This catalog is a general publication of University of Fort Lauderdale programs, policies and procedures. For further information, the University may be contacted at the address or phone number above.

Volume XIII        May 2012
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A Message from The Chancellor

It has been a pleasure serving University of Fort Lauderdale, a prestigious and unprecedented institute of higher learning, since 1995. The mission of this university will always be centered on preparing and training people by enhancing their inner ability and making them into great leaders for this century. As we prepare to make them great leaders, the students will endeavor to become world-changers by utilizing their academic, moral, social and economic values acquired through this institution.

Under the caring, competent and diligent leadership of qualified and committed board of directors and faculty, the University is continually growing and successfully striving to fulfill its vision. In II Timothy 2:15, Paul admonishes us to “…study to show thyself approved unto God, a workman that needeth not be ashamed, rightly dividing the word of truth.” I want to encourage you to take advantage of the opportunity to prepare yourself to become 21st century leaders who will take this generation into a new era of using advanced educational technology.

I urge you to apply your knowledge to your personal and professional life as you study. I must also encourage the community to join the University and become involved and equipped with academic knowledge to help us reach this generation. Together, we can strive to make a difference in the present educational system by “Reaching the World for Jesus.” This can be accomplished by being qualified academically, morally and spiritually.

I congratulate you for becoming a part of this moment in history and taking an interest to pursue your education at University of Fort Lauderdale.

God bless you!

Dr. Henry B. Fernandez
Chancellor and CEO
A Message from the President

Greetings! On behalf of faculty, staff and students, I extend a heartfelt welcome to University of Fort Lauderdale, an institution of excellence! Here, we are motivated as trendsetters to learn, develop and explore. Our hope is to embody higher education as a means of world influence and peace.

Our students are inspired to become visionary and effective leaders. “Where there is no vision, the people perish” (Proverbs 29:18). Whether students are called to religious or non-religious careers, the common link is purpose, character, integrity, and credibility of knowledge and skills. Therefore, the faculty and staff are attentive to advance the University as an innovative Christian learning environment.

Let me give you some reasons why students attend University of Fort Lauderdale:

- Quality education
- Innovation in learning
- Leadership focus
- Emphasis on instruction, presentation, application research, and analysis
- Integration of academic study, spiritual growth, and social responsibility business
- Cultivation of high achievement in multi-disciplinary areas
- Supportive and caring faculty

University of Fort Lauderdale is committed to the success of all of our students. Join us. Share in this meritorious commitment. And I wish you all the best in your chosen discipline!
GENERAL INFORMATION

Background, Student Rights and Responsibilities, Student Services, Financial Information, Administrative and Academic Policies
Background

History
Drs. Henry and Carol Fernandez, senior pastors of The Faith Center, an internationally renowned ministry, founded University of Fort Lauderdale in 1995 as a non-denominational Christian institution. The commitment was to establish an institution of higher education in South Florida to access the world, advance Christian education and promote leadership in both secular and non-secular areas. Education was identified as the catalyst to prepare individuals to be responsive and effective to the call of God.

Mission Statement
The mission of the University of Fort Lauderdale is to be a premier Christian institution of higher learning empowering future leaders through higher educational degrees rooted in Biblical principles and academic excellence, to influence the world intellectually, technologically, and through research.

Philosophy
The philosophy of University of Fort Lauderdale is that higher education is the catalyst to fully equip leaders to achieve the mission set forth. The belief is that excellence in education will bring about superior leaders and these achievers are essential to reach and restore the world for Christ.

The University defines higher education as the advancement of scholastic study, research, and professionalism that extends beyond secondary education. Academic goals at associate’s, baccalaureate, masters or doctoral levels are designed to advance knowledge in general, specialized, and creative areas of study. It is the distinction, integration, and competence in these areas that distinguish the University.

Objectives
The mission and philosophy provides a fundamental basis for the institutional objectives to:

- Foster and direct quality towards excellence in ministry, leadership, business, and academia.

- Actualize academic goals for religious and non-religious courses without any compromise to the quality of content.

- Develop individuals to be responsive and effective to the call of God whether or not their professional discipline is concentrated in religious or non-religious areas.

- Rightly position individuals to make exceptional contributions to the profession of their choice.

- Provide essential knowledge and leadership that is highly valued and respected across language, race, gender, economic, religious, and geographic barriers.

- Serve as a vehicle to direct academic goals, whether in religious or non-religious courses, that will develop critical thinkers, exemplify leaders, and create competent professionals.
• Assure mastery in specific areas of knowledge that are in both religious and non-religious courses.

• Fulfill the responsibility to develop individuals in both religious and non-religious studies to assure that the gospel will go forth with integrity, power, and excellence.

**Academic Purpose Statement**

The academic purpose of the University of Fort Lauderdale is to provide through appropriately credentialed faculty members relevant courses and programs for motivated individuals. Faculty members will use academic study, research and missions to accomplish the academic purpose. The rationale of the University of Fort Lauderdale is to provide high-quality education for an ethnically and culturally diverse student population by equipping them with the capability to become productive citizens, who continuously contribute to a global and rapidly changing society. Through academic excellence, the university shall continue to maintain an innovative Christian learning environment which encourages and prepares its graduates to assume leadership roles in the community, the state, the nation and the world.

**Statement of Faith**

The affirmation is that Scripture from the Old and New Testaments are the inspired, infallible and revealed Word of God. There is belief in the sinless life of our Lord and Savior Jesus Christ; His miracles; His vicarious and atoning death; His bodily resurrection; His bodily ascension into heaven; and His imminent return. Jesus is Lord over all things, and He is presently seated at the right hand of God the Father interceding for His redeemed. The Holy Spirit reveals the truth of God’s Word and endues men and women with power to minister. University of Fort Lauderdale was founded and functions under these biblical truths:

• The Bible is the unique, invaluable, authoritative foundation, divinely inspired and written within all canonical books of the Old Testament and New Testament.

• The full historicity and perspicuity of the biblical record of primeval history, indulging the literal existence of Adam and Eve as the progenitors of all people, the literal fall and resultant divine curse of the creation, the worldwide cataclysmic deluge, and the origin of nations and languages at the tower of Babel.

• The Trinity is the triune Godhead—one eternal, transcendent, omnipotent, personal God existing in three persons: Father, Son, and Holy Spirit.

• The Father is God, the first person of the Divine Trinity, is the infinite Spirit - sovereign, eternal, unchangeable in all His attributes. He is worthy of honor, adoration, and obedience.

• The Son is the Perfect, sinless humanity and the absolute, full deity of the Lord Jesus Christ, indissolubly united in one divine-human person since His unique incarnation by miraculous conception and virgin birth.

• Redemption is the substitutionary and redemptive sacrifice of Jesus Christ for the sin of the world, through His literal physical death, burial, and resurrection, followed by His bodily ascension into heaven.
• Salvation is personal, from the eternal penalty of sin provided solely by the grace of God on the basis of the atoning death and resurrection of Christ, to be received only through personal faith in His person and work.

• The Holy Spirit is the third person of the Godhead who convicts, guides, teaches, indwells, seals all believers in Christ, and fills those who yield to Him. The Holy Spirit gives spiritual gifts to all believers; however, the manifestation of any particular gift is not required as evidence of salvation.

• Creation is the existing space-time universe and all its basic systems and kinds of organisms in the six literal days of the creation week.

• Satan is the existence of a personal, malignant being who acts as tempter and accuser, for whom the place of eternal punishment was prepared, where all who die outside of Christ shall be confined in conscious torment for eternity.

• The Second Coming is the future, personal, bodily return of Jesus Christ to the earth to judge and purge sin, to establish His eternal Kingdom, and to consummate and fulfill His purposes in the works of creation and redemption with eternal rewards and punishments.

University of Fort Lauderdale was founded on these religious principles and serves as an educational vehicle to promote and advance Christian and secular education and learning.

Organization of the University

Students of University of Fort Lauderdale may choose academic advancement from two colleges: the College of Business Leadership and the College of Religious Studies.

College of Business Leadership
Excellence in leadership cannot be genetically inherited. It must be nurtured through study, preparation, practice and participation. The College of Business Leadership exists to do just that: advance the education and building of leaders in the national and international marketplace.

The University’s business professors bring the combination of education, real-life experience, and application of best business practices into the classroom. Students learn and apply real-world market concepts to help ensure their success in the 21st century marketplace.

The College of Business Leadership offers undergraduate majors in Business Administration and Accounting and a graduate major in Business Leadership.

College of Religious Studies
The College of Religious Studies exists to educate men and women to be ministers and pastors and to equip them for excellence in service to Christ in the strategic fields of Christian ministry. This is accomplished through an educational program and an environment of spiritual fellowship and relationship that emphasize unreserved commitment to the worship of God; submission to the authority of the Scriptures; a life of personal holiness; the mission of the local church; and the mission of penetrating the world with truth.

The College of Religious Studies offers undergraduate majors in Christian Education, Christian Counseling, Ministry and Theology. The College also offers two graduate majors in Ministry and Pastoral Counseling and a doctorate in Ministry.
Statement of Control

University of Fort Lauderdale is a privately held corporation incorporated in the State of Florida. University of Fort Lauderdale is managed and controlled by University of Fort Lauderdale’s Board of Directors.

Board of Directors

Dr. Henry Fernandez,
Honorable Ilona Holmes Chairman
Vice Mayor Margaret Bates
Attorney Willie Gary
Dr. Myles Munroe
Dr. Sharon Morris
Dr. Patricia Morgan
Mr. Keith Harrell

State Licenses

University of Fort Lauderdale is licensed by the Commission for Independent Education, Florida Department of Education to confer Associate of Arts and Science, Bachelor of Arts and Science, Master of Arts and Science and Doctoral degrees. Additional information regarding the institution may be obtained by contacting the Commission at 325 W. Gaines Street, Suite 1414, Tallahassee, FL 32399, toll-free telephone number (888) 224-6684.

Accreditation

The University of Fort Lauderdale is a member of the Transnational Association of Christian Colleges and Schools (TRACS) [PO Box 328, Forest, VA 24551; Telephone: 434.525.9539; e-mail: info@tracs.org] having been awarded Candidate status as a Category IV institution by the TRACS Accreditation Commission on April 7, 2009; this status is effective for a period of five years. TRACS is recognized by the United States Department of Education (USDE, the Council for Higher Education Accreditation (CHEA) and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).

Facilities

University of Fort Lauderdale is located in the City of Lauderhill and comprises 33,006 sq. ft. consisting of administrative offices, classrooms, chapel/lecture halls, student center, computer lab and library. The campus is conveniently located near to several shopping malls and recreational areas. The University is in walking distances from a bus depot and city owned facilities such as community centers, swimming pools, parks, and golf and tennis courts.

Equal Opportunity Statement

University of Fort Lauderdale is an equal access and equal opportunity institution and therefore, admits students of any race, religion, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students.

The University does not practice nor support discrimination against individuals regarding race, religion, color, national, and ethnic origin, or sex in administration of its educational policies, admission policies, employment policies, scholarship and loan programs. Moreover, University of Fort Lauderdale does not discriminate in
admissions or access to or employment of persons with impaired vision, hearing, or physical mobility. University of Fort Lauderdale is an equal access and opportunity institution of higher education. The University does not permit any activities that may encourage or condone hazing, harassment, or discrimination.

**Student Rights and Responsibilities**

**Student Rights**

University of Fort Lauderdale is an academic community in which all within this populace have a shared responsibility for the continuous growth and well being of the students, faculty, staff, and institution. Students are imperative role in this community and can reasonably expect the following:

- In all instances of general discipline, the student has the right to due process. Due process, as applied to student-university relationships and the disciplinary process, is equated with fundamental and procedural fairness.

- Students have the right to freedom from discrimination on the basis of race, sex, age, religion, creed, national origin, disability, or sexual orientation.

- University of Fort Lauderdale considers freedom of inquiry and discussion essential to a student's intellectual development. Thus, the University recognizes the right of all students to engage in discussion, to exchange thought and opinion, and to speak, write, or print freely on any subject in accordance with the guarantees of federal and state laws.

- The University affirms the right of students as citizens to exercise their freedoms without fear of university interference for such activity.

- Students have the opportunity to participate in the formulation of policy directly affecting them through membership on appropriate committees as determined by the President of the University, the student government, and other recognized groups within the University.

- Students shall have ready access to established University policies and procedures.

- Students, as members of the University community, have the responsibility to participate in any of the disciplinary proceedings and to testify as witnesses when reasonably notified. Self-incrimination is not intended or construed.

- Students are free to engage in peaceful and orderly protest, demonstration, and picketing at times and in areas designated by the University, which do not disrupt functions of the University.

- Students are protected from unreasonable searches and seizures.

**Student Confidentiality**

**Family Education Rights and Privacy Act of 1974**

In compliance with Public Law 93-380 Education Amendments of 1974, the following information is provided concerning student records maintained by University of Fort Lauderdale.
Areas in which student records are maintained:

A. Admissions/Academic Records  
   Office of the Registrar and Admissions
B. Financial Records  
   Business Office
C. Financial Aid Records  
   Financial Aid Office
D. Progress Records, Disciplinary Records  
   Office of the Registrar and Admissions
E. Placement Records  
   Placement Office

Any student who desires to review his or her record may do so upon written request of the appropriate record custodian. The Review Request Form must identify as precisely as possible the records to be reviewed. Students have a right to consent to disclosures of personally identifiable information contained in their education records, except to the extent that authorizes disclosure without consent.

The following exceptions permit disclosure without consent:

- Disclosure without consent is permitted to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Directors; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

- The Higher Education Amendments of 1998 allow disclosure of the “final results” of student disciplinary proceedings involving students found to have committed a disciplinary offense that would constitute a "crime of violence" (or a non-forcible sex offense) under federal law, specifically the name of the student found to have committed the offense, the violation committed, and any sanction imposed.

- The 1998 FERPA amendments also allow institutions of higher education to disclose to a parent or legal guardian of a student under the age of 21 years information regarding the student’s violation of any federal, state, or local law, or any institutional rule or policy, related to the use or possession of alcohol or a controlled substance.

   Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by University of Fort Lauderdale to comply with the requirements of FERPA.

Official student records are maintained in the offices of the Registrar and Admissions. All student files are considered confidential by law under the Family Educational Rights and Privacy Act of 1974. Students have the right to review, inspect, and challenge the accuracy of all information. Information in student records will not be released without the written consent of the student unless the record is subpoenaed by a court of law.
The student has the responsibility to inform the Registrar of any changes of name, address, or classification. The University directory is published to provide information on the following:

- Name, address, telephone number, dates of attendance, and classification
- Institutions attended, major field of study, awards, honors, and degrees conferred including dates
- Past and present activities academic and sport activities

Educational institutions are permitted to disclose academic and financial information to the parents of financially dependent children.

Currently enrolled students may withhold or disclose any of the above information by written notification given to the Office of the Registrar during registration.

**Code of Conduct**

The Code of Conduct provides the general framework of guidelines for every member of the University. It cannot dictate the manner in which particular situations are handled by responsible authorities. The code enables faculty, staff and students to establish an environment for intellectual stimuli and collegial endeavors. The Code of Conduct was adopted for all participants while engaged in University of Fort Lauderdale activities to:

2. Strive to live daily according to the Christian values and biblical standards of living.
3. Grant all persons equal opportunity to find love and refuge in Christ.
4. Make every reasonable effort to love our neighbors as ourselves.
5. Observe the laws of the Nation and State.
6. Foster concepts and practices of academic freedom, which is essential to the proper conduct of teaching, research, scholarship, and the pursuit of biblical truths.
7. Uphold a responsibility of fairness in supervising other staff Faculty and students.
8. Avoid unfair discrimination, for example, on grounds such as gender, race, and religion.
9. Rationally debate and express alternative points of view, and policies and procedures.
10. Promote scholarly learning and teaching.
11. Uphold professional integrity, honesty in carrying out duties, respect, and avoidance of conflict.
12. Uphold confidentiality and human dignity in relationships between faculty-faculty, staff-staff, faculty-student, student-student, and supervisor-worker.
13. Uphold professional integrity in financial relationships, receipt of gifts, use of privileged information, and access to University resources, external activities and public comment.
Code of Conduct

- Respect for Christian values and standards of living as stated in the Bible
- Respect for the law and the Bible
- Respect for persons
- Integrity
- Diligence
- Efficiency

Standards of Conduct

Enrollment at University of Fort Lauderdale is considered by the University as implicit declaration of acceptance on the part of the student of university regulations. Violation of these regulations will subject the violator to disciplinary action.

