria but is admitted under conditional admittance. Students are given the opportunity and assistance to ensure success. Students are provided with remedial coursework, tutoring lab, and faculty assistance to prepare them for college level work. Students must earn a minimum of C in the remedial courses. Faculty members teaching remedial courses report to the VP of Academics if a student (1) has missed two or more classes, (2) is falling below a C average, or (3) needs extra tutoring or assistance.

### ***DISTANCE EDUCATION***

Champion offers students the opportunity to complete each degree program emphasis or concentration fully online without a need to enroll in campus-based courses. At Champion, we do not minimize the list of courses offered, which gives our students a wide selection of topics to choose in forming their degree focus. Whether students enroll for continuing education units (C.E.U.s), a Certificate, or a full degree, Distance Education (online study) can be an effective path for the advancement of their career.

At the beginning of the student’s college career at Champion, he/she should decide whether to pursue a program through campus courses, online courses, or a mixture. Academic and career advisors assist students in determining the best approach for their personal goals and schedules.

### ***TRANSITION FROM CAMPUS TO ONLINE ENROLLMENT***

Champion Christian College acknowledges that at any time during a semester or year, students enrolled in campus-based courses experience changes in life circumstances. In these situations, a student may desire to transition from campus-based courses to online enrollment. Distance Education requires a different discipline and mindset to be successful, and the transition should not be made in haste. In such cases, Champion desires to further assist students in the decision process so that time and money invested in their education is not lost and students do not incur setbacks. Therefore, before any such transition begins, the student must FIRST set up a meeting with the Director of Student Services and Vice President of Distance Education to discuss their intention and to gain needed insights for the decision. These two departments will guide the students along the path to this online transition according to the policy outlined in the Student Handbook.

### ***READMISSION FOR RETURNING STUDENTS***

A returning student who previously attended Champion Christian College but withdrew during the previous fall or spring semester is required to re-apply for admission. This includes fulfilling the following: completion of one reference form and submission of official copies of any college transcripts that are not already on file at CCC. Upon completion of these steps, the application materials are reviewed, and the college administration will render a decision and notify the students

of the outcome. If a student is readmitted after missing one or more consecutive semesters, their program requirements will be determined by the catalog at the time of their return.

## ***READMISSION AFTER DISMISSAL***

Students wishing to return to Champion Christian College after a suspension or an expulsion must complete the readmission requirements. Students can be readmitted back to CCC after a first suspension or dismissal. CCC's admission committee will re-evaluate the application and decide on the student's readmission. Students who had an academic dismissal will be readmitted on probation and must meet the required GPA to avoid another dismissal. If a student is readmitted after missing one or more consecutive semesters, their program requirements will be determined by the catalog at the time of their return.

## ***TRANSFER STUDENTS***

If a student transferring from another college wants to receive credit for previous course work at other institutions, they must request official transcripts from these institutions to be sent to the registrar at CCC. Official transcripts should be sent in one of two forms:

1. Paper copy of transcript: Office of the Registrar, Champion Christian College, 600 Garland Ave., Hot Springs, AR 71913.
2. A secure electronic transcript sent from the other institutions directly to the office of the CCC registrar at [registrar@champion.edu](mailto:registrar@champion.edu).

Upon receipt of the above information, the academic office will evaluate these documents and notify the students of the outcome. Credits from other institutions must meet the college transfer-of-credit policies.

Please note that courses provided by organizations other than those awarded directly by institutions of higher education (ex. EdX, Sophia) require special approval from the Academic Office in order to be accepted. Students who choose to take any such courses during the period of enrollment at Champion should not assume that they will transfer into their transcript. If they wish to be award credit for any external courses, they must first check with the Academic Office to find out if they will be recognized.

## ***ADMISSION OF STUDENTS WITH FELONY CHARGES AND/OR CONVICTIONS***

Champion Christian College seeks to provide a safe, nurturing collegiate environment in which students can learn and grow academically, personally, and spiritually. In keeping with this principle and with the expectations outlined in the college's code of conduct, it becomes necessary for the college to inquire into an applicant's prior, or pending, criminal history. When a student or applicant has been arrested and charged with a felony, the college reserves the right to place that student's application on hold, pending further review. To address these situations and to fulfill the college's obligation to provide a safe campus, the admissions review committee determines whether the student's past behavior should render him/her ineligible for admission consideration. This review is

independent of the evaluation of the applicant's academic and other qualifications for admittance to Champion.

## ***ACCESSIBILITY SERVICES***

Champion Christian College welcomes students with disabilities in conformity with the Americans with Disabilities Act (ADA) 1990 & 2008 and/or Section 504 of the Rehabilitation Act of 1973 qualified disabling conditions. CCC will not exclude ADA students from any course or program of study in which they can succeed with reasonable accommodations. In full compliance with the Americans with Disabilities Act, accessible facilities and services will be provided to students, staff, and visitors. The staff and faculty promote student independence, empowering ADA students to become self-advocates while supporting their access to college academic programs and student services. Students seeking accommodation services under ADA or Section 504 must meet with the Director of Student Services prior to the implementation of expected accommodations who will file an existing plan of accommodation with the Academic Office. If a new accommodation plan is needed, the Academic Office will direct the student to a counselor who will interview the prospective student and create such a plan.

Written verification from a licensed physical and/or mental health professional is required to qualify for accommodative services. Documentation provided to request academic accommodations must be less than three years old and must contain specific recommendations for accommodations appropriate to the diagnosed disability.

## ***ACADEMIC ADVISING AND EARLY INTERVENTION***

### **Academic Advising**

Academic advising is essential and plays a key role in a student's academic success. All faculty members are spokespersons for the college program. Thus, every instructor has a degree of influence on students' program planning through his/her personal contacts. CCC faculty members are of paramount importance in academic advising. Along with the Vice-President of Academic Affairs and the Registrar, faculty members are tasked with being knowledgeable with academic programs offered at Champion including all concentrations and emphases. The Vice-President of Academic Affairs, Registrar, the Lead Faculty of each program, along with other staff and/or faculty members serve as academic advisors and give positive directions to the students. At the beginning of each semester, and during periods of pre-registration for upcoming terms, students meet with an assigned academic advisor to ensure that they stay on track with their chosen program.

### **Early Intervention**

At Champion Christian College, the Student Services staff guides campus and distance education students to use college resources, encourages them to be confident of their potential, and challenges them to meet and exceed their career and spiritual expectations. They guide students toward success by implementing strategies that engage them in classroom discussions, by supporting them in using campus resources, and by allowing them to step out of their comfort zone and to reach higher than they thought possible. The work of the Student Services staff provides a safe, nurturing environment in which CCC students can learn and grow.

Students who exhibit behaviors that could possibly lead to academic difficulty, course/program failure, and are not keeping pace with their academic demands throughout the semester are offered

tutoring or monitored study halls as an early intervention measure.

## ***ACADEMIC STUDENT SUPPORT LAB***

The tutoring lab provides academic support and tutoring. The lab staff will partner with students to ensure increased academic achievement. The lab is available to students during the school year by appointment. The lab staff will work one-on-one or in small groups (study halls) with students to enhance their reading comprehension and writing skills; to improve their study strategies; to increase their efficiency in taking clear and concise notes; to develop organizational skills; and to advance math concepts and computation abilities.

Academic tutoring is supplemental to instruction, and regular class attendance is essential. Instructors can refer students to the lab due to low test scores or due to a specific academic need. Students whose grade point average is below 2.0 at midterm will be required to attend the lab in the form of one-on-one tutoring sessions or in group study halls. To determine which approach is needed for a student (one-on-one or study hall), the academic leadership studies the situation to assess whether the student has legitimate difficulty with a subject matter, or whether he/she has simply not been diligent in completing the assignments. In the latter case, students are generally directed to study halls for supervision and assistance. Students may also self-identify their need for tutoring. Candidates for tutoring services should contact the Vice President of Academic Affairs for further guidance.

## **ACADEMIC SUPPORT SERVICES POLICY**

At Champion Christian College, it is our goal to promote student success in whatever way possible. To that end, we offer academic support services on an as-needed basis for help with specific class challenges or general study skills.

### **ELIGIBILITY:**

Students eligible for support services generally fall into one or more of the following criteria:

- Class 1: Any student may self-refer for tutoring based upon their own self-identified areas of challenge.
- Class 2: Additionally, students may be referred by teachers, coaches, or academic administration if signs of academic distress are observed.
- Class 3: Lastly, students are referred to tutoring if they display a course GPA of below 70% for any course at midterm.

Tutoring requests for all three of these categories must be communicated to and processed through the office of the Vice President of Academic Affairs, who will then notify tutoring staff to schedule an initial session with the student.

### **PROCEDURE:**

After the initial recommendation has been made by the VPAA, academic support staff will schedule an introductory session with the student. If support staff determines that the student could benefit from tutoring, then the support staff and students will work together to identify attainable academic outcomes for the student and construct a plan for reaching those.

However, in some cases, support staff may determine whether a student is unwilling or unable to pursue tutoring in a way that brings any benefit therefrom, or that the student's academic challenges do not proceed from an issue that can be adequately addressed by tutoring. When such cases apply to Class 2 or Class 3 students, the support staff will report this observation to the VPAA, who will determine an alternative course of action.

## **REQUIREMENTS:**

Class 1 students are under no expectations as to the duration or frequency of their tutoring and may use academic support services on an as-needed basis. However, Class 2 and Class 3 students will be required to persist in tutoring until (a) better academic performance is indicated by observable markers, such as grades, attendance, etc., or (b) academic support services staff indicate that the student has benefited enough from tutoring to be dismissed. There is no prescribed requirement for the duration or frequency of sessions needed to reach these goal(s); instead, this will be determined by the support staff and student.

In some cases, students may exhibit behaviors that hinder their ability to continue successfully with tutoring. Such behaviors may include, but are not limited to, the following:

- Lack of motivation and/or concentration in tutoring sessions.
- Failure to respond to emails, texts, and other forms of communication regarding tutoring.
- Failure to attend scheduled tutoring sessions, or to complete assignments between sessions.

In such instances, the support staff will recommend that the student be withdrawn administratively from the tutoring program and referred instead for academic discipline.

## **DISCIPLINE:**

Class 2 and Class 3 students exhibiting poor academic performance must continue with tutoring until performance is improved, as noted above. If the student fails to comply, administrative consequences will follow, which may include dismissal from the class for which the student was referred. Additionally, if the student also participates in athletics, the VPAA will inform the coaching staff of the student's particular sport, and the staff are expected to discipline the student athlete with consequences that impact both official competition time as well as practice time and other team privileges.

## ***CAREER EXPLORATION, GUIDANCE, AND PLACEMENT***

Career services, in terms of resume writing and mock interviews, are embedded in course and program content. College staff members encourage learners to create a LinkedIn profile, to pursue volunteer and internship opportunities related to the student's career interests, to attend on-campus job fairs, to generate and maintain a list of professional contacts and references, to schedule mock interviews, and to complete a graduate survey. Student support services both offer employment referral services for many local employers who are seeking qualified employees as well as partnering with city and county offices. The Office of the Director of Student Services serves as a clearinghouse for local employers and college alumni seeking workers.

## ***COUNSELING SERVICES***

Champion Christian College faculty and staff understand that student success extends beyond addressing the academic needs of students. In many situations, the degree of stability in a student's

life also impacts their college success. CCC is committed to dealing with the affective and spiritual needs of students. Student Services offer short-term crisis intervention counseling services, as well as spiritual guidance. The use of the Counseling Services is encouraged and will increase self-confidence, improve relationships, help students achieve educational goals, and aid students in making good decisions for their emotional, intellectual, physical, and spiritual well-being.

Students who have on-going, long-term, or therapeutic needs are referred to community agencies for assistance. Student Support Services maintains a list of available community providers for professional assistance and will initiate contact with the mental health providers and transport students, when necessary, to these service providers. Students who are enrolled remotely in Distance Education may request a referral(s) for assistance in their place of residence.

Student Support Services offers awareness and educational seminars which recognize the signs and risk factors in order to prevent attempted suicides, present the distinct characteristics of drug and alcohol abuse, and caution students and staff against the behaviors within a relationship that define violence against women and sexual abuse.

## ***FRESHMAN YEAR EXPERIENCE***

**Orientation:** For all of our new students at Champion Christian College, orientation activities commence their college experience. Students involved in orientation can learn higher education expectations and college culture, experience spiritual growth, accept personal responsibility and ownership, and seek out resources. The purpose of Champion's orientation program is fivefold: (1) to create a sense of ease for our students by familiarizing them with the physical campus; (2) to introduce the concept of interdependence in the context of meeting faculty, staff, and students; (3) to educate new students on college culture, policies, and procedures; (4) to train students in the location and usage of campus resources; and (5) to introduce new students to the student information system. All students, new and returning, attend the morning portion of orientation. It begins with a breakfast in which returning students, faculty, and staff informally meet and greet the new learners. While all students receive a basic orientation to Populi which serves as the Student Information System (SIS) and Learning Management System (LMS), distance education students will receive added orientation and tutorials for engaging coursework and assignments remotely.

**Principles of Collegiate Success:** The subject of this class is SUCCESS! **Principles of Collegiate Success** focuses on developing behaviors that lead to college and degree completion and provides remedies for many of the issues students face. Students enrolled in this course learn many proven strategies for creating greater academic, professional, spiritual, and personal success. The topics covered are accepting personal responsibility, acquiring self-motivation, and gaining greater control over outcomes created both in college and in life. Understanding what is expected of college students and how to use this knowledge to enjoy success in relationships with peers, instructors, and college personnel is an important component of this course.

## ***STUDENT ACADEMIC READINESS: COURSE PLACEMENT ASSESSMENT***

Course placement assessments in the areas of reading, writing, and mathematics are required for enrollment in certain courses. The ACT, SAT, or an accepted placement test can be used for this purpose. Students who test below the prerequisite score for the course are enrolled into transitional courses to ensure academic success.

## Course Placement Thresholds

The following chart indicates placement in English, Math and Reading:

| SUBJECT                                  | ACT   | Accuplacer | SAT      |
|------------------------------------------|-------|------------|----------|
| <b>READING</b> (Critical Reading SAT)    |       |            |          |
| No Reading course required               | 19    | 248        | 990      |
| ENG 0213 - College Reading (Fall)        | 15-18 | 235-247    | 830-980  |
| <b>ENGLISH</b>                           |       |            |          |
| ENG 1013 – English Composition I         | 19    | 248        | 990      |
| ENG 0303 - English Fundamentals (Spring) | 15-18 | 235-247    | 830-980  |
| <b>MATH</b>                              |       |            |          |
| MTH 1213 - College Algebra               | 21    | 255        | 1060     |
| MTH 0113 - Intermediate Algebra          | 15-20 | 235-254    | 830-1050 |

## SECTION IV: STUDENT LIFE



“Teacher, which is the great commandment in the Law?” And he [Jesus] said to him, “You shall love the Lord your God with all your heart and with all your soul and with all your mind. This is the great and first commandment. And a second is like it: You shall love your neighbor as yourself.” Matthew 22:36 (ESV)

“For the love of Christ compels us, because we judge thus: that if One died for all, then all died;” 2 Corinthians 5:14 (NKJV)

“And he gave the apostles, the prophets, the evangelists, the shepherds and teachers, to equip the saints for the work of ministry, for building up the body of Christ, until we all attain to the unity of the faith and of the knowledge of the Son of God, to mature manhood, to the measure of the stature of the fullness of Christ, so that we may no longer be children, tossed to and fro by the waves and carried about by every wind of doctrine, by human cunning, by craftiness in deceitful schemes. Rather, speaking the truth in love, we are to grow up in every way into him who is the head, into Christ, from whom the whole body, joined and held together by every joint with which it is equipped, when each part is working properly, makes the body grow so that it builds itself up in love.” Ephesians 4:11-16 (ESV)

“And Jesus came and said to them, “All authority in heaven and on earth has been given to me. Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age.” Matthew 28:18-20 (ESV)

## ***STUDENT HANDBOOK***

Much information and specific details for the student's campus life, as well as other academic and financial policies, are not included in this catalog. The student is expected to read and agree to the policies in the publication called Student Handbook at the beginning of every academic year. For topics and questions not addressed in the catalog, the administration and the students should refer to the Handbook.

## ***SOCIAL LIFE***

Social life plays an important role in the lives of CCC students. This college is a place to develop lifelong friendships among resident and remote students while participating in a myriad of college functions. Whether Champion students are "hanging out" in the dormitories or sitting together with friends in Capachi's Café, they are sure to create lasting memories. Champion provides a variety of opportunities for social interaction.

## ***STUDENT CONDUCT***

Students enrolled at Champion Christian College are expected to conduct themselves in a manner set by God in the Scriptures. Students are expected to assume responsibility for their actions, to respect and reflect on the welfare of others in the campus community, and to consider the reputation of the college. CCC reserves the right to counsel and if needed take disciplinary action against a student who violates scriptural guidelines. The preferred goal is to counsel students on accountability, on a plan for behavior redirection, and on delineation of consequences associated with continuing the current inappropriate behaviors.

CCC believes in the principles set by the Scriptures on sexuality. The marriage union is between a man and a woman, and intimate sexual relationships is reserved for this union. Therefore, students should not engage in such behavior outside the marriage covenant.

Men and women are not allowed to visit the personal living area or dormitory of the opposite sex unless special permission has been granted by CCC.

Students are further expected to act in a Christ-like manner and conform to college rules as well as local, state, and federal laws. For all policies pertaining to student conduct refer to the student handbook code of conduct.

## ***RESIDENCE LIFE AND DINING SERVICES***

Living in Hancock Hall offers Champion students many benefits including the opportunities to grow spiritually with students from culturally diverse backgrounds, to build solid friendships, to grow and live in consideration of others, to exercise leadership skills, and to live together harmoniously in close proximity in a way that exhibits real Christian community.

Dorm life is meant to truly be a home away from home for our students. Student satisfaction with their dorm experience parallels a high level of contentment with the quality of food, care and concern of the directors and resident assistants. The resident assistants participate in the process of roommate selection, and of communication of policies and rules associated with dorm life. The room and board package includes fifteen meals per week. These meals are served in a full-service commercial cafeteria.

All freshmen students entering Champion (with less than 30 credit hours) are expected to live in campus housing at least for the first academic year. Student athletes should plan to live in the Champion residential hall for the duration of their studies.

Second- through fourth-year students are required to pay a non-refundable deposit to secure a room and placement in an academic program. The actual fee amount for each year will be published through the website or can be obtained through the Financial Office. All deposits are applied to the student's balance. For further information see the Policy Manual updated 2024/25.

## ***SPIRITUALITY***

At Champion Christian College, we encourage students to view their spiritual experience as the essence of their existence and not to compartmentalize their spiritual experience. It is at the very core of who we are as a creation of God. Champion students can grow spiritually through actively participating in the evangelism efforts of Gospel Light Baptist Church. Students are encouraged to spend time each week to carry out the Great Commission, including presenting the Gospel to the lost, explaining the ordinance of baptism to the saved, and connecting the believer to the teaching of the Word through the local church.

Students are also given the opportunity to participate in a variety of ministries during their tenure at Champion. Through community service opportunities and small groups, students grow and mature in their leadership skills. Opportunities for community service and ministries are detailed in the Student Handbook which is distributed during orientation or can be obtained through Student Services, located on the second floor of the Champion Building.

Worship extends from chapel services to the classroom, from the dining hall to the athletic field and to the surrounding community. The lives of Champion students are influenced by uplifting, inspiring chapel services each week. This is a time to come together as a student body and to allow the Holy Spirit to minister to individual hearts while creating an environment of unity. Through internalizing the messages from chapel, Sunday services, and small group times, students grow and deepen their faith.

## ***ATHLETICS***

The purpose behind the sports programs at Champion Christian College is to produce Christian student athletes. The college operates with the mentality that students should be, first and foremost, Christians. Secondly, they are to pursue education. Thirdly, student athletes are able to participate in

intercollegiate sports including men's basketball, men's baseball, women's basketball, and women's softball as well as other sports that may be added in the future. Champion is a member of the American Christian College Athletes (ACCA) as well as the National Christian College Athletic Association (NCCAA).

The athletes are visible on campus, and as such they are expected to be campus leaders. Student athletes that are repeatedly penalized for chapel attendance may also be suspended from sports involvement indefinitely or until the administration determines that the problem is corrected. Student athletes are obligated to have a good testimony on and off the court or field of play. If at any time the administration determines that a student does not represent Christ and the college with the right spirit, that student will become ineligible to participate in the athletic program.

### **Student Athlete Eligibility**

Champion Christian College determines student athlete eligibility to be satisfied in parallel with the NCCAA guidelines so long as the following criteria is met: The student athlete must take a minimum of 24 credit hours per year and must pass 9 credit hours each semester.

## **SECTION V: POLICIES AND CONSUMER INFORMATION**

### ***ANNUAL CAMPUS SECURITY AND CRIME REPORT***

Champion Christian College's Annual Campus Security and Crime Report contains important information about safety and security on the campus and on property adjacent to the campus. This report includes but is not limited to the following: procedures for emergency notifications and timely warnings; missing persons protocol; sex offender registry procedures; sexual assault/violence against women; drug/alcohol awareness programs; reporting procedures for emergencies and criminal activities; crime statistics; and fire safety report. This report will be updated annually by October 1 and is available in the Office of the Director of Student Services.

### ***CAMPUS SEX CRIMES PREVENTION ACT***

Champion Christian College complies with the Campus Sex Crimes Prevention Act (section 1601 of Public Law 106-386). This federal law provides for the tracking of convicted, registered sex offenders who are working, volunteering, or enrolled as a student at an institution of higher education. The act requires that a mandated, registered sex offender provide notice to the institution of education at which he/she works, volunteers, or is a student. It also requires institutions of higher education to issue a statement advising the campus community where to obtain information concerning the names and levels of registered sex offenders. To inquire about registered sex offenders at Champion Christian College, contact the Office of the Director of Student Services.

### ***COMPLETION AND JOB PLACEMENT RATES***

Champion Christian College tracks student retention and completion rates as well as job placement rates. These rates are used for reporting to the Department of Education (DOE), the Arkansas Department of Higher Education (ADHE), Transnational Association of Christian Colleges and Schools (TRACS), for recruitment, marketing, and other reporting purposes. Information on job placement rates is updated on an annual basis and is available through the Office of the Director of Student Services. Retention rates are maintained by the Academic department.

### ***FREEDOM OF EXPRESSION AND RIGHT TO PEACEABLE ASSEMBLY***

All Champion Christian College students are expected to conduct themselves as accountable, respectful individuals. The college honors the right of the individual to free discussion of expression and petition, of diplomatic demonstration, and of peaceful assembly. However, in a community of Christian learners, willful disruption of the educational process, destruction of property, and interference with the rights of others cannot and will not be tolerated. Therefore, any student who willfully—by use of violence, force, coercion, threat, intimidation, or fear—obstructs, disrupts, or attempts to disturb the normal operations or function of the college, or who orally or in writing advises, procures, or incites others to do so, is subject to dismissal. The college reserves the right to approve and schedule the usage of facilities and classrooms for meetings, seminars, and assemblies. All CCC students are responsible for knowing and are expected to abide by the college policies, regulations, and procedures as published in the college catalog and handbook.

## ***ILLEGAL DRUG AND ALCOHOL ABUSE POLICY***

It is the policy of the Board of Trustees of Champion Christian College that the learning environment be free of illegal drugs and other addictive substances. Under the leadership of the Board of Trustees, CCC contests the unlawful manufacture, distribution, possession, or use of controlled substances by any employee, student, or visitor. All members of the college community, which includes the administration, faculty, staff, students and guests, will abstain from the consumption/use of alcohol, narcotics, and/or other controlled substances as well as the misuse of prescription drugs.

CCC is concerned with the continued wellness of its students and employees. The Director of Student Services is charged with incorporating drug-free awareness programs into the learning process of CCC students. These programs inform students and staff of the dangers and penalties of drug abuse as well as the availability of drug counseling and rehabilitation services. For confidential counseling and referral regarding drug/alcohol abuse, students may contact the Director of Student Services at (501)-623-2272.

The college also recognizes that employees as well as students can be afflicted by alcohol and drug dependence. Employees may contact the Executive Vice President's Office for referrals to treatment centers. Students and staff may also contact directly either Community Counseling Services at (501)-624-7111 or The Quapaw House at (501)-767-4491.

The college's Drug and Alcohol Abuse policy is detailed in the Student Handbook which is distributed at orientation or can be obtained through Student Services. Violation of this policy could lead to suspension, expulsion, termination, and, within the context of criminal activity, referral to law enforcement agencies.

## ***IMMUNIZATIONS***

All students attending classes on campus must provide proof of immunity to measles, mumps, and rubella (MMR) as well as proof of other immunizations as required by the state of Arkansas. A list of these immunizations as well as the conditions for legal exemptions are outlined in the Student Handbook provided to all accepted students and accessible to all students through the website.

## ***REPORTING EMERGENCIES, CRIMES, AND INCIDENTS ON CAMPUS***

For emergencies deemed life-threatening, immediately call 911. It is not necessary to dial 9 prior to 911 on college telephones. After initiating this telephone call, immediately notify the college administration or other college personnel, describing to them the nature of the emergency.

Students, faculty, staff, and visitors are highly encouraged to report any criminal activity on campus or near the college campus. For life-threatening criminal activity, individuals should call 911 immediately to report the crime.

Non-life-threatening accidents, illnesses, and incidences which occur on the campus of Champion

Christian College should be reported in a timely manner to the Office of the Director of Student Services, located on the second floor of Champion Building, either in person or by calling (501) 623-2272.

## ***EMERGENCY RESPONSE***

Champion Christian College's Emergency Response includes information about emergency guidelines and procedures, proactive initiatives, shelter in place and evacuation guidelines, as well as local and contingency planning. The College conducts emergency response exercises each year. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

## ***Title IX Sexual Harassment & Non-Discriminatory Grievance Policy***

*Revised: 8-26-25*

### **SECTION I: Introduction**

**1.1 Policy Statement:** Champion Christian College is committed to creating and maintaining a learning and working environment that is free from unlawful discrimination based on sex in accordance with and compliance to statute 34 C.F.R. § 106.45 Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in education programs or activities; Title VII of the Civil Rights act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act, Clery Act, and the Violence Against Women Act (VAWA). Sexual Harassment and Retaliation under this Policy will not be tolerated by Champion Christian College and is grounds for disciplinary action, up to and including, permanent dismissal from Champion Christian College and/or termination of employment. This Policy statement shall be read in conjunction with Champion Christian College's Sexuality Statement attached as *Appendix A*.

**1.2 Purpose:** Champion Christian College takes all reported sexual misconduct and harassment seriously. Champion will promptly discipline any individuals within its control who are found responsible for violating this Policy. Additionally, reported sexual misconduct and harassment that does not meet the definitions and jurisdiction of this Policy may be referred for review to the College President and to his Administration designee(s).

**1.3 Applicability:** This Policy applies to students and employees as follows:

- a. **To STUDENTS:** Where the Respondent is a student at Champion Christian College at the time of the alleged conduct, the alleged conduct includes Sexual Harassment under this Policy, the alleged conduct occurs in Champion Christian College's Education Program and Activity, the alleged conduct occurs against a person in the United States, and the Complainant is participating in or attempting to participate in Champion's Education Program or Activity.
- b. **To EMPLOYEES:** Where the Respondent is an employee at Champion Christian College at the

time of the alleged conduct, where the alleged conduct includes Sexual Harassment under this Policy, the alleged conduct occurs in Champion's Education Program and Activity, the alleged conduct occurs against a person in the United States, and the Complainant is participating in or attempting to participate in Champion's Education Program or Activity.

**1.4 Title IX Coordinator and Key Officials.** The *Title IX Coordinator* is the Champion Christian College administrator who oversees Champion Christian College's compliance with Title IX. *Title IX Key Officials* assist any and all measures necessary by the Title IX Coordinator. The Title IX Coordinator is responsible for administrative response to reports and Formal Complaints of Sexual Harassment. The Title IX Coordinator is available to discuss the grievance process, coordinate supportive measures, explain Champion Christian College policies and procedures, and provide education on relevant issues. The Title IX Coordinator may designate one or more Title IX Key Officials to facilitate these responsibilities. Any employee and / or student of the Champion Christian College may contact the Title IX Coordinator with questions. Title IX Coordinator and Key Officials contact information is as follows:

**Mrs. Angel Ellison**, Title IX Coordinator  
Director of Student Services  
1.501.623.2272, EXT 410  
[angel.ellison@champion.edu](mailto:angel.ellison@champion.edu)

**Dr. Dennis Malone**, Title IX Key Official  
VP of Distance Education and Academics  
1.501.623.2272, EXT 404  
[dennis.malone@champion.edu](mailto:dennis.malone@champion.edu)

**Mr. Paul Lindley**, Title IX Key Official  
Academic Office Director  
1.501.623.2272, EXT 411  
[paul.lindley@champion.edu](mailto:paul.lindley@champion.edu)

**Mr. Deanthony Ellison**, Title IX Key Official  
Director of Athletics  
1.501.623.2272, EXT 505  
[deanthony.ellison@champion.edu](mailto:deanthony.ellison@champion.edu)

In addition to the Title IX Coordinator and Key Official(s), Champion Christian College appoints three additional assistants who have roles in the Formal Grievance process more fully explained in Sections 5 and 6 of this Policy:

- (1) investigators,
- (2) decision makers and
- (3) informal resolution facilitators.

*The Title IX Coordinator, Key Officials, investigators, decision-makers, and informal resolution facilitators will receive **annual training** in compliance with Title IX.* All administrators in these roles will not rely on sex stereotypes and will provide impartial investigations and adjudications of Formal Complainants of Sexual Harassment.

All materials used to train these administrators will be publicly made available on Champion Christian College's website in accordance with Title IX requirements. The Title IX Coordinator, Key Officials, investigators, decision-makers, and informal resolution facilitators shall not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent.

**1.5 Notification:** Champion Christian College will use electronic mail (email) for purposes of communication and notification under this Policy.

**1.6 Free Speech:** Freedom of speech and principles of academic freedom are central to the mission of institutions of higher education. Constitutionally protected expression cannot be considered Sexual Harassment under this Policy. Please see Section III (page 32) of the Faculty & Staff Handbook for Champion Christian College's Academic Freedom statement.

**1.7 Dissemination of Policy:** This Policy will be made available to all Champion Christian College administrators, faculty, staff, and students online at <https://champion.edu> and in Champion Christian College's Student Handbook as well as Faculty & Staff Handbook.

**1.8 Effective Date:** The effective date of this Policy is August 18, 2025.

**1.9 Retaliation and False Statements Prohibited:** Neither Champion Christian College or any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or this Policy or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy.

- a. Alleged violations of Retaliation will be referred to the College President and to his Administration designee(s) if allegedly committed by a student or an employee and thus to be investigated and resolved under the respective Code of Conduct.
- b. The exercise of rights protected under the First Amendment does not constitute retaliation prohibited under this Policy.
- c. Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this Policy does not constitute retaliation prohibited under Policy. However, a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

**1.10 Other College Policies:** This Policy takes precedence over other College policies and procedures

concerning Sexual Harassment under Title IX in the event of a conflict.

**1.11 Student or Employee Code of Conduct:** Alleged violations of the student or employee Code of Conduct that rise from the same events as alleged Sexual Misconduct under this Policy will be investigated and resolved under the grievance process in this Policy unless the Sexual Harassment has been dismissed under section 5.2 of this Policy.

## SECTION II: Definition of Terms

### **2.1 Definitions of Prohibited Conduct Under this Policy<sup>1</sup>**

**2.1.1 Sexual Harassment** means conduct on the basis of sex that satisfies one or more of the following:

- (1) An employee of the recipient conditioning the provision of an aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct;
- (2) Unwelcome conduct determined by a Reasonable Person to be so severe<sup>2</sup>, pervasive, and objectively offensive that it effectively denies a person equal access to the recipient's education program or activity; or
- (3) Sexual Assault, Dating Violence, Domestic Violence or Stalking as defined in this Policy.

**2.1.2 Sexual Assault** means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation, including Rape, Fondling, Incest, and Statutory Rape as defined in this Policy.

**2.1.3 Rape** means the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the Consent of the victim.

**2.1.4 Fondling** means the touching of the private body parts of another person for the purpose of sexual gratification, without the Consent of the victim, including instances where the victim is incapable of giving Consent because of his/her age or because of his/her temporary or permanent mental Incapacity.

**2.1.5 Incest** means sexual intercourse between persons who are related to each other within the

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<sup>1</sup> See [www.arkansas.gov](http://www.arkansas.gov) for reference to Arkansas State Law Code and definitions that may apply to the definitions contained within this Policy.

<sup>2</sup> A **severe**, pervasive, and objectively offensive assessment includes, but is not limited to, a consideration of the frequency of the offensive conduct; the nature of the unwelcome sexual acts or words, such as whether the harassment was physical, verbal or both; whether the harassment was merely an offensive utterance; the number of victims involved and the relationship between the parties including, but not limited to, the ages of the harasser and the victim. In evaluating whether conduct is severe, pervasive, and objectively offensive, Champion Christian College will look at the totality of the circumstances, expectations, and relationships.

degrees wherein marriage is prohibited by law.

**2.1.6 Statutory Rape** means sexual intercourse with a person who is under the statutory age of Consent.

**2.1.7 Dating Violence** means violence committed by a person—

(A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

- The length of the relationship,
- The type of relationship,
- The frequency of interaction between the persons involved in the relationship.

Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

**2.1.8 Domestic Violence** includes felony or misdemeanor crimes of violence committed by:

- a current or former spouse or intimate partner of the victim;
- a person with whom the victim shares a child in common;
- a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- a person similarly situated to a spouse of the victim under the domestic or family violence laws of Arkansas; or
- any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of Arkansas.

**2.1.9 Stalking** means engaging in a Course of Conduct directed at a specific person that would cause a Reasonable Person to—

- fear for his or her safety or the safety of others; or
- suffer Substantial Emotional Distress.

## **2.2 Definitions Related to Sexual Harassment: Consent, Course of Conduct, Incapacitation, Reasonable Person, Substantial Emotional Distress**

**2.2.1 Consent** is affirmative, conscious, voluntary, and revocable. Consent to sexual activity requires of each person an affirmative, conscious, and voluntary agreement to engage in sexual activity.

It is the responsibility of each person to ensure they have the affirmative consent of the other to engage in sexual activity. Lack of protest, lack of resistance, or silence do not, alone, constitute consent. Affirmative consent must be ongoing and can be revoked at any time during sexual activity.

The existence of a dating relationship or past sexual relations between the Complainant and Respondent will never by itself be assumed to be an indicator of consent (*nor will subsequent sexual relations or dating relationship alone suffice as evidence of consent to prior conduct*).

The Respondent's belief that the Complainant consented will not provide a valid defense unless the belief was actual and reasonable. In making this determination, the decisionmaker will consider all of the facts and circumstances the Respondent knew, or reasonably should have known, at the time. In particular, the Respondent's belief is not a valid defense where:

- (1) The Respondent's belief arose from the Respondent's own intoxication or recklessness;
- (2) The Respondent did not take reasonable steps, in the circumstances known to the Respondent at the time, to ascertain whether the Complainant affirmatively consented; or
- (3) The Respondent knew or a reasonable person should have known that the Complainant was unable to consent because the Complainant was incapacitated, in that the Complainant was:
  - asleep or unconscious;
  - unable to understand the fact, nature, or extent of the sexual activity due to the influence of drugs, alcohol, or medication;
  - unable to communicate due to a mental or physical condition.

**2.2.2 Course of Conduct** means two or more acts, including, but not limited to, acts in which the individual directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.

**2.2.3 Incapacitation** is a state beyond drunkenness or intoxication. A person is not necessarily incapacitated merely as a result of drinking, using drugs, or taking medication.

**2.2.4 Reasonable Person** means a reasonable person under similar circumstances and with similar identities to the victim.

**2.2.5 Substantial Emotional Distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

## 2.3 Other Defined Terms within the Policy

**2.3.1 Business Day** means any weekday not designated by Champion Christian College as a holiday or administrative closure day. When calculating a time period of business days specified in this Policy, the business day of the event that triggers a time period is excluded.

**2.3.2 Complainant** means an individual who is alleged to be the victim of conduct that could constitute sexual harassment. Complainants and Respondents are referred to collectively as “*parties*” throughout this Policy.

**2.3.3 Confidential Employees** means an individual who will not report any information about an incident to the Title IX Coordinator without the Complainant’s permission.

**2.3.4 Disciplinary Sanctions** are imposed only after a finding of responsibility through the grievance process or an agreement through the informal resolution process.

**2.3.5 Education Program or Activity** includes locations, events, or circumstances over which Champion Christian College exercises substantial control over both the Respondent and the context in which the Sexual Harassment occurs. This includes conduct that occurs on Champion Christian College property, during any Champion Christian College activity, or in any building owned or controlled by a student organization that is officially recognized by Champion Christian College.

**2.3.6 Formal Complaint** means a document filed by a Complainant or signed by the Title IX Coordinator alleging Sexual Harassment against a Respondent and requesting that Champion Christian College investigate the allegation of Sexual Harassment.

**2.3.7 Official with Authority** means an individual who has the authority to institute corrective measures and is required to report Sexual Harassment to the Title IX Coordinator. Officials with authority are limited to the following positions: Title IX Coordinator and Key Official(s).

**2.3.8 Parties** refers to the Complainant and Respondent under this Policy.

**2.3.9 Remedies** are designed to restore or preserve equal access to Champion Christian College’s Education Program or Activity. Remedies may include but are not limited to the same individualized services as Supportive Measures; however, Remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent.

**2.3.10 Respondent** means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment. Complainants and Respondents are referred to collectively as “*parties*” throughout this Policy.

**2.3.11 Responsible Employee** means any individual who is employed by Champion Christian

College and not deemed to be a Confidential Employee. Responsible Employees are required by Champion Christian College to report Sexual Harassment to the Title IX Coordinator promptly upon receiving a report of a Sexual Harassment.

**2.3.12 Retaliation** means intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or Sexual Harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or Formal Complaint of Sexual Harassment, for the purpose of interfering with any right or privilege secured by Title IX or this Policy.

**2.3.13 Supportive Measures** means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent before or after the filing of a Formal Complaint or where no Formal Complaint has been filed.

Such measures are designed to restore or preserve equal access to Champion Christian College's Education Programs or Activities without unreasonably burdening the other party, including measures designed to protect the safety of all parties or Champion Christian College's educational environment, or deter sexual harassment.

Supportive measures may include, but are not limited to, counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.

### **SECTION III: Reporting Sexual Harassment and Preservation of Evidence**

#### **3.1 Reporting to Champion Christian College**

**3.1.1 Reporting to Title IX Coordinator:** Reports of Sexual Harassment may be made to the Title IX Coordinator in any of the following ways, by anyone, at any time: email, phone, online form, mail. Reports may be made to the Title IX Coordinator in person at the Title IX Office during normal business hours. After Title IX Sexual Harassment has been reported to the Title IX Coordinator, the Title IX Coordinator will promptly offer Supportive Measures to the Complainant, regardless of whether the Complainant was the reporter of the Sexual Harassment.

**3.1.2 Reporting to Officials with Authority:** The following positions are Officials with Authority: Title IX Coordinator and Key Officials. If they are notified of Sexual Harassment, they will promptly respond to the report of Sexual Harassment.

**3.1.3 Reporting to Confidential Employees:** Champion Christian College's Christian Studies Degree Program Lead Faculty is a Confidential Employee under this policy. Reports made to

Confidential Employees are considered confidential reports and will not be reported to the Title IX Coordinator without the Complainant's permission and will not constitute actual notice to Champion Christian College of the alleged sexual harassment. These employees are, however, obligated to submit reports not directly received from the Complainant. The Christian Studies Degree Program Chair contact information is as follows:

Dr. Elsen Portugal  
Chair of Christian Studies  
[Eportugal19@champion.edu](mailto:Eportugal19@champion.edu)

**3.1.4 Reporting to Responsible Employees:** Employees who are not defined as Confidential Employees are required to report Sexual Harassment to the Title IX Coordinator, who will respond to the Sexual Harassment.

**3.1.5 Anonymous Reporting:** Anonymous reports may be made by phone or in writing with the Title IX Coordinator (see *section 1.4*). Your decision to remain anonymous, however, may greatly limit the Champion Christian College's ability to stop the alleged conduct, collect evidence, or take action against parties accused of violating this Policy.

**3.2 Reporting to Law Enforcement:** Reports may be filed with local law enforcement agencies. Respectively, Law enforcement investigations are separate and distinct from Champion Christian College investigations. The Title IX Coordinator can assist with contacting law enforcement agencies, such as:

**City of Hot Springs Police Department**  
641 Malvern Avenue  
Hot Springs, Arkansas 71901  
1.501.321.6789  
<https://www.hotspringsar.gov/359/Police>

**3.3 Reporting to Outside Agencies:** Students and employees may report to external agencies:

**A. Students:**

**(1) Transnational Association of Christian Colleges and Schools (TRACS)**

P. O. Box 328, Forest, VA 24551  
1(434)-525-9539  
[info@tracs.org](mailto:info@tracs.org)

Directions for filing are found at:

- TRACS Complaint Policy and Procedures  
<https://a8a4b638-e62a-455d-b69e->

[5dadf33603a4.usrfiles.com/ugd/a8a4b6\\_e41f4db86cae4b3dad0d535171b123d3.pdf](https://5dadf33603a4.usrfiles.com/ugd/a8a4b6_e41f4db86cae4b3dad0d535171b123d3.pdf)

- TRACS Complaint Information Sheet

[https://www.tracs.org/\\_files/ugd/a8a4b6\\_fc5a7fa572704771a928796e34f3351e.pdf](https://www.tracs.org/_files/ugd/a8a4b6_fc5a7fa572704771a928796e34f3351e.pdf)

- TRACS Complaint Form

<https://www.tracs.org/complaints>

## **(2) Arkansas Division of Higher Education (ADHE)**

Students must follow the institution's published student grievance process before contacting the Arkansas Division of Higher Education (ADHE). Grievances regarding student grades or conduct violations are governed entirely by institutional policy and Arkansas law and will not be considered by ADHE. If a student must report an unresolved grievance, the student may contact ADHE. Resolutions by ADHE are final. Students must submit a written grievance to ADHE. The grievant must also provide written documentation from the College / university verifying that the institution's appeal process has been followed. Below is a link to the ADHE online grievance form. <https://adhe.edu/students-parents/student-grievance-form>

## **(3) Department of Education**

Students must follow the institution's published student grievance process before contacting the U.S Department of Education ((USDE). Grievances regarding student grades or conduct violations are governed entirely by institutional policy and Arkansas law and will not be considered by USDE. Students must submit an electronic grievance form to USDE. The grievant must also provide written documentation from the college / university verifying that the institution's appeal process has been followed. Below is the link to the USDE electronic grievance form. <https://www.ed.gov/laws-and-policy/civil-rights-laws/file-complaint>.

Additionally, Champion Christian College complies fully with the Family Educational Rights and Privacy Act (FERPA) of 1974, which protects the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data. As a rule, a student's academic record is confidential and will not be released to unauthorized persons without written approval from the student. Directory-type information, including name, photograph, degree, enrollment status, participation in recognized activities and sports, degrees, honors, scholarships, and awards is considered public information and may be made available unless the student requests nondisclosure for the enrollment period. A student has the right to file a complaint with the U.S. Department of Education concerning failures of the College to maintain the requirements of FERPA at <https://studentprivacy.ed.gov/file-a-complaint>.

The Director of Student Services is available to explain the formal grievance process and guide the grieved student therein. The Student Services Office is located on the 2nd floor of Champion Hall.

Champion maintains records in the office of Student Services.

**B. Employees:**

**(1) United States Equal Employment Opportunity Commission (EEOC)**

Champion Christian College complies with the EEOC. An employee of the College has the right to file a complaint against the institution. For general information about the laws EEOC enforces and filing a charge, an employee may call 1-800-669-4000, 1-800-669-6820 (TTY for Deaf/Hard of Hearing callers only), 1-844-234-5122 (ASL Video Phone for Deaf/Hard of Hearing callers only), or [info@eeoc.gov](mailto:info@eeoc.gov). For any specific accusation against the College of employment discrimination, visit the EEOC Public Portal at <https://publicportal.eeoc.gov/Portal/Login.aspx>. An employee can also locate an EEOC jurisdictional office location listing by State at <https://www.eeoc.gov/field-office>.

**(2) Arkansas Human Rights Commission (AHRC)**

Champion Christian College complies with the AHRC. An employee of the College has the right to file a grievance against the institution in person at any DHS office or by phone, email, or mail as follows:

- Phone: 501-320-6352
- Email: [dcocivilrightscomplaints@dhs.arkansas.gov](mailto:dcocivilrightscomplaints@dhs.arkansas.gov)
- Mail: 108 E. 7<sup>th</sup> Street, P.O. Box 1437, Slot N101, Little Rock, AR 72203-1437

**3.6 Time Limits on Reporting:** There are no time limits on reporting Sexual Harassment to the Title IX Coordinator or Champion Christian College. If the Respondent is no longer subject to Champion Christian College's Education Program or Activity or significant time has passed, Champion Christian College will have limited ability to investigate, respond and/or provide disciplinary remedies and sanctions.

**3.7 Champion Christian College Federal Reporting Obligations:** Certain Champion Christian College employees, called Campus Security Authorities, have a duty to report certain incidents of misconduct to comply with the Clery Act. Campus Security Authorities are not required to report personally identifiable information for Clery Act purposes, but statistical information must be sent regarding the type of incident that occurred and its general location (*e.g., on or off-campus*) for publication in an annual report of crime statistics, called the Annual Security Report. Statistics published in the Annual Security Report help to provide the campus community with a clearer picture of the extent and nature of campus crime, but the statistics do not personally identify Complainants or Respondents. Reports by Campus Security Authorities are not official police reports and do not initiate criminal investigations.

When Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking are reported under the Clery Act, Champion Christian College must issue timely warnings for such incidents that pose a serious or

continuing threat of bodily harm or danger to members of the campus community. Champion Christian College will not disclose a Complainant's name and other identifying information in a timely warning but will provide sufficient information for Champion Christian College community members to make informed safety decisions in response to potential danger.

**3.8 Preservation of Evidence:** Champion Christian College recognizes that a Complainant may need time to decide whether to report an incident of Sexual Harassment to the police and/or Champion Christian College. The purpose of this section is to provide Complainants with suggestions on preserving evidence while they decide whether to report an incident. Champion Christian College encourages Complainants, as soon as possible after experiencing Sexual Assault to take steps to preserve evidence such as:

- Have a forensic sexual assault nurse examination performed as soon as possible after the incident, but no later than 72-96 hours after the incident;
- When possible, prior to having a forensic sexual assault nurse examination performed, avoid: changing clothing, bathing, showering, using a douche, using the bathroom, brushing one's teeth, drinking liquids, washing one's hands or face, or combing one's hair;
- Preserve any clothing, sheets, or other materials (items containing bodily fluids should be stored in cardboard boxes or paper bags);
- Preserve or capture electronic communications such as text messages, e-mails, social media posts or exchanges (e.g., *Snapchat*, *Facebook*, *Instagram*; *Twitter*; etc.);
- Preserve or capture video, audio (e.g., voice mail messages), or photographs, including those stored on smartphones or other devices; and
- Preserve any other physical, documentary, and/or electronic data that might be helpful to an investigator.

#### **SECTION IV: Initial Response to Reported Sexual Harassment**

**4.1 Upon receipt:** If a report of Sexual Harassment is received by Champion Christian College, the Title IX Coordinator will promptly contact the Complainant, regardless of whether the Complainant was the individual who initiated the report. During the initial contact with the Complainant, the Title IX Coordinator will:

- Provide the Complainant with notice of their rights and options.
- Explain the process for filing a Formal Complaint.
- Explain the Grievance Process.
- Discuss the availability of Supportive Measures regardless of whether a Formal Complaint is filed.
- Consider the Complainant's wishes with respect to Supportive Measures.

#### **SECTION V: Formal Complaint**

Champion Christian College will investigate all allegations of Sexual Harassment in a Formal Complaint.

## 5.1 Filing a Formal Complaint: A Formal Complaint must:

- (1) Contain an allegation of Sexual Harassment against a Respondent
- (2) Request that Champion Christian College investigate the allegation
- (3) Be signed by the Complainant or Title IX Coordinator

In limited circumstances, if a Complainant does not sign a Formal Complaint, the Title IX Coordinator or Key Official(s) may sign a Formal Complaint. In determining whether to sign a Formal Complaint, the Title IX Coordinator or Key Officials will consider factors that include but are not limited to:

- Whether there have been other reports of Sexual Harassment or other relevant misconduct concerning the same Respondent;
- Whether or not the incidents occurred while the Respondent was a Champion Christian College student or employee;
- Whether the Respondent threatened further Sexual Harassment or other misconduct against the Complainant or others;
- Whether the alleged Sexual Harassment was committed by multiple perpetrators;
- The nature and scope of the alleged Sexual Harassment including whether the Sexual Harassment was perpetrated with a weapon;
- The ages and roles of the Complainant and the Respondent;
- Whether Champion Christian College can pursue the investigation without the participation of the Complainant (e.g., *whether there are other available means to obtain relevant evidence of the alleged Sexual Harassment such as security cameras or physical evidence*);
- Whether the report reveals a pattern of perpetration (e.g., *perpetration involving illicit use of drugs or alcohol*) at a given location or by a particular group.

## 5.2 Dismissal of a Formal Complaint

**5.2.1 Required Dismissal:** The Title IX Coordinator will dismiss a Formal Complaint for purposes of Sexual Harassment if:

- (1) The conduct alleged in the Formal Complaint would not constitute Sexual Harassment as defined in this Policy even if proved;
- (2) The conduct alleged did not occur in Champion Christian College's Education Program or Activity; or
- (3) The Conduct alleged in the Formal Complaint did not occur against a person in the United States.

If a Formal Complaint is dismissed under this section and the Respondent is a student, the matter will be sent to the Director of Student Services for review to decide whether the matter will be pursued under the Champion Christian College Code of Conduct.

Dismissal of a Formal Complaint does not preclude action under any other provision of Champion Christian College's Code of Conduct. If a Formal Complaint is dismissed under this section the matter may be referred for review to the Director of Student Services if allegedly committed by a student or the College President for staff under the respective Code of Conduct.

**5.2.2 Permissive Dismissal:** The Title IX Coordinator may dismiss a Formal Complainant or any allegations within the Formal Complaint, if at any time during the investigation or hearing:

- (1) A Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the formal complaint or any allegations within the Formal Complaint,
- (2) The Respondent is no longer enrolled or employed by Champion Christian College, or
- (3) Specific circumstances prevent Champion Christian College from gathering evidence sufficient to reach a determination as to the Formal Complaint or allegations within the Formal Complaint.

**5.2.3 Appeal of Dismissal:** Either party may appeal the dismissal of a Formal Complaint or any allegations therein. Please reference Section 7 herein for the basis and the process for appeals.

**5.3 Consolidation of Formal Complaints:** The Title IX Coordinator may consolidate Formal Complainants as to allegations of Sexual Harassment against more than one Respondent or by more than one Complainant against one or more Respondents where the allegations arise out of the same facts or circumstances.

## **SECTION VI: Grievance Process**

The grievance process within this Policy is designed to treat Complainants and Respondents equitably by providing Remedies to a Complainant where a determination of responsibility for Sexual Harassment has been made against the Respondent and by complying with this section before the imposition of any Disciplinary Sanctions against a Respondent.

### **6.1: General Grievance Process Information:**

**6.1.1 Burden of Proof and Burden of Gathering Evidence:** All investigations and proceedings, including hearings, relating to Sexual Harassment will be conducted using a "preponderance of the evidence" (more likely than not) standard. The burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on Champion Christian College, not the parties.

**6.1.2 Presumption of Not Responsible:** The Respondent is presumed to be not responsible for the alleged conduct until a determination regarding responsibility is made at the end of the grievance process.

**6.1.3 Time Frames for Grievance Process:** The grievance process will be completed within one

hundred and twenty (120) business days. Temporary delays and/or extensions of the time frames within this Policy may occur for good cause. Written notice will be provided to the parties of the delay and/or extension of the time frames with explanation of the reasons for such action. Examples of good cause for delay/extensions include but are not limited to considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.

**6.1.4 Medical Records:** Champion Christian College will not access, consider, disclose, or otherwise use party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless Champion Christian College obtains that party's voluntary, written permission to do so for the grievance process within the Policy.

**6.1.5 Privileged Information:** Champion Christian College will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding the privilege has waived the privilege.

**6.1.6 Range of Disciplinary Sanctions and Remedies:** Disciplinary Sanctions and Remedies for matters involving a Student Respondent can be found in the Student Handbook. For matters involving Faculty and Staff Respondents they can be found under the Faculty & Staff Handbook.

**6.1.7 Notice of Meetings, Interviews, and Hearings:** Parties and witnesses will be provided notice of any meeting, interview, and/or hearing with sufficient time to prepare to participate. This notice will include the date, time, location, participants and purposes of the meeting, interview and/or hearing.

## **6.2 Notice of Allegations:**

Upon receipt of a Formal Complaint, the investigator will provide Notice of Allegations to the parties who are known. The Notice of Allegations will include:

- (1) Notice of Champion Christian College's grievance process;
- (2) Notice of the party's rights and options;
- (3) Notice of Champion Christian College's informal resolution process and options;
- (4) Notice of the allegations of Sexual Harassment including:

- The identities of the parties involved in the incident, if known,
- The conduct allegedly constituting Sexual Harassment, and
- The date and location of the incident, if known.

(A) Notice that the Respondent is presumed not responsible of the alleged conduct

and that a determination regarding responsibility is made at the conclusion of the grievance process.

(B) Notice that the parties may have an advisor of their choice, who may be, but is not required to be an attorney, and that the advisor may inspect and review evidence as explained in section 6.4.4 of this Policy.

(C) Notice of the Champion Christian College's Code of Conduct provision that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

The Notice of Allegations will be updated, and written notice provided to the parties if at any time during the investigation, Champion Christian College decides to investigate allegations about the Complainant or Respondent that are not included in the initial Notice of Allegations.

### **6.3 Investigation of Formal Complaint**

Champion Christian College will conduct an investigation following a Formal Complaint and Notice of Allegations. During all meetings and interviews the parties may be accompanied by an *advisor* of their choice, which can be, but is not required to be an attorney. During the investigation stage of the grievance process, the advisor's role is limited to assisting, advising, and/ or supporting a Complainant or Respondent. An advisor is not permitted to speak for or on behalf of a Complainant or Respondent, appear in lieu of a Complainant or Respondent during the investigation phase of the grievance process.

**6.3.1 Equal Opportunity to Provide Information and Present Witnesses:** Each party will be provided an equal opportunity to provide information to the investigator and present witnesses for the investigator to interview. The information provided by the parties can include inculpatory and exculpatory evidence. The witnesses can include both fact witnesses and expert witnesses.

**6.3.2 Equal Opportunity to Inspect and Review Evidence:** Each party will be provided an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the Formal Complaint, including evidence upon which Champion Christian College does not intend to rely upon in reaching a determination regarding responsibility. This review includes inculpatory and exculpatory evidence that is obtained by a party, witness, or other source. Each party and their advisor (if any) will be provided an electronic copy of the evidence for inspection and review. The parties will have ten (10) business days to review and submit a written response to the investigator. The investigator will consider the written responses prior to completing an investigative report. All evidence provided during the inspection and review phase will be available at any hearing for the parties to use during the hearing, including for purposes of cross examination.

**6.3.3 Investigative Report:** Following the opportunity to inspect and review evidence directly related to the allegations raised in the Formal Complaint, the investigator will create an investigative report that fairly summarizes relevant evidence obtained during the investigation.