When students are away from University of Fort Lauderdale’s campus, they are expected to conduct themselves as mature individuals. Irresponsible actions that are reported to university officials or which become public knowledge may be cause for disciplinary action.

It is stressed that the University supports all local, state, and federal laws, and violators of these could be disciplined by civil authorities and/or university officials. Being a student does not exempt a person from being a law-abiding citizen or from conducting himself or herself as a responsible individual. Specific examples of misconduct for which students may be subject to disciplinary action include, but are not limited to the following:

Firearms, Fireworks, and Explosives
Possession of firearms, fireworks, or explosives of any description, including handguns with a permit on university grounds.

It is a violation of university policy to bring firearms or other prohibited weapons* onto University of Fort Lauderdale’s campus. Any student who possesses a firearm or prohibited weapon on the University’s campus will be immediately suspended from the University and dismissal proceedings will be instituted. Additionally, any student violating this code will be subject to criminal prosecution under Florida State Law.

*Prohibited weapons as defined in the Florida State Penal Code include an explosive weapon; a machine gun; a short-barrel firearm; a firearm silencer; a switchblade knife; knuckles; armor-piercing ammunition; a chemical dispensing device (other than a small chemical dispenser sold commercially for personal protection); a zip gun; a knife with a blade over five and one-half inches; a hand instrument designed to cut or stab another by being thrown, a dagger, including but not limited to a dirk, stiletto, and poniard; a Bowie knife, a sword, a machete; and a spear (a knife means any bladed instrument that is capable of inflicting serious bodily injury or death by cutting or stabbing a person with the instrument).

Gambling
Gambling in any form (defined by state law) is prohibited on university premises.

Alcoholic Beverages
Use, possession, or distribution of alcoholic beverages or public intoxication is prohibited on the university campus.
Unlawful Demonstration and Assembly
Participation in a campus demonstration that obstructs any teaching, research, administrative, disciplinary, public service, or other activity authorized to be held or conducted by University of Fort Lauderdale. Action may be taken by university officials (faculty or staff) as necessary to remove such disruptive individuals, pending disciplinary hearing.

Parades and Processions
Participation in a procession or parade on university grounds or property without a permit from the Administrative Office is prohibited. All such requests for permits shall state the time, place of formation, proposed line of march, destination, and such other regulations as University of Fort Lauderdale administration sets forth therein.

Obstructing Streets, Sidewalks, and Building Entrances
Standing, remaining, or congregating by any group or assemblage of persons upon any street, sidewalk, or building entrance on University of Fort Lauderdale properties which obstructs, prevents, or interferes with the free or unobstructed use of said street, sidewalk, or building entrance by other persons; failing or refusing to move on or to disperse upon being ordered to do so by any peace officer of University of Fort Lauderdale, other peace officer of the State of Florida, City of Fort Lauderdale, or a duly authorized university official.

Trespassing
Trespassing upon the grounds or using the facilities of University of Fort Lauderdale without the express consent and permission of the University. It shall further be a violation for any person or persons having legitimate access to the buildings and facilities to enter into or use such buildings and facilities during prohibited hours as promulgated and amended from time to time by university administration.

Solicitation
Soliciting or selling to individual students at any time on the property, campus, or grounds of University of Fort Lauderdale is prohibited except by specific authorization of the Board of Directors of the University.

Drugs
Use, possession, or distribution of illegal drugs including all controlled substances and other substances that are the object of an offense under the Florida Controlled Substances Act is prohibited.

Academic Dishonesty
Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual’s to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of the Chief Academic Officer.

The term “cheating” includes, but is not limited to:

1. Use of any unauthorized assistance in taking quizzes, tests, or examinations

2. Dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or

3. The acquisition, without permission, of test or other academic materials belonging to a member of the University faculty or staff.
   The term “collusion” means the collaboration with another person in preparing work offered for credit if the faculty member in charge does not authorize collaboration.
The term “plagiarism” includes, but is not limited to the use, by paraphrase or direct quotation, of the published work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

**Falsification of Records**
Knowingly falsifying, or being a party to the falsifying, of any official university record (including such records as Application for Admission, Deferred Payment Plan Form, Transcript Request Form, etc.).

**Financial Responsibility**
Failure to meet financial responsibilities; writing checks on accounts with insufficient funds; and failure to cooperate with creditors and those with whom business is transacted.

**Identification Card**
Failing to carry a student ID card, lending the card to anyone, or failure to present it when requested by a university official can be cause for academic discipline.

**Response to Official Notice**
Failure to heed an official request or summons to an administrative office can be cause for academic discipline.

**Traffic and Vehicle Regulations**
Repeated or flagrant violations of university traffic and parking regulations can be cause for academic discipline.

**Hazing**
Any action or support of action that can be deemed hazing. “Hazing” means any intentional, knowing, or reckless act directed against a student, occurring on or off campus by one person alone or acting with others that endangers the mental or physical health or safety of a student for the purpose of or resulting from pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization, recognized or not recognized, whose members are or include students. The willingness of an individual to participate in such activity shall not be a consideration mitigating disciplinary action.

**Reckless Conduct**
Engaging in reckless conduct defined as any intentional conduct that places another person or persons at risk.

**Theft**
Actual or attempted theft of property of the University, of other university students, of members of the university community, or of campus visitors. Possession of property, knowing it to be stolen. Unauthorized removal of material from the library.

**Damage**
Damage to property of the University, of other university students, of members of the university community, or of campus visitors. Defacing material belonging to the library.

**Misuse or Abuse of Computer Equipment, Programs, or Data**

1. Unauthorized use of computing resources or use of computing resources for unauthorized purposes.
2. Accessing or copying of programs, records, or data belonging to the University or another user without permission from the University or the user.

3. Attempting to breach the security of another user’s account or deprive another user of access to the University’s computing resources.

4. Using the University’s computing resources for personal or financial gain.

5. The unauthorized transporting of copies of university programs, records, or data to another person or computer site.

6. Attempting to destroy or modify programs, records, or data belonging to the University or another user.

7. Abuse or violation of the University’s network dial-up access guidelines.

**Violation of State, Federal, or Local Laws**
Any act that violates federal, state, or local laws or regulations and which is not otherwise covered in this code.

**Actions Against Persons or Groups**

1. Physical abuse, verbal abuse, or threat of abuse to any person.

2. Disorderly, indecent, or obscene conduct or expression.

3. Excessive pressure, intimidation, harassment, threats, or coercion, which threatens or endangers the health or safety of any person.

**Sexual Assault**

1. Forcing or attempting to force another person to participate in sexual activities against his or her will.

2. Forcing or attempting to force another person to participate in sexual intercourse against his or her will.

3. Engaging in unlawful sexual relations or perversions, or in lewd, indecent, or obscene conduct on University of Fort Lauderdale’s campus.

**Sexual Harassment**
Sexual harassment includes but is not limited to unsolicited, deliberate, or repeated sexual flirtations, advances or propositions, display of sexually suggestive pictures or objects, and/or offensive or abusive physical contact of a sexual nature. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical contact of a sexual nature shall be a violation of university policy and shall constitute sexual harassment when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of an individual’s employment or education.

2. Submission to or rejection of such conduct by an individual is used as a basis for academic or employment decisions affecting that individual.

3. Such conduct has the purpose or effect of substantially interfering with an individual’s academic or professional performance or creating an intimidating, hostile, or offensive employment, educational, or living environment.
Alcohol/Smoking Policy

Alcoholic beverages are not allowed on campus or at social functions.

University of Fort Lauderdale is a smoke-free environment, which seeks to provide a safe, healthy, and pleasant environment for its students, faculty, staff, and guests. Toward this objective, the use of all tobacco products will be prohibited in all indoor facilities on University of Fort Lauderdale’s campus and will also be prohibited in all university-owned vehicles.

Academic Standards

It is desirable that students maintain at least the minimum cumulative grade point average specified for each degree (associate’s, bachelor’s, master’s, doctoral) since that standard is required for graduation.

The following minimum academic standards have been established to assure that students make reasonable satisfactory progress, which will result in eligibility for graduation.

The total hours attempted for the purpose of determining the required minimum grade point average is the sum of University of Fort Lauderdale’s hours attempted and hours attempted at all other institutions attended.

The cumulative grade point average is determined by dividing the total grade points earned at University of Fort Lauderdale by the total hours attempted at University of Fort Lauderdale. Grade point averages will be computed at the end of each semester and summer session. The academic standing is printed at the bottom of the grade report.

Scholastic Probation

Scholastic probation is a warning that a student’s level of performance must improve if he or she expects to continue in the University.

A student whose cumulative grade point average falls below the standards stated for each degree (associate’s, bachelor’s, master’s, doctoral) will be placed on scholastic probation.

Continued Scholastic Probation

A student on scholastic probation who fails to raise his or her cumulative grade point average to the level minimum outlined for each degree, but who earns a semester average of the minimum or above will be on continued scholastic probation.

A part-time student whose average is below the stated requirements will be on continued scholastic probation until he or she has attempted the full load of semester hours pertaining to the degree he or she is pursuing at University of Fort Lauderdale. After a student has the full load of semester hours at the University, the regular suspension regulations will apply.

Academic Suspension and Dismissal

A student on scholastic probation who fails to raise his or her cumulative grade point average to the required level and who fails to earn the minimum semester average will not be in good standing and will be placed on academic suspension. Suspension or dismissal will be posted to the academic record and will remain as a permanent entry.

Should the student be admitted to another institution while on suspension and then seek readmission to University of Fort Lauderdale, the transferred work must meet the University’s academic requirements, or the student will be subject to further academic penalty at the time of readmission.
Work completed in another institution while the student is on suspension from the University will not decrease the suspension period nor remove the student from scholastic probation at University of Fort Lauderdale.

**Limits on Readmission**

**First Suspension**

1. A student suspended at the close of the fall semester is eligible for readmission to the following summer session.

2. A student suspended at the close of the spring semester is eligible for readmission to the following spring semester.

   A student on first suspension is permitted to attend the following summer session at University of Fort Lauderdale and may be reinstated for the fall semester if he or she has earned the minimum grade point average for the degree he or she is pursuing, and a minimum of six semester hours during the summer sessions. A maximum course load of six semester hours per summer session is permitted.

3. A student suspended at the close of the fall trimester is eligible for readmission to the following spring trimester.

4. A student suspended at the close of the winter trimester is eligible for readmission to the following summer session, fall semester, or fall trimester.

5. Students who choose to enroll in the summer sessions must meet the standards required in #2 above to continue in the fall semester.

6. At the close of each summer session, only an academic deficiency of probation will be assessed.

**Second Suspension**

Second suspension covers a period of one calendar year.

**Third Suspension**

Third suspension results in academic dismissal, which is for a period of two calendar years. Students on third suspension must wait until their suspension period has lapsed. No early reinstatement will be considered.

**Note:** It is strongly recommended that a student re-enrolling after a period of academic suspension take only repeats of courses in which grades of D or F were previously awarded.

**Readmission After Academic Suspension**

A student whose suspension period has passed and who meets all requirements for readmission may re-enroll on scholastic probation. If, at the end of the semester following readmission, the student’s academic performance does not meet the minimum academic standards or he or she does not have a current semester average of at least the minimum for the degree he or she is pursuing, the student will again be suspended.

**Withdrawals**

Any student who does not intend to continue at University of Fort Lauderdale should officially withdraw rather than stop attending since this latter action results in unnecessary failing grades.
Voluntary Withdrawal from the University. A student who desires to withdraw from the University will report to the Chief Academic Officer’s Office. Following an exit interview, the student will be issued a copy of the withdrawal form and the Chief Academic Officer’s Office will process the paperwork in conjunction with the necessary university offices.

Enforced Withdrawal from the University. A student who fails to comply with the stated regulations may be required to withdraw after university review. This action may be posted to the permanent record.

Student Academic Grievance Policy

Scope and Purpose

1. This policy addresses academic grievances only. Academic grievances are complaints brought by students regarding the University’s provision of education and academic services affecting their role as students. Academic grievances must be based on a university rule, policy, or established practice. This policy does not limit the University’s right to change rules, policies, or practices.

2. This policy does not apply to conflicts connected with student employment or taken under the Student Conduct Code. Also, complaints alleging violation of the University’s policies of sexual harassment and academic misconduct are not grievances under this policy. Such claims will be referred to the appropriate office for investigation and review.

3. Students enrolled at University of Fort Lauderdale may file academic grievances under this policy.

4. It is the goal of this policy to provide a simple and expeditious process, allowing for both informal and formal resolutions of the conflicts. Resolutions may include student reinstatement or other corrective action for the benefit of the student, but may not award monetary compensation or take disciplinary action against any employee of the University.

Informal Resolution

1. The first step of any resolution should be at the lowest unit level, between the parties involved or the parties and an appropriate administrator.

   Students may wish to consult a student support center or similar support services for advice and possible mediation. If no informal resolution can be found at the lowest unit level, informal resolution may be sought at the University level with the parties and higher-level administrators. If the issue cannot be resolved informally, the complainant may move the case to the FORMAL level.

2. Grievances involving the instructor’s judgment in assigning a grade based on academic performance may be resolved only through the INFORMAL RESOLUTION procedures.

Formal Resolution

1. Each university unit will have access to an Academic Grievance Officer and an Academic Grievance Committee. Members will be drawn from faculty, students, and academic staff, as provided by the committee structure of that unit.

2. There will also be a University Academic Grievance Committee for grievances arising from the action of college deans and the Office of Student Affairs. The University Academic Grievance Officer and the
University Academic Grievance Committee will be appointed by the president in conjunction with the appropriate appointing agencies and will be drawn from faculty, students, and academic staff.

3. A complaint must be submitted in writing to the appropriate grievance officer, identifying the student grievance, the respondent individual(s) involved, the incident, the rule/policy/established practice claimed to be violated, and a brief statement of the redress sought.

4. The grievance should be filed with the University in which the incident is alleged to have occurred, which may not necessarily be the student’s own university.

5. The University Academic Grievance Officer will meet with the student and individual(s) involved to determine whether a satisfactory resolution can be reached. If this cannot be achieved, the Grievance Officer shall obtain a written answer from the respondent(s) and refer the matter to a hearing panel of the Academic Grievance Committee.

6. Hearing panels will be chaired by a faculty member and will have a minimum of three, and if determined necessary by the University Grievance Committee, a maximum of five members. On a panel of three, one will be a student. If the membership exceeds three, it may include more than one student. In the case of a graduate/doctoral school complaint, the student member(s) will be (a) graduate/doctoral school student(s). In the case of an undergraduate complaint, the student member(s) will be undergraduate(s).

7. Hearing panels will review the evidence and hold hearings as necessary. The panel will not substitute its judgment for that of those most closely acquainted with the field, but will base its recommendations on whether a rule, policy, or established practice was violated. The panel will prepare a written report recommending a resolution of the matter and will send the report to the parties and to the dean for review and action. If the dean does not accept the recommendation, the Dean will provide a written explanation of the non-concurrence.

8. If any of the parties is not satisfied with the Dean’s resolution of the grievance, they may appeal to the University Academic Grievance Committee. Based on the written appeal and response, this Committee will determine whether there are sufficient grounds to hold an appeal hearing. The University Academic Grievance Committee will not hear a case de novo, but rather determine whether the parties have been afforded due process. The University Academic Grievance Committee will report its recommendation to the designated University official for review and action. If the recommendation is not accepted, the President or designated official will provide a written explanation of any non-concurrence.

9. The decision of the president or designated university official is final and cannot be appealed.

Timeliness

1. All complaints must be filed within 30 calendar days after the conclusion of the semester during which the incident being grieved occurred. A response to the complaint must be filed within 30 calendar days.

2. Deans must act upon the recommendations of the committees within 30 calendar days. Appeals must be filed within 15 working days.