**6.3.4 Review of the Investigative Report:** At least ten (10) business days prior to a hearing, the investigator will provide each party and the party's advisor (if any) an electronic copy of the investigative report for their review and written response.

**6.3.5 Investigation Timeframe:** The investigation of a Formal Complaint will be concluded within 90 days of the filing of a Formal Complaint. The parties will be provided updates on the progress of the investigation, as needed.

## **6.4 Live Hearing:**

After the investigation, Champion Christian College will provide for a live hearing for all Formal Complaints of Sexual Harassment that have not been dismissed per section (include section for dismissal here) or resolved by informal Resolution under section (include section for informal resolution here). At the request of either party, or at the discretion of the Title IX Coordinator, Champion Christian College will provide for the live hearing to occur with the parties located in separate rooms with technology enabling the decision-maker and parties to simultaneously see and hear the other party or witness answering questions.

**6.4.1 Information at the Hearing:** The following information/evidence will be available in electronic form at the hearing:

- (1) Evidence from the investigation, including the evidence directly related to the allegations that was reviewed by the parties, regardless of whether it was incorporated into the report.
- (2) The investigation report and any attachments/appendices.

**6.4.2 Decision-maker:** The decision-maker(s) will be appointed by Champion Christian College and will not be the Title IX Coordinator or investigator. The decision-maker(s) will be trained, impartial, and without a conflict of interest. The decision-maker(s) will be a Champion Christian College employee or external individual designated by Champion Christian College.

**6.4.3 Challenge to the decision maker:** Either party may challenge the appointment of a decision-maker, based on conflict of interest or bias, in writing to the Title IX Coordinator, no less than five (5) business days prior to the scheduled hearing.

**6.4.4 Advisor's Role at the Hearing:** Each party must have an advisor present at the hearing. The advisor's role is limited to supporting, advising, and assisting the party during the hearing and conducting questioning (cross-examination) of participants. Advisors are required to follow rules of decorum enforced by the decision-maker. Failure to follow the rules of decorum by an advisor may result in removal of an advisor from the hearing. If a party does not have an advisor present at the live hearing, Champion Christian College will appoint the party with an advisor without fee or charge.

**6.4.5 Recording of the Hearing:** Champion Christian College will create an audio or audiovisual recording of all live hearings and make the recording available to the parties for inspection or review.

**6.4.6 Hearing Process Facilitator:** Champion Christian College may designate a hearing process facilitator to coordinate the hearing, including, but not limited to, coordination and scheduling of the

hearing; the logistics of physical or virtual rooms for parties and/or witnesses, including separation of the parties; ensuring all technology is working appropriately; ensuring the parties have access to electronic documents during the hearing; distributing materials; etc. The facilitator may also be the Title IX Coordinator. The facilitator may invite the parties and their advisors, separately, to a meeting prior to the hearing to review the hearing process for the purpose of ensuring a smooth hearing. This meeting is separate from the pre-hearing conference discussed below.

**6.4.7 Pre-Hearing Matters:** In order to streamline the hearing process, the decision-maker may request the submission of questions prior to the hearing through electronic submission and/or a pre-hearing conference.

**(1) Pre-Hearing Submission of Questions:** The decision-maker may request the parties submit questions, in writing, prior to the hearing. This submission does not preclude the advisor from asking additional questions live during the hearing. The decision-maker may allow for the pre-hearing submission of questions regardless of whether a pre-hearing conference occurs.

**(2) Pre-Hearing Conference:** The decision-maker may hold a pre-hearing conference to further streamline the live hearing, especially in complex cases involving multiple Complainants, Respondents and/or a significant number of witnesses. During the prehearing conference, parties and their Advisors will meet with the decision-maker separately to review written questions previously submitted and/or to submit, in writing, any questions they wish to ask during the live hearing so that the decision-maker can be prepared to respond to the relevancy of said questions during the live hearing. The decision-maker may discuss any preliminary relevancy determinations regarding submitted questions and/or discuss alternative ways in which to ask questions; however, the decision-maker will make any final relevancy determinations in real-time, orally, during the live hearing. This conference does not preclude the advisor from asking additional questions live during the hearing. At the pre-hearing conference, the decision-maker may also hear arguments regarding the relevance of the evidence identified in the investigation report as relevant or not relevant, and/or directly related to the allegations.

**(3) Hearing Documents:** The decision-maker or hearing facilitator will provide parties with a copy of all materials provided to the decision-maker about the matter.

**(4) Accommodation Requests:** Participants in need of disability-related accommodation

and/or interpretation services during the hearing must contact the Title IX Coordinator with said requests (5) five days prior to the hearing.

**6.4.8 Participants in the Hearing.** Participants at the hearing include the decision-maker, the investigator(s) who conducted the investigations, the parties, advisors to the parties, witnesses and anyone providing authorized accommodations. In addition, Champion Christian College may have a hearing facilitator present. Any witnesses scheduled to participate in the hearing must have been first interviewed by the investigator (s) or have provided a written statement or answered questions from the investigator in writing. The decision-maker will provide the names of all persons participating in the hearing to the parties at least seven (7) days prior to the live hearing.

**6.4.9 Hearing Process and Phases:** The live hearing will include the following phases:

**(1) Notice of Hearing:** After the investigative report has been completed and at least ten (10) business days prior to the date set for the hearing, the parties and their Advisors (if any) will be provided with a Notice of the Hearing. The Notice will include the date, time, location, name of the decision-maker, names of all participants in the hearing, and the location (virtual or in person) of the hearing.

**(2) Opening Statements:** Each party will have the opportunity to present an opening statement to the decision-maker.

**(3) Questioning of Hearing Participants (*Parties and Witnesses*):**

**(A) By the Decision-maker:** The decision-maker will ask initial questions of the participants at the hearing.

**(B) By the Advisors:** After the decision-maker asks questions of a participant, each party's advisor will be permitted to ask relevant questions and follow up questions orally, directly, and in real time of the participant. The parties are never permitted to ask questions of participants directly. The questioning of participants by advisors will be conducted in the following manner:

- A question is asked by an advisor
- Before participant answers the questions, the decisionmaker determines whether question is relevant
- If question is determined relevant by the decision-maker, the participant answers the question
- If the question is determined not to be relevant by the decision-maker, the decision-maker must explain the decision to exclude a question as not relevant.

**(C) Evidence and Questions Excluded:**

● **Sexual Predisposition or Prior Sexual Behavior of the Complainant:**

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

● **Privileged Information:** No person will be required to disclose information protected under a legally recognized privilege. The decision-maker must not allow into evidence or rely upon any questions or evidence that may require or seek disclosure of such information, unless the person holding the privilege has waived the privilege. This includes information protected by the attorney-client privilege.

● **Medical Records:** Evidence or records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, are not permitted to be used during a hearing unless the party provides voluntary, written permission to do so for the grievance process within this Policy.

(D) **Party or Witness Does Not Submit to Cross-examination:** If a party or witness does not submit to cross-examination by an advisor at the live hearing, the decision-maker will not rely on any statement of that party or witness in reaching a determination regarding responsibility. The decision-maker, however, will not draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.

(4) **Closing Statements:** Each party will have the opportunity to present a closing statement to the decision-maker.

**6.4.10 Determination Regarding Responsibility:** After the live hearing, the decision-maker(s) will issue a written determination regarding responsibility using the preponderance of the evidence standard. The decision-maker(s) will provide the Complainant and the Respondent with the written determination simultaneously. The determination regarding responsibility becomes final either on the date that Champion Christian College provides the parties with the written determination of the result of the appeal, if an appeal is filed, or, if an appeal is not filed, the date on which an appeal

would no longer be considered timely. The written notice will include:

- Identification of the allegations potentially constituting Sexual Harassment;
- A description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
- Findings of fact supporting the determination;
- Conclusions regarding the application of this Policy to the facts;
- A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions that Champion Christian College imposes on the Respondent, and whether remedies designed to restore or preserve equal access to Champion Christian College's education program or activity will be provided by Champion Christian College<sup>3</sup> to the Complainant; and
- The procedures and permissible bases for the Complainant and Respondent to appeal.

## **SECTION VII: Appeals**

Either party may appeal the determination regarding responsibility, or the dismissal of a Formal Complaint or any allegations therein within five (5) business days of the receipt of the determination regarding responsibility or dismissal. The appeals must be made in writing and delivered to the Title IX Coordinator.

**7.1 Basis for Appeal of Determination of Responsibility.** Appeals of the determination of responsibility may be made on the following basis:

- Procedural irregularity that affected the outcome of the matter;
- New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or
- The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter.

**7.2 Appeals of Dismissal of Formal Complaint.** Appeals of a dismissal of a Formal Complaint may be made on the following basis:

- The information contained in the Formal Complaint met the definition of Sexual Harassment including the Education Program or Activity under this Policy.
- The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter.

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<sup>3</sup> The Title IX Coordinator is responsible for the implementation of any remedies.

**7.3 Appeal Procedures:** If an appeal is submitted, Champion Christian College will:

- (1) Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties.
- (2) Ensure that the decision-maker for the appeal is not the same person as the decision maker that reached the determination regarding responsibility or dismissal, the investigator or the Title IX Coordinator.
- (3) Provide the non-appealing party with five (5) business days from receipt of the notification of appeal to submit a written statement in support of the outcome of the determination or dismissal.
- (4) Issue a written decision describing the result of the appeal and the rationale for the result which can be one of the following:
  - Affirm the decision-maker's determination regarding the Respondent's responsibility and affirm the disciplinary sanctions and remedies, if applicable;
  - Affirm the decision-maker's determination regarding the Respondent's responsibility and amend the disciplinary sanctions and remedies, if applicable;
  - Remand the process back to the hearing stage for the decision-maker to remedy any procedural irregularity or consider any new evidence;
  - Reverse the decision-maker's determination of the Respondent's responsibility and amend the disciplinary sanctions and remedies, if applicable; or
  - Affirm or amend the sanctions and/or remedies outlined in the determination issued under this Policy.
- (5) Provide the written decision simultaneously to both parties

**7.4 Appeal Timeframe:** The appellate decision-maker will release the written decision within twenty (20) business days of receiving the appeal.

## **SECTION VIII: Informal Resolution Process**

At any time after a Formal Complaint has been signed and before a determination regarding responsibility has been reached, the parties may voluntarily agree to participate in an informal resolution facilitated by Champion Christian College, that does not involve a full investigation and adjudication.

**8.1 Informal Resolution Notice:** Prior to entering the Informal Resolution Process, Champion Christian College will provide the parties a written notice disclosing:

- (1) The allegations;
- (2) The requirements of the informal resolution process, including the right of any party to withdraw from the informal resolution process and resume the grievance process and the circumstances which preclude parties from resuming a Formal Complaint arising from the same allegations;
- (3) Consequences resulting from the informal resolution process, including that the records will be maintained for a period of seven (7) years but will not be used by investigators or decision-makers if

the formal grievance process resumes.

**8.2 Informal Resolution Agreement.** Prior to entering the Informal Resolution Process, the parties must voluntarily agree, in writing to the use of the informal resolution process.

**8.3 Informal Resolution Availability.** The informal resolution process is not permitted to resolve allegations that an employee committed Sexual Harassment against a student.

**8.4 Informal Resolution Timeframe.** Informal Resolutions of a Formal Complaint will be concluded within 45 days of notice to Champion Christian College that both parties wish to proceed with the Informal Resolution process. Such notice that the parties wish to proceed with an Informal Resolution process will “pause” the counting of the timeframe to conclude the Grievance Process of this Policy, should the Informal Resolution process fail and the parties continue with the Grievance Process.

**8.5 Informal Resolution Documentation.** Any final resolution pursuant to the Informal Resolution process will be documented and kept for seven (7) years. However, no recording of the Informal Resolution process will be made and all statements made during the Informal Resolution process will not be used for or against either party (*and the decision-maker and/or Appellate decision-maker may not consider any such statement made during Informal Resolution*) should the parties resume the Grievance Process. Failure to comply with an Informal Resolution agreement may result in disciplinary action.

## **SECTION IX: Emergency Removal and Administrative Leave**

**9.1 Emergency Removal.** At any time after the Title IX Coordinator is on notice of Sexual Harassment, Champion Christian College may remove a Respondent on an emergency basis. Champion Christian College will only conduct an emergency removal after:

- (1) Undertaking an individualized safety and risk analysis,
- (2) Determining that an immediate threat the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment justifies removal, and
- (3) Providing the Respondent with notice and an opportunity to challenge the decision with the Title IX Coordinator, within two (2) business days following the removal.

**9.2 Administrative Leave:** Champion Christian College may place a non-student employee Respondent on administrative leave during the pendency of the grievance process in this Policy.

## **SECTION X: Recordkeeping**

Champion Christian College will maintain all the documentation related to reports of Sexual Harassment, Formal Complaints, the grievance process, and information resolution process for seven (7) years in accordance with state and federal records laws and requirements. The documentation of all records are private and confidential to the extent possible under law. Student records of the grievance process are disciplinary records under Family Education Rights and Privacy Act (*FERPA*). Employee

records of the grievance process are subject to the Freedom of Information Act (FOIA) and applicable state laws and included in the employee's official employment record.

## **SECTION X: Additional Conduct Violations Related to This Policy**

Alleged violations of the terms in this section will be sent to the Director of Student Services for *student* Respondents or to the College President for *faculty & staff* Respondents, for investigation and adjudication under the Champion Christian College Code of Conduct, as stated in either the College's Policy Manual, Student Handbook, or Faculty & Staff Handbook.

*Approved by the Board of Trustees: 8/26/25*

*Revised: 8-26-25*

### **Appendix A – Champion Christian College's Sexuality Statement**

#### **Students**

The College's most important expectations of students are precisely those made clear in the Bible. Violations of these include, but are not limited to, those who, whether knowingly, negligently, recklessly, or in any other way, participate in or promote the following:

Any kind of sexual immorality/impurity/perversion outside the biblical vision of marriage and sexuality (**Gen 1:26-30; 2:4-25**), such as premarital and extramarital relations, sexual harassment, pornography, same-sex romantic and/or sexual relations, or identification of one's sex/gender as something other than his or her birth/God-given sex (e.g., *transvestite, transgender, transsexual*) (see *Baptist Faith and Message Doctrinal Statement*; <https://bfm.sbc.net/bfm2000/#xvii>; <https://www.sbc.net/resource-library/resolutions/on-same-sex-marriage-and-civil-rights-rhetoric/>).

Champion Christian College students must regularly affirm and agree to follow Champion Christian's Standards of Conduct as expressed in the student handbook for admission, enrollment, employment, and/or housing. Violation of which will serve as grounds for discipline and/or removal.

#### **Administration, Faculty, and Staff**

The College's most important expectations of its administration, faculty, and staff are precisely those made clear in the Bible. Violations of these include, but are not limited to, those who, whether knowingly, negligently, recklessly, or in any other way, participate in or promote the following:

Any kind of sexual immorality/impurity/perversion outside the biblical vision of marriage and sexuality (**Gen 1:26-30; 2:4-25**), such as premarital and extramarital relations, sexual harassment, pornography, same-sex romantic and/or sexual relations, or identification of one's sex/gender as something other than his or her birth/God-given sex (e.g., *transvestite, transgender, transsexual*) (see *Baptist Faith and Message Doctrinal Statement*; <https://bfm.sbc.net/bfm2000/#xvii>; <https://www.sbc.net/resource-library/resolutions/on-same-sex-marriage-and-civil-rights-rhetoric/>).

[library/resolutions/on-same-sex-marriage-and-civil-rights-rhetoric/](#)).

Champion Christian College administration, faculty, and staff must regularly affirm and agree to follow Champion Christian's Standards of Conduct as expressed in Faculty & Staff Handbook. Violation of which will serve as grounds for discipline and/or removal.

## **STUDENT GRIEVANCE PROCEDURES AND POLICIES**

### **Student Complaint Procedures**

A complaint may be initiated by a student when he/she feels that they have been treated unjustly. To file a complaint regarding CCC or any of its staff and faculty, students should follow the procedures below:

1. First attempt to resolve the issue informally. If the informal process does not resolve the issue, the student may file a grievance in regard to the student discipline or academic issue which he/she believes impedes academic studies, student life, or spiritual growth.
2. Submit a Student Complaint Form. Forms can be found in the office of Student Services. The form should be turned in to the office of Student Services.
3. After receiving the complaint, the VP of Student Services will investigate the matter unless the complaint is against him/her. At that point, the Executive Vice President will be in charge of investigating the matter. The process may require contacting all parties involved including the student.
4. Once all the information has been gathered, the VP of Student Services will meet with the student and inform her/him of the outcome. Documentation of the results will be placed in the student's file, located in the Registrar's office.

If a student feels that he/she has not been treated fairly in the process outlined or that the issue has not been resolved, then he/she may report the incident to the following agencies:

### **Transnational Association of Christian Colleges and Schools (TRACS):**

The student may reach TRACS by mail at P. O. Box 328, Forest, VA 24551; by telephone at (434)-525-9539; or by E-mail at [info@tracs.org](mailto:info@tracs.org). Complaint policy, filing instructions and forms can be found at the TRACS site: <https://tracs.org/resources/>.

### **Arkansas Department of Higher Education (ADHE)**

Students must follow the institution's published student grievance process before contacting the Arkansas Department of Higher Education (ADHE). Grievances regarding student grades or conduct violations are governed entirely by institutional policy and Arkansas law and will not be considered by ADHE. If a student must report an unresolved grievance, the student may contact ADHE at [ADHE\\_Info@adhe.edu](mailto:ADHE_Info@adhe.edu). Resolutions by ADHE are final. Students must submit a written grievance to ADHE. The grievant also must provide written documentation from the college/university verifying that the institution's appeal process has been followed. Below is the ADHE grievance form.

- [ADHE Student Grievance Form](#)

### **Department of Education**

Students must follow the institution's published student grievance process before contacting the Federal Department of Education (ED). Grievances regarding student grades or conduct violations are governed entirely by institutional policy and Arkansas law and will not be considered by ED. Students must submit an electronic grievance form to ED. The grievant also must provide written documentation from the college/university verifying that the institution's appeal process has been followed. Below is the link to the ED electronic grievance form.

- [US Department of Education Complaint Procedures](#)

The Director of Student Services is available to explain the formal grievance process and guide the grieved student therein. Records are maintained in the office of the Director of Student Services.

### **Academic Appeals**

The scope of Champion Christian College's Academic Appeals Policy includes issues of improper grade assignment, charges of plagiarism, charges of cheating, discriminatory treatment of students, and instructor inconsistency with the written grading criteria. Champion students have the right to appeal against the above-mentioned academic issues within nine weeks after the official termination of the course. Students are encouraged to initiate contact with the instructor and try to resolve the academic issue. If the issue cannot be resolved informally, then a student can initiate an appeal.

To appeal:

1. A student meets with the Vice President of Academic Affairs to discuss the issue. This meeting also ensures that the student has thought out the complaint and has exhausted any hope of resolving the matter informally with his/her instructor.
2. The student files a formal complaint.
3. The Vice President of Academic Affairs will investigate the matter.
4. Once the matter has been investigated and all parties involved contacted to discuss the issue, the Vice President of Academic Affairs will write a letter stating the outcome of the issue. All records are kept in the student's file in the office of the Registrar.

### **Disciplinary Appeals**

Students at CCC can appeal student conduct violations. Students may submit in writing an appeal to the Director of Student Services within a week of the violation. The appeal will be reviewed by a committee consisting of the Director of Student Services, a student, and a faculty member. Outcome of the appeal will be communicated to the student by the Director of Student Services. Records will be kept in the student's file in the office of the Registrar.

## **Student Due Process**

### ***Suspension, Dismissal, and Expulsion***

If the Statement of Ethical Standards and/or Core Values is violated, Champion Christian College reserves the right to take disciplinary action against a student who violates Scriptural guidelines. This may result in one of three disciplinary outcomes: a suspension, a dismissal, or an expulsion.

A **suspension** is defined as a temporary disciplinary action placed upon the student in which the student is temporarily suspended from the College campus. A **dismissal** is defined as a semesterly disciplinary action placed upon the student in which the student is dismissed from the College campus. An **expulsion** is defined as a permanent disciplinary action placed upon the student. The “Due Process” for these disciplinary cases and the consequences are expressed in detail in the Policy Manual and in the Student Handbook.

## ***FRAUD, WASTE, AND ABUSE POLICY***

Champion Christian College has established the following fraud, waste, and abuse policy.

### **Policy Statement**

CCC promotes honesty and integrity as values and foundational beliefs. CCC works to earn the trust of the public, its students, and its employees. In order to fulfill this task, all employees must perform their duties to the highest degree of professionalism, honesty, and ethics, and in all ways doing that which honors the Christian faith. Therefore, all CCC employees should avoid situations that would be considered fraudulent, wasteful or abusive of the College assets. CCC expects all employees to behave with all honesty and exercise biblical ethical judgment in all of their duties.

### **Definitions**

1. **Abuse** – behavior that is lacking or improper and does not align with biblical principles that is promoted by Champion. It includes misuse of authority or position for personal financial interest.
2. **Fraud** An intentional act to deceive, steal or cheat, usually for the purpose of causing a detriment to another and/or bringing about some benefit to oneself or others.
3. **Waste** An act resulting in the spending, consumption, mismanagement, and use or squandering of institutional assets or resources to the detriment or potential detriment of the college. Waste may also result from incurring unnecessary expenses due to inefficient or ineffective practices.

### **Responsibility for Detection and Prevention**

1. The administration and all employees have the responsibility to be aware of activities that are wasteful and abusive within their department and to establish regulations to prevent them.
2. If fraud is suspected, the administrator, supervisor, or employee shall cooperate in full with all authorities investigating the activity. If fraud is discovered, appropriate actions shall be taken.

### **Discipline and Restitution**

1. Employees found in violation of this policy may be subject to any disciplinary action which may include termination. The severity of the discipline imposed will depend on the violation and circumstances. If appropriate, CCC will report any activity in violation of local, state, or federal law to the appropriate authorities.
2. CCC may seek restitution from individuals or parties if the fraud, waste or abuse involves a financial loss to the College.

### **Investigation**

1. If an allegation of fraud, waste or abuse is reported, the office of the Executive Vice President will begin an approach to resolving the concern. The Executive Vice President will investigate and coordinate with the appropriate people needed to carry out an accurate investigation. This may include legal counsel, financial professionals, and other experts.
2. The investigation may include interviewing colleagues, reviewing activities of the employee in question, examining all paper and electronic documents. This includes checking all College computers including email, offices and/or other work areas.
3. The Executive Vice President may in consultation with the College's legal counsel recommend the suspension of the employee during the investigation.

### **President's Decision**

1. Upon completion of the investigation, the Executive Vice President will prepare a written report. This report will be shared with any person needed for consultation in order to determine appropriate discipline.
2. If the investigation determines that fraud, waste, or abuse has occurred, the report will include a recommendation of disciplinary action discussed. It may also include suggestions to help prevent future fraud. The report will be submitted to the President within 5 calendar days after the investigation has ended. The President will review the report and may make modifications. The President holds the final decision.

### **Discipline and Restitution**

Any employee of CCC who violates this policy may be subject to disciplinary action including termination of employment. The discipline imposed will depend upon the severity of the violation. If appropriate, CCC will report any activity in violation of local, state, or federal law to the appropriate authorities. CCC may seek restitution from individuals or parties if the fraud, waste, or abuse involves a financial loss to the College.

Contact the Executive Vice President, [evp@champion.edu](mailto:evp@champion.edu), 501-623-2272 ex 112.

## ***VOTER REGISTRATION***

In compliance with the 1998 Higher Education Act Mandatory Good-Faith Effort for the National Voter Registration Act, Champion Christian College will make a good-faith effort to distribute a mail voter registration form to each student enrolled in a degree or certificate program and physically in attendance at the institution. CCC values the right of students, staff, and employees to freely vote their conscience for the candidates and issues they uphold. These forms are available through the office of the Director of Student Services.

## ***CATALOG INFORMATION***

The catalog details Champion Christian College's (CCC's) mission statement, guiding principles, consumer information, admissions and re-admissions requirements, student services processes, costs (tuition, fees, room and board), policies, procedures, academic programs, and other pertinent resources. The materials presented are up to date at the time of the publication of the catalog for the specific academic year. Although CCC's policies and procedures are subject to assessment, continuous evaluation, and improvement, the catalog is presented as an informational guide to prospective, new, and current students, as well as to current and potential employees along with the general public. Champion Christian College reserves the right to advance and revise the information contained in the catalog on a necessary basis as determined by Champion Christian College's administration and board of trustees. Therefore, the catalog does not constitute a legally binding contract between Champion Christian College and the individual student.

Students who enter CCC in the academic year of a particular catalog may generally expect to follow the graduation requirements set forth in it. Since the college reserves the right to change graduation requirements, students should meet with their college advisor regularly to be certain they are aware of any changes in graduation requirements. It is intended that the program, graduation requirements, and policies contained in the catalog will remain in force during the period for which it is issued. As a rule, modifications to graduation requirements and revisions to policies will be implemented annually in July. All changes executed before a revision of the catalog is published online are recorded by the Academic Affairs Office and are considered part of the official CCC catalog. CCC reserves the right to restrict or limit the enrollment of any programs and to make changes in the provisions (organization, fees, program offerings, curricula, courses, requirements, etc.) of this document when such action is deemed to be in the best interest of the student or the college.

Students are responsible for knowing the information contained in the catalog. It should be read carefully for rules, regulations, policies, etc. While the college makes every effort to inform students of materials contained in the catalog through orientation, the College Success course, and CCC's assigned student email account, the college's internet site or Populi will be the main venues to access the catalog. Notices about academics, enrollment, social events, safety, and other relevant information and modifications will also be sent via e-mail. Students are responsible for accessing all college-related information sent to them via their Champion email account or online at [www.champion.edu](http://www.champion.edu). Upon request, Champion Christian College staff will provide college information

in an alternative format to accommodate individuals with exceptionalities.

## ***ANNUAL NOTIFICATION OF CONSUMER INFORMATION***

On an annual basis, CCC is dedicated to providing all patrons, including prospective and current students as well as current and prospective employees, with consumer information via email. The Higher Education Act of 1965 (HEA), as amended by the Higher Education Opportunity Act of 2008 (HEOA), requires that post-secondary institutions participating in Title IV federal programs disclose information which includes, but is not limited to, policies and procedures in the areas of completion and job placement rates, disability services, drug/alcohol prevention programs, educational degree plans, financial aid programs, privacy rights, and voter registration. Notification may include emailing this statement and specific policies to the campus community, presenting this information at orientation, and linking to other CCC departments via CCC web pages.

## ***Dual Language (DL) Track: Student Services and Academic Policies***

The following policies apply specifically to students enrolled in the Dual Language (DL) Track—a hybrid program that combines online coursework with one required in-person intensive each semester. In all other respects, DL students are subject to the same policies, standards, and expectations as all Champion Christian College students.

### **Student Services Support for DL Students**

In keeping with the College's commitment to provide a supportive and developmentally focused learning environment, Student Services extends all campus-based and distance-education support to students enrolled in the Dual Language (DL) Track. DL students receive guidance in navigating academic expectations, accessing institutional resources, and integrating successfully into the hybrid learning model, which includes online coursework and one required in-person intensive session each semester. Student Services personnel assist DL students in developing confidence in their academic potential, encourage their engagement in classroom and online discussions, and promote the use of available campus and virtual resources. The College is committed to providing a safe, nurturing, and culturally responsive environment in which DL students can grow academically, spiritually, and personally.

### **Career Exploration, Guidance, and Placement for DL Students**

DL students have full access to the College's career exploration and guidance services. These services assist students in identifying vocational interests, understanding ministry and professional pathways, and preparing for employment or service opportunities upon graduation. Career resources are made available in both English and Portuguese when appropriate, and DL students may participate in virtual or in-person career development sessions during the semesterly intensive. The College supports DL students in developing résumés, preparing for interviews, and discerning God-honoring career directions consistent with their calling and academic preparation.

### **Counseling Services and Intervention for DL Students**

Counseling Services are available by discretion to all students of the DL Track. Students may request academic, personal, or spiritual counseling through virtual appointments or during the in-person intensive each semester upon student request. The College provides supportive intervention for students experiencing academic difficulty, personal challenges, or cultural adjustment concerns related to international study. Counseling staff work closely with faculty and Student Services to ensure that DL students receive timely support and are connected with appropriate resources to promote their well-being and academic success.

### **Student Complaint Procedures for DL Students**

DL students follow the same student complaint procedures outlined in the College Catalog. Complaints may be submitted in writing through the designated institutional process and may be filed either during an intensive or electronically during the online portion of the term. The College ensures that DL students have equitable access to the complaint process and that all concerns are reviewed promptly and in accordance with institutional policy. Students are encouraged to resolve concerns at the lowest possible level before submitting a formal complaint.

### **Disciplinary Policies for DL Students**

Students enrolled in the DL Track are subject to the due process of disciplinary expectations and procedures established by Champion Christian College. Behavioral expectations apply equally to online engagement, virtual classroom participation, and the in-person intensive. Misconduct occurring in either modality will be addressed in accordance with the College's disciplinary policies. DL students are expected to uphold the College's standards of conduct, demonstrate respect for faculty and peers and campus facilities, and maintain integrity in all academic and community interactions.

### **Withdrawal Requests for DL Students**

DL students may request withdrawal from a course or from the College following the procedures outlined in the Catalog. Students in this Track must be mindful that they are required to maintain a minimum of 12 credit hours each semester in order to stay in compliance with immigration requirements. SEVP requires the international student to enroll in a "full course of study," which signifies 12 credit hours, 9 of which must have in-person requirements. Therefore, a "reduced course load" will only be permitted after consultation with the College's PDSO to ensure that the student has a legitimate reason for the change and that the course withdrawal will not affect the student's F-1 status.

Withdrawal requests may be submitted electronically through the Populi platform during the online portion of the semester or in person during the intensive. All deadlines for withdrawal, refund eligibility, and academic record notation apply equally to DL students. Students are required to consult with their advisors, the International Department (PDSO or DSO), and the Registrar's Office before initiating a withdrawal to ensure that they understand the academic and financial implications of their decision.

## SECTION VI: FINANCIAL INFORMATION

### COMMITMENT TO AFFORDABLE COST

#### 2025/26 Itemized Fee Structure Chart

\* PER SEMESTER \*

|                                               | On-Campus Students<br>(Resident Hall Housing)                                        | On-Campus Students (Off-campus housing)                                              | Exclusively Online Students                                                          | International Students                                                                                                                                           |
|-----------------------------------------------|--------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Tuition Fee                                   | \$ 395 p/ credit hour                                                                | \$ 395 p/ credit hour                                                                | \$ 395 p/ credit hour                                                                | \$ 395 p/ credit hour with required pre-enrollment deposit ( <b>see below</b> )                                                                                  |
| Tuition Fee ( <i>DL Track</i> )               | -                                                                                    | -                                                                                    | -                                                                                    | <b>2024/25:</b> (\$ 350 p/ month p/ 12 mo.'s);<br><b>2025/26</b> (\$350)                                                                                         |
| Textbooks Fee (0-11 CH's)                     | \$ 250                                                                               | \$ 250                                                                               | \$ 250                                                                               |                                                                                                                                                                  |
| Textbooks Fee (12+ CH's)                      | \$ 350                                                                               | \$ 350                                                                               | \$ 350                                                                               |                                                                                                                                                                  |
| Technology Fee                                | \$ 185 (1-5 credit hours)<br>\$ 335 (6-11 credit hours)<br>\$ 435 (12+ credit hours) | \$ 185 (1-5 credit hours)<br>\$ 335 (6-11 credit hours)<br>\$ 435 (12+ credit hours) | \$ 185 (1-5 credit hours)<br>\$ 335 (6-11 credit hours)<br>\$ 435 (12+ credit hours) | <b>*NOTE*</b> After an international student is processed & enrolled as either a campus or online student, he / she assumes the fee costs as stated accordingly. |
| Student Life Fee                              | \$ 200                                                                               | \$ 200                                                                               | \$ 200                                                                               |                                                                                                                                                                  |
| Facility Fee                                  | \$ 200                                                                               | \$ 200                                                                               |                                                                                      |                                                                                                                                                                  |
| Vehicle Parking Fee                           | \$ 25                                                                                | \$ 25                                                                                |                                                                                      |                                                                                                                                                                  |
| Dorm (Standard Room)                          | \$ 2,000                                                                             |                                                                                      |                                                                                      |                                                                                                                                                                  |
| Dorm (Private Room)                           | \$ 4,000                                                                             |                                                                                      |                                                                                      |                                                                                                                                                                  |
| Dorm (Board)                                  | \$ 2,000                                                                             |                                                                                      |                                                                                      |                                                                                                                                                                  |
| Dorm Trash Fee                                | \$ 50                                                                                |                                                                                      |                                                                                      |                                                                                                                                                                  |
| Dorm Maintenance Fee                          | \$ 75                                                                                |                                                                                      |                                                                                      |                                                                                                                                                                  |
| Dorm Room Deposit Fee                         | \$ 100                                                                               |                                                                                      |                                                                                      |                                                                                                                                                                  |
| <b>EXAMPLE...</b> <sup>2</sup>                | -12 hours; dorm; fees-<br><b>\$5,925 tuition; \$ 4,000 dorm; \$ 1,435 fees</b>       | -12 hours; fees-<br><b>\$ 5,925 tuition; \$ 1,210 fees</b>                           | -6 hours online; fees-<br><b>\$2,370 tuition; \$ 785 fees</b>                        | -Fees-<br><b>\$ 350</b>                                                                                                                                          |
| <b>Fall 24'/25' Comparison</b> <sup>2</sup>   | <b>\$5,775 tuition; \$ 3,700 dorm; \$ 1,135 fees</b>                                 | <b>\$ 5,775 tuition; \$ 1,135 fees</b>                                               | <b>\$ 2,310 tuition; \$ 1,135 fees</b>                                               | <b>\$ 25</b>                                                                                                                                                     |
| <b>+ / - Revenue Fluctuation</b> <sup>2</sup> | <b>+ \$ 150 tuition; + \$ 300 dorm; + \$300 fees</b>                                 | <b>+ \$ 150 tuition; + \$75 fees</b>                                                 | <b>+ \$ 60 tuition; - \$ 350 fees</b>                                                | <b>+ \$ 325 fees</b>                                                                                                                                             |
| <b>TOTAL RESULTS</b> <sup>2</sup>             | <b>\$ 750 p/sem. p/ student [PLUS any additional Fees]</b>                           | <b>\$ 225 p/sem. p/ student [PLUS any additional Fees]</b>                           | <b>- \$ 290 p/sem. p/ student [PLUS any additional Fees]</b>                         | <b>\$ 325 p/sem. p/ student [PLUS any additional Fees]</b>                                                                                                       |
|                                               |                                                                                      |                                                                                      |                                                                                      |                                                                                                                                                                  |

#### \*Additional Conditional Fees

- 1) **Application Fee:** A one-time, non-refundable cost of **\$25** for ALL applicants to Champion Christian College.
- 2) **Processing Fee:** A one-time, non-refundable cost of **\$ 325** charged specifically to international students for Visa / I-20 status processing requirements.
- 3) **Pre-Enrollment Deposit:** International Students attending as on-campus students are first required to pay ½ of their semester bill BEFORE leaving abroad, and once payment is confirmed by the Financial Office, the remaining balance of their semester's bill is to be divided up into 4 equal payments. The same

expectations are in place for each enrolled semester.

- 4) **Science Classes:** For any science course that requires a "LAB," the enrolled student will be charged a separate Lab Fee of **\$ 190** per course.
- 5) **Student Athletes:** An "*Athletic Fee*" of **\$ 175** is charged to ONLY student athletes for miscellaneous costs associated with Collegiate Athletic participation.
- 6) **Resident Hall Students:** An "*Incidental Damage Fee*" is charged to a student if his or her dorm room is determined to be damaged by the *VP of Student Services* at any time during and / or after occupancy. The damage is shared with the Maintenance Director who then calculates the repair / replacement "fee," which is communicated to the Financial Office for the student's billing.

7)

Attending Champion Christian is an investment in one's professional and personal future. All students are required to make full payment or payment arrangements through the financial office by the last day of the **second week of classes** each semester. If the balance is paid in full, no payment arrangement is necessary. However, if the balance is **not** paid in full, the payment arrangement with the financial office shall be as follows:

1. **Schedule** - The balance is divided over 4 months. For the *Fall semester*, payment will be made over August, September, October, & November. The first payment must be made during the registration period by August 15<sup>th</sup> or before classes begin, whichever comes first. Payment is due **in FULL** by November 15<sup>th</sup>. For the *Spring semester*, payment will be made in January, February, March, & April. As in the fall semester, the first spring semester payment must be made by January 15<sup>th</sup> or before classes begin, whichever comes first. Payment is due **in FULL** by April 15<sup>th</sup>.
2. **Payment Arrangement Fee** - A fee of \$10 will be added to the student's bill when a payment plan is arranged.
3. **Consequences of Non-Payment** - Late fee (\$35) and withdrawal as follows:
  - Payments must be made by the due date. If a student fails to pay by this due date, he/she is given a grace period of extension for two weeks (1<sup>st</sup> day of the following month). A payment is deemed "late" on or after the 1<sup>st</sup> of the following month and the account will be charged a \$35 late fee.
  - If no payment is received by the 1<sup>st</sup> of the month following a due date, a student's payment is rendered "**unpaid**". At such a point, the student will be withdrawn from **classes** & the **resident hall** (if applicable, restricted in room and board) until payment has been made or arrangement is satisfied with the financial office. Additionally, if the student participates in **athletics**, he or she will be suspended from participation until payment or arrangement with the financial office is satisfied. Upon satisfaction, the Vice President of Finance will confirm with the Executive Vice President and thus the student would return to class, the resident hall, and to athletics.
4. **Debit or Credit Card Fee** - Please note there will be an additional 3.5% fee when using a debit or credit card.
5. **Semester End Balance Fee** - If the balance is not paid in full by the end of the semester, an additional fee of \$50 will be added to the bill.

Payments may be made by cash, check, money order, debit card or credit card to the Financial Office or by debit or credit card through Populi. Students may pay in person during the designated business hours. For the convenience of students, a payment box located at the college financial office is

available for after- hour payments. Payments may be made by mail, but care should be taken to ensure that they will arrive on time. Only checks or money orders will be accepted through the mail. A \$35 Non-Sufficient Funds (NSF) fee will be assessed in the event that a check or automatic draft is not honored by a student's bank. Students are required to satisfy financial obligations before they are permitted to obtain a grade report or receive a transcript from the college.

Students are required to satisfy financial obligations before they are permitted to obtain a grade report or receive a transcript from the college. Students who have a balance at finals will be asked to make payments arrangements prior to taking semester exam(s).

Students who have a balance at finals will be asked to make payments arrangements prior to taking semester exam(s).

### **Special Fees**

The technology fee will be charged depending on the enrollment status for the student each semester. It will be charged as follows:

|                     |                     |                |
|---------------------|---------------------|----------------|
| Full-Time           | 12+ Credit Hours    | \$400/semester |
| Part-Time           | 9 – 11 Credit Hours | \$300/semester |
| Half-Time           | 6 – 8 Credit Hours  | \$200/semester |
| Less than Half-Time | 1 – 5 Credit Hours  | \$100/semester |

### **REFUNDS**

No refunds of student tuition/fees will be made unless a student submits a formal withdrawal request to the Registrar's office. Stopping class attendance or failure to attend classes does not constitute an official drop/withdrawal. ALL refunds are calculated from the start date of the semester, not the start date of the class, and are based on weekdays excluding holidays – not class days.

### **Charges/Refunds**

A current schedule of all college tuition, room and board, and other miscellaneous fees can be obtained from the financial office or in this catalog under Financial Information. Students are expected to make payments in a timely manner. The college reserves the right to adjust or to revise charges at any time during the year.

- Refunds will only be given to those with current accounts.
- All fees are non-refundable.
- If the student has paid for the entire academic year and then withdraws during the first semester, a refund for the second semester will be mailed to the student in January of the ensuing spring semester.
- The college administration may approve a student to move off-campus during a semester

without further liability for room and board; however, any partial month remaining will not be prorated.

### **Fall and Spring Refund Schedule**

- The refund rate is 100% for tuition and the student services fee, excluding the registration fee before day one of class.
- The refund rate is 100% of tuition and the student services fee for days one to five. No refunds on the registration fee after classes have started.
- The refund rate is 50% of tuition charges and the student services fee for days six to ten. No refunds on the registration fee.
- No refunds after day ten of the semester.

### **Room and Board Refunds**

Room and Board is refunded to students based on the following schedule:

Prorated based on the number of weeks a student has attended classes, lived in the dormitory, and eaten meals in the cafeteria. The remaining weeks left in the semester will be refunded based on the weekly charge. No partial week refunds, which means one day, or five days will both equal to one week's charge.

### **Summer Refund Schedule**

Presently, Champion offers one summer term of approximately 6 weeks. No refunds are granted for the registration fee. The refund periods begin on the first day of Summer I session. Tuition charges and student service fees may be 100% refunded from days one to five. From days six to ten, refunds will be 50% of said charges. No refunds will be granted after day ten of the summer session.

### **Exceptional Circumstances**

Exceptional circumstances by which a refund may be calculated after the refund period are limited to the following:

- Death of a student
- Death of an immediate family member (with documentation)
- Unanticipated serious illness of the student (with documentation)
- Institutional error

## ***FINANCIAL AID AND DISCOUNTS***

### **Federal Financial Aid (FAFSA)**

Champion Christian College accepts Federal Student Aid. Visit [fafsa.ed.gov](https://fafsa.ed.gov) to apply for Federal Student Aid and get more information on eligibility.

If the student has already filed a FAFSA, he/she does not need to complete another application. If the student did not include the Federal School Code for Champion Christian College on the FAFSA when the application was submitted, the student can access the FAFSA already completed and add school code 042761 for Champion Christian College.

In order to complete a FAFSA, the student and a parent must use a unique Federal Student Aid ID (FSAID). To create your own unique FSAID, please go to <https://studentaid.ed.gov/sa/fafsa/filling-out/fsaid#parents>.

Prior tax and other financial information are needed for the student (and the parents) to complete the FAFSA. We highly recommend using the IRS Data Retrieval function in FAFSA to retrieve unaltered student and parent tax data from the IRS to populate the appropriate FAFSA fields. Doing so provides a more accurate result and reduces the additional documents required to process the file when it arrives at the college.

Following completion and submission of your FAFSA, the financial aid office should receive the results in approximately 7-10 business days.

### **College Discounts**

The following discounts can be granted to students that fulfill the corresponding eligibility requirements. In order to receive any of these discounts, the student needs to fill out an application by August 31<sup>st</sup> of each calendar year. Students are urged to apply for the discounts while completing a Champion application. The application directs the student to apply for Federal Aid (FAFSA) as well as for these discounts and other scholarships.

All discounts are deducted from **tuition** only. The administration reserves the right to deny or remove any participant for any reason not noted in this catalog. If a student loses his/her discount, he/she is eligible to be reinstated at the start of the following year. Please note that the student needs to apply for any of the discounts each academic year.

### ***Academic Discount***

**Application Deadline:** To ensure that a student receives his/her discount, the student should verify eligibility at the financial office by August 31<sup>st</sup> of each calendar year. Discounts will be automatically applied to the student's account with proof of eligibility.

**Eligibility:** Entering freshmen must have an ACT score of 19 or SAT of 990 and a minimum GPA of 3.0 on the high school transcripts. Students ***must enroll in 15 credit hours*** in order to qualify for this

discount. Likewise, returning students must have a minimum 3.0 GPA, have passed a minimum of 12 credit hours in the previous semester, and be enrolled in 15 credit hours in order to qualify.

**Scope:** This will be awarded to qualifying students for the academic school year and will be applied to their school bill.

**Renewability:** A student must maintain a 3.0 GPA each semester. The amount of award is subject to change depending on performance. Discounts awarded in the Fall semester are only awarded again in the Spring semester if the GPA criteria is satisfied. Furthermore, there will be no promotions to higher-award level within an academic year. For example, if a student qualified for a Bronze scholarship in the Fall semester with a 3.25 GPA at \$900 per semester, but finished the term with a cumulative GPA of 3.5, he or she would not receive award for the Silver scholarship at \$1,200 for the Spring semester immediately following. Therefore, the discount amount with which a student starts the academic year (Fall & Spring semesters) is the same amount the student will continue to receive during that particular academic year.

#### **Student Tuition Discount Parameter Range:**

- **Platinum PLUS:** 3.95–4.0 GPA **AND** ACT of 27+ / SAT of 1260+ is awarded **\$2,900/semester**.
  - Platinum: 3.95–4.0 GPA **OR** ACT of 27+ / SAT of 1260+ is awarded **\$2,500/semester**.
- **Gold PLUS:** 3.75–3.94 GPA **AND** ACT of 23–26 / SAT of 1130–1250 is awarded **\$2,200/semester**.
  - Gold: 3.75–3.94 GPA **OR** ACT of 23–26 / SAT of 1130–1250 is awarded **\$1,650 p/semester**.
- **Silver PLUS:** 3.5–3.74 GPA **AND** ACT of 21–22 / SAT of 1060–1120 is awarded **\$1,400/semester**.
  - Silver: 3.5–3.74 GPA **OR** ACT of 21–22 / SAT of 1060–1120 is awarded **\$1,200 p/semester**.
- **Bronze PLUS:** 3.25–3.49 GPA **AND** ACT of 20 / SAT of 1030–1050 is awarded **\$1,150/semester**.
  - Bronze: 3.25–3.49 GPA **OR** ACT of 20 / SAT of 1030–1050 is awarded **\$900/semester**.
- **Copper PLUS:** 3.0–3.24 GPA **AND** ACT of 19 / SAT of 990–1020 is awarded **\$700/semester**.
  - Copper: 2.75–2.99 GPA **OR** ACT of 19 / SAT of 990–1020 is awarded **\$500/semester**.

\*NOTE: Entering freshmen (students with less than 15 successfully completed college credits) also qualify for the Copper discount level with a minimum of 2.75 GPA.

#### ***Full-Time Christian Service Discount***

**Application Deadline:** This is given out to any students eligible. The deadline to apply for the fall semester is August 31 of each calendar year.

**Eligibility:** Students qualify for a discount of up to \$500.00 each semester if their parent, who is considered the Head of Household, receives their primary income from serving in the ministry full-time.

**Criteria:** Parent or legal guardian must be employed full-time in church ministry.

**Purpose:** This is designed to pay for \$500 for each semester at Champion Christian College.

**Scope:** This discount will be awarded to qualifying students for the 2022/23 school year and will be applied to their school bill.

**Renewability:** A student may apply once upon entrance to Champion Christian College.

### ***Presidential Discount***

**Application Deadline:** To ensure a student receives this discount, he/she should apply by August 31st of each calendar year. This discount is automatically applied to the student's account with proof of eligibility.

**Eligibility:** Students who are members of a church that financially supports Champion Christian College qualify for a discount of up to \$500 for the fall semester only. This award provides a \$250 discount for a church's \$50 monthly support amount and a \$500 per semester discount for a \$100 monthly support amount.

**Scope:** This discount will be awarded to qualifying students for the school year and will be applied to their school bill. For students to receive this benefit, their church must have supported Champion Christian College for a minimum of six months prior to the student's enrollment. \* (Pastors interested in making this scholarship available to their students need to contact the business office at Champion Christian College for complete details).

**Criteria:** For students to receive this benefit, their church must have supported Champion Christian College for a minimum of six months prior to the student's enrollment. \* (Pastors interested in making this discount available to their students need to contact the business office at Champion Christian College for complete details).

**Renewability:** Students can apply each academic year as long as the participating church continues financially supporting Champion Christian College.

**Range:** This provides a \$250 discount to students' tuition for a church's \$50 monthly support amount and a \$500 per semester discount for a \$100 monthly support amount.

### Dual Language Track of the B.A. in Christian Studies

**Eligibility:** Portuguese speaking students are eligible to participate in a track (a standardized format) of the Bachelor of Arts in Christian Studies for a discount of approximately 60% of the regular tuition. Students must be non-US citizens seeking or already with an F-1 student visa. As a hybrid program (low residence), may live anywhere in the United States, but must attend the intensive class periods

required each semester to maintain their F-1 status.

**Scope:** The tuition for students in this track is \$2100 each semester payable in monthly installments of \$350 (July – December and January – June). An application and enrollment fee of \$350 is required, as well as a \$100 technology/library fee. This tuition provides students with 12 credit hours each semester, as prescribed by the Academic office. Students who take more than 12 credit hours in any given semester, unless prescribed by the Academic Office, will pay 50% of the regular College tuition (see Section VI: Financial Information) per credit.

**Criteria:** For students to enter this program, they must apply directly through the website and provide the required documentation stated in the application.

**Renewability:** Students can continue in this program track until its completion (estimated 4 years). Champion reserves the right to increase this tuition amount in future academic years if the administration deems it to be necessary.

### **Veterans Benefits**

Champion accepts VA tuition assistance programs.

- Champion has been approved by the State Approving Agency for Veterans Training for V.A. recipient status.
- Qualifying veterans should complete the application for V.A. education benefits by filing V.A. form 22-1990 with the V.A. Regional Office: P.O. Box 8888; Muskogee, OK 74402-8888

### **Additional Scholarships (ADHE)**

Champion is recognized by the ADHE and accepts additional ADHE scholarships. These scholarships can be viewed at <https://scholarships.adhe.edu>. Please note that certain scholarships require students to reapply each semester.

## SECTION VII: ACADEMIC POLICIES AND PROCEDURES



ACADEMIC LIFE

Champion Christian College faculty members teach classes from a biblical worldview and to the highest academic standards. Students attend each class for which they are registered and are expected to apply the appropriate time and energy necessary to earn the best possible grade in each course. In addition, students are expected to respect both professors and fellow students and exhibit deportment that helps create a positive learning environment in each classroom.

“So, whether you eat or drink, or whatever you do, do all to the glory of God.” 1 Corinthians 10:31 (ESV)

“Be diligent to present yourself approved to God, a worker who does not need to be ashamed, rightly dividing the word of truth.” 2 Timothy 2:15 (NKJV)

“. . . and to aspire to live quietly, and to mind your own affairs, and to work with your hands, as we instructed you,” 1 Thessalonians 4:11 (ESV)

### ***ATTENDANCE***

Students are expected to attend every scheduled class session of the course in which they are enrolled. It is the sole responsibility of the student to complete any coursework missed due to an absence. In Distance Education (online) courses attendance is determined by submission of an assignment or assignments within the week that the assignment is due. Failure to interact with the course instructor and/or peers through assignment submission is deemed an absence. The student can make up assignments at the discretion of the instructor but that does not change the absence.

Excluding administrative absences, students whose total number of absences exceeds twice the number of days in class per week will lose credit (receive an F) for the course. Students in distance education programs and courses should consult their syllabi for details as to the effects of absences on their status and grades.

In order for an absence to be considered administrative, it must meet one of the following criteria:

1. The Vice President of Academic Affairs approved an absence that was requested by the college administration.
2. A funeral in the immediate family.
3. Personal hospitalization or other important medical care. (Documentation is needed from a medical clinic or, in the event a medical visit was not possible/necessary, a member of Champion's staff or faculty must attest via email or on a signed document confirming the student was ill).
4. Other extenuating circumstances as deemed appropriate by the administration.

It will be the student's sole responsibility to adequately document administrative absences and to secure approval from the Vice President of Academic's Office within 1 (one) week (7 days) of the absence. With administrative approval these absences are not included in the allowable number of general absences per course. Administrative absences, however, do not guarantee permission to make up missed work. Any such arrangements are coordinated exclusively between the instructor and the student. The Academic Office leans on the instructor's discretion to decide whether to approve or deny overdue course work for either general or administrative absences.

A student will be considered absent if he/she has entered the classroom fifteen minutes after the class has begun. A student is considered tardy if he/she has entered the classroom after the class has begun. Four tardies will equal one absence. Academic penalties will not be assessed for absences or tardies. Absences may not be taken during the week of final exams. Tardies do not apply to distance education courses as student work throughout the week (Monday – Saturday). As a general rule, Distance Education courses are offered in asynchronous models and, as noted earlier, evaluate student attendance under different guidelines.

### **Attendance in Online and Hybrid (Dual Language) Courses**

Attendance in distance education (online) courses is determined by submission of an assignment or assignments within the week that the assignment is due. Failure to interact with the course instructor and/or peers through assignment submission is deemed an absence. The student may make up assignments at the discretion of the instructor, but that does not change the absence. Students in distance education programs and courses should consult their syllabi for details as to the effects of absences on their status and grades.

Champion defines a course to be offered as a 'hybrid' when multiple sessions/lessons are virtual (online) and others in-person. The hybrid track, offered with a single intensive residential period (4–7 days) each 15-week semester, counts the in-person attendance as 30% of the course. The weekly lessons for the remaining 14 weeks of the semester are valued at 70% of the attendance for the course. Students in hybrid courses should consult their syllabi for details as to the effects of absences on their status and grades.

### **Administrative Absences for Intensives (International / DL Students)**

Students in the hybrid Dual Language (DL) Track who must miss a required intensive for a legitimate reason may request an administrative absence. Because attendance at the intensive affects a student's F-1 status, the following procedure applies:

1. The student requests consideration of an "administrative absence" from both the academic officer and the PDSO.

2. The PDSO, after examining the legitimacy of the situation and discussing it with the academic officer and potentially others, makes a preliminary assessment based on immigration requirements.
3. If it appears that an absence under the “reduced course load” clause (SEVIS) can be granted, the offices will communicate this to the student and request that all documentation be sent by physical mail—no email or phone call from the clinic or doctor. The supervising doctor must sign in ink, not electronically.
4. Upon receipt and verification of the legitimacy of the documentation, the academic office and/or the PDSO will communicate this to the student and make the necessary adjustments in SEVIS and in the student’s course attendance.
5. The College maintains the right to contact the clinic or doctor directly—likely by phone—if the documentation shows signs of illegitimacy.

**The student needs to understand** that this is not personal towards them or their case. This is a key matter in which the College must maintain integrity for the sake of the whole program, the institution, and, consequently, the legitimacy that the student expects of us.

## ***CLASSIFICATION OF STUDENTS***

Students are classified at the beginning of each school year by the following standards:

Freshman     0 – 29 semester hours

Sophomore   30 – 59 semester hours

Junior        60 – 89 semester hours

Senior        90 + semester hours

## ***GRADING SYSTEM***

### **GPA**

Academic achievement will be summarized by the cumulative grade point average (GPA). The GPA is computed as an average of grade points weighted by credit hours. Populi tracks both internal (Champion-awarded) and cumulative (from credits transferred into Champion plus those earned at Champion) GPAs.

### **Academic Standing**

A student is required to earn a grade of a C or higher in order to receive credit for a course directly tied to their major or other chosen area of emphasis. Students are required to attain a final GPA of 2.0 or higher in order to satisfy the grade point requirement for graduation.

### **Academic Probation**

If a student fails to maintain a GPA of at least 2.0, at the end of the semester they will be placed on academic probation by the Registrar for the next semester. In order to be removed from Academic Probation, a total GPA of at least 2.00 must be attained. At the end of the semester, if improvement

has not been shown, students will be restricted to a limited number of classes for the next semester after a conference with an academic advisor. Therefore, a student who does not show progress after two semesters and remains in Academic Probation will be suspended for the following semester.

For example, if a student finishes his/her fall semester below a 2.0 GPA, he/she is placed on academic probation for the spring semester. Hence, academic probation begins that spring semester. If by the following fall semester, a student does not bring his/her GPA to a 2.0 by the end of that fall semester, then, conclusively, the student did not satisfy the requirement for academic probation and will thus be suspended from enrolling in courses the following spring semester.