3. Timeliness may be adjusted if there are compelling reasons offered by any of the parties.
Student Services

Orientation Program
The student orientation program is held at the beginning of every semester and is designed to acquaint new students with university life. New students are encouraged to attend the orientation session.

Chapel
The University is firmly committed to corporate worship and views chapel as an integral and indispensable part of the learning experience. Chapel services are held at least once every semester. Chapel is required. For penalties, please refer to the student and faculty handbook. In addition, students are encouraged to attend church services and programs. Students are expected to attend the annual International Believer’s Conference sponsored by The Faith Center Ministries.

General Assembly
General Assembly offers students the experience of worship, fellowship, and networking. This gathering is important for students and embraces the embodiment of spirituality, prosperity and wellness. These attributes reflect the University’s purpose and values; therefore, Assembly is mandatory for students.

ID Cards
University of Fort Lauderdale provides ID cards to all students enrolled in its programs. All enrolled students are required to carry their ID cards in order to gain access to the library and other University services such as campus events and bookstore discounts. ID cards are issued within the first four weeks of the semester.

Placement
University of Fort Lauderdale has a Placement Office that assists students with job placement through job postings and referrals to local businesses and ministries at no additional charge to students. University of Fort Lauderdale does not guarantee students placement upon graduation.

Student Senate
The purpose of the Student Senate is to:

- Articulate student opinions and interests both in the governance of the University and to the community at large.
- Encourage the greatest level of cooperation and communication between students and student organizations.
- Assure that students have full access to quality higher education at University of Fort Lauderdale.
- Provide for programs and services of benefit to students.
Encourage the highest level of excellence in education at University of Fort Lauderdale.

Social Activities
University of Fort Lauderdale encourages our students to socialize outside of the classroom. In addition, we encourage students to participate in community activities as a part of their service to Christ and the local community. The Student Senate is responsible for organizing all social activities and community service events.

Services for Students with Disabilities
In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, University of Fort Lauderdale endeavors to make reasonable adjustments in its policies, practices, services, and facilities to ensure equal opportunity for qualified persons with disabilities to participate in all educational programs and activities.

The Administrative Office provides information and assistance and serves as a liaison for students, instructors, and staff. Documentation of disability from a competent professional is required.

Individuals with grievances related to discrimination or lack of accommodation on the basis of a disability are encouraged to resolve the problem directly with the area involved. If the matter remains unresolved, the Administrative Office will provide advice and/or assistance.

Housing
University of Fort Lauderdale does not currently provide housing, but can refer students to accommodations near the campus. Rental rates vary according to the accommodations desired.

Transportation
University of Fort Lauderdale is easily accessible by public transportation.
Financial Information

Tuition and Fees

Registration and other University fees are payable in full on or before the due date assigned at the time of registration. An applicant is not considered officially registered until all fees are paid or arrangements are made to pay fees. Students who are unable to pay their accounts in full are encouraged to participate in the University’s deferred payment plan. The University accepts cash, checks, money order, and all major credit cards.

The University fees consist of registration, library, and student activity fees chargeable each semester.

University of Fort Lauderdale adheres to a tri-semester system per year (Spring, Summer, and Fall). The level of study determines the amount of these fees: undergraduate, graduate, or doctoral.

Undergraduate:
- Application: $35.00 (one-time)
- Registration: $25.00
- Tuition: $300.00 per credit hour
- Library: $45.00
- Student activity: $35.00
- Late registration: $25.00

Graduate:
- Application: $40 (one-time)
- Registration: $25.00
- Tuition: $350.00 per credit hour
- Library: $75.00
- Student activity: $35.00
- Late registration: $25.00

Doctoral:
- Application: $50.00 (one-time)
- Registration: $25.00
- Tuition: $400.00 per credit hour
- Library: $75.00
- Student activity: $35.00
- Late registration: $25.00

Other fees:
- Graduation (all levels): $100.00
- Late Registration: $25.00
- Transcript (Official): $5.00
- Transcript (Unofficial): $3.00
- Cap & Gown Fee (to be determined per Commencement)

Note that fees are subject to change without notice.

Payment in full shall be demanded by the course start date. A student shall be prohibited from starting the course if full payment was not received. However, an exception shall be granted if a payment of 50% of tuition and
100% of fee is made and a reasonable payment plan with the Bursar is engaged in which full payment shall be made prior to the end of the course. The payment plan is also known as a deferment plan.

Textbooks

Students are responsible for obtaining copies of textbook materials. Textbook materials may be obtained from the University’s library, on-line booksellers, or local bookstores. The cost of textbooks is not included in the quoted tuition and fees.

Financial Aid

The University of Fort Lauderdale participates in the U.S. Department of Education’s Title IV federal financial aid programs. UFTL students are eligible for grants, federally subsidized loans, educational loans, and the federal work study program.

The University does provide internal scholarships for those who qualify. Students interested in obtaining scholarships must apply at the time of registration.

Cost of Attendance

The cost to attend the University of Fort Lauderdale includes the direct costs of tuition, fees, books and supplies, room and board, transportation costs, and personal expenses. The cost differs by program and for the student who lives with his or her parents and for the student who lives independently. The cost of attendance for a student enrolled full-time is presented below:

<table>
<thead>
<tr>
<th>Student Living with Parents</th>
<th>Undergraduate</th>
<th>Masters</th>
<th>Doctoral</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$7,410</td>
<td>$6,570</td>
<td>$7,470</td>
</tr>
<tr>
<td>Room &amp; Board</td>
<td>1,600</td>
<td>1,601</td>
<td>1,602</td>
</tr>
<tr>
<td>Books and Supplies</td>
<td>1,200</td>
<td>1,200</td>
<td>1,200</td>
</tr>
<tr>
<td>Transportation</td>
<td>2,200</td>
<td>2,200</td>
<td>2,200</td>
</tr>
<tr>
<td>Personal/Miscellaneous</td>
<td>1,755</td>
<td>1,755</td>
<td>1,755</td>
</tr>
<tr>
<td>Total Cost of Attendance</td>
<td>$14,165</td>
<td>$13,326</td>
<td>$14,227</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Student Living Independently</th>
<th>Undergraduate</th>
<th>Masters</th>
<th>Doctoral</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$7,410</td>
<td>$6,570</td>
<td>$7,470</td>
</tr>
<tr>
<td>Room &amp; Board</td>
<td>8,274</td>
<td>8,274</td>
<td>8,274</td>
</tr>
<tr>
<td>Books and Supplies</td>
<td>1,200</td>
<td>1,200</td>
<td>1,200</td>
</tr>
<tr>
<td>Transportation</td>
<td>2,200</td>
<td>2,200</td>
<td>2,200</td>
</tr>
<tr>
<td>Personal/Miscellaneous</td>
<td>1,755</td>
<td>1,755</td>
<td>1,755</td>
</tr>
<tr>
<td>Total Cost of Attendance</td>
<td>$20,839</td>
<td>$19,999</td>
<td>$20,899</td>
</tr>
</tbody>
</table>

Satisfactory Academic Progress (SAP)

Satisfactory Academic Progress (SAP) is a requirement for any student receiving financial aid at the University of Fort Lauderdale. The purpose of the SAP policy is to assist each financial aid recipient in meeting academic goals by evaluating progress towards the academic degree. It is one of the requirements for determining a student’s eligibility for financial aid. Each student receiving financial aid at the University must maintain SAP to continue his or her financial aid eligibility.
The SAP policy of the University of Fort Lauderdale is distinct and separate from the academic progress policies. It has a qualitative and a quantitative component and is reviewed each academic year once spring semester grades have been posted. Students who fall below the SAP standards become ineligible for financial aid.

**Qualitative Requirements**

To meet the qualitative requirements of SAP, a student must maintain the academic standing necessary to continue enrollment at the University. The qualitative requirement for SAP is the same as the academic standing policies of the University. A student must maintain a minimum 2.0 cumulative grade point average (GPA) at all times while enrolled at the University to meet the qualitative requirements for SAP.

If a student fails to meet the qualitative requirements for SAP, then he or she will be placed on financial aid probation for one year. This requirement is evaluated for each student receiving financial aid once a year at the end of each spring semester.

**Quantitative Requirements**

Each student is eligible for financial aid when pursuing a degree program and attempting credit hours up to 150% of the credit hours required for that degree program. To meet the quantitative requirements of SAP, a student must complete and pass 67% of the credit hours attempted each academic year. Once a student has completed 150% of the number of credit hours required for his or her degree program, he or she will be ineligible to receive any additional financial aid. All attempted credit hours will be included in this calculation, including repeated course work and semesters for which the student did not receive any financial aid.

If a student fails to meet the quantitative requirements for SAP, then he or she will be placed on financial aid probation for one year. This requirement is evaluated for each student receiving financial aid once a year at the end of each spring semester.

**Audit Courses - SAP**

Students are not eligible to receive financial aid for audited courses. Audited courses are not included in the number of hours attempted or earned for SAP consideration.

**Repeat Courses - SAP**

A student is permitted to repeat a course for which he or she has received a grade of “F.” Both the “F” and the subsequent grade will stand in the student's permanent record and be included in calculating the cumulative GPA. The University of Fort Lauderdale does not permit a student to repeat a course for credit in which he or she received a passing grade. However, the repeated course will be counted as an attempt towards the maximum timeframe requirement of 150% credit hours for the degree program for financial aid eligibility.

**Probationary Periods - SAP**

Any student who fails to meet the quantitative and/or qualitative requirements for satisfactory academic progress will be placed on financial aid probation for one year. If the student fails to meet the requirements for satisfactory academic progress at the end of the probationary period, the student will lose eligibility for financial aid for a period not less than one semester. To become eligible for financial aid after becoming ineligible for financial aid, the student must demonstrate compliance with all requirements of satisfactory academic progress to regain eligibility for financial aid.
A student who is placed on financial aid probation must meet both the qualitative and quantitative requirements satisfactory academic progress at the end of the one year probationary period. If the student fails to meet the requirements at the end of the probationary period, the student will be ineligible to receive financial aid until he or she meets both the qualitative and quantitative satisfactory academic progress requirements for financial aid.

Appeals - SAP

A student who fails to maintain satisfactory academic progress may appeal his or her status based on extenuating circumstances. Examples of extenuating circumstances may include and are limited to health reasons, family reasons, or personal reasons. The appeal must be submitted to the Financial Aid Office in writing prior to the beginning of the semester in which financial aid is denied. The appeal should include the student’s description of the extenuating circumstances and any documentation supporting the student’s appeal. It is also recommended that letters of support from a faculty member, relative, member of the clergy, supervisor, or other individual be submitted. The decision of the Financial Aid Office is final and may not be appealed.

Financial Aid Refunds

Refunds of financial aid are process in accordance with the University’s refund policy (see below).

Withdrawal Policies for Financial Aid Recipients

A student who is receiving financial aid and considering withdrawing from a course or the University should contact the Financial Aid Office to discuss the financial aid implications of withdrawing.

Student Never Attends Class

If the student receives financial aid, but fails to attend the class, the Financial Aid Office must return all disbursed financial funds to the respective financial aid programs.

Student Fails to Earn a Passing Grade in any Class

If the student does not withdraw from the University and fails to earn a passing grade in at least one class during the semester, the University will establish financial aid eligibility by determining if the student attended at least one class during the semester. If the University or student is unable to document that the student was eligible for the financial aid, all disbursed financial aid must be returned to the respective financial aid.

Types of Withdrawals

For financial aid purposes there are two types of withdrawals: Official and unofficial.

- Official: The University’s policy for a voluntary withdrawing from the University is provided in the Catalog.
- Unofficial: Financial aid policies consider a student to be an unofficial withdrawal if the student receives a combination of all fail (F) and withdraw (W) grades for the semester.

Withdrawing Prior to Completing 60% of Term

If a student completes 60% of a semester he or she has earned 100% of the financial aid disbursed. If a student fails to complete 60% of the semester and financial aid has been disbursed, the student will be required to repay all or part of the financial aid disbursed in the semester. This applies to each student regardless of the type of withdraw process (official, including medical, or unofficial).
Student Responsibilities – Financial Aid

The University relies on each student to be active participants in the financial aid process. It is therefore each student’s responsibility to:

- Provide a valid high school diploma or GED.
- Request official transcripts from each high school and post-secondary schools attended for the University of Fort Lauderdale for evaluation. All coursework must be evaluated before the University awards financial aid.
- Enroll in an academic degree program of study.
- Apply for financial aid each year. Financial Aid applications are available beginning in January for the upcoming academic year which begins in August.
- Complete required forms and submit any missing information to the Financial Aid Office.
- Verify your financial aid status with the Financial Aid Office and respond promptly to requests for additional information.
- Check emails regularly. All financial aid correspondence is sent to each student’s e-mail.
- Maintain active enrollment and notify the Financial Aid Office of your current enrollment or academic status. Enrollment affects your financial aid and you may be billed for any changes you make to your status.
- Keep your contact information up-to-date. Visit the Registrar’s office to make any necessary changes.

Methods of Payment

Fees may be paid either at the time of registration or through the University’s deferred payment plan.

Any student who has an unpaid balance is not eligible to register or receive grades or transcripts until the full balance has been paid. If a student has an unpaid balance at the end of the semester, he or she will be notified that if the balance is not paid by a specified date, his or her name will be turned over to the Credit Bureau for an unpaid debt. Also, the account will be turned over to a collection agency if all attempts to collect the debt by the University fail. The collection agency fee will be added to the amount owed. If a student is having financial difficulties, he or she needs to contact the Business Office.

All charges are subject to change following audit, and adjustments will be made accordingly. University of Fort Lauderdale reserves the right to change or add fees in keeping with actions of the University’s Board of Directors.

Deferred Payment Plan

Any full-time student wanting to participate in the deferred payment plan is required to pay a minimum of 50% down at registration, in addition to the registration and/or application fees, and the balance of the semester charges by the installment date. In all cases, when the student does not have the down payment, a commitment letter is required from those underwriting the student’s account.

The deferred payment plan provides for flexible payments. The first payment is due at registration and is 100% of the total fees and 50% of the tuition, and the final payment is due prior to the eleventh week of class. A late fee is charged on all payments received 45 days after the due date.
Refund Policy

Students who wish to voluntarily withdraw from classes must officially notify the University in writing. The official withdrawal date will be set as the last day the student attended class. Refunds and final grades are determined based on the last date the student attended class.

The University’s refund policy is as follows:
1. All tuition and fees will be fully refunded if a student's application is not accepted or if the student cancels within three business days of signing the enrollment agreement and making an initial payment.
2. After classes begin each semester, the refund schedule will be as follows:

<table>
<thead>
<tr>
<th>Amount of Refund</th>
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</thead>
<tbody>
<tr>
<td>1st week of classes</td>
</tr>
<tr>
<td>2nd week of classes</td>
</tr>
<tr>
<td>3rd week of classes</td>
</tr>
<tr>
<td>4th week of classes</td>
</tr>
<tr>
<td>5th week of classes</td>
</tr>
<tr>
<td>6th week of classes</td>
</tr>
<tr>
<td>7th week of classes</td>
</tr>
<tr>
<td>After the 7th week of classes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>100%</td>
</tr>
<tr>
<td>90%</td>
</tr>
<tr>
<td>80%</td>
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<tr>
<td>70%</td>
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<tr>
<td>60%</td>
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<tr>
<td>50%</td>
</tr>
<tr>
<td>40%</td>
</tr>
<tr>
<td>0%</td>
</tr>
</tbody>
</table>

3. This refund schedule is applicable for any student who registers as a full-time student and is later permitted to drop courses to place him or her in the classification of a part-time student.

4. Refunds of tuition and fees paid by the student will be made by check payable to the student (except when payment was made by credit card; the refund will be a credit to the credit card) within 30 days of the date the University determines the student has withdrawn.

5. Refunds of tuition and fees from financial aid will be returned to the appropriate financial aid account in accordance with the guidelines or regulations.