### **Grading Scale**

Champion has a four-point grading scale with the following symbols and values:

| <b>Grade</b> | <b>Standard</b> | <b>Scale</b> | <b>GPA/Quality Points</b> |
|--------------|-----------------|--------------|---------------------------|
| A            | Excellent       | 95 - 100     | 4.0 grade points          |
| A -          | Excellent       | 90 - 94      | 3.7 grade points          |
| B +          | Good            | 87 - 89      | 3.3 grade points          |
| B            | Good            | 84-86        | 3.0 grade points          |
| B -          | Good            | 80 - 83      | 2.7 grade points          |
| C+           | Average         | 77-79        | 2.3 grade points          |
| C            | Average         | 74-76        | 2.0 grade points          |
| C-           | Average         | 70 - 73      | 1.7 grade points          |
| D+           | Passing         | 67-69        | 1.3 grade points          |
| D            | Passing         | 64-66        | 1.0 grade points          |
| D -          | Passing         | 60 - 63      | 0.7 grade points          |
| F            | Failure         | Below 60     | 0.0 grade points          |

### **Dean's List**

The Dean's List is indicative of a student's high academic achievement. Students with a grade point average of 3.50-3.79 in a minimum of 12 semester credit hours are honored and named to the Dean's list.

### **President's List**

The President's List is indicative of a student's high academic achievement. Students with a grade point average of 3.80-4.00 in a minimum of 12 semester credit hours are honored and named to the President's list.

## **Access to Grades**

Grades are regularly added to the Populi Gradebook throughout the term after completion of required assignments, exams, etc. However, the most comprehensive and up-to-date grade status of the student can be viewed after specific dates after midterm exams and after final exams. The exact dates for this grade display for each term can be found in the *Academic Calendars*. The *Calendars* are accessible online at [champion.edu](http://champion.edu) or in the Champion Catalog. Students can access final grades via Populi. A printed copy may be requested through the office of the Vice President of Academics.

## **CREDITS AND COURSE POLICIES**

### **Definition of a Credit Hour**

**Federal Definition of the Credit Hour:** For the purpose of the catalog and in accordance with federal regulations, a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that is reasonably appropriate:

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

NOTE: Credit value for online courses is likewise related to the amount of work but do not require attending meetings in a classroom.

### **Full-Time Student**

A student who registers for more than 12 credit hours per semester will be considered a full-time student.

### **Part-Time Student**

A part-time student registers for less than 12 credit hours.

### **Special Permission**

No student may register for more than 18 credit hours per semester without permission from the Vice President of Academic Affairs.

## **TRANSFER OF CREDITS FOR PROSPECTIVE STUDENTS**

It is the practice of most colleges and universities to accept or reject credits based on their own criteria. CCC will consider courses earned at another college for transfer into the student's Champion transcript and program. CCC's evaluation for credit includes:

1. The institution where the coursework was completed. CCC will consider the accreditation status of the college or university but not hold this factor as the sole determination for

accepting credits.

2. The similarities of the coursework in comparison to Champion's courses.
3. The courses transferring for a specific major were completed with a letter grade of C or higher.
4. Transferred courses must not be more than 10 years old at the time of enrollment. The registrar's office is responsible for evaluating transfer credits.

CCC reserves the right to refuse credits received at any college or university for the following reasons:

1. Credits do not meet reasonable academic standards.
2. Credits are below grade-level standard.
3. The level of coursework does not meet college-level work.
4. The institution is not credible.

Transfer students must: 1) Request the previous institutions to send official transcripts to the Office of the Registrar at CCC; 2) Earn a minimum of 25% or 30 junior or senior CCC credit hours in order to qualify for a bachelor's degree; 3) Earn a minimum of fifteen hours in order to qualify for an associate degree.

All other graduation requirements will be also in effect. This policy may be waived after consultation and approval from the Vice President of Academic Affairs.

#### Transfer Policy for Students Enrolled in the DL Track

As a standardized track, the Dual Language modality limits the number and type of courses that may be transferred into the program. To preserve the unique quality of this plan, students are only permitted to transfer in courses that would apply to the General Education portion of the degree, not the to the core disciplines. In order to transfer previous college level credits into Champion for this Track, the student must:

1. Respond affirmatively in the application that he/she has previously had college level courses.
2. Request an official transcript from the institution where the course(s) were taken to be sent electronically to the registrar: [registrar@champion.edu](mailto:registrar@champion.edu), or by regular mail to Champion Christian College's address to the attention of the Registrar.
3. Pay a transfer fee of \$\_\_\_\_\_

Official transcripts from institutions in the US should be requested immediately – during the application process and the transcripts should be received by the beginning of the entering semester. Students submitting official transcripts from Brazil or other countries which may require more processing time should also request them immediately but are allowed a period of 3 months to reach Champion's registrar.

### **The Arkansas Course Transfer System (ACTS)**

The Arkansas Course Transfer System (ACTS) contains information about the transferability of

courses within Arkansas public and private colleges and universities. Students are guaranteed the transfer of applicable credits and equitable treatment in the application of credits for admissions and degree requirements. For more information visit: <https://adhe.edu/students-parents/transfer-info-for-students>.

### **Appeal**

A student may appeal transfer credit which was refused by submitting in writing a request for review to the office of the Vice President of Academic Affairs. Students will have 30 calendar days from receipt of credit transfer evaluation to file an appeal. The request must include the following: the student's name, mailing address, phone number, email address, detailed narrative and reason for appeal, documentation which support the request. The office of Vice President of Academic Affairs will conduct a review of the credit evaluation and respond with a decision to the student in writing.

### ***TRANSFER OF CREDITS FOR CHAMPION STUDENTS***

Students seeking to transfer to another institution should seek advice from an academic counselor. Credit hours for courses offered by CCC may or may not transfer to other post-secondary institutions depending on their applicability to the new degree or particular requirements of the new institution. Acceptance of course credits for transfer is at the discretion of the receiving institution. Students can request official transcripts by completing the Transcript Request Form found on the Champion website or from the Registrar's Office.

### ***CREDIT FOR LIFE EXPERIENCE***

Champion Christian College recognizes that students may acquire college-level knowledge and experience outside the classroom. Prior learning describes learning acquired outside a traditional academic environment and includes, but is not limited to, qualified work experience, employer training programs, military specialization, and/or a legacy of volunteer or community service endeavors. Students must submit a portfolio of prior experience. The portfolio will then be evaluated by one or more of the following guidelines: 1. American Council of Education; 2. Faculty Evaluation; 3. Challenge Examination; 4. Judgment of the Vice President of Academic Affairs and the Registrar. The Vice President of Academic Affairs and the Registrar, together make the final decision to award credit. All documentation is held in the student's file. For more details on how to apply for Life Experience credit (LEX), contact the Academic Office.

### ***COURSE REGISTRATION PROCEDURE***

The schedule for course registration is listed in the Student Handbook and in the current Catalog under *Calendars*. It is the responsibility of the student to ensure registration of courses during the set times. Failure to complete registration by the due dates may result in not being registered for classes and therefore not being admitted to classes. On occasion, courses with the same name may be offered on campus and through distance education. Students should check closely to ensure they have registered for the correct course, otherwise see "changes in registration" below. In addition, international students attending CCC on a F1 visa have certain restrictions surrounding the number of course hours/credits that can be taken in a semester. International students should check with the PDSO/DSO and or their advisor before registering for courses.

### ***CHANGES IN REGISTRATION***

Once a student registers for classes, any and all changes involve specific processes. See details below for adding a course, dropping a course, change of program, and change of status.

### **Add/Drop**

Students may add or drop a course within one week after the college classes have begun in order to receive a refund for the semester. Any classes dropped before this date will also be removed from their academic record (transcript). Any such change requires the approval of the Vice President of Academic Affairs. Students who withdraw from a course after the official drop/add period, but before the final withdrawal date, will receive a “W” on their transcript. (See below for more information about withdrawing from courses).

### **Withdrawal from a Course**

Students are expected to successfully complete the courses for which they register. If a course change becomes necessary, the student should schedule an appointment with the Vice President of Academic Affairs. The student may withdraw from a course up to approximately eleven weeks from the first day of classes each semester. (See *Calendars* for the specific date during a given term). Whenever a student stops attending class or is absent excessively and does not complete the necessary forms to withdraw from the class during the withdrawal time frame, an “F” (failing grade) may be recorded by the instructor, and this grade will count against the student’s GPA. Students who withdraw within the time frame will receive a W (withdrawal), which will not count against their GPA, but will be recorded on their transcript.

### **Change of Program**

A student may choose a different academic program. Changes of program (or concentrations/emphases within each program) should only be made after the student discusses the possibilities (pros and cons, as well as consequences) with the student’s advisor, as well as in consultation with and approval by the Vice President of Academic Affairs.

### **Change of Status**

A student may choose to change their status from full-time to part-time or vice versa during the drop/add period. No changes will be made after the drop/add period. Fees may apply.

### **Withdrawal from College**

Students who wish to withdraw from Champion completely (campus or online) must FIRST contact the VP of Student Services to declare their intention. Upon notification of the student’s intention to withdraw, the Director of Student Services is responsible for carefully considering the student’s reasons to attempt to provide solutions to whatever is influencing the student’s decision. Based on the outcome of this conversation. The DSS will direct the student to the appropriate personnel within the College. The Student Handbook contains the step-by-step instructions for completing this process.

## **STUDENT TEXTBOOKS**

Through an institutional contract with a book distributor, Champion has made it possible to include all course textbooks as part of the student’s tuition cost, so that there is NO additional cost to purchase textbooks. At the very beginning of the semester, students are informed of the times when and where they should pick up their textbooks on campus. During the last few days of the semester,

unless otherwise instructed by the administration or professor, and to avoid being charged for an unreturned textbook(s), all textbooks are to be returned to the assigned location before students travel away.

Online students have the same privilege of using textbooks on loan as on campus students. In order to receive the appropriate textbooks for the courses in time for the beginning of the term, students are expected to keep their personal physical addresses updated on Populi. Failure to do so may result in delays. Online students will be expected to mail back their textbooks to the book distributor using a Return Authorization (RA) label provided by the book distributor.

Students, on campus or online, who wish to retain and purchase their textbooks should contact Student Services ([ss@champion.edu](mailto:ss@champion.edu)) with the list of textbooks they are choosing to keep. Students will be billed for the textbook(s).

## ***EDUCATION COURSES***

Course work for the Elementary Christian education or the Secondary Christian education degrees are generally equivalent to requirements in other institutions in the state of Arkansas that offer such degrees. However, it may not necessarily meet all of the criteria for teacher certification/licensure in the state of Arkansas. On the other hand, the state of Arkansas offers opportunities to attain a teaching license through non-traditional licensure programs. For more information, see the Vice President of Academic Affairs.

## ***TRANSCRIPT POLICY***

Students' academic records are maintained by the Registrar. They will not be released without the written consent of the student. Unofficial transcripts may be accessed directly from the student's Populi page and can be downloaded and printed. However, official transcripts must be obtained as directed below.

## ***OFFICIAL TRANSCRIPTS AND RECORDS***

To obtain official copies of transcripts, students must complete a Transcript Request form online. Students are encouraged to fill out this form through Populi or the college website. If this is not possible, the student may contact the Registrar's office in person, reach out via e-mail ([registrar@champion.edu](mailto:registrar@champion.edu)) or by phone (ex. 401). Official transcripts may be sent as a secured PDF to the indicated recipient, or by postal service to the address indicated by the student.

## ***GRADUATION POLICY***

The following requirements apply to all degrees granted by Champion Christian College:

- The student must file a formal application for graduation in the Registrar's Office by January 31<sup>st</sup>.
- The student must have a minimum cumulative grade point average of 2.00. Remedial courses do not count toward degree credit and will not be calculated in degree GPA.
- Completion of 15 hours for an Associate's and 30 hours for a Bachelor's degree must be earned at Champion Christian College.
- Bachelor candidates must earn 30 upper division credit hours.
- All financial obligations to CCC must be met including paying for graduation fee.

- All library books and athletic equipment must be returned.

If a student is readmitted after missing one or more consecutive semesters, their program requirements will be determined by the catalog at the time of their return.

## **DEGREE AUDIT**

Students are responsible for monitoring their progress toward a degree through Populi. The Registrar and Academic Affairs Offices can assist students by providing a degree audit.

## **GRADUATION HONORS**

Academic honors will be conferred upon candidates who have earned the following cumulative grade point average:

- Summa Cum Laude 4.000 to 3.900
- Magna Cum Laude 3.899 to 3.700
- Cum Laude 3.699 to 3.500

Students who have completed the requirements for The Great Writings Honors program will also receive the designation “Graduate of *The Great Writings Honors Program*” on their diploma.

Determination of honors status for the commencement ceremony is made at the beginning of the spring semester. However, the actual honors earned at the completion of all degree requirements will be noted on the transcript and diploma. No candidate will receive academic honors who has been placed on disciplinary probation.

## **COMMENCEMENT**

The commencement ceremony is held at the beginning of May. Participation in the May ceremony is contingent upon either the completion of all required courses or being within 7 credit hours of completion.

## **GRADUATION FEE**

A graduation fee of \$325.00 will be prorated into the final semester’s billing arrangement for the graduate. This fee includes costs related to the issuing of the diploma and the student’s final transcript, as well as those associated with the commencement exercises such as graduation pictures, awards, special reception, purchase of cap and gown, other event expenses. Students who are not able to participate in the commencement exercises may graduate “in absentia.” The graduation fee for this category is \$100.

Online Distance Education students are encouraged to participate in the commencement exercises but are not required to do so. The graduation fee for an online student graduating ‘in absentia’ is \$100.

## **ACADEMIC RECORDS PRIVACY RIGHTS**

CCC complies fully with the Family Educational Rights and Privacy Act (FERPA) of 1974 which protects the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data. As a general rule, a student’s academic record is confidential and will not be released to unauthorized

persons without written approval from the student. Directory-type information, including name, photograph, degree, enrollment status, participation in recognized activities and sports, degrees, honors, scholarships, and awards is considered public information and may be made available unless the student requests nondisclosure for the enrollment period. A student has the right to file a complaint with the U.S. Department of Education concerning failures of the College to maintain the requirements of FERPA at:

Family Policy Compliance Office

U.S. Department of Education 400 Maryland Avenue, SW Washington DC 20202-4605

## **SECTION VIII: ACADEMIC PATHWAYS**

### ***PROGRAM MISSION AND PURPOSE***

Champion Christian College, as an institution of higher learning, acknowledges the inspired and revealed Word of God as the foundational authority for all faith and practice and its worldview as the basis for interpretation of all knowledge. Our mission is to develop Christ-centered servant leaders through a challenging academic environment, in order to impact the world for the kingdom of God. We shall perpetuate the work of God by training students who value integrity and justice to compassionately carry out the Great Commission mandate in a post-Christian world, while living lives rooted in unchanging biblical truth.

Champion Christian College intends to achieve this mission, in community with like-minded believers and churches, in an atmosphere of love, joy, and peace, as well as a wholesome social environment.

### ***ACADEMIC DEGREE PLANS:***

#### **Two-Year Degree**

- Associate of Arts in Professional Studies (minimum of 60 credit hours)

#### **Four-Year Degrees**

1. Bachelor of Science in Professional Studies (minimum of 120 credit hours) with one of the following concentrations:
  - a. Business
  - b. Elementary Education
  - c. Secondary Education
  - d. Sports Management
  - e. Criminal Justice
2. Bachelor of Arts in Christian Studies (minimum of 120 credit hours) with one of the following emphases:
  - a. Intercultural Studies
  - b. Pastoral Studies
  - c. Youth and Family Ministries
  - d. Music Ministry

### ***PROGRAM COMPONENTS***

Each degree program is constructed from the following components:

#### **Christian and General Education (Core) Requirements**

Every student who is pursuing a degree at Champion Christian College is required to complete the courses of the General Education Core. They integrate both biblical and theological studies (also

called *Christian Core*) along with a set of standard liberal arts, natural and social sciences, mathematics, and humanities courses.

These requirements are designed to establish a sound academic foundation based on biblical core values, solidify a biblical worldview, strengthen comprehension and communication skills, and apply critical thinking skills. These serve to prepare students intellectually for life's ongoing interactions with people and activities, enabling them to process and evaluate that knowledge for making decisions.

### ***General Education Learning Outcomes***

1. Demonstrate an ethical mindset and exercise professional responsibility in a global context.
2. Communicate effectively in both oral and written language so that one may advance professionally.
3. Be able to comprehend, analyze, and interpret texts in a variety of disciplines.
4. Be able to think critically and analyze to solve problems.

### ***Christian Core Learning Outcomes***

1. Demonstrate an understanding of the Bible, its history, geography, and doctrines.
2. Develop skills to disciple and evangelize people.

### **Degree-Specific Course Requirements**

The required number of credits that comprise this component for an Associate of Arts in Professional Studies is only 6. However, the Bachelor of Science and Bachelor of Arts degrees require 63 credits. The specific subgroups for each concentration (major) or emphasis of the programs are outlined in the following pages.

## ***TWO-YEAR DEGREE***

### **Associate of Arts in Professional Studies (minimum of 60 hours)**

This degree lays the foundation for a broad base of knowledge through the Christian and General Education Core requirements and degree-specific or elective courses chosen by the student with consultation with an academic advisor. The AA degree prepares students for meeting their professional and personal educational goals.

## ***FOUR-YEAR DEGREES***

### **Bachelor of Science in Professional Studies (minimum of 120 hours)**

The purpose of obtaining a Professional Studies degree is to prepare students to pursue a professional vocation. The curriculum is designed to provide students with the skills and theoretical knowledge necessary for a professional career with strong Christian foundations.

Students seeking a degree in Bachelor of Science in Professional Studies must complete the Christian and General Education Core requirements as well as the degree-specific courses for the chosen area

of concentration (a declared major). At present, Champion offers the following concentrations: business, elementary education, secondary education, sports management, and criminal justice.

### ***Business Concentration***

The Department of Business is committed to providing a balanced education and preparing students for a career in business. The purpose of the Business Department is to grow students to work in the field of business with a heart for Christ. Principles, techniques, theoretical and practical applications along with our biblically integrated curriculum will prepare students for a variety of responsibilities in business and the flexibility to succeed in a society characterized by change, globalization, and diversity.

#### **Program Learning Outcomes (PLO) for the Business Concentration:**

Students who graduate with a bachelor's degree in business will be able to successfully gain the following abilities:

1. Critically examine, analyze, and apply logical actions based on a variety of business concepts, models and principles in order to address hypothetical or real-world business issues.
2. Apply basic computational, statistical, and quantitative reasoning skills in collecting, sorting, analyzing, and interpreting data to make and justify evidence-based business decisions.
3. Communicate effectively in both oral and written language and other management tools to influence and motivate personnel.

### ***Sports Management Concentration***

The Sports Management Area of Concentration prepares students for careers within a sports organization or facility. The goal is to prepare professionals to be able to apply communication, leadership, and managerial skills for different positions in the sports industry.

#### **Program Learning Outcomes (PLO) for the Sports Management Concentration:**

Students who graduate with a Bachelor of Science in Professional Studies: Sports Management will be able to successfully perform the following:

1. Exhibit proficiency in written and verbal sports communication.
2. Operate in a global sports environment and economy.
3. Exercise sound decision-making skills and recognize legal issues dealing with sports management.
4. Lead effectively and ethically in a sports organization.

### ***Education Concentrations: Elementary and Secondary***

Although Champion's education program is not yet a licensure program, both the Elementary and Secondary Education concentrations follow the typical structure of licensure schools, providing a strong

foundation for future educators. This structure is designed to prepare students for licensure exams and to facilitate the development of a licensure program in the future. Whether you are interested in teaching young learners or older students, these concentrations will equip you with the knowledge and skills needed to become an effective and inspiring educator.

### **A. Elementary Education Concentration**

The concentration on elementary education provides the highest quality in Christian education based on the principles of the Bible and prepares students to be competent professionals for a career in teaching public or Christian schools from the 1<sup>st</sup> to the 6<sup>th</sup> grade. The goal is to develop highly effective educators who know their content area and combine pedagogical skills with a Christian worldview. Christian teachers are an invaluable asset to churches, schools, homes, communities, and to our nation as a whole.

#### ***Program Learning Outcomes (PLO) for the Elementary Education Concentration:***

Students who graduate with a concentration in Elementary Education will be able to:

1. Use a variety of instructional strategies based on developmental levels and needs of the learner.
2. Create an effective classroom management plan, including lesson plans, to motivate students and enhance learning that is comprehensible to students.
3. Formulate and incorporate a personal biblical philosophy of education.
4. Create detailed lesson plans that incorporate motivation and technology to enhance student learning.

**\*\*Note** – This degree is not a licensure program. However, students may choose to continue with certification through the alternative or non-traditional licensure programs offered by the Arkansas Department of Education.

### **B. Secondary Education Concentration**

The concentration on education provides the highest quality in Christian education with a biblical foundation and prepares students to be competent professionals for a career in teaching public or Christian schools from the 7<sup>th</sup> to the 12<sup>th</sup> grade. The goal is to develop highly effective educators who know their content area and combine pedagogical skills with a Christian worldview. Christian teachers are an invaluable asset to churches, schools, homes, communities, and to our nation as a whole.

#### ***Program Learning Outcomes (PLO) for the Secondary Education Concentration:***

Students who graduate with a concentration in Secondary Education will be able to:

1. Use a variety of instructional strategies based on developmental levels and needs of the learner.
2. Create an effective classroom management plan, including lesson plans, to motivate students and enhance learning that is comprehensible to students.
3. Formulate and incorporate a personal biblical philosophy of education.

4. Create detailed lesson plans that incorporate motivation and technology to enhance student learning.

**\*\*Note** – This degree is not a licensure program. However, students may choose to continue with certification through the alternative or non-traditional licensure programs offered by the Arkansas Department of Education.

### ***Criminal Justice Concentration***

The Bachelor of Science of Professional Studies: Criminal Justice seeks to prepare students to work in a law field in the criminal justice system or to provide a pre-law curriculum for students pursuing graduate school. The program of study prepares students with knowledge of the principles, techniques, theory, and practical applications of the criminal justice system along with a biblically integrated curriculum to ensure success in their educational and vocational goals.

#### **Program Learning Outcomes (PLO) for the Criminal Justice Concentration:**

Students who graduate with a concentration in Criminal Justice will be able to successfully:

1. Understand the structure, function, and organization of the criminal justice system in its three components: police, courts, and corrections.
2. Demonstrate a practical knowledge of the techniques and procedures of criminology in a variety of settings.
3. Recognize cultural and social issues relevant to the criminal justice system in the United States.
4. Apply the skills necessary to positively impact the criminal justice system, including integrity, Christlikeness, and a biblical worldview

### **Bachelor of Arts in Christian Studies (minimum of 120 hours)**

Students seeking a degree in Bachelor of Arts in Christian Studies must complete the Christian and General Education Core, and the specific courses for the chosen ministry-related emphasis. The curriculum is designed to provide students with the skills and theoretical knowledge necessary for productive and effective service. They prepare students to engage in leadership and collaboration as pastor, youth worker, music ministry, or cross- cultural service.

#### **Program Learning Outcomes:**

Students who graduate with a Bachelor of Arts in Christian Studies degree will be able to demonstrate the following:

1. That they have developed a deeper understanding of the church as fashioned by Jesus Christ, including its work as the Body of Christ, its witness and worship as depicted as a building for God's presence, its holy walk as unveiled in the Bride of Christ, and its spiritual warfare as a battle force for Christ's kingdom.
2. That they have developed skills as a lifelong learner to study, plan, and prepare for his teaching, preaching and leadership ministries.
3. That they have learned to think critically in order to implement the practices needed for

church ministries.

**The Bachelor of Arts offers four (4) areas of emphasis:**

1. Intercultural Studies
2. Pastoral Studies
3. Youth and Family Ministries
4. Music Ministry

***Intercultural Studies Emphasis***

The emphasis on intercultural studies equips students with crucial skills for cross-cultural service, whether within secular professional environments or within church ministry contexts. The curriculum reflects the understanding that past missional trends gave little attention to local characteristics and cultural needs and seeks to prepare the student for our ever-changing world scene. Champion is one of the few institutions offering intercultural studies at the Bachelor level, thus better preparing students for ministry and advanced studies. Champion instructors possess multiple years of cross-cultural experience contextualizing the gospel and in domestic and foreign fields.

***Pastoral Studies Emphasis***

The emphasis on pastoral ministry provides students with a clear and thorough, biblically based approach to pastoral ministry. The emphasis on Pastoral Studies stresses sound, biblical doctrine, and the ability to preach and expound Scripture. This area of concentration also builds a foundation for effective homiletic presentation and leadership skills necessary for the ministry. The church has undergone multiple unique changes and challenges in the last few decades. Champion's faculty includes professors who understand the challenges and have responses anchored in Scripture, the Holy Spirit's power, and experience that uniquely enable them to mentor upcoming servant leaders with a balanced approach.

***Youth and Family Ministries Emphasis***

The emphasis on youth and family ministries prepares students who desire to work with these particular segments of the church body. This emphasis prepares students by cultivating a balanced biblical approach to ministry in the student's heart and mind. Students receive hands-on experience and are encouraged to participate in various intern opportunities in the local and para-church environments. The faculty in this emphasis have decades of experience in youth work and family counseling and have faced the challenges of an increasingly changing world and church body. These faculty members serve to instruct and mentor youth and family ministers.

***Music Ministry Emphasis***

Music has played an important role since the time that the "morning stars sang together" at Creation. It is fitting that people lift up their voices in praise of their Creator. The music ministry emphasis provides a solid theoretical and practical foundation in music for students preparing to exercise their God-given musical talents and gifts in effective and excellent ways. Students develop a Christ-centered philosophy of music as well as a deeper understanding of the breadth of potential worship expressions beyond music.

## **Undergraduate Minors and Certificates**

### ***Undergraduate Minors***

Minor programs consist of a set of courses drawn from Champion's existing program offerings either from the Bachelor of Science or the Bachelor of Arts. They provide a broad introduction to a field of study academically distinct from the main B.S. concentration or B.A. emphasis the student is pursuing. To enter any of these minor programs, students request approval from the Academic Office. The student's eligibility for such a program is contingent on his/her current general GPA (minimum 2.0) and consideration of graduation timeframe goals.

Minors require a minimum of 18 credit hours in a particular field beyond any courses to fulfill General Education or (concentration or emphasis) Core requirements. Of these 18, a minimum of 6 credit hours must be advanced course work in the 3000/4000 level. Particular details and tailoring of minors are subject to the various departments' evaluation and approval.

### ***Certificates***

Students who are not ready to pursue a full College degree (Associate or Bachelor) but are interested in taking a number of courses from specific academic fields available at Champion, can be awarded a Certificate if they complete a minimum of 30 hours (typically 10 courses). These hours should preferably belong primarily to one (1) of the various concentrations, emphases, or specializations offered (ex. Certificate in Business, Sports Management, Criminal Justice, English, Social Studies, Intercultural Studies, Bible, etc.).

During the application process with the Admission Department, students seeking to complete a Certificate in any of these fields of study will have the opportunity to declare their intention. After the student is accepted, the Academic Office will communicate with the student to officially formulate a plan for completion of the Certificate.

The courses are to be taken 'for credit' and not simply audited (not for credit). Certificates will only be awarded to students who successfully complete these courses with a GPA of 2.0 or higher. If a student later decides to pursue a full bachelor's degree, these courses can apply to the concentration, emphasis, or specialization that corresponds to the program of choice.

### ***Great Writings Honors Program***

The Great Writings Honors Program at Champion Christian College is an exclusive, immersive academic experience designed to develop virtuous, truth-seeking leaders who impact the world for Christ. Aligned with the college's mission, this rigorous program offers select students an in-depth exploration of the literary foundations of Western civilization—focusing on philosophy (worldview), theology (Bible), and government (law). Through a Socratic, student-centered approach, participants engage closely with the "Great Writings" that have shaped our cultural heritage.

Over six consecutive semesters, students earn 18 additional credit hours nested within the basic Bachelor's degree requirements by participating in integrated fall and spring seminars. The fall curriculum delves into the Hebrew, Greek, Roman, and Latin classics, while the spring seminar explores Renaissance, Reformation, Modern, and Postmodern texts—all studied from a biblical perspective. Alongside intensive reading, writing, and dialogue, students collaborate in small, interactive cohorts that foster deep fellowship and intellectual growth.

In addition to rigorous coursework, Honors students complete an academic service experience and a Capstone Project during their junior or senior year, enhancing practical leadership skills. The program also enriches the academic journey with guest speakers, domestic travel opportunities, and special projects that connect classroom learning with broader cultural and historical contexts. By integrating the study of sacred texts with the critical works that have defined Western thought, the Great Writings Honors Program not only prepares students for excellence in their chosen fields but also equips them to serve as transformative Christian leaders in an evolving world.

Students applying to the Honors Program must sign up for an interview with *The Great Writings Honors Program Director*. Admission to the program is competitive and will be determined on the basis of program space availability, student academic readiness, and overall fit with the program objectives. Students who have completed the requirements for The Great Writings Honors Program will receive the designation “Graduate of *The Great Writings Honors Program*” on their diploma.

### ***Dual Language Track (DL Track)***

The DL Track is an avenue into the B.A. program that has specific parameters. It consists of a clear set of courses offered each semester into which every student is enrolled, with a few options for online courses when needed and as permitted by the Academic Office. This is an in-person track which includes intensive meetings on campus each semester and full online access to assignments and other materials for the student's courses each semester. The courses are offered primarily in Portuguese throughout this track. English as Foreign Language courses are included in the track in order to prepare students for courses they may wish to take in the future in English. They help fulfill General Education requirements in the area of Humanities. More detailed information can be obtained on the website at <https://www.champion.edu/church-ministries-degree-dual-language-track-portuguese-english>, or by writing [DLINFO@champion.edu](mailto:DLINFO@champion.edu).

## SECTION IX: DEGREE OUTLINES

This section provides outlines of the associate degree and of the two bachelor's degrees with their potential concentrations and emphases. They are organized according to the two components described in Section VII: the Christian and General Education Core courses and degree-specific courses.

Each of the two major components of a degree has a series of sections generally grouping courses under a particular academic field. In some cases, such as the Christian Core Courses, the list immediately below the heading comprises the exact set of courses required to fulfill that section. In others, the list below the heading is longer and provides further options to complete the course hours under that section. Champion offers other courses that may also apply to those sections. The student is encouraged to consult with his/her advisor to see if other courses can apply to the groups.

Electives may be chosen from among any of the courses offered at Champion Christian College, unless the desired course has a prerequisite which the student has not yet fulfilled. However, it is advised that students choose courses that provide 1) increased academic focus in the discipline or 2) a broader base by choosing courses in other disciplines that complement their degree (ex. business courses for business concentration or business courses for church ministry concentrations).

### ***ASSOCIATE OF ARTS IN PROFESSIONAL STUDIES (MINIMUM OF 60 CREDIT HOURS)***

This two-year degree lays the foundation for a broad base of knowledge through the Christian and General Education Core requirements and 9 field-specific or elective credit hours chosen by the student in consultation with an academic advisor. The AA degree prepares students in meeting their professional and personal educational goals.

#### **Christian and General Education Core (51 hours)**

- **College Success Course (1 hour)**  
CCC 1011 Principles of Collegiate Success
- **Christian Core Courses (12 hours)**  
BIB 1013 Old Testament Survey  
BIB 1023 New Testament Survey  
BIB 2023 Spiritual Formation  
BIB 2033 Apologetics
- **English Language and Speech (9 hours)**  
ENG 1013 English Composition I  
ENG 1023 English Composition II

*English courses listed in the English/Languages section of Course Descriptions may be taken for the final 3 required hours.*

- **Fine Arts/Humanities/Literature (6 hours)**

|          |                            |
|----------|----------------------------|
| ENG 2013 | World Literature I         |
| ENG 2023 | World Literature II        |
| MUS 2313 | Music Appreciation         |
| PHI 1313 | Introduction to Philosophy |

*Other Literature courses from the English section of Course Descriptions may also be taken.*

- **History/Government/Social Science (9 hours)**

|          |                              |
|----------|------------------------------|
| HIS 1313 | World History I              |
| HIS 1323 | World History II             |
| HIS 2313 | American Nation I            |
| HIS 2323 | American Nation II           |
| ICS 2013 | Cultural Anthropology        |
| POL 2313 | American National Government |
| PSY 1313 | General Psychology           |
| SOC 1013 | Introduction to Sociology    |

*Other courses may be applicable to this group.*

- **Science (8 hours)**

|          |                                        |
|----------|----------------------------------------|
| BIO 1414 | Biology and Biology Lab                |
| BIO 2014 | Human Anatomy and Physiology I and Lab |
| PHY 1434 | Physical Science and Lab               |
| BIO 2324 | Introductory Microbiology & Lab        |

- **Mathematics (3 hours)**

|          |                 |
|----------|-----------------|
| MTH 1213 | College Algebra |
|----------|-----------------|

- **Computer Applications (3 hours)**

|          |                       |
|----------|-----------------------|
| CIS 2003 | Computer Applications |
|----------|-----------------------|

### **Electives (9 hours)**

Three 3-hour courses (preferably) from a specific academic field (ex. business, education, Christian ministries, etc.).

## **BACHELOR OF SCIENCE IN PROFESSIONAL STUDIES (MINIMUM OF 120 HOURS)**

The purpose of obtaining a Professional Studies degree is to prepare students to pursue a professional vocation. The curriculum is designed to provide students with the skills and theoretical knowledge necessary for a professional career with strong Christian foundations. This program consists of 2 major components: a. Christian and General Education Core (51 hours) and the Concentration Core (69 hours). Champion offers the following concentrations: business, elementary education, secondary education, sports management, and criminal justice.

### **Christian and General Education Core (51 hours)**

- **College Success Course (1 hour)**  
CCC 1011 Principles of Collegiate Success
- **Christian Core Courses (12 hours)**  
BIB 1013 Old Testament Survey  
BIB 1023 New Testament Survey  
BIB 2023 Spiritual Formation  
BIB 2033 Apologetics
- **English Language and Speech (9 hours)**  
ENG 1013 English Composition I  
ENG 1023 English Composition II

*English courses listed in the English/Languages section of Course Descriptions may be taken for the final 3 required hours.*

- **Fine Arts/Humanities/Literature (6 hours)**  
ENG 2013 World Literature I  
ENG 2023 World Literature II  
MUS 2313 Music Appreciation  
PHI 1313 Introduction to Philosophy

*Other Literature courses from the English section of Course Descriptions may also be taken.*

- **History/Government/Social Science (9 hours)**  
HIS 1313 World History I  
HIS 1323 World History II  
HIS 2313 American Nation I  
HIS 2323 American Nation II  
ICS 2013 Cultural Anthropology  
POL 2313 American National Government  
PSY 1313 General Psychology  
SOC 1013 Introduction to Sociology

*Other courses may be applicable to this group.*

- **Science (8 hours)**  
BIO 1414 Biology and Biology Lab

|          |                                        |
|----------|----------------------------------------|
| BIO 2014 | Human Anatomy and Physiology I and Lab |
| PHY 1434 | Physical Science and Lab               |
| BIO 2324 | Introductory Microbiology & Lab        |

- **Mathematics (3 hours)**

|          |                 |
|----------|-----------------|
| MTH 1213 | College Algebra |
|----------|-----------------|

- **Computer Applications (3 hours)**

|          |                       |
|----------|-----------------------|
| CIS 2003 | Computer Applications |
|----------|-----------------------|

#### Business Concentration (69 Hours)

- **Business Core Courses – 63 Hours**

*Prerequisite:* CIS 2003 Computer Applications (in General Education)

|          |                                  |
|----------|----------------------------------|
| BUS 1011 | Introduction to Business         |
| BUS 1013 | Keyboarding I                    |
| BUS 1023 | Principles of Personal Finance   |
| BUS 2013 | Principles of Accounting I       |
| BUS 2023 | Principles of Accounting II      |
| ECO 2013 | Principles of Microeconomics     |
| ECO 2023 | Principles of Macroeconomics     |
| BUS 2033 | Business Math                    |
| BUS 2043 | Management Information Systems   |
| BUS 3013 | Principles of Management         |
| BUS 3023 | Principles of Marketing          |
| BUS 3033 | Financial Management             |
| BUS 3123 | Business Law                     |
| BUS 3143 | Spiritual Leadership Development |
| BUS 4023 | Human Resources Management       |
| BUS 4033 | Strategic Management             |
| BUS 4133 | Entrepreneurship                 |
| BUS 4143 | International Business           |
| BUS 4043 | Business Research Methods        |
| BUS 4253 | Business Internship              |
| BUS 4015 | Capstone Project in Business     |

- **Electives – 6 Hours**

Suggested Courses:

|          |                         |
|----------|-------------------------|
| BIB 3103 | Biblical Interpretation |
| BIB 3123 | Biblical Theology       |

#### Sports Management Concentration (69 Hours)

- **Sports Management Core Courses – 64 Hours**

|          |                                    |
|----------|------------------------------------|
| BIO 2014 | Human Anatomy and Physiology & Lab |
| BUS 1013 | Keyboarding                        |
| BUS 2013 | Principles of Accounting I         |

|          |                                                  |
|----------|--------------------------------------------------|
| SMD 1023 | Foundations of Coaching                          |
| COM 2013 | Business and Professional Speech                 |
| PED 2013 | Physical Education                               |
| PED 2323 | Nutrition for Fitness and Sports                 |
| KIN 2313 | Sports Safety and First Aid                      |
| COM 2023 | Multimedia Production                            |
| COM 2033 | Principles of Journalism                         |
| BUS 3013 | Principles of Management                         |
| SMD 3033 | Sports Marketing                                 |
| KIN 3013 | Principles of Sports Management and Kinesiology  |
| PED 3313 | Teaching Secondary Health and Physical Education |
| SMD 3003 | Principles of Public Relations                   |
| SMD 3013 | Facility and Event Management                    |
| SMD 3023 | Sports and Exercise Psychology                   |
| SMD 4023 | Sports Law                                       |
| SMD 4016 | Event Management and Internship                  |
| SMD 4033 | Sports Management Capstone Project               |

- **Electives – 5 Hours**

Suggested Courses:

|          |                         |
|----------|-------------------------|
| BIB 3103 | Biblical Interpretation |
| BIB 3123 | Biblical Theology       |
| PED 1131 | Collegiate Sports       |
| SMD 1033 | Officiating             |
| SMD 4043 | Sports Analytics        |

### **Elementary Education Concentration (69 Hours)**

- **Education Core Courses – 21 Hours**

*Required:* ENG 1033 Fundamentals of Speech (in General Education)

|          |                                                |
|----------|------------------------------------------------|
| EDU 1011 | Introduction to Education                      |
| EDU 1013 | Foundations of Education                       |
| EDU 2013 | Theories and Philosophy of Christian Education |
| EDU 2023 | Classroom Management                           |
| EDU 2032 | Instructional Technology                       |
| PSY 2013 | Child and Adolescent Development               |
| EDU 3013 | Classroom Assessment                           |
| EDU 3063 | Teaching the Diverse Learner                   |

- **Elementary Education Core Courses – 24 hours**

|          |                                     |
|----------|-------------------------------------|
| EED 3013 | Teaching Language Arts & Literature |
| EED 3023 | Teaching Science                    |
| EED 3043 | Teaching Reading & Writing          |
| EED 3053 | Teaching Math 1                     |
| EED 3063 | Teaching Math 2                     |
| EED 3073 | Teaching Social Studies             |

|          |                             |
|----------|-----------------------------|
| EED 3083 | Emergent Literacy           |
| EED 3093 | Reading in the Content Area |

- **Education Electives – 6 Credit Hours (choose any 2 from below)**

|          |                                        |
|----------|----------------------------------------|
| EED 3033 | Teaching Music and Art                 |
| PED 3313 | Teaching K-12 Health and P.E.          |
| ENG 2333 | Children & Adolescent Literature       |
| ENG 3233 | Teaching English as a Foreign Language |

- **Elementary Education Practica – 18 Hours**

|          |                             |
|----------|-----------------------------|
| EDU 4013 | Education Seminar 1         |
| EDU 4023 | Education Seminar 2         |
| EDU 4012 | Student Teaching (12 hours) |

### **Secondary Education Concentration (69 Hours)**

- **Education Core Courses – 21 Hours**

*Required:* ENG 1033 Fundamentals of Speech (in General Education)

|          |                                                |
|----------|------------------------------------------------|
| EDU 1011 | Introduction to Education                      |
| EDU 1013 | Foundations of Education                       |
| EDU 2013 | Theories and Philosophy of Christian Education |
| EDU 2023 | Classroom Management                           |
| EDU 2032 | Instructional Technology                       |
| PSY 2013 | Child and Adolescent Development               |
| EDU 3013 | Classroom Assessment                           |
| EDU 3063 | Teaching the Diverse Learner                   |

- **Secondary Education Practica – 18 Hours**

|          |                             |
|----------|-----------------------------|
| EDU 4013 | Education Seminar 1         |
| EDU 4023 | Education Seminar 2         |
| EDU 4012 | Student Teaching (12 hours) |

- **Secondary Education Specializations – 30 Hours (each specialization)**

- **A. Secondary English Core**

*Prerequisite:* ENG 2013 World Literature I (in General Education)

|          |                                                            |
|----------|------------------------------------------------------------|
| ENG 2023 | World Literature II (pre req. ENG 2013 World Literature I) |
| ENG 2313 | British Literature I                                       |
| ENG 3013 | American Literature I                                      |
| ENG 3233 | Teaching English as a Foreign Language                     |
| ENG 3033 | Poetry                                                     |
| ENG 4013 | Modern Grammar                                             |
| ENG 4023 | Research methods                                           |
| ENG 4063 | Methods of Secondary Language Arts                         |

**Secondary English Electives - 6 Credit Hours (choose any two from below)**

|          |                                |
|----------|--------------------------------|
| ENG 2323 | British Literature II          |
| ENG 2333 | Children/Adolescent Literature |
| ENG 3023 | American Novel                 |
| ENG 4043 | Shakespeare                    |
| ENG 4053 | Mythology                      |

○ **B. Secondary Social Studies Core**

*Prerequisite:* HIS 1313 World History I (in General Education)

*Required:* HIS 4313 Arkansas History (in General Education)

|          |                                     |
|----------|-------------------------------------|
| GEO 1313 | Geography                           |
| HIS 1323 | World History II                    |
| ECO 2013 | Microeconomics or                   |
| ECO 2023 | Macroeconomics                      |
| HIS 2313 | American Nation I                   |
| HIS 2323 | American Nation II                  |
| POL 2413 | State & Local Government            |
| POL 2313 | American National Government        |
| HIS 3323 | Civil War & Reconstruction          |
| HIS 4xx3 | Methods of Secondary Social Studies |

**Secondary Social Studies Electives – 3 Credit Hours (choose any two from below)**

|          |                              |
|----------|------------------------------|
| HIS 3313 | Contemporary America         |
| HIS 3013 | French Revolution & Napoleon |
| HIS 3023 | Jacksonian America           |
| HIS 3033 | The World Wars               |

○ **C. Secondary Math Core – 24 Credit Hours**

*Prerequisite:* MTH 1213 College Algebra (in General Education)

|          |                              |
|----------|------------------------------|
| BUS 2033 | Business Math                |
| MTH 2033 | Geometry                     |
| MTH 3013 | Trigonometry                 |
| MTH 3033 | Calculus I                   |
| MTH 3043 | Calculus II                  |
| MTH 4033 | Differential Equations       |
| MTH 4043 | Methods of Secondary Math I  |
| MTH 4053 | Methods of Secondary Math II |

**Secondary Math Electives – 6 Credit Hours (choose any two from below)**

|          |                                          |
|----------|------------------------------------------|
| MTH 4063 | Praxis Math: Content Knowledge Test Prep |
| MTH 2043 | Linear Algebra                           |
| MTH 3053 | History of Mathematics                   |
| MTH 3023 | Discrete Math                            |

○ **D. Secondary Sciences Core – 27 Credit Hours**

*Prerequisites: PHY 1434 Physical Science & Lab + BIO 1414 Biology & Lab (in General Ed.)*

|          |                                      |
|----------|--------------------------------------|
| BIO 2324 | Introduction to Microbiology & Lab   |
| BIO 2423 | Molecular and Cellular Biology       |
| CHM 2014 | Chemistry & Lab                      |
| BIO 2014 | Human Anatomy and Physiology & Lab I |
| MTH 3013 | Trigonometry                         |
| PHY 3413 | Physics I                            |
| PHY 3423 | Physics II                           |
| SCI 4013 | Methods of Secondary Sciences        |

**Secondary Science Electives – 3 Credit Hours (choose 1 from below)**

|          |                                       |
|----------|---------------------------------------|
| BIO 2523 | Botany                                |
| BIO 2533 | Zoology                               |
| BIO 3423 | Genetics                              |
| BIO 3443 | Ecology                               |
| BIO 2024 | Human Anatomy and Physiology & Lab II |

○ **E. Secondary Spanish Core – 24 Credit Hours**

|          |                                           |
|----------|-------------------------------------------|
| SPA 1013 | Elementary Spanish I                      |
| SPA 1023 | Elementary Spanish II                     |
| SPA 1033 | Intermediate Spanish I                    |
| SPA 1043 | Intermediate Spanish II                   |
| SPA 2013 | Conversational Spanish I                  |
| SPA 2023 | Conversational Spanish II                 |
| SPA 3023 | Culture and Civilization of Latin America |
| SPA 4023 | Methods of Teaching Spanish               |

**Secondary Science Electives – 6 Credit Hours (choose any two from below)**

|          |                                        |
|----------|----------------------------------------|
| SPA 2033 | Conversational Spanish III             |
| SPA 3013 | Culture and Civilization of Spain      |
| SPA 4013 | Survey of Spanish Literature           |
| ENG 4033 | Teaching English as a Foreign Language |

○ **Secondary Physical Education – 18 Credit Hours**

*Prerequisites: PHY 1434 Physical Science & Lab + BIO 114 Biology & Lab (in General Ed.)*

|          |                                    |
|----------|------------------------------------|
| PED 2013 | Introduction to Physical Education |
| SMD 2023 | Foundations of Coaching            |
| SMD 1033 | Officiating                        |
| KIN 2313 | Sports Safety and First Aid        |
| PED 2323 | Nutrition for Fitness and Sports   |
| PED 3313 | Teaching K-12 Health and PE        |

**Secondary Core Subject Courses – 12 Credit Hours**

*Students will choose another Secondary Core Subject to take 12 credit hours.*

## **Criminal Justice Concentration (69 Hours)**

- **Criminal Justice Courses – 63 Hours**

|            |                                       |
|------------|---------------------------------------|
| CMJ 1013   | Introduction to Criminal Justice      |
| SOC 1013   | Introduction to Sociology             |
| PSY 1313   | General Psychology                    |
| CMJ 1543   | Courts and Criminal Procedures I      |
| CS 2013    | Cultural Anthropology                 |
| POL 2313   | American National Government          |
| CMJ 2013   | Criminal Law                          |
| CMJ 2023   | Criminology                           |
| CMJ 2033   | Police Organization and Management    |
| CMJ 2043   | Juvenile Delinquency and Justice      |
| CMJ 2053   | Introduction to Corrections           |
| POL 2413   | State and Local Government            |
| HIS 3313   | Contemporary America                  |
| PSY 3013   | Abnormal Psychology                   |
| CMJ 3013   | Criminal Ethics                       |
| CMJ 4013   | Legal Systems and Terminology         |
| CMJ 4033   | Forensics and Evidence                |
| CMJ 4053-A | Criminal Justice Internship           |
| CMJ 4053-B | Criminal Justice Internship           |
| ENG 4023   | Research Methods                      |
| CMJ 4063   | Capstone Project for Criminal Justice |

- **Electives – 6 Hours**

Suggested Courses:

|          |                         |
|----------|-------------------------|
| BIB 3103 | Biblical Interpretation |
| BIB 3123 | Biblical Theology       |

# **BACHELOR OF ARTS IN CHRISTIAN STUDIES**

## **(MINIMUM OF 120 HOURS)**

### **Christian and General Education Core (51 hours)**

- **College Success Course (1 hour)**  
CCC 1011 Principles of Collegiate Success
- **Christian Core Courses (12 hours)**  
BIB 1013 Old Testament Survey  
BIB1023 New Testament Survey  
BIB 2023 Spiritual Formation  
BIB 2033 Apologetics
- **English Language and Speech (9 hours)**  
ENG 1013 English Composition I  
ENG 1023 English Composition II

*English courses listed in the English/Languages section of Course Descriptions may be taken for the final 3 required hours.*

- **Fine Arts/Humanities/Literature (6 hours)**  
ENG 2013 World Literature I  
ENG 2023 World Literature II  
MUS 2313 Music Appreciation  
PHI 1313 Introduction to Philosophy

*Other Literature courses from the English section of Course Descriptions may also be taken.*

- **History/Government/Social Science (9 hours)**  
HIS 1313 World History I  
HIS 1323 World History II  
HIS 2313 American Nation I  
HIS 2323 American Nation II  
ICS 2013 Cultural Anthropology  
POL 2313 American National Government  
PSY 1313 General Psychology  
SOC 1013 Introduction to Sociology

*Other courses may be applicable to this group.*

- **Science (8 hours)**  
BIO 1414 Biology and Biology Lab  
BIO 2014 Human Anatomy and Physiology I and Lab  
PHY 1434 Physical Science and Lab  
BIO 2324 Introductory Microbiology & Lab
- **Mathematics (3 hours)**  
MTH 1213 College Algebra

- **Computer Applications (3 hours)**  
     CIS 2003      Computer Applications

## **Christian Studies Degree Core (69 Hours)**

The Bachelor of Arts in Christian Studies requires a minimum of 120 hours: the Christian and General Education Core (51 hours) above, plus the Christian Studies Degree Core (69 hours) described here. The Christian Studies Degree Core consists of the Standard Components (45 hours), required of all students, and one Emphasis (24 hours).

### **A. Standard Components (45 Hours)**

#### **Biblical Studies Core (27 hours)**

|          |                                  |
|----------|----------------------------------|
| BIB 2213 | Biblical Backgrounds             |
| BIB 2223 | Torah                            |
| BIB 2233 | Historical Books                 |
| BIB 2243 | Wisdom Books (Literature)        |
| BIB 2323 | The Gospels: Life of Christ      |
| BIB 2343 | Acts of the Apostles             |
| BIB 2333 | Epistles                         |
| BIB 3103 | Biblical Interpretation          |
| ABC XXX3 | Introduction to Hebrew and Greek |

#### **Christian Studies (18 hours)**

|          |                                     |
|----------|-------------------------------------|
| HIS 3053 | Church History (Ecclesiology)       |
| ICS 2013 | Cultural Anthropology               |
| ABC XXX3 | World Religions and Cults           |
| MIS 2033 | Missional Living                    |
| MIS 2323 | Intentional Discipleship            |
| MIS 3043 | Discipleship History and Philosophy |

### **5. Emphasis Options (24 Hours — choose one)**

Each student completes one of the following emphasis areas. The four emphases—Pastoral Studies, Youth and Family Studies, Intercultural Studies, and Music—are detailed on the following pages and now draw their Biblical Studies and Christian Studies requirements from the shared Standard Components above.

## **Pastoral Studies Emphasis**

### **Pastoral Studies Emphasis (18 Hours)**

|          |                                   |
|----------|-----------------------------------|
| ICS 2013 | Cultural Anthropology             |
| BIB 3113 | Homiletics                        |
| MIN 4073 | Church Administration and Finance |
| PST 1033 | Pastoral Leadership               |
| PST 2013 | Marriage and Family Counseling    |
| PST 4093 | Pastoral Practicum                |

### **Electives (9 Hours)**

*Suggested Courses:*

|          |                                       |
|----------|---------------------------------------|
| BIB 4043 | Greek Grammar II                      |
| ICS 3033 | Teaching and Learning Across Cultures |

## Youth & Family Emphasis

### Youth & Family Emphasis – (18 Hours)

|          |                                |
|----------|--------------------------------|
| ICS 2013 | Cultural Anthropology          |
| MIN 2013 | Media and Program Organization |
| MIS 1213 | Community Evangelism           |
| PST 2013 | Marriage and Family Counseling |
| YFM 3013 | Evangelizing Youth             |
| YFM 4093 | Youth & Family Practicum       |

### Electives (9 Hours)

*Suggested Courses:*

|          |                                       |
|----------|---------------------------------------|
| BIB 4043 | Greek Grammar II                      |
| ICS 3033 | Teaching and Learning Across Cultures |

## Intercultural Studies Emphasis

### Intercultural Studies Core (18 Hours)

|          |                                             |
|----------|---------------------------------------------|
| ICS 2013 | Cultural Anthropology                       |
| ICS 2023 | Foundations of Intercultural Studies        |
| ICS 3023 | Ethnodoxology and Community-Based Research  |
| ICS 3033 | Teaching and Learning Across Cultures       |
| ICS 4093 | Intercultural Practicum – Directed Research |
| MIS 4063 | Church Planting                             |

### Electives (9 Hours)

*Suggested Courses:*

|          |                                |
|----------|--------------------------------|
| BIB 4043 | Greek Grammar II               |
| MIN 2013 | Media and Program Organization |

## Music Ministry Emphasis

**As a skills-based field, the emphasis in music ministry requires practical preparation from the beginning of this degree program. This program has the following supplementary learning objectives (PLOs)**

**Music PLOs:** Students who graduate with a Music Ministry emphasis will be able to demonstrate the following:

1. Possess basic musical skills in theory, ear training, sight-singing, and musical analysis.
2. Develop a philosophy of church music and worship by which decisions can be made concerning all aspects of the music ministry of the local church.
3. Proficiency in singing and an accompanying instrument, either piano or guitar, sufficient to lead musical worship effectively.

- **Music Ministry Emphasis – 48 Hours**

Prerequisite from General Education: ICS 2013 Cultural Anthropology

ICS 3023 Ethnodoxology and Community-Based Research

MUS 1113 Music Theory and Aural Skills 1

MUS 1123 Music Theory and Aural Skills 2

MUS 2003 Music Theory 3: Aural Skills and Arranging

MUS 2013 Music Theory 4: Instrumental Techniques and Arranging

MUS 2023 Foundations for Music and Worship Ministry (*Number correction needed*)

MUS 1011 (1-6) Major Applied Lessons (Piano, Voice) – (6 semesters: 6 credits total)

MUS 1012 (1-2) Major Applied Lessons (Piano, Voice) – (2 semesters: 4 credits total)

MUS 1001 (2) Minor Applied Lessons (Piano, Voice) – (2 semesters: 2 credits total)

*(Voice Majors should take at least 1 credit of Minor Applied Piano Lessons)*

MUS 3013 Music History 1

MUS 3023 Music History 2

MUS 3113 Conducting and Ensemble

MUS 4013 Worship Leadership Practicum

MUS 4263 Technology for Music Ministry

MUS 4063 Ministry Recital Project

## SECTION X: COURSE DESCRIPTIONS

### ***BIBLE***

**BIB 1013** **Old Testament Survey** **3 hrs.**

A general introduction to the Bible. A survey of the major periods of Old Testament history, identifying key persons, places, and events, with an emphasis on Christ as He is revealed in the Scriptures.

**BIB 1023** **New Testament Survey** **3 hrs.**

A synthesis of the people, places, and events of the New Testament, providing a historical background and emphasizing the basic message of each of the New Testament books.

**BIB 2023** **Spiritual Formation** **3 hrs.**

An in-depth study of the Word of God, seeking to comprehend the process of spiritual formation. It focuses on the work of the Holy Spirit to draw a person to Christ, to give the believer new life, and to conform him/her to the likeness and character of Christ.

**BIB 2033** **Apologetics** **3 hrs.**

A study of the defense of Christianity in concert with the thesis of 1 Peter 3:15 along with emphasis on the biblical and theological foundation, methodology, and contemporary challenges to the truth of Christianity.