Circumstances Under Which Full Refunds Are Given

Tuition and fees will be refunded in full for the current enrollment period under the following circumstances:
- Courses cancelled by the University
- Involuntary call to active military duty
- Documented death of the student
- Exceptional circumstances, with the approval of the President or designee of the University

Late Payments

University of Fort Lauderdale recognizes the absolute necessity for prompt payment of all fees, not only as a good biblical principle, but to honor the obligation set forth. A $25.00 late fee will be assessed to accounts over 45 days.

Returned Check Policy

If a student has a check returned by his or her bank for insufficient funds or account closed, a letter will be mailed to the student giving the student ten days to pay the check and charge due. If the check is not paid within ten days, the check will be turned over to the District Attorney’s office for collection. Also, a hold will be placed
on all of the student’s grades and records. If the check was given in payment of tuition and fees and/or installment payment, the student will be withdrawn from the University for nonpayment.

All returned checks must be paid by cash, cashier’s check, or money order. There is a $25.00 return check fee assessed for each returned check. If a student has two or more returned checks in a year, the University will not accept another check from the student for a period of one year.
Administrative Policies and Procedures

University of Fort Lauderdale promotes and expects high standards of academic achievement. It is important for students to become acquainted with all regulations and university policies and procedures. Each college operates under university-wide policies. However, the dean of a college may establish additional requirements for admissions and/or major subjects. The organizational structure is designed to allow students the flexibility of pursuing a program of study that integrates courses from other disciplines as well.

Standards of Conduct

Because of the biblical demands of discipleship, we expect all students to maintain the highest standards of conviction and conduct. Questionable practices (such as the use of drugs, drinking of alcoholic beverages, lying, stealing, cheating, immorality, disrespect for school authorities, or commission or conviction of a criminal offense) are not considered acceptable for persons training for God’s service. This behavior may result in immediate dismissal from University of Fort Lauderdale. We recognize that while a student’s conduct does reflect upon the school he or she represents, a greater motivation for godliness is the desire to please and glorify the Holy God who has called him or her.
University-wide Academic Policies

Academic Advisors
Academic advisors help the student set academic goals, develop a course schedule, and adjust to university life. Any questions concerning a program of study should be directed to the advisor in the department.

Academic Records
Official student records are maintained in the offices of the Registrar and Admissions. All student files are considered confidential by law under the Family Educational Rights and Privacy Act of 1974. Students have the right to review, inspect and challenge the accuracy of all information. Information in student records will not be released without the written consent of the student unless the record is subpoenaed by a court of law.

The student has the responsibility to inform the registrar of any changes of name, address or classification. The University’s directory is published to provide information on the following:

- Name, address, telephone number, dates of attendance, and classification
- Institutions attended, major field of study, awards, honors and degrees conferred including dates
- Past and present activities, academic and sport activities

Educational institutions are permitted to disclose academic and financial information to the parents of financially dependent children. Currently enrolled students may withhold or disclose any of the above information by written notification given to the Office of the Registrar during registration.

Students receive grade reports at the end of each semester. The student has the responsibility to review his or her grades. If the student fails to seek correction within one year after the semester in which the course was taken, the records will be deemed accurate as stated.

Class Attendance
Regular attendance is essential to realize the purpose and objectives of the student’s academic program. Each student is responsible for class attendance and participation. Instructors will determine and announce specific requirements for each course during the class.

Cumulative absences of two class sessions may be reported to the dean of the college. The dean will review students who have cumulative absences of three class sessions. The consultation with the instructor and the student is to determine whether the student should be retained in the course.

An instructor may establish his or her attendance policy to include a reduction in the course grade for poor class attendance.

Add/Drop Period
The University’s add period encompasses the first 10% of the semester.
Course Completion

University of Fort Lauderdale reserves the right to drop a student from class for lack of attendance. Courses are considered completed by the requirement set forth in the course syllabi issued by the designated faculty. Students officially dropped from a course may retake the course. Students may also withdraw from a course without penalty if there are extenuating circumstances. No refunds shall be given for a course dropped after the published refund dates.

Course Numbering System

University of Fort Lauderdale course numbers consist of a three-letter alpha prefix followed by a three-digit course number. The three-letter alpha prefix identifies the academic discipline. The level is specified by the first digit, as follows: 1, freshman; 2, sophomore; 3, junior; 4, senior; 5-6, graduate; 7-8, doctoral candidate. The last two digits are reserved for departmental use in indicating sequence of courses.

Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or sub-category of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of the course determines the assigned prefix to identify the course.

Subject Course Abbreviations

Courses are identified with letters that represent the subject area for each program offered.

| ART  | Business |
| ART  | Art      |
| BUS  | Business |
| COM  | Communication |
| COU  | Counseling |
| EDU  | Education |
| ENG  | English |
| HIS  | History |
| HUM  | Humanities |
| LDR  | Leadership |
| MAT  | Mathematics |
| MIN  | Ministry |
| POS  | Political Science |
| PSY  | Psychology |
| REL  | Religion |
| SCI  | Sciences |
| SOC  | Social Sciences |
| STA  | Statistics |
| THE  | Theology |

Course Repetition

A student is permitted to repeat a course for which he or she has received a grade of “F.” Both the “F” and the subsequent grade will stand in the student's permanent record and be included in calculating the grade point average. University of Fort Lauderdale does not permit a student to repeat a course for credit in which he or she has received a passing grade. A student must receive a “C” or better in all major concentrate courses.
Credit Hours

A 50-minute period of instruction is equivalent to 1 contact hour. The total number of contact hours completed per week makes up the total number of credits per semester.

<table>
<thead>
<tr>
<th>Contact Hour(s)</th>
<th>Credit(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
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<tr>
<td>3</td>
<td>3</td>
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<tr>
<td>4</td>
<td>4</td>
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<tr>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>6</td>
<td>6</td>
</tr>
</tbody>
</table>

Grading System

University of Fort Lauderdale’s grades are recorded as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Points per Semester Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>B+</td>
<td>3.5</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>C+</td>
<td>2.5</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>D+</td>
<td>1.5</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
</tr>
<tr>
<td>W (Withdrawal)</td>
<td>None</td>
</tr>
<tr>
<td>I (Incomplete)</td>
<td>None</td>
</tr>
<tr>
<td>IP (Progressive Course Work)</td>
<td>None</td>
</tr>
<tr>
<td>AU (Audit)</td>
<td>None</td>
</tr>
<tr>
<td>P</td>
<td>Pass (non credit)</td>
</tr>
</tbody>
</table>

Final Examinations

A schedule for final semester examination dates is published with the schedule of classes each semester. Students and instructors must follow the published schedule.

Incomplete Grades

Students are expected to complete all course work as specified by the instructor by the end of the term. If a grade of incomplete (I) is issued, course work must be completed by the midterm of the following semester, unless the department grants special consideration. An automatic grade of failure (F) is issued if the incomplete grade is not removed by the published date.
Degree Changes

Any student needing to change his or her degree program should discuss this need with an advisor. A change of degree form should then be completed, the required signatures secured, and the form returned to the Office of Admissions or the Office of the Registrar.

Probation

A student must have a minimum cumulative grade point average of 2.0 overall, and a 2.0, or higher if specified, in the major. Graduate students must maintain a grade point average of 3.0.

Any student who does not maintain the necessary average will be placed on academic probation. This probation status may be removed during the next semester by bringing the grade point average up to the required standard.

Students who achieve the required cumulative grade point average for the hours attempted are considered in good standing. Those who fail to achieve the required average will be subject to the following action:

1. An undergraduate student on academic probation is limited to 12 credit hours each semester. A graduate or doctoral student is limited to 9.
2. The Director of Admissions/Student Services reviews all students on academic probation in consultation with the dean.
3. Students will be given the opportunity to remove the probation status and continue to make progress toward graduation within the two consecutive semesters after academic probation has been determined.
4. A student that has been placed on academic probation will be required to take a specified class schedule and work with an advisor to monitor the academic progress.

Registration Guidelines

It is important that students register during the stated registration periods. Students who register during the late registration period will be charged a late registration fee. Registration is not complete until the student has made payment arrangements with the Bursar’s Office. Students who have an outstanding balance will not be able to register for another semester.

Schedule Changes

Adding or dropping of courses may be accomplished only between registration and the final add/drop dates listed on the calendar. In order to add or drop courses, students must complete a Schedule Change form. The tuition refund policy for dropping courses after classes have begun is explained in the Financial Information section.

Course Cancellation Policy

University of Fort Lauderdale maintains the right to cancel or reschedule a course due to necessity or circumstances. It is the responsibility of the student to remain aware of any changes in the course schedule that may occur due to course cancellation or rescheduling. Accurate information regarding the location or time of all courses can be obtained by contacting the administrative office during regular business hours.
Transcripts
Official transcripts are issued at a charge of $5.00 per copy. The Office of the Registrar will issue a transcript upon written request from the student. Transcripts will not be issued for a student who has failed to meet all of his or her financial obligations.

Transferability of Courses
Transferability of credits earned at this institution and transferred to another institution is at the discretion of the receiving institution. No more than 75% of the total credits are transferable.
UNDERGRADUATE PROGRAMS

Admissions Policies, Academic Policies, Programs, and Course Descriptions
Undergraduate Admissions Policies

University of Fort Lauderdale is committed to an admissions process that considers the whole person, to include the student’s former education, community service, leadership experiences, references, personal interests and goals. The University is an equal access and opportunity institution of higher education and adheres to a non-discriminatory policy.

Students interested in attending the University should contact the Office of Admissions for an application. Students are encouraged to set appointments with the Office of Admissions, where a representative will assist them in completing the necessary paperwork.

Admissions Requirements

1. Submit official transcripts from all high schools and colleges attended.
2. Copy of high school diploma or GED.
3. 2.0 GPA (on a scale of 4.0).
4. 500-word, typed personal goal essay.
5. Two references.
6. SAT/ACT scores or successful completion of University of Fort Lauderdale’s entrance examination.
7. Resident Aliens must submit a copy of their residency status.
8. Non-refundable $35 application fee.

Ability-to-Benefit

Students who are beyond the age of compulsory attendance or at least 17 years old and no longer enrolled in high school and who wish to enroll in the University of Fort Lauderdale without a high school diploma or GED certificate may qualify for admission as an ability-to-benefit student. An ability-to-benefit student may be admitted as a regular, degree-seeking student and may also be eligible to for federal financial aid. To qualify for admission as an ability-to-benefit student, a student must complete six (6) semester credit hours of college-level credit with a grade of “C” or better.

Upon satisfactory completion of six semester credit hours as an ability-to-benefit student, the student’s records will be changed from ability-to-benefit to regular degree-seeking status. Any student who does not meet the above minimum requirements will be ineligible for federal financial aid.

Acceptance of Applicants

Upon completion of all admission forms and assuming eligibility, the applicant will receive an acceptance letter from the admissions office. Provisional admission status may be granted if all transcripts or admission documents have not been received; however all such documents must be received no later than thirty days after the start of the initial term or the applicant may not register for future terms.
Students presenting falsified information may be suspended and credit for payments made forfeited.

**Undergraduate Entrance Examination**

Students who do not submit SAT or ACT scores upon registration must take University of Fort Lauderdale’s entrance examination. The examination is issued by the Academic Review Committee and is required prior to completing the registration process.

**International Students**

International students are considered for admission as first year and transfer students. Applicants with a native language other than English are required to take an English as a second language course. The University of Fort Lauderdale received approval by the Department of Homeland Security to admit International students. International students may visit the US Embassy in their country and apply for an I-20 Visa to gain access to University of Fort Lauderdale.

**Degree Seeking Students**

Students who intend to complete an associate degree (A.A. or A.S.) are required to have a standard high school diploma or GED. Students applying for admission must submit official transcripts from high school and all colleges attended, within 30 days of the start of their term. The applicant is responsible for verifying that UFTL has received transcripts. Transcripts must be received in order to insure future registration.

**Non-Degree Seeking Students**

Students who wish to take college credit course for personal enrichment and who do not intend to pursue a degree, will be admitted as non-degree seeking students. Non-degree seeking students:
- Are required to complete admission process;
- Are required to adhere to pre-requisites;
- May register for no more than 12 semester hours without declaring an intended major and completing the full admission process, including assessment, transcripts, etc.

**Auditing Students**

Students who want to take a course without completing all of the formal requirements of that course. They will receive a grade of AU on their transcripts. Credit and financial aid is not given to students auditing a course. Auditing students do not follow the same admission requirements as degreed students. Auditing students must complete a non-degree student application form as well as a registration form, to attend class.

**Returning Students**

Returning students who have not attended UFTL for two or more major semesters (does not include summer term) must apply for readmission to the university. Such students should secure an application from the Office of Admission. If the student has attended another institution in the interim period, an official transcript must be submitted from that college or university with the Re-Entry Application. The applicant must be in good academic standing at the last college attended at the time of re-entry.
**Transfer Students**

Transfer students must meet all admission requirements and follow the admission procedures of the University.

1. Transferring students who have fewer than 24 credits at the college level must have official transcripts from their high school sent to UFTL.

2. Transfer students must present test scores, complete entrance exam or submit transferable credits in English and Mathematics courses that satisfy the General Education requirements.

3. Transferring students who are not in good academic standing (on suspension or dismissal) must see an Academic Advisor before submitting an application for admission.

4. Official transcripts from all institutions attended must be sent to the Office of Admissions. Courses in which the student ends with a grade less than a “C” are not transferable.

5. Documentation such as catalogs, course descriptions, course syllabi, and faculty letters of support may be required to evaluate courses taken at other colleges or universities.

6. Upon admission to the University, course credits may be evaluated for transfer. Courses accepted for transfer must be equivalent to those required in the degree plan. The Admissions Committee will evaluate transfer credits.

7. The grade point average earned from another institution will not be transferred into the University.

8. Students who hold an associate’s degree from an accredited institution may receive credits towards a junior standing.

**NOTE:** Students with transcripts from a university outside the United States must submit their transcripts with a commercial evaluation and translation to English. All transcripts need to be received no later than thirty days after the start of the initial term of enrollment.

Admission requirements are subject to change. Please contact the University of Fort Lauderdale Office of Admission for current admission requirements.
Undergraduate Academic Policies

Graduation Requirements
Students who have officially matriculated into a college within the University may graduate and qualify to receive a degree upon meeting the listed requirements:

1. Maintain a cumulative GPA of 2.0 (on a scale of 4.0).
2. Complete the required courses mandated by the designated degree program and earn the total credits as stated by the college.
3. Earn the last 30 semester upper-division credits in residence at the University.
4. Complete all general education and major requirements for the degree.
5. Remove all incomplete grades by the published deadlines.
6. Complete all directed study, research, or independent study credits by the published deadlines in the course syllabus.
7. File an application for graduation by the published deadline.
8. Meet all financial obligations.

Classification of Students
Academic standing is computed by dividing the total number of quality points by the total hours attempted by a student. Continuance and promotion from one academic classification to another are based on completion of the following number of credit hours:

<table>
<thead>
<tr>
<th>Classification</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen</td>
<td>0 - 30</td>
</tr>
<tr>
<td>Sophomore</td>
<td>31 - 60</td>
</tr>
<tr>
<td>Junior</td>
<td>61 - 90</td>
</tr>
<tr>
<td>Senior</td>
<td>90 – 120</td>
</tr>
</tbody>
</table>

Full-term Status
Students may apply for full-time, part-time or per diem study. The minimum academic load for a full-time student is 12 semester credit hours or at least 96 hours of remedial study in a semester. The maximum load is 18 hours; additional courses beyond 16 hours require the approval of the Chief Academic Officer. The approval shall be dependent upon the superior academic achievement of the student. Other than by special permission, first-year students are limited to 16 credit hours.

The course load for a student on academic probation is 12 credit hours. Part-time study allows a student to take up to 9 credits or 48 hours of remedial study in a semester. Per diem study is available for students who are auditing classes, non-degree seeking, and/or taking 6 credits or less within an academic year.
College of Business Leadership

Undergraduate programs

Undergraduate Academic Departments
Accounting
Business Administration
College of Business Leadership – Associate’s Programs

Associate’s Degree in Business Administration
University of Fort Lauderdale offers an Associate of Arts Degree in Business Administration.

Description
The Associate’s Degree in Business Administration has its foundation in general education. The program provides students with the opportunity to acquire the knowledge, skills and ability to listen, calculate, and communicate effectively. The program consists of 36 semester hours of general education courses.