**BIB 2213** **Biblical Backgrounds** **3 hrs.**

Introduction to the geographical, archaeological, historical, and cultural background of the Old and New Testament periods to aid in the proper understanding of the Scriptures. Attention is also given to the intertestamental period as preparation for the New Testament era.

**BIB 2223** **Torah** **3 hrs.**

A study of the Torah, also called the Pentateuch, as well as other rabbinic teachings. Students will examine the foundational teachings of the Jewish people, from their call by God, their suffering and Egyptian captivity, and their covenant with God, which includes the moral, religious, and civil obligations for life (Genesis to Deuteronomy).

**BIB 2233** **Historical Books** **3 hrs.**

A study of the historical books of the Old Testament that cover the history of Israel from the entrance into the Promised Land through the captivity of Judah (Joshua to Esther).

**BIB 2243** **Wisdom Books** **3 hrs.**

A study of the wisdom books (poetic books) of the Old Testament with special emphasis given to Psalter and Messianic elements in Hebrew poetry (Job to Song of Songs).

**BIB 2253** **The Prophets** **3 hrs.**

A study of the major and minor prophets of the Old Testament. Emphasis is placed on the Messiah's mission, purpose, authority, scope, and message to Israel and the Gentiles (Isaiah to Malachi).

|                                                                                                                                                                                                                                                                                                                                                                  |                                               |               |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------|
| <b>BIB 2313</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Gospels and Acts</b>                       | <b>3 hrs.</b> |
| A course providing an overview of the scope and content of Matthew, Mark, Luke, and John, as well as Acts. The course will delve into the major themes of the texts and provide a historical background.                                                                                                                                                         |                                               |               |
| <b>BIB 2323</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Life of Christ</b>                         | <b>3 hrs.</b> |
| An in-depth journey through the Gospel accounts of Jesus Christ with the purpose of examining the scope of Christ's life and the way in which the Christ-follower accurately models Jesus' life.                                                                                                                                                                 |                                               |               |
| <b>BIB 2333</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Epistles</b>                               | <b>3 hrs.</b> |
| An in-depth study of the letters of the Apostle Paul as well as the General Epistles. This course will emphasize core doctrinal truths essential to Christian faith and practice.                                                                                                                                                                                |                                               |               |
| <b>BIB 2343</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Daniel and Revelation</b>                  | <b>3 hrs.</b> |
| A detailed study of the book of Daniel is followed by an overview of the seven New Testament churches and future events of Revelation. Emphasis is given to the practical principles from the life of Daniel and examining how Jesus Christ is revealed through the study and understanding of Revelation.                                                       |                                               |               |
| <b>BIB 3013</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Romans</b>                                 | <b>3 hrs.</b> |
| A verse-by-verse study which emphasizes the doctrines of salvation and sanctification while specifying the place of the Jew and Gentile in the plan of God.                                                                                                                                                                                                      |                                               |               |
| <b>BIB 3053</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Ecclesiology</b>                           | <b>3 hrs.</b> |
| A study of the biblical definition and history of Jesus' church within the confines of Scripture. In this course, a distinction will be made between what is actually a prescription for a scriptural church and what is simply a description of the early church.                                                                                               |                                               |               |
| <b>BIB 3103</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Biblical Interpretation (Hermeneutics)</b> | <b>3 hrs.</b> |
| A course identifying and applying sound methods of interpretation to the study of the Bible. It operates on the principles that Holy Scripture is inspired by God, written by human authors, in various literary forms, from a specific historical context. Students will use these methods and principles to derive the meaning of a variety of biblical texts. |                                               |               |
| <b>BIB 3113</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Homiletics</b>                             | <b>3 hrs.</b> |
| An expansion on the Biblical Interpretation (Hermeneutics) course by teaching effective methods for the art of effectively sharing proper biblical interpretation and application with others. Emphasis is on the expository sermon. (Prerequisite: BIB 3103 Biblical Interpretation)                                                                            |                                               |               |
| <b>BIB 3123</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Biblical Theology</b>                      | <b>3 hrs.</b> |
| A study of how God has revealed Himself to man through the Scriptures. An emphasis is placed on God's progressive revelation through specific books of the Bible in their historical settings and the overarching story that these specific books tell when brought together into one unified story. (Prerequisite: BIB 3103 Biblical Interpretation)            |                                               |               |
| <b>BIB 3133</b>                                                                                                                                                                                                                                                                                                                                                  | <b>Bible Doctrines (Systematic Theology)</b>  | <b>3 hrs.</b> |
| A study of what the Bible as a whole teaches us about specific doctrines. In this course, the emphasis is on summarizing doctrines that may be found in part or as a whole in various locations throughout                                                                                                                                                       |                                               |               |

the Bible. (Prerequisite: BIB 3103 Biblical Interpretation)

**BIB 4033** **Greek Grammar I** **3 hrs.**

A course designed to equip students with practical tools for studying the original language of the New Testament. Emphasis is given to a basic working knowledge of biblical Greek for the purpose of more clearly understanding and sharing biblical truths.

**BIB 4043** **Greek Grammar II** **3 hrs.**

A continuation of the study of practical Greek Grammar skills for the purpose of gaining a greater understanding of the New Testament Scriptures. This includes work on the aorist tense, use of each type of pronoun, and exegesis of perfect tenses, as well as participles and moods. Special attention is given to detailed word studies and exegesis of key passages of Scripture.

## ***BUSINESS***

**BUS 1011** **Introduction to Business** **1 hr.**

A course designed to provide a thorough understanding of the essential aspects of the business landscape. Those aspiring to be entrepreneurs, managers, or those who wish to explore the intricacies of commerce, receive a solid foundation to achieve these goals. The focus is on practical application and real-world scenarios, equipping the student with the tools needed to succeed in today's rapidly evolving business world.

**BUS 1013** **Keyboarding I** **3 hrs.**

A course designed to teach the student proper techniques of typewriting with an emphasis on rhythm, accuracy, and increasing speed.

**BUS 1023** **Principles of Personal Finance** **3 hrs.**

An in-depth study on how to handle personal finances using the curriculum of Financial Peace University. It is designed to encourage the development of a family budget in order to be free from financial bondage.

**BUS 2013** **Principles of Accounting I** **3 hrs.**

A course focusing on the first part of entry level accounting—Financial Accounting. It prepares the accounting student in the theory and techniques of accounting necessary for the advanced courses. Students will be introduced to financial statements and the accounting cycle for a service and merchandise business.

**BUS 2023** **Principles of Accounting II** **3 hrs.**

A course focusing on Managerial Accounting. Managerial Accountants help managers make important decisions such as to turn the company in a new financial direction or to continue with its current financial model. This course teaches students how to extract and modify costs in order to make informed managerial decisions. Topics include activity-based costing, budgeting, flexible budgeting, cost-volume-profit analysis, cost estimating, the costs of outsourcing, standard costing, variance analysis, responsibility accounting, and performance evaluation.

## BUS 2033

### Business Math

3 hrs.

A comprehensive study of the practical world of business mathematics, covering foundational math, probability, statistics, and an introduction to basic calculus. It provides essential skills applicable to diverse business scenarios, from budgeting to risk analysis. The course consists of interactive lessons and real-world examples, designed to develop a solid understanding of mathematical concepts crucial for decision-making and problem-solving in today's competitive market.

## BUS 2043

### Management Information Systems

3 hrs.

A comprehensive course exploring the fundamentals of Information Management Systems (IMS) designed to assist students navigate the dynamic business landscape. It provides essential knowledge and skills vital for success in entrepreneurship, management, or commerce exploration. Emphasis is on practical application and real-world scenarios to equip students for today's fast-paced business environment.

## BUS 3013

### Principles of Management

3 hrs.

A course for developing an understanding of an organization as a group of people with similar objectives, requiring coordinated efforts to achieve objectives with efficiency and effectiveness. Management is the “art” of organizing people to accomplish tasks. This course introduces the basic rules and functions of this “art.”

## BUS 3023

### Principles of Marketing

3 hrs.

A course teaching essential concepts, rules, methods, techniques, and processes for creating value for customers and for building and maintaining long-term customer relationships. This course teaches methods for developing a systematic framework for formulating and assessing marketing strategies. The course emphasizes application and practice by studying and discussing real-world cases in the classroom.

## BUS 3033

### Financial Management

3 hrs.

A course emphasizing the financial aspects of managerial decisions. It includes a study of financial principles, environment, financial markets and instruments, financial statements and ratios, valuation of financial assets, and the trade-off between risk and expected return.

## BUS 3123

### Business Law

3 hrs.

A study of the principles of law common to businesses, including contract law, tort law, employment law, and laws pertaining to corporations and businesses.

## BUS 3143

### Spiritual Leadership Development

3 hrs.

A course providing students with the necessary tools to develop both their spiritual and leadership attributes. During their study, students will gain essential skills required to accomplish the plan God

has ordained for them to follow. They will also discover that their future leadership will be based not only upon what they now know and have, but also upon what they aspire to become.

**BUS 4023** **Human Resources Management** **3 hrs.**

A specialization within the field of Management (HRM) which focuses on managing people. It is the most important aspect of management. It involves leadership, values, employment planning, recruiting and selecting employees, training and compensating them, and evaluating their performance.

**BUS 4033** **Strategic Management** **3 hrs.**

The capstone of the core business courses. Students who have learned accounting, finance, marketing, and management also need to develop the ability to integrating those skills in the real world. This course examines how policies in each area are integrated into an overall competitive strategy.

**BUS 4133** **Entrepreneurship** **3 hrs.**

A course focused on critical entrepreneurial and venture creation concepts through practical application and textual study. Students will be required to produce a practical application.

**BUS 4143** **International Business** **3 hrs.**

An advanced undergraduate course in the field of international business with a primary focus on global business issues, environments, and strategies. As business activities are increasingly wired and global, students must understand traditional business functions as they are influenced by different geographic regions, cultures, religions, and governments. This course will prepare students for the international marketplace and illustrate how successful managers must function in a competitive world.

**BUS 4043** **Business Research Methods** **3 hrs.**

A structured investigation aimed at furnishing insights to resolve managerial issues. This course provides an overview of business research techniques, with a strong emphasis on practical problem-solving approaches. It focuses on identifying and analyzing problems, devising effective problem-solving strategies, and developing communication skills.

**BUS 4253** **Business Internship** **3 hrs.**

A course designed to allow the student to study in a real-life business setting. Students will gain real world experience as they intern with business organizations in Hot Springs and the surrounding area.

**BUS 4015** **Capstone Project in Business** **5 hrs.**

In this culminating course, students delve into strategic business questions, applying their knowledge to real-world scenarios. Collaborating with peers, they explore topics such as analyzing existing companies, creating startup business plans, and simulating strategic decisions. The course spans the semester, culminating in a comprehensive written report and a final presentation. Students demonstrate practical insights, impact, and their ability to bridge theory and practice. Whether launching a startup or contributing to established organizations, this capstone represents the pinnacle of their academic

journey.

**ECO 2013** **Principles of Microeconomics** **3 hrs.**  
A study analyzing the market behavior of individual consumers and firms, specifically noting the interaction and factors that influence the choices made by buyers and sellers. Students will learn the basic theories of supply and demand, thus giving them the tools to validate the pricing of particular products and services.

**ECO 2023** **Principles of Macroeconomics** **3 hrs.**  
A course emphasizing macroeconomic analysis of employment, income, price level, fiscal and monetary policy, and international economics.

## ***CHURCH MINISTRIES***

**MIN 1513** **Introduction to Church Ministry** **3 hrs.**  
An overview of the infrastructure of Church ministry such as functionality, finances, leadership, staffing, and community, to help the congregation flourish as it progresses with Kingdom impact for the glory of God.

**MIN 2013** **Media and Program Organization** **3 hrs.**  
Practical training on how to utilize multiple forms of media and projection within a Church worship service as well as instructing practical ways to strategically organize such media forms into a worship program context.

**MIN 3013** **Church Education** **3 hrs.**  
A course dealing with principles for leading a local church: leadership skills, church polity, church constitutions, parliamentary procedures, ordinations, and budgets.

**MIN 4073** **Church Administration and Finance** **3 hrs.**  
A study of administrative principles and practices specific to the local church. The course studies and examines staff, finances, buildings, and public relations in churches and incorporates material from both religious and secular sources.

**MIS 1013** **Introduction to Missions** **3 hrs.**  
A course building on the biblical foundation of missions in the Old Testament and examines the expansion of the church in the New Testament as a basis for modern-day missions. Attention is given to twenty-first century mission concepts and agencies working around the world.

**MIS 1213** **Community Evangelism** **3 hrs.**  
A survey of the scriptural principles and strategies of intentional evangelism that connects a Christian's personal practice of Gospel witnessing to the local New Testament Church for the purpose of impacting the community surrounding the local Church through various evangelistic methodologies.

**MIS 2013** **Intentional Discipleship** **3 hrs.**  
A study designed to guide a Christ-follower into obedience to the Great Commission. It focuses on:

(a) developing in him/herself the traits of a disciple through spiritual discipline; (b) growing as a servant leader who comes alongside new believers; (c) assisting other disciples to also make disciples.

**MIS 2023** **Missional Living** **3 hrs.**

A survey of the scriptural principles, strategies, and history of evangelism and missions for a local, regional, and global application. It introduces apologetics to the student with the goal of presenting historical, reasoned, and evidential bases for Christianity, defending it against modern day attacks from other religions and unbelievers.

**MIS 3013** **Discipleship History and Philosophy** **3 hrs.**

A survey of various approaches and methods that ministries may implement to create a culture of discipleship. The course includes readings and discussions concerning how the command to make disciples can be obeyed in various church and ministry contexts.

**MIS 4063** **Church Planting** **3 hrs.**

A course providing the student with an introduction to various methods of church planting as an extension of Christ's command to fulfill the Great Commission. (Prerequisite: BIB 3053 Ecclesiology)

**PST 1013** **Pastoral Leadership** **3 hrs.**

A course designed to explore the emerging traits seen of pastoral figures in Scripture and to contrast any and all traits with those experienced by pastors today.

**PST 2013** **Marriage and Family Counseling** **3 hrs.**

A course designed to equip students to provide counseling on the issues of marriage and family. This course addresses the mental, physical, emotional, and spiritual issues that affect all Christian families and the biblical methods of counseling those dealing with them.

**PST 4032** **Pastoral Counseling I** **2 hrs.**

A biblical study of counseling from God's perspective. We will study the biblical basis for counseling as well as the principles for effective counseling taught in God's Word. Students will also learn to discern the difference between secular counseling methods and biblical counseling methods.

**PST 4042** **Pastoral Counseling II** **2 hrs.**

A course introducing students to a solution-based model for short-term counseling that incorporates knowledge of facilitation skills and cognitive behavioral approaches that are based on biblical teaching for counseling within the local church.

**PST 4082** **Administration of Church Education** **2 hrs.**

A course designed to familiarize the student with the various elements of administration processes. Goal setting and achieving, organizing, delegating, supervising, and training of leaders will be discussed and studied.

**PST 4093** **Pastoral Ministry Practicum** **3 hrs.**

An opportunity for students to experience "on-the-job" training in pastoral ministry. Students will be assigned a project in a local church working with its pastor where the student follows an outlined program of Christian service.

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| <b>YFM 3013</b>                                                                                                                                                                                                                                                                                                                                           | <b>Evangelizing Youth</b> | <b>3 hrs.</b> |
| <p>A course focusing on equipping youth workers to assist their pastor in reaching both teens and children with the gospel. It also stresses the importance of carefully leading to Christ those in the age group most open to the truth, covering practical methods of child evangelism, the bus ministry, Bible clubs, and witnessing to teenagers.</p> |                           |               |

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| <b>YFM 4093</b>                                                                                                                                                                                                                                              | <b>Family and Youth Practicum</b> | <b>2 hrs.</b> |
| <p>An opportunity for students to experience “on-the-job” training in youth and family ministry. Students will be assigned a project in a local church working with its youth pastor where the student follows an outlined program of Christian service.</p> |                                   |               |

## **COMPUTER**

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| <b>CIS 2003</b>                                                                                                                                                                                                                              | <b>Computer Application</b> | <b>3 hrs.</b> |
| <p>A basic, introductory course in personal computers using windows and office applications. The course will cover basic operating concepts and receive hands-on experience with MS Windows, Word, Excel, PowerPoint and other programs.</p> |                             |               |

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| <b>CIS 2083</b>                                                                                         | <b>Web Design</b> | <b>3 hrs.</b> |
| <p>A basic, introductory course that teaches the design of business, personal, and church websites.</p> |                   |               |

## **CRIMINAL JUSTICE**

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| <b>CMJ 1013</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Introduction to Criminal Justice</b> | <b>3 hrs.</b> |
| <p>An overview of the history, philosophy, and development of the criminal justice system, emphasizing an understanding of law enforcement, the courts and corrections, and their respective roles in accomplishing the missions of the American criminal justice system. This course is designed to give students a general knowledge of the structure, relation, and organization of the separate entities responsible for the administration of justice. These entities include the judicial system, corrections system, juvenile justice, and others.</p> |                                         |               |

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| <b>CMJ1543</b>                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Courts and Criminal Procedures</b> | <b>3 hrs.</b> |
| <p>A course focusing on state and national court systems and the role and procedures of criminal courses in society and the consequences of judicial policy making. The primary focus is on the criminal process, legal problems associated with investigation of crime, acquisition and preservation of evidence, commencement of a criminal proceeding, prosecution and defense of charges, sentencing, and appeal.</p> |                                       |               |

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| <b>CMJ 2013</b>                                                                                                                                                         | <b>Criminal Law</b> | <b>3 hrs.</b> |
| <p>A study of the fundamental principles of criminal law, this course will examine the elements of crimes, doctrines of criminal liability, and defenses of crimes.</p> |                     |               |

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| <b>CMJ 2023</b> | <b>Criminology</b> | <b>3 hrs.</b> |
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A study of the major areas of crime and delinquency, theories of crime, nature of criminal behavior, statistics, and the components of the criminal justice system.

**CMJ 2033** **Police Organization and Management** **3 hrs.**

A study of the principles and theories of organization, management and administration as applied to law enforcement agencies operating within the political climate of democratic government; includes evolution of theory and practice in management styles, leadership, organizational structure, policy, planning, productivity, technology, public personnel issues, and public sector liability.

**CMJ 2043** **Juvenile Justice and Delinquency** **3 hrs.**

An analysis of problems associated with juvenile delinquency and the evolution of a juvenile justice system apart from the adult criminal justice system. It is a study of landmark court cases which have shaped the system's response to juvenile problems. and of dilemmas faced by criminal justice practitioners in deciding whether to apply juvenile or adult criteria in deciding cases involving young offenders.

**CMJ 2053** **Introduction to Corrections** **3 hrs.**

A course focusing on the major programs within the corrections component of the criminal justice system. It includes analysis of probation, institutional treatment, parole, and community corrections programs. Development of corrections philosophy, theory, and practice are presented with emphasis on Constitutional rights of offenders.

**CMJ 4063** **Capstone Project in Criminal Justice** **3 hrs.**

The capstone course of the Criminal Justice program is designed to offer students the opportunity to reflect upon and synthesize prior learning and to apply it at a higher level of understanding. Knowledge and skills from other courses in the program as well as experience are integrated in focused individual projects. Such projects might include independent research or a work-related or other applied project. Analysis of the individual project in light of theory and research in the field is a key component of this course.

## ***EDUCATION***

**CCC 1011** **Principles of Collegiate Success** **1 hr.**

A course intended for freshman students and is a study of what success is personally and how it can be achieved. Students will learn strategies for creating greater academic, professional, and personal success.

**EDU 1011** **Introduction to Education** **1 hr.**

This course is mandatory for admission into the Champion Teacher Education Program (CTEP). It aims to provide an in-depth exploration of teaching as a viable career option and covers various aspects, such as

the historical, theoretical, philosophical, and sociological foundations of education. It offers insights into current issues and practices, the roles of school personnel, PRAXIS Exams, and the teaching licensure requirements.

**EDU 1013** **Foundations of Education** **3 hrs.**

A course designed for students interested in entering the teaching profession with children K-12. Principles, history, philosophy, functions of the school, policies, and current trends are included.

**EDU 2013** **Learning Theories and Christian Philosophy of Education** **3 hrs.**

A study of the historical and philosophical development of education with an emphasis on a biblical philosophy of Christian education. The course analyzes religious and public trends of the past and present. Students will research and formulate a personal biblical philosophy of education.

**EDU 2023** **Classroom Management** **3 hrs.**

A course providing an understanding of the methods, philosophies, and techniques necessary to create a healthy, positive environment for learning.

**EDU 2032** **Instructional Technology** **2 hrs.**

A course emphasizing the integration of technology in the K-12 classrooms. Students will use technology to enhance teaching and learning.

**EDU 3013** **Classroom Assessment** **3 hrs.**

A course that emphasizes the development of lesson planning and the effective delivery of that plan. It includes a study of various assessments to measure student learning, organize content, and utilize resources to maximize student learning.

**EDU 3063** **Teaching the Diverse Learner** **3 hrs.**

An introduction to children and youth with exceptionalities. The course will explore various methods of assessment, teaching strategies, and legal/ethical issues appropriate for students with exceptionalities. The class will also provide biblical applications for teaching exceptional learners.

**HIS 4013** **Methods of Secondary Social Studies** **3 hrs.**

A course designed for aspiring educators who want to teach Social Studies effectively at the secondary level. It covers curriculum design, instructional strategies, assessment techniques, and approaches to addressing the diverse needs of learners.

**SCI 4013** **Methods of Secondary Sciences** **3 hrs.**

A course designed to explore effective methods and techniques for teaching science to secondary school students. The course will provide an overview of the learning theories that underpin effective science teaching and explore how to create engaging and accessible lesson plans.

**PED 3313** **Teaching K-12 Health and PE** **3 hrs.**

A course to equip future educators with the knowledge and skills to teach K-12 health and physical education. Participants learn how to design age-appropriate lessons and assessments that promote healthy habits and active lifestyles.

**EDU 4013** **Education Seminar 1** **3 hrs.**

A course designed to assist teacher candidates in their preparation for student teaching by combining theoretical knowledge with practical experiences. The course emphasizes student observation hours, and it incorporates educational activities, collaborative learning, reflective practices, and personalized feedback.

**EDU 4013** **Education Seminar 2** **3 hrs.**

A course to help teacher candidates develop a professional teaching portfolio. It includes hands-on training and reflective exercises to strategically select and organize artifacts that show their teaching proficiency. Participants will refine their portfolios to align with standards and showcase strengths. The final portfolio serves as a tool for job applications and professional development, empowering candidates for successful teaching careers.

**EDU 4012** **Student Teaching** **12 hrs.**

A course offered to student teacher candidates to prepare him/her for teaching in the elementary/secondary classroom. The student teacher will co-teach with a responsible classroom teacher and participate in professional activities. The course allows the student to apply what has been learned and offers practice in phases of teacher responsibility.

**EED 3013** **Teaching Language Arts & Literature** **3 hrs.**

A course designed for language arts teachers. Students will delve into diverse methods of acquiring oral and written language. Students will learn about strategies used to promote growth in the language arts classroom with emphasis on engaging activities to enhance the learning environment. Students will have the opportunity to teach, assess, and evaluate children's language acquisition in the classroom. (To be reviewed, including literature component)

**EED 3023** **Teaching Science** **3 hrs.**

A course in methods, curricula, and organization of materials for use in elementary school science, giving special attention to the use of laboratory materials and experiences.

**EED 3043** **Teaching Reading and Writing** **3 hrs.**

A course designed to acquaint the prospective teacher with the concepts and meanings of all facets of reading and writing. The course emphasizes vocabulary strategies and processes of writing.

**EED 3053** **Teaching Math 1** **3 hrs.**

A course designed to prepare the prospective teacher with research-based strategies, experiences, and procedures for effectively teaching elementary mathematics for PK - 3rd grades (foundational number sense, place value, computation, algebraic, geometric, and data analysis concepts).

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| <b>EED 3063</b> | <b>Teaching Math 2</b> | <b>3 hrs.</b> |
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A course designed to prepare the prospective teacher with research-based strategies, experiences, and procedures for effectively teaching elementary mathematics for 4th - 6th grades (number concepts and computation, algebraic expressions, geometry, and data analysis concepts: probability and statistics).

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| <b>EED 3063</b> | <b>Teaching Social Studies</b> | <b>3 hrs.</b> |
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A course that focuses on standards-aligned social studies and history content being taught in the Christian school. Candidates learn and practice a variety of pedagogical strategies specific to the discipline, including the development of lessons, materials, and assessments.

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| <b>EED 3083</b> | <b>Emergent Literacy</b> | <b>3 hrs.</b> |
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A course focusing on the development of literacy (reading, writing, listening, speaking, viewing, and visually representing) in young children (Birth - 3rd grade) and ways parents and educators alike can facilitate this development.

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| <b>EED 3093</b> | <b>Reading in the Content Area</b> | <b>3 hrs.</b> |
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A course to develop the instructional competencies necessary for teaching reading comprehension and critical thinking skills essential for learning the concepts of content subjects (math, science, ELA, social studies, etc.). It is applicable to teaching candidates of all subjects and grade levels.

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| <b>EED 3033</b> | <b>Teaching Music and Art</b> | <b>3 hrs.</b> |
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A course designed to teach the basic concepts, the value, as well as the roles of music and art in Western and other cultures. The course also helps students learn and develop strategies for integrating the components of music and art as teaching aids in the classroom.

## ***ENGLISH / LANGUAGES***

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| <b>ENG 0213</b> | <b>College Reading</b> | <b>3 hrs.</b> |
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A course designed to assist students in becoming strong and confident readers, well-prepared for college, for employment, and for the world as a whole.

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| <b>ENG 0303</b> | <b>English Fundamentals</b> | <b>3 hrs.</b> |
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A course designed to prepare students for English Composition I by building foundational skills in grammar and English composition.

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| <b>ENG 1013</b> | <b>English Composition I</b> | <b>3 hrs.</b> |
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A course providing a review of grammar mechanics through the study of composition. The course requires readings of different writing styles as well as practice in writing a variety of essays for academic and professional purposes.

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| <b>ENG 1023</b> | <b>English Composition II</b> | <b>3 hrs.</b> |
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A course emphasizing the principles and techniques of expository and persuasive composition, analysis of texts, research methods, and critical thinking. Research papers are required.

**ENG 1033** **Fundamentals of Speech** **3 hrs.**

A study of the theory and practice of communication in interpersonal settings, small groups, and public settings, emphasizing proficiency in speech organization, delivery, and critical thinking/listening application. This course will not only help the shy or quiet person learn public speaking skills but will also help sharpen the skills of those who are already comfortable speaking in front of people. Students will learn to collect ideas, organize thoughts, and present them in a fashion which can be clearly understood.