Program Objectives
The Associate’s Degree in Business Administration is designed to provide students with the social, business, and academic competencies for a 21st century leader. The program provides students with a solid foundation in the social and behavioral sciences, humanities, and mathematics. It assists students in developing competencies in reading, oral communication, writing, and fundamental computers.

Prerequisites
Students must meet the entrance requirements of University of Fort Lauderdale.

Credit Hours:
60 credits

General Education:
39 credits: 13 courses (Humanities/fine arts, social/behavioral sciences, English, communications, science/mathematics, computers)

Major Concentration:
21 credits: Refer to the listing of major courses for associate study in business administration.
# Associate of Arts Degree in Business Administration (Two-year Program)

**Term I**
- ENG 101 English Grammar and Composition I \(3 \text{ credits}\)
- LDR 101 Principles and Practices of Leadership \(3 \text{ credits}\)
- BUS 110 Introduction to Computers \(3 \text{ credits}\)
- HIS 101 U.S. History I \(3 \text{ credits}\)
- REL/MIN/THE 100–200 Special Elective \(3 \text{ credits}\)

**Term II**
- MAT 200 College Algebra \(3 \text{ credits}\)
- HIS 102 -200 History II \(3 \text{ credits}\)
- ENG 102 English Grammar and Composition II \(3 \text{ credits}\)
- SCI 101, 160, 161 Health Sciences \(3 \text{ credits}\)
- SOC 101 Introduction to Sociology \(3 \text{ credits}\)

**Term III**
- PSY 140 Introduction to Psychology \(3 \text{ credits}\)
- BUS 120 Business Ethics \(3 \text{ credits}\)
- POS 200 Comparative Politics \(3 \text{ credits}\)
- BUS 220 Introduction to Business Administration \(3 \text{ credits}\)
- COM 200 Speech Communication \(3 \text{ credits}\)

**Term IV**
- BUS 210 Business Communication Technology \(3 \text{ credits}\)
- BUS 230 Accounting I \(3 \text{ credits}\)
- BUS 121 Introduction to Business Communication \(3 \text{ credits}\)
- BUS 370 Principles of Marketing \(3 \text{ credits}\)
- LAW 330 Business Law \(3 \text{ credits}\)
College of Business Leadership – Bachelor’s Programs

University of Fort Lauderdale offers a Bachelor of Arts Degree in Business Administration with majors in Accounting and Business Administration.

Major in Accounting

Description
The Major in Accounting provides instruction in business administration skills as well as accounting. Students will be introduced to the various technologies and philosophies in accounting.

Program Objectives
This course work will prepare students academically and professionally, while developing the social, communicative, and accounting competencies needed for a 21st century accounting leader. The objective of this program of study is to prepare the students both academically and professionally for the ever-changing world of accounting.

Prerequisites
Students must meet the entrance requirements of University of Fort Lauderdale.

Note: The Major in Accounting does not qualify the student to be licensed in accounting, nor does it meet the requirements to take the required examinations for such licenses.

Major in Business Administration

Description
The Major in Business Administration provides instruction in business administration skills.

Program Objectives
In this program, students will be introduced to the various technologies and philosophies in business to meet the program objective of preparing students both academically and professionally for the ever-changing world of business. This course work will prepare students academically and professionally, while developing the social, communicative, and accounting competencies needed for a 21st century business leader.

Prerequisites
Students must meet the entrance requirements of University of Fort Lauderdale.
Bachelor of Arts
Business Administration Programs

Listing of Major Study Areas:
Accounting
Business Administration

4-year Program (120 credits)

General Studies Requirement (45 credits):
College Algebra (3 credits)
Computers (3 credits)
English I & II (6 credits)
General Elective (6 credits)
Health/Science (3 credits)
History I & II (6 credits)
Psychology (3 credits)
Political Science (3 credits)
Sociology (3 credits)
Statistics (3 credits)
Principles and Practices of Leadership (3 credits)
Speech Communication (3 credits)

Foundation Courses (30 credits):
BUS 230 Accounting I (3 credits)
BUS 210 Business Communication Technology (3 credits)
BUS 120 Business Ethics (3 credits)
LAW 330 Business Law (3 credits)
BUS 220 Introduction To Business Administration (3 credits)
BUS 121 Introduction to Business Communication (3 credits)
BUS 240 Macroeconomics (3 credits)
BUS 370 Principles of Marketing (3 credits)
BUS 360 Introduction to Management (3 credits)
BUS 350 Business Professional Writing (3 credits)

Core Courses (45 credits):
Refer to Program Plans
## Major in Accounting

<table>
<thead>
<tr>
<th>Term I</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 English Grammar and Composition I (3 credits)</td>
<td></td>
</tr>
<tr>
<td>LDR 101 Principles and Practices of Leadership (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 110 Introduction to Computers (3 credits)</td>
<td></td>
</tr>
<tr>
<td>HIS 101 U.S. History I (3 credits)</td>
<td></td>
</tr>
<tr>
<td>REL/MIN/THE 100–200 Special Elective (3 credits)</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Term II</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT 200 College Algebra (3 credits)</td>
<td></td>
</tr>
<tr>
<td>HIS 102 -200 History II (3 credits)</td>
<td></td>
</tr>
<tr>
<td>ENG 102 English Grammar and Composition II (3 credits)</td>
<td></td>
</tr>
<tr>
<td>SCI 101, 160, 161 Health Sciences (3 credits)</td>
<td></td>
</tr>
<tr>
<td>SOC 101 Introduction to Sociology (3 credits)</td>
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<table>
<thead>
<tr>
<th>Term III</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>PSY 140 Introduction to Psychology (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 120 Business Ethics (3 credits)</td>
<td></td>
</tr>
<tr>
<td>POS 200 Comparative Politics (3 credits)</td>
<td></td>
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<tr>
<td>BUS 220 Introduction to Business Administration (3 credits)</td>
<td></td>
</tr>
<tr>
<td>COM 200 Speech Communication (3 credits)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Term IV</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 210 Business Communication Technology (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 230 Accounting I (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 121 Introduction to Business Communication (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 370 Principles of Marketing (3 credits)</td>
<td></td>
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<tr>
<td>LAW 330 Business Law (3 credits)</td>
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</table>

<table>
<thead>
<tr>
<th>Term V</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 231 Accounting II (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 240 Macroeconomics (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 330 Managerial Accounting (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 360 Introduction to Management (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 350 Business Professional Writing (3 credits)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Term VI</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 242 Microeconomics (3 credits)</td>
<td></td>
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<tr>
<td>STA 250 Business Statistics (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 310 Management Information Systems (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 375 Procurement (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 373 Money and Banking (3 credits)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Term VII</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 435 Taxation I (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 481 Auditing (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 460 Advanced Management Principles (3 credits)</td>
<td></td>
</tr>
<tr>
<td>400 Major/Minor Elective (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BUS 431 Applied Financial Analysis (3 credits)</td>
<td></td>
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</tbody>
</table>
**Term VIII**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 436 Taxation II</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS 480 Corporate Finance</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>100-400 Major/Minor Elective</td>
<td>(6 credits)</td>
</tr>
<tr>
<td>BUS 495 Business Internship</td>
<td>(3 credits)</td>
</tr>
</tbody>
</table>
## Major in Business Administration

### Term I
- **ENG 101** English Grammar and Composition I (3 credits)
- **LDR 101** Principles and Practices of Leadership (3 credits)
- **BUS 110** Introduction to Computers (3 credits)
- **HIS 101** U.S. History I (3 credits)
- **REL/MIN/THE 100 – 200** Special Elective (3 credits)

### Term II
- **MAT 200** College Algebra (3 credits)
- **HIS 102 – 200** History II (3 credits)
- **ENG 102** English Grammar and Composition II (3 credits)
- **SCI 101, 160, 161** Health Sciences (3 credits)
- **SOC 101** Introduction to Sociology (3 credits)

### Term III
- **PSY 140** Introduction to Psychology (3 credits)
- **BUS 120** Business Ethics (3 credits)
- **POS 200** Comparative Politics (3 credits)
- **BUS 220** Introduction to Business Administration (3 credits)
- **COM 200** Speech Communication (3 credits)

### Term IV
- **BUS 210** Business Communication Technology (3 credits)
- **BUS 230** Accounting I (3 credits)
- **BUS 121** Introduction to Business Communication (3 credits)
- **BUS 370** Principles of Marketing (3 credits)
- **LAW 330** Business Law (3 credits)

### Term V
- **BUS 240** Macroeconomics (3 credits)
- **BUS 360** Introduction to Management (3 credits)
- **BUS 361** Personnel Management (3 credits)
- **BUS 365** Property Management (3 credits)
- **BUS 350** Business Professional Writing (3 credits)

### Term VI
- **BUS 341** Principles of Economic Development (3 credits)
- **BUS 372** Entrepreneurship (3 credits)
- **BUS 460** Advanced Management Principles (3 credits)
- **STA 250** Business Statistics (3 credits)
- **SOC 375** Grants and Funding Sources (3 credits)*

### Term VII
- **BUS 373** Money and Banking (3 credits)
- **BUS 431** Applied Financial Analysis (3 credits)
- **BUS 470** Business Trends and Global Environments (3 credits)
- **BUS 481** Auditing (3 credits)
- **400** Major/Minor Elective (3 credits)
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 400 Grant Writing Seminar</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS 310 Management Information Systems</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS 381 Business Operations and Regulations</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS 375 Procurement</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS 495 Business Internship</td>
<td>(3 credits)</td>
</tr>
</tbody>
</table>

*Prerequisite to EDU 400 Grant Writing Seminar*
College of Religious Studies

Undergraduate Programs

Undergraduate Academic Departments
Christian Counseling
Christian Education
Ministry
Theology
College of Religious Studies – Associate’s Programs

Associate’s Degree in Ministry
University of Fort Lauderdale offers an Associate of Science Degree in Ministry.

Description
The Associate’s Degree in Ministry has its foundation in ministerial preparation as well as general education. The program consists of general education courses and courses in ministry, theology, and religion.

Program Objectives
The Associate’s Degree in Ministry is designed to provide students with the knowledge, skills, and abilities to listen, calculate, and communicate effectively and to be a 21st century leader in ministry within this ever-changing society and to effectively reach the world for Jesus Christ.

Prerequisites
Students must meet the entrance requirements of University of Fort Lauderdale.

Credit Hours:
60 credits

General Education:
36 credits: 12 courses (Humanities/fine arts, social/behavioral sciences, English, communications, science/mathematics, computers)

Major Concentration:
24 credits: Refer to the listing of major courses for associate study in ministry.
# Associate of Science in Ministry

**(Two-year Program)**

## Term I

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 English Grammar and Composition I</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>HIS 101 Introduction to U.S. History</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>LDR 101 Principles and Practices of Leadership</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>REL 101 Old Testament Survey</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS 110 Introduction to Computers</td>
<td>(3 credits)</td>
</tr>
</tbody>
</table>

## Term II

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT 200 College Algebra</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>ENG 102 English Grammar and Composition II</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>REL 120 New Testament Survey</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>PSY 140 Introduction to Psychology</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>POS 200 Comparative Politics</td>
<td>(3 credits)</td>
</tr>
</tbody>
</table>

## Term III

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 200 Speech Communication</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>MIN 200 Foundation of Ministry</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>SCI 101,160,161 Health Sciences</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>SOC 101 Introduction to Sociology</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>HIS 102-200 History II</td>
<td>(3 credits)</td>
</tr>
</tbody>
</table>

## Term IV

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>REL 170 Christian Ethics</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>COU 300 Christian Counseling</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>THE 120 Life of Christ</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>THE 200 Introduction to Theology</td>
<td>(3 credits) REL 340 Apologetics</td>
</tr>
</tbody>
</table>
College of Religious Studies – Bachelor’s Programs

University of Fort Lauderdale offers a Bachelor of Science Degree in Ministry with majors in Christian Education, Christian Counseling, Ministry, and Theology.

Christian Education

Description
The Major in Christian Education has its foundation in ministerial preparation as well as general education. The program consists of general education courses and courses in ministry, theology, and religion.

Program Objectives
The Major in Christian Education provides the students with the knowledge, skills, and abilities to listen, calculate, and communicate effectively. This degree prepares students for Christian educational positions within a church or ministry and is designed to provide this ever-changing society with 21st century leaders for ministry and to effectively reach the world for Jesus Christ.

Prerequisites
Students must meet the entrance requirements of University of Fort Lauderdale.

Note: The Major in Christian Education does not qualify the student to be licensed in education, nor does it meet the requirements to take the required examinations for such licenses.

Christian Counseling

Description
The Major in Christian Counseling has its foundation in ministerial preparation as well as counseling. The program consists of general education courses and courses in ministry, theology, and religion.

Program Objectives
The Major in Christian Counseling provides the students with the knowledge, skills, and abilities to listen, calculate, and communicate effectively. This major prepares students for Christian counseling positions within a church or ministry and is designed to provide this ever-changing society with 21st century leaders with a heart for God and God’s people.

Prerequisites
Students must meet the entrance requirements of University of Fort Lauderdale.

Note: The Major in Christian Counseling does not qualify the student to be licensed in counseling, nor does it meet the requirements to take the required examinations for such licenses.

Ministry

Description
The Major in Ministry has its foundation in ministerial preparation as well as counseling. The program consists of general education courses and courses in ministry, theology, and religion.
Program Objectives
The Major in Ministry provides the students with the knowledge, skills, and abilities to listen, calculate, and communicate effectively. This degree prepares the students for the spiritual calling of ministry on various levels and is designed to provide this ever-changing society with 21st century ministers and pastors with a heart for God and God’s people.

Prerequisites
Students must meet the entrance requirements of University of Fort Lauderdale.

Theology

Description
The Major in Theology has its foundation in ministerial preparation as well as theology. The program consists of general education courses and courses in ministry, theology and religion.

Program Objectives
The Major in Theology provides the students with the knowledge, skills, and abilities to listen, calculate, and communicate effectively and theologically. This degree prepares students for the spiritual calling of ministry on various levels and is designed to provide this ever-changing society with 21st century ministers and pastors with a heart for God and God’s people.