**ENG 2013** **World Literature I** **3 hrs.**

A study of selected significant works of world literature from ancient, medieval, and renaissance periods. It includes the study of movements, schools, and periods. Emphasis is given to the expression of human experience through studying literary selections and cultural developments. (Prerequisite: ENG 1013)

**ENG 2023** **World Literature II** **3 hrs.**

A survey of world literature from the Enlightenment through Modernism. Emphasis is placed on studying the thematic trends, cultural aspects, and comparative analysis of the major authors. Readings will include selections from the Enlightenment, the Romantic Period, Realism, Naturalism, and the Modern Era. (Prerequisite: ENG 1013)

**ENG 2313** **English Literature I** **3 hrs.**

A study of British literature from the Old English period through late 18th century. In addition, literary themes, authors, and historical influences will be studied. (Prerequisite: ENG 1013)

**ENG 2323** **English Literature II** **3 hrs.**

A course covering British literature from the late 18th century to the present. It provides a study of literary themes, authors, and historical influences on literature. (Prerequisite: ENG 1013)

**ENG 2333** **Children/Adolescent Literature** **3 hrs.**

A course introducing and exploring examples of literature through reading, discussion, and evaluation of a wide array of outstanding literature for children and adolescents. It is designed to explore the history, various genres, functions, and pleasures of literature. The class will cover both classic and contemporary texts ranging in age level. (Prerequisite: ENG 1013)

**ENG 3013** **American Literature** **3 hrs.**

A survey of American literature from the discovery period to the Civil War with an emphasis on literary themes, major authors, and historical influences. (Prerequisite: ENG 1013)

**ENG 3023** **American Novel** **3 hrs.**

A course which consists of reading various American novels with a focus on the historical, social, and cultural contexts of each novel. (Prerequisite: ENG 1013)

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| <b>ENG 3033</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Poetry</b>                                 | <b>3 hrs.</b> |
| An introduction to poetry and poetic thought. The course consists of students practicing the process of interpretation and critical reading. Focus is placed on understanding poetic elements, forms, conventions, enjoyment of poetry, and exploration of human experience. (Prerequisite: ENG 1013)                                                                          |                                               |               |
| <b>ENG 3043</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Practical Writing</b>                      | <b>3 hrs.</b> |
| A course designed to give practice and strengthen writing skills for academic and vocational purposes. Practical Writing will also reinforce proper mechanics and correct usage through writing in a variety of forms. (Prerequisites: ENG 1013 and ENG 1023. Students must have completed the prerequisites with a “C” or better.)                                            |                                               |               |
| <b>ENG 4013</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Modern Grammar</b>                         | <b>3 hrs.</b> |
| An introduction to the science of linguistics – its terminology, its methods, and its relation to the study of English. Assignments will be given on style and usage. (Prerequisites: ENG 1013 and ENG 1023. Students must have completed the prerequisites with a “C” or better.)                                                                                             |                                               |               |
| <b>ENG 4023</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Research Methods</b>                       | <b>3 hrs.</b> |
| A general introduction to research methods. Participants will establish and advance their understanding of research methods, data collection of both print and electronic form, and research analysis. Ethical principles of research will be discussed. (Prerequisites: ENG 1013 and ENG 1023. Students must have completed the prerequisites with a “C” or better.)          |                                               |               |
| <b>ENG 4033</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Teaching English as a Foreign Language</b> | <b>3 hrs.</b> |
| A course focusing on the principles and practices of teaching English to students who are not proficient in English or who do not speak, read, or write English. (Prerequisites: ENG 1013 and ENG 1023. Students must have completed the prerequisites with a “C” or better.)                                                                                                  |                                               |               |
| <b>ENG 4043</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Shakespeare</b>                            | <b>3 hrs.</b> |
| A course which explores Shakespeare’s plays. Students will explore the historical context of Shakespeare’s era, gain understanding of how his plays had a part in constructing social behaviors of the time period, and look at ways that his works live on through film and social media. Discussions will focus on plot comprehension and analyzing content through reading. |                                               |               |
| <b>ENG 4053</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Mythology</b>                              | <b>3 hrs.</b> |
| A study of classical, Norse, and medieval mythology themes and narratives with a focus on the influence of mythical elements in the modern world.                                                                                                                                                                                                                              |                                               |               |
| <b>SPA 1013</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Elementary Spanish I</b>                   | <b>3 hrs.</b> |
| An introduction to the Spanish language through the development of listening, speaking, reading, and writing skills.                                                                                                                                                                                                                                                           |                                               |               |
| <b>SPA 1023</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Elementary Spanish II</b>                  | <b>3 hrs.</b> |
| This course is a continuation of SPA 1013. It is designed for students with previous experience in Spanish. Students continue to develop their ability to read, write, and speak Spanish.                                                                                                                                                                                      |                                               |               |

## ***HISTORY / GOVERNMENT / SOCIAL SCIENCES***

|                                                                                                                                                                                                                                                                        |                           |               |
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| <b>HIS 1313</b>                                                                                                                                                                                                                                                        | <b>World History I</b>    | <b>3 hrs.</b> |
| A study of the accomplishments and contributions of humanity from pre-history to the early modern period.                                                                                                                                                              |                           |               |
| <b>HIS 1323</b>                                                                                                                                                                                                                                                        | <b>World History II</b>   | <b>3 hrs.</b> |
| A study of the time periods from the seventeenth century to the present, emphasizing the impact of industrialization and colonization. It is a continuation of World History I.                                                                                        |                           |               |
| <b>HIS 2313</b>                                                                                                                                                                                                                                                        | <b>American Nation I</b>  | <b>3 hrs.</b> |
| A survey of the effect and impact of social, economic, and political parties that brought about the advancement of America as a nation through 1865.                                                                                                                   |                           |               |
| <b>HIS 2323</b>                                                                                                                                                                                                                                                        | <b>American Nation II</b> | <b>3 hrs.</b> |
| A continuation of American Nation I from 1865 to the present time.                                                                                                                                                                                                     |                           |               |
| <b>HIS 3053</b>                                                                                                                                                                                                                                                        | <b>Church History</b>     | <b>3 hrs.</b> |
| A study of church history and the spread of Christianity beginning from immediately after the New Testament period into the present day. This would include periods such as Medieval European Christianity, the Reformation, modern Europe, and American Christianity. |                           |               |

## ***HONORS PROGRAM***

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                |               |
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| <b>HON 1013 (eq BIB 1013)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>The Old Testament in Literary Context</b>                   | <b>3 hrs.</b> |
| The course focuses on interpreting the Old Testament and its relationship to other Mediterranean literature. Students will learn about the various interpretations, genres, and narrative threads of the OT and read, annotate, and discuss selected biblical and adjacent texts. Emphasis is placed on biblical books representative of different genres and time periods, with attention to the flow of salvation history leading to the New Testament.                 |                                                                |               |
| <b>HON 1023 (eq BIB 1023)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>The New Testament and Its Influence on Western Thought</b>  | <b>3 hrs.</b> |
| The course focuses on interpreting the New Testament and its influence on literature in Anglo-American and European contexts. Students learn about the Gospels and the apostolic letters and prophetic writings of the NT, as well as how their themes are applied and amplified in subsequent writings. Students will read, annotate, and discuss selected texts, and seek to better understand Christianity's many contributions to the Western intellectual tradition. |                                                                |               |
| <b>HON 2333 (eq PHI 2333)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Great Writings of Early Europe in Christian Perspective</b> | <b>3 hrs.</b> |
| This course focuses on the great writings of Greco--Latin tradition. Students will read from the Pre-Socratics to Thomas Aquinas with a distinct focus on logic, ethics, epistemology, ontology, and metaphysics. The course compares these writings with selected writings from the Bible. Students will                                                                                                                                                                 |                                                                |               |

read, annotate, and discuss texts with the goal of developing a rich understanding of the relationship between them in early Christian thought. Prerequisite: PHI 1313 (or taken concurrently with PHI 1313).

**HON 2343 (eq PHI 2343)      Great Writings from the Reformation to the New World      3 hrs.**

This course focuses on great writings from the Renaissance and Reformation to the Modern, and Postmodern periods. Students will read authors from Luther and Calvin to Taylor and Trueman in conversation with the Bible and the history of the church. Students will read, annotate, and discuss selected texts with the goal of developing a rich understanding of their relationship to contemporary Christianity. Prerequisite: PHI 1313 (or taken concurrently with PHI 1313).

**HON 2313 (eq HIS 2313)      The Foundations of American Government      3 hrs.**

This course focuses on the philosophical writings and foundational documents that gave rise to the United States of America. Emphasis is placed on the Ancient and Modern writings that provide the basic principles characteristic of American government today. These include writings ranging from Plato and Aristotle to Thomas Hobbes and Thomas Jefferson, including the founding documents and early speeches that shaped the United States of America.

**HON 2323 (eq HIS 2323)      The Development of the American Republic      3 hrs.**

This course focuses on distinctly American political writings and speeches from the mid-1800s to the present day. Emphasis is placed on Modern and Postmodern writings that inform the formation of the American government and its vital institutions. These writings and speeches include Alexis de Tocqueville's *Democracy in America*, John Rawls's *Theory of Justice*, Abraham Lincoln's *Gettysburg Address*, and Ronald Reagan's *Brandenburg Gates Speech*.

**ICS 2013      Cultural Anthropology      3 hrs.**

The study of people in culture, considering social organization, religion, language, worldviews, meaning perception, and potential solutions to global problems.

**ICS 2023      Foundations of Intercultural Studies      3 hrs.**

The study of foundational issues concerning intercultural ministry. It introduces the student to three primary culture types that are found throughout the world and generally how to apply the Gospel in each one of those cultures. It also lays the foundation for contextualization of the Gospel by surveying contextualization in the New Testament.

**ICS 3013      Worldwide Contemporary Christian Movements and Missional Trends      3 hrs.**

A survey of worldwide Christian movements with a focus on cultural, social, and missiological issues such as local expressions of the gospel, and non-Western missions and religious movements. It contains a survey of cultural areas of the world, researching their histories, social structures, religions, customs, and art (Peoples of the World).

**ICS 3023      Ethnodoxology and Community-Based Research      3 hrs.**

The study of how local communities express their worship through their own artistic form. The course includes a basis for field research, involving partnership with local agents, and other agencies to help the community reach its spiritual goals.

**ICS 4093                                      Intercultural Studies Practicum – Directed Research                                      3 hrs.**

A capstone research course in a chosen area of study within the field of intercultural studies. Directed reading, individual work, in-depth investigation of a topic under the guidance of the faculty using standard research procedures. Note: The topic selection and course enrollment will be done with the advisor's approval. Suggested topics: Islam and the Contemporary World; Language and Culture Acquisition; Eastern Religious Contexts; Animism in Africa; Arts in Missions; Indigenous and Unreached People Groups; Revitalization.

**PHI 1313                                      Introduction to Philosophy                                      3 hrs.**

An introduction to the crucial themes discussed by Western philosophers, studied from a biblical perspective. The topics include human values, nature of reality and knowledge, ethics, metaphysics, epistemology, aesthetics, philosophy of religion, and the practice of critical thinking. The course is designed to develop an understanding of the influence of philosophy on Western thought and its relevance for history and life and considered from a biblical perspective.

**PHI 2333                                      *History of Western Thought I*                                      3 hrs.**

A survey of Ancient, Medieval, and Renaissance thought in the Western Intellectual Tradition. Prerequisite: PHI 1313.

**PHI 2343                                      *History of Western Thought II*                                      3 hrs.**

A study of principal philosophers and perspectives from Descartes to Kierkegaard in the Western Intellectual Tradition. Prerequisite: PHI 1313.

**POL 2313                                      American National Government                                      3 hrs.**

A survey of national, state, and local governments with a focus on constitutional principles and contemporary trends and issues.

**PSY 1313                                      General Psychology                                      3 hrs.**

An introductory course in the field of psychology. The course will explore various topics which include the scientific method, biology, perception, consciousness, memory, intelligence, motivation, stress, emotions, development, and behavior.

**PSY 2013                                      Child & Adolescent Development                                      3 hrs.**

A survey of the development of children from birth through adolescence. The course will study cognitive, psychosocial, and emotional aspects as they relate to the psychological domains. Some contemporary issues, such as helping children with special needs, faith development, and educational strategies will be addressed.

**SOC 1013                                      Introduction to Sociology                                      3 hrs.**

A course designed to introduce students to the sociological study of society. Emphasis is placed on understanding social interaction, institutions, and social change.

# MATHEMATICS

**MTH 0123**

## Intermediate Algebra

**3 hrs.**

An introduction to the basic concepts of sets, relations, and numbers, and a study of fractions, factoring, roots, linear and quadratic equations, functions and graphs. Intermediate Algebra is required for students who have an ACT math sub-score of less than 21.

**MTH1213**

# College Algebra

**3 hrs.**

A course covering all topics in a first-year algebra course, from proofs, statistics, and probability to algebra-based real-world problems. Students will study functions including, but not limited to, absolute value; quadratic, polynomial, rational, logarithmic, and exponential systems of equations; and matrices. (Prerequisite: minimum math sub-score of 21 on the ACT or Intermediate Algebra with a grade of “C” or higher).

# MTH 1243

# Introduction to Operations Research

**3 hrs.**

A course focusing on math in the business setting. It includes Calculus' 1st derivative.

**MTH 2023**

# Probability and Statistics

**3 hrs.**

A calculus-based introduction to probability and the distributions and properties of several discrete random variables includes hyper-geometric, geometric, binomial, negative binomial, Poisson, and the distributions and properties of several continuous random variables, including normal, gamma, uniform, chi-squared, t, and F.

## MUSIC

# DAN 1001

## Worship Dance

**1 hr.**

Although often neglected or misunderstood, Spirit-filled praise dance is one of the most powerful and impactful avenues for worshipping (Psalm 15:1-2, 4a). In this course, students will not only build a dance vocabulary of movements and techniques but also develop dance expression through Christ-centered interpretation and execution. In addition, students will gain an understanding of the role of praise dance in today's churches. Through the experiences and instruction of this course, students will appreciate the value of dance to bring glory to God, blessings to others, and personal spiritual growth to the dancer.

# MUS 1001

### Minor Applied Lessons (Piano, Voice)

**1 hr.**

Applied lessons, whether in voice or an instrument (ex. piano, guitar), are primarily practical in nature. Voice lessons include a study of the basic parts of the vocal apparatus, breathing technique, tone production, and articulation. Instrumental lessons also include technical knowledge of the instrument construction and function and focus on performance, accompaniment, and preparation for collaborative work with other musicians. Minor Applied Lessons are indicated for student musicians to get acquainted with an instrument (voice, piano, guitar, etc.) other than their own primary performance instrument. *This course may be taken multiple times.*

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| <b>MUS 1011(2)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Major Applied Lessons (Piano, Voice)</b>               | <b>1 or 2 hrs.</b> |
| Applied lessons, whether in voice or an instrument (ex. piano, guitar), are primarily practical in nature. Voice lessons include a study of the basic parts of the vocal apparatus, breathing technique, tone production, and articulation. Instrumental lessons also include technical knowledge of the instrument construction and function and focus on performance, accompaniment, and preparation for collaborative work with other musicians. MUS 1012 is indicated for students in the latter part of their college degree as they prepare for their capstone music project (recital or worship leading). <i>This course varies its number according to the student's academic level (ex. 1011 for freshman, 2011 for sophomore, etc.).</i> |                                                           |                    |
| <b>MUS 1021</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Chorale/Ensemble</b>                                   | <b>1 hr.</b>       |
| Practical learning of a varied repertoire of choral pieces, targeted towards one primary performance at the end of the semester. The class considers ways through which a choir can contribute to worship in contemporary settings. <i>This course may be taken multiple times.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                           |                    |
| <b>MUS 1113</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Music Theory and Aural Skills I</b>                    | <b>3 hrs.</b>      |
| A study for the beginning musician of the basic elements of Western traditional tonal music. No previous musical experience is necessary. Emphasis will be placed on teaching musical clefs, notes, scales, keys, rhythms, meters, intervals, and chords so that the student understands the basic building blocks of music. These skills will be applied to reading, writing, and analyzing music. Aural skills will include recognizing, singing, and playing scales, rhythms, intervals, melodies, and chords within a tonal framework.                                                                                                                                                                                                         |                                                           |                    |
| <b>MUS 1123</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Music Theory and Aural Skills II</b>                   | <b>3 hrs.</b>      |
| The second semester of the study of basic elements of Western traditional tonal music. Successful completion of MUS 1113 is required for enrollment. Emphasis will be on building and using chords in harmonic progressions and learning harmonic analysis involving more complicated chords and non-harmonic tones.<br>Aural skills will include interval, melodic, and harmonic recognition, as well as sight reading more complex melodies and rhythms.                                                                                                                                                                                                                                                                                         |                                                           |                    |
| <b>MUS 2003</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Music Theory and Aural Skills III (with Arranging)</b> | <b>3 hrs.</b>      |
| A course teaching harmonization of melodies and original composition; seventh, ninth, eleventh, and thirteenth chords; modulation; Neapolitan; and augmented sixth chords. It includes harmonic and formal analysis of songs and basic part writing. The course incorporates the practice of arranging for instrumental and vocal ensembles as well as a continuing development of aural skills.                                                                                                                                                                                                                                                                                                                                                   |                                                           |                    |
| <b>MUS 2013</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Music Theory and Aural Skills IV (with Arranging)</b>  | <b>3 hrs.</b>      |
| A continuing development of the understanding of harmony and its application. The course develops the student's ability to arrange and attain strong aural skills.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                           |                    |
| <b>MUS 2023</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Foundations for Music and Worship Ministry</b>         | <b>3 hrs.</b>      |
| An introduction to the study of music in worship ministry from historical and philosophical standpoints through a biblical perspective. It includes readings and discussions on the nature and practice of worship, as well as other responsibilities that fall to the chief musician of the church, including training and administrative principles.                                                                                                                                                                                                                                                                                                                                                                                             |                                                           |                    |

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| <b>MUS 2313</b>                                                                                                                                                                                                                                                                                                                                                            | <b>Music Appreciation</b>                                   | <b>3 hrs.</b> |
| A survey of the basic elements of music as well as the life and works of the major composers of Western Classical music of the following historical periods: Medieval, Renaissance, Baroque, Classical, Romantic, and Twentieth Century. Students participate in lectures, discussions, extensive in-class demonstrations, and assigned listening and concert observation. |                                                             |               |
| <b>MUS 3013</b>                                                                                                                                                                                                                                                                                                                                                            | <b>Music History I</b>                                      | <b>3 hrs.</b> |
| A look at the history of sacred and secular music as it parallels world history.                                                                                                                                                                                                                                                                                           |                                                             |               |
| <b>MUS 3023</b>                                                                                                                                                                                                                                                                                                                                                            | <b>Music History II</b>                                     | <b>3 hrs.</b> |
| A continuation of Music History I, a look at the history of sacred and secular music as it parallels world history.                                                                                                                                                                                                                                                        |                                                             |               |
| <b>MUS 3043</b>                                                                                                                                                                                                                                                                                                                                                            | <b>Congregational Songs for Christian Worship</b>           | <b>3 hrs.</b> |
| A historical survey of “hymns, psalms, and spiritual songs” used in worship from early Christian times to the present. Emphasis will be on the theological content of texts and suitability for congregational worship.                                                                                                                                                    |                                                             |               |
| <b>MUS 4012</b>                                                                                                                                                                                                                                                                                                                                                            | <b>Worship Leadership</b>                                   | <b>2 hrs.</b> |
| A course to equip the student with a basic knowledge of music theory and song-leading skills. They will learn the use and importance of music and learn to set up a basic music ministry.                                                                                                                                                                                  |                                                             |               |
| <b>MUS 4023</b>                                                                                                                                                                                                                                                                                                                                                            | <b>Instrumental Techniques and Arranging for the Church</b> | <b>3 hrs.</b> |
| An introduction to basic instrumental conducting techniques, characteristics and roles of specific instruments, and elementary arranging techniques for instrumental groups ranging from a rhythm band to a church orchestra.                                                                                                                                              |                                                             |               |
| <b>MUS 4032</b>                                                                                                                                                                                                                                                                                                                                                            | <b>The Worshipping Church</b>                               | <b>2 hrs.</b> |
| A course discussing the biblical theology of worship and how to plan for different types of services. Future pastors and worship leaders are encouraged to take this course as it offers the opportunity for discussion about a topic that can often be a point of contention between the two roles.                                                                       |                                                             |               |
| <b>MUS 4063</b>                                                                                                                                                                                                                                                                                                                                                            | <b>Ministry Recital Project for Church Ministry</b>         | <b>3 hrs.</b> |
| A course requiring the student to prepare a minimum of thirty minutes of music for presentation in a formal recital, completion of program and scheduling criteria, research and preparation of program notes, and public performance of the program.                                                                                                                      |                                                             |               |
| <b>MUS 4163</b>                                                                                                                                                                                                                                                                                                                                                            | <b>Beginning Conducting</b>                                 | <b>3 hrs.</b> |
| An introduction to conducting patterns, gestures, and rehearsal techniques used in preparing vocal and instrumental ensembles in ministry or educational settings.                                                                                                                                                                                                         |                                                             |               |
| <b>MUS 4263</b>                                                                                                                                                                                                                                                                                                                                                            | <b>Technology for Music Ministry</b>                        | <b>3 hrs.</b> |
| An introduction to current technology and software available to music ministers in areas such as music notation, projection, acoustics, electronic instruments, sound reinforcement, lighting design, cataloging, record-keeping, and time management.                                                                                                                     |                                                             |               |

## **SCIENCE**

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| <b>BIO 1324</b>                                                                                                                                                                                                                                                                         | <b>Introductory Microbiology and Lab</b> | <b>4hrs.</b>  |
| Introductory course in microbiology. Includes microbiological concepts, including the study of bacteria, viruses, fungi, and protozoa as they affect the human body. Designed for general education and majors in health professions programs. Lab required and included in the course. |                                          |               |
| <b>BIO 1414</b>                                                                                                                                                                                                                                                                         | <b>Biology &amp; Biology Lab</b>         | <b>4hrs.</b>  |
| A survey of the processes and principles of plant and animal life. Students will get an in-depth look at the fundamental characteristics of living organisms. Lab required.                                                                                                             |                                          |               |
| <b>BIO 2313</b>                                                                                                                                                                                                                                                                         | <b>Personal and Community Health</b>     | <b>3 hrs.</b> |
| An examination of the principles of nutrition at all stages of life including growth and development, maintenance, and restoration of nutritional health.                                                                                                                               |                                          |               |
| <b>BIO 2014</b>                                                                                                                                                                                                                                                                         | <b>Human Anatomy and Physiology I</b>    | <b>4 hrs.</b> |
| A study of the structure and functions of the organ systems of the human body and how they work together to maintain homeostasis. Designed for majors in health profession programs. Lab required.                                                                                      |                                          |               |
| <b>BIO 2023</b>                                                                                                                                                                                                                                                                         | <b>Human Anatomy and Physiology II</b>   | <b>3 hrs.</b> |
| An examination of the terminology, structure, and functions of the human body, including a study of the circulatory, cardiovascular, lymphatic, immune, respiratory, digestive, urinary, and reproductive systems.                                                                      |                                          |               |
| <b>CHM 1413</b>                                                                                                                                                                                                                                                                         | <b>Chemistry</b>                         | <b>3 hrs.</b> |
| An introduction to the basic principles and concepts in chemistry. Topics covered include measurements, units and unit conversion, scientific notation, stoichiometry, atomic structure, the concept of the mole, types of compounds, and problem solving.                              |                                          |               |
| <b>PHY 1434</b>                                                                                                                                                                                                                                                                         | <b>Physical Science</b>                  | <b>4 hrs.</b> |
| A study of the basic principles of science which include physics, chemistry, astronomy, and weather.                                                                                                                                                                                    |                                          |               |

## **SPORTS MANAGEMENT**

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| <b>PED 1131</b>                                                                                                                                                                                             | <b>Collegiate Sports</b>                  | <b>1 hr.</b>  |
| Students earn one credit hour for participating in a collegiate sport.                                                                                                                                      |                                           |               |
| <b>SMD 1033</b>                                                                                                                                                                                             | <b>Officiating</b>                        | <b>1 hr.</b>  |
| An introductory course for students interested in sports officiating. Topics include the rules and their interpretations, definitions, signals, mechanics, ethics, exceptions to the rules and positioning. |                                           |               |
| <b>PED 2012</b>                                                                                                                                                                                             | <b>Introduction to Physical Education</b> | <b>2 hrs.</b> |
| An introduction to sports and fitness while building coordination and self-esteem.                                                                                                                          |                                           |               |

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| <b>KIN 2313</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>Sports Safety and First Aid</b>                     | <b>3 hrs.</b> |
| A course providing students with the basic knowledge of first aid practices and procedures. Emphasis is also placed on health and safety in sports.                                                                                                                                                                                                                                                        |                                                        |               |
| <b>COM 2023</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>Multimedia Production</b>                           | <b>2 hrs.</b> |
| A study of techniques and practices used to create content using digital media. It emphasizes the role and impact of digital media by providing an understanding of broadcasting, blogging, social media, and podcasting. Students receive practical instruction with digital media recording equipment, cameras, tablets, smartphones, content management systems, and software.                          |                                                        |               |
| <b>COM 2033</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>Principles of Journalism</b>                        | <b>2 hrs.</b> |
| A survey course introducing the student to the world of news gathering. The purpose of this course is to give you an overview of the culture and principles of journalism so you will be better prepared to succeed in the program and in your career.                                                                                                                                                     |                                                        |               |
| <b>SMD 3033</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>Sports Marketing</b>                                | <b>2 hrs.</b> |
| A broad introduction to the basic concepts of marketing in sport. Special emphasis will be placed on the following areas: the marketing concept, consumer behavior, strategic planning, and the development of a comprehensive marketing plan. Students will be challenged to interpret these marketing concepts and to formulate creative applications for decision making to a wide range of industries. |                                                        |               |
| <b>PED 3313</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>Teaching K-12 Health &amp; P.E.</b>                 | <b>3 hrs.</b> |
| A course for teacher candidates majoring in health and physical education. The class will focus on learning theories, methods of instruction, and materials helpful for teaching health and physical education to students. Students will develop objectives, create lesson plans, organize curricula, and assess learning.                                                                                |                                                        |               |
| <b>PED 2322</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>Nutrition for Fitness and Sports</b>                | <b>2 hrs.</b> |
| A course covering the basic concepts and principles of a healthy lifestyle. Focus is placed on making good decisions regarding exercise, body composition, strength training, and eating right. Students are required to keep a log to demonstrate compliance with a healthy lifestyle.                                                                                                                    |                                                        |               |
| <b>SMD 1023</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>Foundations of Coaching</b>                         | <b>3 hrs.</b> |
| The necessary foundational principles and methods to become an effective coach at any level.                                                                                                                                                                                                                                                                                                               |                                                        |               |
| <b>SMD 2013</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>Business and Professional Speech</b>                | <b>3 hrs.</b> |
| Business and Professional Speech prepares each student for the delivery of effective oral communications. This class is designed to aid the prospective business or professional person in preparing various types of speaking assignments such as he/ she might encounter in his/her career. Emphasis is upon research, organization, and delivery.                                                       |                                                        |               |
| <b>KIN 3013</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>Principles of Sports Management and Kinesiology</b> | <b>3 hrs.</b> |
| An introduction to the concepts of fitness and sport management. The course covers areas of policies                                                                                                                                                                                                                                                                                                       |                                                        |               |

and procedures, the history and evolution of sport management, organizational functions, management levels, rules and compliance oversight, event management, and leadership. It is intended for those students looking to enter the field of sport and fitness.

**KIN 3003** **Principles of Public Relations** **3 hrs.**

An introduction to the field of public relations to the student and provides an overview of public relations practice. The course will address the consistent use and value of public relations in influencing business decision-making on a daily basis in a variety of for-profit and not-for-profit organizations and situations.

**SMD 3013** **Facility and Event Management** **3 hrs.**

Included within this course are the elements which shape the planning and construction of sports facilities and the issues and problems involved in facility and event management including marketing, production, personnel and budget. This course also includes visits to local facilities.

**SMD 3023** **Sports and Exercise Psychology** **3 hrs.**

An introduction to the science of human behavior. Attention is given to comprehensive strategies that effect changes as a coach and a leader.

**SMD 4023** **Sports Law** **3 hrs.**

This course covers various legal issues affecting the professional sports industries and focuses on antitrust, labor, contracts, regulation of private associations, regulation of athlete agents and their ethical duties, and intellectual property and sports broadcasting issues.

**SMD 4033** **Sports Management Capstone Project**

This course serves as a capstone for the business core curriculum and its purpose is to provide a practical forum for students to integrate and apply the knowledge and skills that they have gained from all previous courses. Students will learn to think strategically as they develop comprehensive solutions to current business and sport related problems. It is required to be taken in the final semester of study.

**SMD 4043** **Sports Analytics**

The class will discuss the theory, development, and application of analytics in sports. Students will learn about the application of analytics in sports for purposes of in-game strategy, player performance, team management, sports operations, and fantasy competitions, among many other topics.



# Champion Christian College

## Enrollment Steps