Prerequisites
Students must meet the entrance requirements of University of Fort Lauderdale.
Bachelor of Science
Ministry Programs

Listing of Major Study Areas:
Christian Education
Christian Counseling
Ministry
Theology

4-year Program (120 credits)

General Studies Requirement (45 credits):
College Algebra (3 credits)
Computers (3 credits)
English I & II (6 credits)
General Elective (6 credits)
Health/Science (3 credits)
History I & II (6 credits)
Psychology (3 credits)
Political Science (3 credits)
Sociology (3 credits)
Statistics (3 credits)
Principles and Practices of Leadership (3 credits)
Speech Communication (3 credits)

Foundation Courses (24 credits):
REL 340 Apologetics (3 credits)
REL 170 Christian Ethics (3 credits)
MIN 200 Foundations of Ministry (3 credits)
THE 200 Introduction to Theology (3 credits)
THE 120 Life of Christ (3 credits)
REL 120 New Testament Survey (3 credits)
REL 101 Old Testament Survey (3 credits)
COU 300 Christian Counseling (3 credits)

Core Courses (51 credits):
Refer to Program Plans
## Major in Christian Education

### Term I
- ENG 101 English Grammar and Composition I (3 credits)
- HIS 101 Introduction to U.S. History (3 credits)
- LDR 101 Principles and Practices of Leadership (3 credits)
- REL 101 Old Testament Survey (3 credits)
- BUS 110 Introduction to Computers (3 credits)

### Term II
- MAT 200 College Algebra (3 credits)
- ENG 102 English Grammar and Composition II (3 credits)
- REL 120 New Testament Survey (3 credits)
- PSY 140 Introduction to Psychology (3 credits)
- POS 200 Comparative Politics (3 credits)

### Term III
- COM 200 Speech Communication (3 credits)
- MIN 200 Foundation of Ministry (3 credits)
- SCI 101, 160, 161 Health Sciences (3 credits)
- SOC 101 Introduction to Sociology (3 credits)
- HIS 102-200 History II (3 credits)

### Term IV
- REL 170 Christian Ethics (3 credits)
- COU 300 Christian Counseling (3 credits)
- THE 120 Life of Christ (3 credits)
- THE 200 Introduction to Theology (3 credits)
- REL 340 Apologetics (3 credits)

### Term V
- EDU 300 Christian Education Theory (3 credits)
- EDU 301 Curriculum Design I (3 credits)
- EDU 303 Introduction to Teaching Methodology (3 credits)
- COU 200 Human Growth and Development (3 credits)
- PSY 240 Psychology II (3 credits)

### Term VI
- EDU 302 Curriculum Design II (3 credits)
- EDU 306 Classroom Management (3 credits)
- EDU 330 Education Technology (3 credits)
- STA 200 Statistics (3 credits)

### Term VII
- EDU 350 Learning Disabilities in Special Ed. (3 credits)
- EDU 408 Education Law (3 credits)
- EDU 411 Internship I (3 credits)
- EDU 410 Education Testing and Evaluation (3 credits)
- THE 360 Systematic Theology (3 credits)
**Term VIII**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDU 412 Internship II</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>EDU 420 School Administration</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>EDU 470 Curriculum Planning and Development</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>100-400 Major/Minor Elective</td>
<td>(6 credits)</td>
</tr>
</tbody>
</table>
## Major in Christian Counseling

**Term I**
- ENG 101 English Grammar and Composition I (3 credits)
- HIS 101 Introduction to U.S. History (3 credits)
- LDR 101 Principles and Practices of Leadership (3 credits)
- REL 101 Old Testament Survey (3 credits)
- BUS 110 Introduction to Computers (3 credits)

**Term II**
- MAT 200 College Algebra (3 credits)
- ENG 102 English Grammar and Composition II (3 credits)
- REL 120 New Testament Survey (3 credits)
- PSY 140 Introduction to Psychology (3 credits)
- POS 200 Comparative Politics (3 credits)

**Term III**
- COM 200 Speech Communication (3 credits)
- MIN 200 Foundation of Ministry (3 credits)
- SCI 101,160,161 Health Sciences (3 credits)
- SOC 101 Introduction to Sociology (3 credits)
- HIS 102-200 History II (3 credits)

**Term IV**
- REL 170 Christian Ethics (3 credits)
- COU 300 Christian Counseling (3 credits)
- THE 120 Life of Christ (3 credits)
- THE 200 Introduction to Theology (3 credits)
- REL 340 Apologetics (3 credits)

**Term V**
- COU 200 Human Growth and Development (3 credits)
- PSY 240 Psychology II (3 credits)
- COU 310 Christian Counseling II: Self-Confrontation (3 credits)
- SOC 250 Introduction to Human Services (3 credits)
- SOC 200 Sociology II (3 credits)

**Term VI**
- SOC 360 Social Work Methods (3 credits)
- COU 320 Christian Counseling Techniques (3 credits)
- PSY 340 Social Psychology (3 credits)
- MIN 220 World Evangelism (3 credits)
- STA 200 Statistics (3 credits)

**Term VII**
- COU 311 Christian Counseling III: Self-Confrontation (3 credits)
- COU 410 Counseling Ethics and Law (3 credits)
- COU 420 Case Management (3 credits)
- SOC 365 Personality and Social Development (3 credits)
- 300-400 REL/MIN/THE Elective (3 credits)
### Term VIII

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COU 421 Crisis Counseling</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>COU 470 Community Clinical I</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>COU 480 Institutional Clinical I</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>SOC 470 Administration of Social Service Agencies</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>300-400 Major/Minor Elective</td>
<td>(3 credits)</td>
</tr>
</tbody>
</table>
## Major in Ministry

### Term I
- ENG 101 English Grammar and Composition I (3 credits)
- HIS 101 Introduction to U.S. History (3 credits)
- LDR 101 Principles and Practices of Leadership (3 credits)
- REL 101 Old Testament Survey (3 credits)
- BUS 110 Introduction to Computers (3 credits)

### Term II
- MAT 200 College Algebra (3 credits)
- ENG 102 English Grammar and Composition II (3 credits)
- REL 120 New Testament Survey (3 credits)
- PSY 140 Introduction to Psychology (3 credits)
- POS 200 Comparative Politics (3 credits)

### Term III
- COM 200 Speech Communication (3 credits)
- MIN 200 Foundation of Ministry (3 credits)
- SCI 101,160,161 Health Sciences (3 credits)
- SOC 101 Introduction to Sociology (3 credits)
- HIS 102-200 History II (3 credits)

### Term IV
- REL 170 Christian Ethics (3 credits)
- COU 300 Christian Counseling (3 credits)
- THE 120 Life of Christ (3 credits)
- THE 200 Introduction to Theology (3 credits)
- REL 340 Apologetics (3 credits)

### Term V
- HUM 155 Hebrew (3 credits)
- COU 320 Christian Counseling Techniques (3 credits)
- MIN 223 Intro to Church Administration (3 credits)
- MIN 220 World Evangelism (3 credits)
- REL 103 Pentateuch (3 credits)

### Term VI
- REL 131 Early Church History (3 credits)
- HUM 150 Greek (3 credits)
- THE 340 Pauline Theology (3 credits)
- STA 200 Statistics (3 credits)
- THE 360 Systematic Theology (3 credits)

### Term VII
- REL 360 Survey of Religions (3 credits)
- MIN 400 Pastoral Ministry (3 credits)
- REL 311 Major Prophets (3 credits)
- THE 300 Hermeneutics (3 credits)
- PSY 340 Social Psychology (3 credits)
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>300-400 MIN/REL/HE Elective</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>MIN 420 Homiletics</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>MIN 442 Principles of Church Growth</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>MIN 450 Prophetic and Current Themes</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>MIN 480 Ministry Service</td>
<td>(3 credits)</td>
</tr>
</tbody>
</table>
## Major in Theology

### Term I
- ENG 101 English Grammar and Composition I (3 credits)
- HIS 101 Introduction to U.S. History (3 credits)
- LDR 101 Principles and Practices of Leadership (3 credits)
- REL 101 Old Testament Survey (3 credits)
- BUS 110 Introduction to Computers (3 credits)

### Term II
- MAT 200 College Algebra (3 credits)
- ENG 102 English Grammar and Composition II (3 credits)
- REL 120 New Testament Survey (3 credits)
- PSY 140 Introduction to Psychology (3 credits)
- POS 200 Comparative Politics (3 credits)

### Term III
- COM 200 Speech Communication (3 credits)
- MIN 200 Foundation of Ministry (3 credits)
- SCI 101,160,161 Health Sciences (3 credits)
- SOC 101 Introduction to Sociology (3 credits)
- HIS 102-200 History II (3 credits)

### Term IV
- REL 170 Christian Ethics (3 credits)
- COU 300 Christian Counseling (3 credits)
- THE 120 Life of Christ (3 credits)
- THE 200 Introduction to Theology (3 credits)
- REL 340 Apologetics (3 credits)

### Term V
- HUM 155 Hebrew (3 credits)
- REL 131 Early Church History (3 credits)
- REL 360 Survey of Religions (3 credits)
- REL 103 Pentateuch (3 credits)
- THE 360 Systematic Theology (3 credits)

### Term VI
- HUM 150 Greek (3 credits)
- STA 200 Statistics (3 credits)
- REL 311 Major Prophets (3 credits)
- THE 300 Hermeneutics (3 credits)
- THE 340 Pauline Theology (3 credits)

### Term VII
- THE 308 Pneumatology (3 credits)
- THE 310 Dispensationalism (3 credits)
- THE 312 Eschatology (3 credits)
- THE 363 New Testament Theology (3 credits)
- MIN 400 Pastoral Ministry (3 credits)
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>300-400 REL/THE/MIN Elective</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>THE 361 Integrative Theology</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>MIN 420 Homiletics</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>MIN 442 Principles of Church Growth</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>MIN 460 Ministry &amp; Family</td>
<td>(3 credits)</td>
</tr>
</tbody>
</table>
Minor Concentrations

Minors are permissible with the completion of 18 credits in a specified concentration area. The selection of a minor concentration must be declared and approved by the dean of the college of study.

Course Requirements for Minor Studies

Accounting
BUS 230 Accounting I  (3 credits)
BUS 231 Accounting II  (3 credits)
BUS 435 Federal Taxation I  (3 credits)
BUS 436 Federal Taxation II  (3 credits)
BUS 481 Auditing  (3 credits)
BUS 100-400 Elective  (3 credits)

Business Administration
BUS 221 Advanced Business Protocols  (3 credits)
BUS 120 Business Ethics  (3 credits)
BUS 220 Intro. to Business Administration  (3 credits)
BUS 121 Intro. to Business Communication  (3 credits)
BUS 360 Introduction to Management  (3 credits)
BUS 100-400 Elective  (3 credits)

Christian Education
EDU 306 Classroom Management  (3 credits)
EDU 301 Curriculum Design I  (3 credits)
EDU 302 Curriculum Design II  (3 credits)
EDU 310 Education Testing and Evaluation  (3 credits)
EDU 303 Introduction to Teaching Methodology  (3 credits)
EDU 100-400 Elective  (3 credits)

Ministry
MIN 223 Intro to Church Administration  (3 credits)
MIN 200 Foundation of Ministry  (3 credits)
THE 120 Life of Christ  (3 credits)
REL 120 New Testament Survey  (3 credits)
REL 101 Old Testament Survey  (3 credits)
MIN,REL,THE 100-400 Elective  (3 credits)

Theology
THE 200 Introduction to Theology  (3 credits)
THE 340 Pauline Theology  (3 credits)
THE 360 Systematic Theology  (3 credits)
THE 361 Integrative Theology  (3 credits)
THE Elective  (3 credits)
THE 100-400 Elective  (3 credits)
**Christian Counseling**

COU 300 Christian Counseling  (3 credits)
COU 310 Christian Couns. II – Self-Confrontation (3 credits)
COU 311 Christian Couns. III – Self-Confrontation (3 credits)
COU 320 Christian Counseling Techniques  (3 credits)
SOC 250 Introduction to Human Services  (3 credits)
SOC 360 Social Work Methods  (3 credits)
Undergraduate Course Descriptions

For additional information on courses, contact the dean of the appropriate college of study.

**BUSINESS**

**BUS 110* Introduction to Computers 3 Credits.** Knowledge and skills in computer hardware and various applications such as data processing, file storage, input and output storage are developed. **Pre-Re:** None.

**BUS 120 Business Ethics 3 Credits.** The course is designed to assist students in identifying and analyzing the challenges of complex business issues. The students acquire a reasoning process and knowledge to make ethical decisions, approach challenges and resolves issues. The course promotes the ability to identify business values as well as plan and implement sound business ethics. **Pre-Re:** None.

**BUS 121 Introduction to Business Communication 3 Credits.** This course is a study of various aspects and areas of information development, presentation, and dissemination as it pertains to the business and corporate marketplace. The focus is on how business information is interpreted and transmitted through personal and non-personal and media formats. **Pre-Re:** None.

**BUS 210 Business Communication Technology 3 Credits.** The course is designed to expose students to various technologies that promote effective communication. The student will become familiar with state-of-the-art and traditional business technology. **Pre-Re:** BUS 110.

**BUS 220 Introduction to Business Administration 3 Credits.** A course on administrative procedures and processes used in the corporate and private business environments. This is an introductory course to help students acquire knowledge on standard administrative procedures pertaining to general operational and organizational systems. Students will learn the essential operations of systems in a viable, responsible, and credible legal entity. **Pre-Re:** ENG 101.

**BUS 230 Financial Accounting I 3 Credits.** A study of the principles of financial accounting that emphasizes the balance sheet, income statement, and the basic bookkeeping systems. The course specifically includes deferrals and accruals, adjusting and closing entries, special journals, the voucher system, and payroll. **Pre-Re:** BUS 200, 220.

**BUS 231 Financial Accounting II 3 Credits.** A continuation of financial accounting as it relates to partnerships and corporations, with a movement into the managerial accounting area, including cost accounting, manufacturing accounting, control accounting, CVP relations, financial statements analysis, cash flow statements, and special management reports. **Pre-Re:** BUS 230.

**BUS 240 Macroeconomics I 3 Credits.** An introductory course in the principles of economic problems and concepts. Topics discussed and analyzed include the role of government in various economic systems, aggregate measurements of economic performance, aspects of economic instability, macro equilibrium, fiscal and monetary policies, and the impact of both the public debt and international trade. **Pre-Re:** BUS 220.

**BUS 242 Microeconomics 3 Credits.** Shows relevance of value and distribution theories for business managers. Includes demand and supply theory consumer choice, production and cost theory, industrial structure, and wage and capital theory. **Pre-Re:** BUS 240.

**BUS 310 Management Information Systems 3 Credits.** This course is designed for the administration, development, and planning of computer information systems and computer operations. The student will learn
important principles, practices, and responsibilities of overseeing a computer information system and network. **Pre-Re:** BUS 210, 220.

**BUS 330 Managerial Accounting 3 Credits.** Examines recent conceptual and analytical developments in the area of management accounting; includes a study of modern and relevant planning and control techniques and their underlying concepts as applied to the various functional areas within a firm. **Pre-Re:** BUS 230.

**BUS 332 Non-Profit Accounting 3 Credits.** This course covers accounting, auditing and financial reporting in the government and non-profit areas. **Pre-Re:** BUS 230.

**BUS 333 Accounting for Mergers and Acquisitions 3 Credits.** Examines advanced topics in financial accounting from the perspective of a sophisticated manager. Specific attention is devoted to the accounting and reporting problems of complex corporate enterprises. Topics include consolidated financial statements, foreign currency transactions, and international reporting issues. **Pre-Re:** BUS 231.

**BUS 341 Principles of Economic Development 3 Credits.** This course presents an overview of modern political, economic, and financial strategies relevant to corporate and communities development. **Pre Re:** BUS 242.

**BUS 350 Business Professional Writing 3 Credits.** This course is designed to strengthen writing skills for professional and legal documents, business reports and research papers. **Pre-Re:** ENG 101, 102.

**BUS 360 Introduction to Management 3 Credits.** This course introduces the processes and procedures used in the managerial process. The course highlights legal and ethical matters related to management issues. The student will develop knowledge and skills in effective management. **Pre-Re:** BUS 220.

**BUS 361 Personnel Management 3 Credits.** This course examines processes and procedures used in the area of human resource management, including but not limited to, the necessity of personnel enhancement. **Pre-Re:** BUS 360.

**BUS 365 Property Management 3 Credits.** This course examines laws and practices in real estate management, real estate transactions, facility management, and landlord/tenant affairs. The focus is on the profitability of residential and commercial property. **Pre-Re:** BUS 210, 220.

**BUS 370 Principles of Marketing 3 Credits.** This course examines various aspects of business marketing and sales. Students take an in-depth look at business markets, including business trends, product presentation, target marketing, business marketing and research, and social responsibility. **Pre-Re:** BUS 220.

**BUS 371 Marketing Research & Methods 3 Credits.** This course deals with the problems and techniques of obtaining marketing information from both consumer and industrial market environments. Emphasis is given to research design criteria (e.g., sampling); methodology (e.g., surveys); and to the analysis and interpretation of research data. **Pre-Re:** BUS 370.

**BUS 372 Entrepreneurship 3 Credits.** This course examines the necessary processes and procedures to establish and operate a competitive business. Students will learn the advantages and disadvantages of entrepreneurial activities, self-direction, resources, and the importance of being a visionary. The goal of the course is to inspire independent business ideas and concepts for both profit and non-profit ventures. **Pre-Re:** BUS 220.
BUS 373 Money and Banking 3 Credits. This course is designed to familiarize the student with national and international banking, systems, and money transactions. The student will learn federal laws that govern the banking industry and standard banking practices. In addition, the student will learn about money, its historical value, production, dissemination, and distribution within the American economy, controls, and forecasting. Pre-Re: BUS 220, 240.

BUS 374 Investments 3 Credits. The course is designed to help the student understand federal/state laws and business practices concerning investments. The student will learn investment terms, concepts, and strategies. Pre-Re: BUS 220, 240.

BUS 375 Procurement 3 Credits. This course examines procurement guidelines, key elements of a commercial strategy, purchase contract bid procedures, keeping and recording, and methods for requesting and receiving offers. Pre-Re: BUS 230.

BUS 376 Web-based Marketing 3 Credits. This course examines strategies for developing successful web-based marketing programs; techniques for primary and secondary on-line marketing research techniques; advanced principles of technology marketing and e-commerce; niche marketing; as well as direct mail techniques using the Internet. Pre-Re: BUS 370.

BUS 377 Consumer Behavior 3 Credits. This course examines the consumer decision processes as they relate to marketing management decision areas. Several models of consumer behavior are studied, as are the psychological phenomena of motivational, psychological, and sociological influences in making consumer decisions. Pre-Re: BUS 370.

BUS 378 Project Management 3 Credits. This course examines the tools and techniques needed to meet objectives on schedule, to specification, and within budget. Students will learn about advancing cost, schedule, and design control techniques, as well as increase their ability to assemble project teams and make project organization decisions. Pre-Re: BUS 370.

BUS 410 Program Implementation and Management 3 Credits. This course provides students with an in-depth understanding of the implementation and continual improvement of social agencies. Community-based experiences are included. Pre-Re: BUS 370.

BUS 431 Applied Financial Analysis 3 Credits. This course examines tools and techniques of financial analysis from the perspective of investors and creditors; emphasizes theoretical and empirical properties of financial ratios. Pre-Re: BUS 231.

BUS 432 Cost Management & Control in Global Organizations 3 Credits. This course examines the use of accounting information in the development and implementation of successful global corporate strategy and how control systems enhance the strategic planning process. Topics include: cost behavior; measurement and management of costs; innovations in cost management; strategic cost analysis; quality management and the costs of quality; planning and control in global organizations; performance measurement and evaluation; and transfer pricing in global organizations. Pre-Re: BUS 230.

BUS 435 Federal Taxation I 3 Credits. This course examines the federal laws governing taxation of individuals, corporations, and partnerships, with concentration on taxation forms. Pre-Re: BUS 230.

BUS 436 Federal Taxation II 3 Credits. A continuation of Federal Taxation I with emphasis on tax laws related to investment, financing, and specialized businesses. Pre-Re: BUS 231.
BUS 460 Advanced Management Principles 3 Credits. This course comprehensively examines the management techniques and strategies concerning major financial opportunities and personnel issues. Students will cover highly effective business plans, financial analysis, and financial planning. Pre-Re: BUS 360.

BUS 470 Business Trends & Global Environments 3 Credits. This course studies the performance of various types of businesses in competitive markets. The study includes a review of a diversified business market, significant trends, and activities for profit-driven modes in the 21st century. Pre-Re: BUS 220, 240, 374.

BUS 472 International Business Management 3 Credits. This course provides an in-depth analysis of the nature of international business and the range of strategic decisions facing a firm. Students review research findings that delineate options and the variables influencing decision outcomes. Emphasis is placed on multinational corporations and comparative management approaches. Pre-Re: BUS 360.

BUS 480 Corporate Finance 3 Credits. This course studies financial principles, strategies, and reports. Students focus on interpreting financial information to appraise fiscal conditions of companies and for planning competitive and realistic growth, as well as financial transactions such as acquisitions and other business activities. Pre-Re: BUS 230.

BUS 481 Auditing 3 Credits. This course studies various auditing procedures performed in private and public business. The student acquires knowledge on auditing standards and methods for the evaluation and improvement of accounting and management systems. The course will prepare the student to assume professional responsibilities and understand the value of audits in legal procedures. Pre-Re: BUS 230, 231.

BUS 485 Cost Accounting 3 Credits. This course studies internal accounting systems related to the planning and control activities of management. Students will examine job order and process cost accounting systems utilizing standard costs, in conjunction with the process of developing information for inventory valuation and managerial decision-making. Pre-Re: BUS 230.

BUS 490 Independent Study 3 Credits. The student in consultation with a faculty member will design a course for independent study. The guidelines include a course objective, expected learning outcome, and methods of evaluating the student’s course work. Pre-Re: BUS 230.

BUS 495 Internship in Business Administration I 3 Credits. This course is a directed learning experience to develop skills and apply theories to business practices. Submission of a paper may be required. Pre-Re: 15 credits of business administration at the 400 level.

BUS 496 Internship in Business Administration II 3 Credits. This course is a directed learning experience to develop skills and apply theories to business practices. Submission of a paper may be required. Pre-Re: BUS 496

COMMUNICATION

COM 200* Speech/Public Speaking 3 Credits. This course studies various theory and practices in speech communication and information presentation. The focus is small and large group communication, speech presentation, and the process of verbal communication. Pre-Re: None.

COUNSELING

COU 200* Human Growth and Development 3 Credits. This course provides advanced knowledge on the various stages of human growth and development. The student will learn the different psychological, emotional, and biological conditions of man. Pre-Re: PSY 140.
COU 220 Youth Counseling 3 Credits. The student will learn principles and techniques appropriate for counseling adolescents and become familiar with the different issues and circumstances affecting the youth. Pre-Re: PSY 140.

COU 300 Christian Counseling I 3 Credits. This course defines principles of Christian counseling and distinguishes this form of counseling from other counseling methods. Roles and responsibilities of Christian counselors are clarified. Pre-Re: SOC 101, PSY 140.

COU 310 Christian Counseling II: Self-Confrontation 3 Credits. This course presents essential biblical principles that can change the student’s life. If the student earnestly desires to overcome problems and develop spiritual maturity, he or she must be willing to confront his or her failures and shortcomings and make appropriate changes according to biblical standards. The self-confrontation course has two purposes: 1) To teach the student how to approach circumstances, relationships, and situations of life from a biblical perspective and to experience victory and contentment in all of life’s trials, testing, and problems. 2) To prepare the student to help others face and deal with their problems biblically. Pre-Re: COU 300.

COU 311 Christian Counseling III: Self-Confrontation 3 Credits. This course is a continuation of COU 310. It further presents essential biblical principles that spiritually enhance the student’s personal and professional life. Students who maintain their aspiration to overcome personal problems and to build up their spiritual maturity confront their failures and shortcomings and make appropriate changes according to biblical standards. The self-confrontation course has two purposes: 1) To teach students how to approach circumstances, relationships, and situations of life from a biblical perspective and to experience victory and contentment in all of life’s trials, testing, and problems. 2) To prepare students to help others face and deal with their problems biblically. Pre-Re: COU 310.

COU 320 Christian Counseling Techniques 3 Credits. This course provides knowledge and skill in counseling perspectives and techniques. The student will have practical experience in case situations to demonstrate the effectiveness of Christian counseling. Techniques include mental health diagnosis, treatment, spirituality, pharmacology, and non-drug therapy. Pre-Re: SOC 250.

COU 400 Counseling Ethics and Legal Principles 3 Credits. This course emphasizes the legal and morally ethical aspects of Christian counseling. The student will become familiar with relevant laws and policies. Pre-Re: COU 200, 311.

COU 410 Counseling Ethics and Legal Principles 3 Credits. This course examines legal and ethical aspects of social work and psychological counseling. The student will become familiar with the relevant laws and policies. Pre-Re: COU 300.

COU 420 Case Management 3 Credits. This course is designed to develop the student’s knowledge and skills on managing cases that demand various types of interventions. The student will learn how to coordinate services and treatment plans for complex cases. Pre-Re: SOC 360.

COU 421 Crisis Counseling 3 Credits. This course is designed to familiarize students with appropriate Christian counseling practices in crisis and complex situations. The course focuses on topics including death and dying, violence, homelessness, chemical dependencies, emotional trauma, and shock. Pre-Re: COU 320.

COU 430 Family Counseling 3 Credits. This course explores the family and various issues in family counseling. The student will study a range of behavioral characteristics that impact a healthy and/or unhealthy Christian family life Pre-Re: COU 200, 300, 320.
COU 470 Community Based Clinical Services I 3 Credits. This course is designed to develop the student’s knowledge and skill as a Christian counselor in home settings, group home and other community sites. The students will experience lecture and field experiences. The focus will be Christian counseling intervention in family case situations. Pre-Re: COU 200, 300, 320

COU 480 Institutional-based Clinical Service Practice I 3 Credits. This course examines Christian counseling in institutional settings. Roles as a viable health provider are developed. Pre-Re: COU 200, 300, 320.

COU 481 Institutional-based Clinical Service Practice II 3 Credits. This advanced course provides students with appropriate experiences with cases requiring intense counseling and intervention in traditional health institutions. Pre-Re: COU 200, 300, 320.

EDUCATION

EDU 120 Library Science 3 Credits. This course is designed to develop an understanding of research and the different local, national, and international purposes for research. Students will learn library research through traditional and electronic systems. Pre-Re: None.

EDU 300 Christian Education Theory 3 Credits. This course examines teaching in a Christian institution. Students will focus on a number of related topics, including classroom management, instructional design, personal and professional attributes of effective teachers, and multicultural perspectives. Pre-Re: None.

EDU 301 Curriculum Design I 3 Credits. This course is an in-depth examination of a single current topic of interest to teachers. Topics will vary from semester to semester, and may include, for example, national curriculum standards for school subjects, writing across the curriculum, cooperative learning in a specific subject, the school-to-work transition, or instruction on specific themes such as the environment or communication. Pre-Re: None.

EDU 303 Introduction to Teaching Methodology 3 Credits. A study of the content, methods, and materials used in teaching from early childhood through secondary school. Topics include: problem-solving techniques, teaching plans, learner activities, and classroom management. Pre-Re: None.

EDU 302 Curriculum Design II 3 Credits. This course focuses primarily on the processes of curriculum development. The student will be involved in curriculum design activities that require consideration of the socio-political and philosophical forces as well as consideration of learning and developmental theory. Pre-Re: EDU 301.

EDU 306 Classroom Management 3 Credits. This course provides practicing teachers with background in two important areas: helping teachers develop assessments for use in their own classrooms and helping them become better consumers of research information. Pre-Re: None.

EDU 330 Educational Technology 3 Credits. This course introduces teachers to the evaluation of software, and to the integration of software into the reading curriculum. Pre-Re: BUS 110.

EDU 350 Learning Disabilities in Special Education 3 Credits. This course introduces models, methods, and materials for effectively managing behavior problems of learners with disabilities. Students will develop skills to manage classroom behaviors that are counter-productive to learning, facilitate positive interpersonal behaviors, and structure the instructional environment to produce desirable consequences. Pre-Re: None.
EDU 351 Managing Social Issues in Educational Systems 3 Credits. This course examines philosophical issues in social and political theory as they pertain to educational problems. The course includes topics such as educational reform and social change. Pre-Re: None.

EDU 400 Grant Writing 3 Credits. This course assists students in selecting and researching concepts to be used in the writing of grants for the procurement of funding. Students will have practical experience in researching and writing grants. Pre-Re: ENG 101, 102, BUS 350, MAT 200, BUS 110.

EDU 408 Education Law 3 Credits. This course reviews in non-technical language legal information on all facets of school operation, including the liability of school districts and school employees, school fund and indebtedness administration; the admission, attendance and instruction of pupils; retirement benefits; and the employment contract and professional negotiations. Pre-Re: None.

EDU 410 Education Testing and Evaluation 6 Credits. This course is designed for special education, communicative disorders, and elementary education majors. It includes testing, measurement, and evaluation of student progress in multiple contexts. Pre-Re: None.

EDU 411 Teaching Internship I: Curriculum Design I 6 Credits. This internship is an opportunity for students to apply concepts and skills in field counseling settings. Students are placed in internship settings that are compatible with their individual experiences, competencies, and career goals. Students work with clients under the supervision of a qualified field staff member in the setting and the University’s counselor education staff. Pre-Re: EDU 300, 301, 306.

EDU 412 Teaching Internship I: Curriculum Design II 6 Credits. This course is a continuation of Teaching Internship I: Curriculum Design I. Pre-Re: EDU 411.

EDU 420 School Administration 5 Credits. This course focuses on administration skills for professionals in student affairs. Topics include ethics and standards of professional practice; theories, models, and practices of leadership, organization and management; fiscal resource and facility management; human resource development, including paraprofessional training models, program development, supervision, and evaluation of student affairs professionals. Pre-Re: EDU 408.

EDU 451 Curriculum Media Selection and Evaluation 3 Credits. The course is designed to familiarize the student with various aspects of the media. Pre-Re: None.

EDU 470 Curriculum Planning and Development 3 Credits. This course is designed to help students develop curriculum strategies to promote effective teaching and learning. Pre-Re: None.

ENGLISH

ENG 101* English Grammar and Composition I 3 Credits. This course pursues writing as a natural process of thought and expression in the acquisition of language. The course includes spelling, vocabulary building, review, and application of grammatical elements. It focuses primarily on the pre-writing and writing processes, the purpose of writing, ethical issues in writing, and writing for various audiences. Pre-Re: University of Fort Lauderdale Entrance Examination.

ENG 102* English Grammar and Composition II 3 Credits. This course provides advanced writing exercises that will explore different literary styles of both historical and contemporary authors. There is an emphasis on creative writing and composition. Pre-Re: None.

HISTORY
**HIS 101* U.S. History I 3 Credits.** This course examines the foundation of history in the United States through 1877 and explores current issues that are relevant to the future development of America. The student will become familiar with historical perspectives of current affairs and develop a body of knowledge to make predictions on future trends in American events. **Pre-Re:** None.

**HIS 102* U.S. History II 3 Credits.** This course examines the foundation of history in the United States from 1877 through the present and explores current issues that are relevant to the future development of America. The student will become familiar with historical perspectives of current affairs and develop a body of knowledge to make predictions on future trends in American events. **Pre-Re:** None.

**HIS 211* History of Israel 3 Credits.** This course is designed to familiarize the student with the history of Israel from the Genesis period to contemporary times. The focus will be on important historical and political events that have impacted the world. **Pre-Re:** None.

**HIS 212* African History 3 Credits.** This course is a survey of African history from geographical, social, political, and economic perspectives. The student will discuss Africa in the context of world events and history. **Pre-Re:** None.

**HUMANITIES**

**HUM 150 Greek I 3 Credits.** This course provides the student with an understanding of the Greek language and culture. The student will acquire a foundation to translate Greek for greater Bible interpretation. **Pre-Re:** None.

**HUM 151 Greek II 3 Credits.** This course provides continuation and academic advancement for those who have taken Greek I. **Pre-Re:** HUM 150.

**HUM 155 Hebrew 3 Credits.** This course is designed to provide the student with an understanding of the Hebrew language and culture. The student will acquire a foundation to translate Hebrew for greater Bible interpretation. **Pre-Re:** None.

**HUM 210* Philosophy 3 Credits.** This course is designed to introduce the student to the process of philosophy as a mechanism to analyze concepts of theory and doctrine. The student will learn about historical philosophical leaders, their concepts, and theory. The student will acquire an appreciation of philosophic perspectives that will foster the interpretation of truths. **Pre-Re:** None.

**HUM 220* Hebrew Literature 3 Credits.** This course is designed to illustrate the Old Testament as a great literature. The student will learn the importance of Hebrew literature in understanding the language, literature, and culture of the Hebrew Bible. **Pre-Re:** None.

**LAW**

**LAW 330 Business Policies & Legal Principles 3 Credits.** This course is designed to familiarize students with basic business law and policies. Students will learn the elements of business law. **Pre-Re:** None.

**LEADERSHIP**

**LDR 101* Principles and Practices of Leadership 3 Credits.** This course is designed to develop the student’s leadership skills. The student will explore different aspects of leadership and develop a professional leadership profile. **Pre-Re:** None.

**LDR 310 Applied Strategic Planning for Leaders 3 Credits.** The student will learn how to complete a strategic plan to manage business and personal projects. **Pre-Re:** LDR 101.
**LDR 400 Empowerment Strategies 3 Credits.** This course offers strategies for seeing possibilities in situations, as well as ways of changing perspectives, evaluating opportunities, and discovering the power to enhance leadership. **Pre-Re:** LDR 101.

**MATHEMATICS**

**MAT 0900A General Math 3 Credits.** This class introduces the student to general math. **Pre-Re:** None.

**MAT 0901B* Pre-Algebra 3 Credits.** This class introduces the student to pre-algebra. **Pre-Re:** MAT 0900A.

**MAT 0904C* Elementary Algebra 3 Credits.** This class introduces the student to elementary algebra. **Pre-Re:** MAT 0901B.

**MAT 0905* Intermediate Algebra 3 Credits.** This class introduces the student to intermediate Algebra. **Pre-Re:** None.

**MAT 103 College Math 3 Credits**

This course does not full the undergraduate mathematic requirement. It counts only as an elective.

**MAT 200* College Algebra 3 Credits.** A focus on the formulas, processes, and procedures used in completing and forming algebraic formulas on the college level. This course will focus primarily on algebraic equations to build a foundation for pre-calculus and trigonometry. **Pre-Re:** MAT 0905.

**MAT 204 Calculus 3 Credits.** This course is designed for students in business, economics, and other social sciences. The course introduces basic concepts of limits, continuity, differentiation, integration, maximization, minimization and partial derivatives. **Pre-Re:** MAT 200.

**MINISTRY**

**MIN 180* Chapel No Credits.** This is a forum for fellowship and worship for students and faculty. Chapel is mandatory. **Pre-Re:** None.

**MIN 200* Foundations of Ministry 3 Credits.** This course is designed to familiarize the students with the fundamental principles of ministry. The students will learn the responsibility involved in ministry and evaluate their calling in ministry. **Pre-Re:** None.

**MIN 220 World Evangelism 3 Credits.** This course is designed to develop the student as a world-changing evangelist. The student will examine the world according to Scripture and develop creative ideas for spreading the Gospel to many nations. **Pre-Re:** None.

**MIN 223 Introduction to Church Administration 3 Credits.** This course is designed to provide basic principles and guidelines for church administration and leadership. **Pre-Re:** None.

**MIN 260 Youth Ministry 3 Credits.** The student will learn principles and techniques appropriate for ministering to adolescents. The student will become familiar with the different issues and circumstances affecting the youth. **Pre-Re:** MIN 200.

**MIN 330 Ministry and the Law 3 Credits.** This course is a study of important legal issues that affect the ministry. The focus is on the legal implication of various ministerial practices relevant to healing, pastoring, sacraments, evangelism, and deliverance. **Pre-Re:** MIN 200.
MIN 400 Pastoral Ministry *3 Credits*. This course is designed to introduce the student to the practices of the pastoral office. The concept of a pastor is developed for overseeing a church, congregation, and ministry and fulfilling tasks such as worship, weddings, funerals, marriages, and visitations. **Pre-Re:** MIN 200.

MIN 403 Church and Sacraments *3 Credits*. This course is designed to develop the student’s skills in the sacraments of the church. The student will study the ministry of sacraments and understand the relevance of its practices. **Pre-Re:** MIN 400.

MIN 420 Homiletics *3 Credits*. The student will learn how to develop, study, and present different types of sermons. **Pre-Re:** MIN 200.

MIN 440 Pastoring *3 Credits*. This course is a study of the apostle Paul’s writings to Titus and Timothy as related to the role of a pastor. Church problems and solutions are addressed. **Pre-Re:** THE 300.

MIN 442 Principles of Church Growth *3 Credits*. This course is designed to develop the student’s knowledge and skills in church planning and development. The focus is on church growth for long-term effectiveness and self-sufficiency. **Pre-Re:** MIN 400.

MIN 450 Prophetic Themes & Current Events *3 Credits*. This course is designed to establish a relationship between prophetic messages in the Bible and current events. Students focus on studying current affairs and relying on the Bible for solutions. **Pre-Re:** MIN 200.

MIN 460 Ministry & Family *3 Credits*. This course is designed to familiarize the student with important issues that arise when ministering to families. **Pre-Re:** MIN 400.

MIN 470 Principles and Practices of Missions *3 Credits*. This course is designed to introduce the student to the importance of missions. The student will learn important concepts in planning and completing missionary projects. **Pre-Re:** None.

MIN 471 African-American Worship and Preaching *3 Credits*. This course is designed to develop knowledge and skill in worship and preaching that is responsive to the African-American culture. Students will acquire hands-on experience in worshiping, preaching, and other practices familiar to the African-American culture. **Pre-Re:** None.

MIN 472 African-American Ministry *3 Credits*. This course is designed to develop the student’s knowledge and skill in ministry that is inclusive of the African-American culture. Students will focus on the African-American community, important issues for ministers, and the historical leaders in the ministry, churches, and congregations. **Pre-Re:** None.

MIN 480 Ministry Service *3 Credits*. This course is designed to provide the students with practical experience in the ministry. Students will work under the supervision of a senior minister, pastor, and/or bishop. **Pre-Re:** None.

**POLITICAL SCIENCE**

PO 200 Comparative Politics *3 Credits*. Comparative insights on political cultures, governmental structures, and political behaviors of differing political systems and worldviews. Topics include global terrorism, democratization, global economies, and international political structures.

**PSYCHOLOGY**
PSY 140* Introduction to Psychology 3 Credits. This course presents an overview of the science of human behavior from the perspective of consciousness, learning, sensations, perception, memory, motivation, emotions, behavior, life span development, gender, and sexuality. Pre-Re: ENG 101.

PSY 200 Psychology II 3 Credits. A continuation of Introduction to Psychology. Furthers the students’ understanding of human behavior, psychological disorders, and treatment methodologies. Pre-Re: PSY 140.

PSY 340 Social Psychology 3 Credits. This course is an introduction to psychological theory and research on the nature and causes of human social behavior. Pre-Re: PSY 140.

RELIGION

REL 101* Old Testament Survey 3 Credits. The student will learn the historical events and messages of the Old Testament. Pre-Re: None.

REL 102* Genesis 3 Credits. This course is designed to help the student acquire an in-depth knowledge of Genesis. The student will focus on interpretation and analysis of Scripture, as well as discuss the recognition of important messages relevant to religion and current affairs. Pre-Re: None.

REL 103 The Pentateuch 3 Credits. This course is designed to familiarize students with significant translations of the first five books of the Bible. Students develop an in-depth understanding of the theological and literary historical significance of these books. Students will also develop knowledge and skills in reading the Septuagint. Pre-Re: REL 101.

REL 104 The Tabernacle and Temple 3 Credits. This course is designed to help students develop a foundational understanding of the Tabernacle and the Temple. Historical and biblical purposes of both will be examined. Students will study scriptures to obtain an in-depth understanding of the function and operation of both the Tabernacle and Temple in the Old Testament. Pre-Re: REL 101.

REL 120* New Testament Survey 3 Credits. The student will learn the important events and messages of each book of the New Testament. Pre-Re: None.

REL 131* Early Church History 3 Credits. The course is designed to familiarize the student with the historical development of the Christian church. The focus will be on important periods from the ascension of Jesus Christ to the present day church. The student will study the controversial and political events that established the movement of various denominations. Pre-Re: None.

REL 170* Christian Ethics 3 Credits. The student will explore Scripture to develop principles of Christian Ethics and analyze contemporary issues that create a conflict between law and Christian values. Pre-Re: None.

REL 210 Book of Wisdom 3 Credits. This course is designed as an in-depth study of the book of Wisdom. The focus will be on interpretation and analysis of Scripture. The student will discuss the important messages relevant to religion and current events. Pre-Re: None.

REL 221 Book of Hebrews 3 Credits. This course is designed as an in-depth study of the book of Hebrews. The focus will be on interpretation and analysis of Scripture. The student will discuss important messages relevant to religion and current events. Pre-Re: None.

REL 310 The Minor Prophets 3 Credits. This course is designed as an in-depth study of the minor prophets. The focus will be on interpretation and analysis of scripture. The student will discuss important messages relevant to religion and current events. Pre-Re: REL 101, 120.
REL 311 The Major Prophets 3 Credits. This course is designed as an in-depth study of the major prophets. The focus will be on interpretation and analysis of Scripture. The student will discuss the important messages relevant to religion and current events. Pre-Re: REL 101, 120.

REL 321 The Gospels 3 Credits. This course is designed as an in-depth study of the gospels of Matthew, Mark, Luke and John. The focus will be on interpretation and analysis of Scripture. The student will discuss important messages relevant to Christian doctrine and contemporary issues. Pre-Re: REL 120.

REL 330 Book of Acts 3 Credits. This course is designed as an in-depth study of the book of Acts. The focus will be on interpretation and analysis of Scripture. The student will discuss the important messages relevant to Christian doctrine and current events. Pre-Re: REL 120.

REL 340 Apologetics 3 Credits. The course is designed to develop knowledge on defending the Gospel of Jesus Christ and Christian doctrine against opposition. The student will explore heresy. Pre-Re: REL 101, 120.

REL 360 Survey of Religions 3 Credits. The course is a survey of current world religions. The emphasis is on current cults, major religions and comparisons from ancient times to the present. Pre-Re: REL 170.

SCIENCE

SCI 101* Topical Issues in Biological Studies 3 Credits. This course covers a wide range of important topics in the Biological Sciences. Highlights include the origin of life, evolution, the cell, gene, human traits, cloning, bioremediation, the human body, and its defenses. Pre-Re: ENG 101.

SCI 161 Introduction to Health 3 Credits. The course will introduce students to the health profession and pertinent related issues concerning health and fitness. Students will acquire a working knowledge of the human body, contributing factors of health and illness, as well as contemporary aspects related to the delivery of health care and the attainment of wellness. The course will address common health problems and challenges in both urban and rural communities such as heart disease, diabetes, HIV/AIDS, breast cancer, prostate cancer, depression, suicide, infant mortality, and Alzheimer disease. Pre-Re: None.

SCI 161* Prevention and Common Health Problems 3 Credits. The course is designed to provide an understanding of the human body, common health problems, and methods of treatment. The focus will be on reducing the incidence of disease and injury by improving nutrition and healthy life styles. Pre-Re: None.

SOCIOLOGY

SOC 101* Introduction to Sociology 3 Credits. Introduction to social structures, forces, processes, and products to provide insight into the human and social condition of man. Pre-Re: None.

SOC 200 Sociology II 3 Credits. A continuation of SOC 101 for an in-depth study of culture, behavior, and environment. Pre-Re: SOC 101.

SOC 250 Introduction to Human Services 3 Credits. This course introduces students to the various social services, programs, and agencies to assist individuals and their families. This is a fundamental course for Christian Counseling. Pre-Re: SOC 101.

SOC 360 Introduction to Social Work Methods 3 Credits. A comprehensive study of the social work practice. The student establishes a foundation to access and conduct individual and group assessment, treatment plans and
intervention techniques. Knowledge and skill development is conducted in relation to ethnic, gender, racial, socioeconomic, and religious differences. **Pre-Re: SOC 101, 250.**

**SOC 365 Personality and Social Development 3 Credits.** A review of psychological theory and research on age trends and individual differences in personality and social development. **Pre-Re: SOC 101, 250.**

**SOC 367 Perspectives of Community Outreach 3 Credits.** This course offers a range of issues related to community building. Issues include capacity development for non-profit organizations, community organizing, healthy behavior, and disease prevention education, as well as personal financial management. **Pre-Re: None.**

**SOC 370 Health and Human Services Delivery Systems 3 Credits.** A study of social practices and beliefs that define and constitute the phenomena of health illness. The current health care delivery system including administration and planning will be critically reviewed and alternatives will be discussed. **Pre-Re: None.**

**SOC 375 Grants and Funding Sources 3 Credits.** This course teaches the student how to research for public and private funding for non-profit organizations. The student also acquires information on grants and funding criteria. **Pre-Re: None.**

**SOC 376 Government Funding and Service 3 Credits.** This course examines the criteria for receiving funding and understanding the government system and priorities to overall funding. **Pre Re: None.**

**SOC 470 Administration of Social Services Agencies 3 Credits.** A descriptive and analytical study of social welfare programs and policies. The course also examines the relationship between social work and other aspects of the social welfare system, noting overall impact on social problems. **Pre-Re: SOC 370.**

**SOC 472 Trends in Social Policy 3 Credits.** Students will study and be involved in human services, applied social research, or other activities approved by the coordinator. Current social issues and policies that impact the economy and family are also examined. **Pre-Re: SOC 367.**

**STATISTICS**

**STA 200 Statistics 3 Credits.** This course studies statistical methods including such topics as collecting, grouping, and presenting data; measures of central tendency, position, and variation; theoretical distributions; probability; test of hypotheses; estimation of parameters; and regression and correlation. Use of statistical computer software and/or a scientific calculator (capable of performing 2-variable statistics) will be required. **Pre-Re: MAT 200**

**STA 250 Business Statistics 3 Credits.** Introduction to descriptive statistics for displaying and summarizing business data. The use of probabilities and random variables in business decision models, probability distribution, statistical inference as a decision-making tool, sampling of business data, simple linear regression, etc. will be covered. **Pre-Re: MAT 200.**

**THEOLOGY**

**THE 120* Life of Christ 3 Credits.** The study of the life and ministry of Jesus Christ. The emphasis is on the experiences of his ministry in the Jewish world and customs. Scripture is studied to understand the purpose of the Gospel and the ministry. **Pre-Re: None.**

**THE 200* Introduction to Theology 3 Credits.** An introductory course on the definition and purpose of theology. The student will define important concepts such as Bibliology, Christology, Pneumatology, Ecclesiology, Eschatology, Reformation Theology, and Charismatic Theology. **Pre-Re: None.**
THE 300 Introduction to Hermeneutics 3 Credits. A basic course to develop techniques of bible research and world study. Students explore methodology for interpreting Scripture. Pre-Re: HUM 150, 155. (HUM 151-Removed as a prerequisite)

THE 308 Pneumato 3 Credits. A study of the Person and work of the Holy Spirit. The activities of the Holy Spirit are traced through the Old and New Testament, with attention to His ministry to Christ, to the Church, and to the individual Christian. Pre-Re: THE 200, THE 300

THE 310 Dispensationalism 3 Credits. This course considers the system of interpretation known as dispensationalism. Several aspects are addressed: the historical development of the dispensational system, a dispensational interpretation of sacred history and the relationship of covenants to dispensations. Pre-Re: THE 200, THE 300

THE 312 Eschatology 3 Credits. A study of the Old and New Testament Teachings on eschatology, including those aspects of the Kingdom that are now present and those yet to be fulfilled. Course will give specific attention to the concept of the Kingdom of God, Messiah, resurrection, tribulation, judgment, and signs of the times. Pre-Re: THE 200, THE 300

THE 340 Pauline Theology 3 Credits. An exegetical study of the writing of the apostle Paul to examine concepts and relationships to doctrinal truths. Pre-Re: THE 200.

THE 342 Romans 3 Credits. An in-depth study of the book of Romans and a verse-by-verse interpretation to outline, research, and write doctrinal truths. Pre-Re: None.

THE 360 Systematic Theology 3 Credits. An in-depth study of the origin of Scripture and different types of theology. Theology related to grace, salvation, justification, prophecy, and the return of Christ are studied and researched. Pre-Re: THE 200.

THE 361 Integrative Theology 3 Credits. This course explores how the various theological topics studied can be integrated and applied to various situations and contexts in ministry. Student receives insight in to thinking theologically while addressing practical and current issues. Pre-Re: THE 300, THE 360.

THE 362 The Origin of Man 3 Credits. The study of the doctrine of man, his origin, his state of innocence, and his fall. Pre-Re: THE 200.

THE 363 New Testament Theology 3 Credits. A study of theology of the New Testament Gospels, General Epistles, and Revelations, emphasizing matters of text, canon, authorships, date, authorial purpose, and theme development. The general principles of interpretation will be applied as well as the special principles concerning parables, symbols and types, and prophecy. Pre-Re: THE 200, THE 300
GRADUATE PROGRAMS

General Information, Admissions Policies, Academic Policies, Programs, and Course Descriptions
Graduate Programs - General Information

University of Fort Lauderdale offers a Master of Arts Degree in Business Leadership and Masters of Science Degrees in Ministry and Pastoral Counseling. The general requirements for the master's degree include the completion of at least 45 semester-units of approved work, with a minimum of 27 credits earned in major subjects. All students are required to complete a master’s thesis during their final term of work. The student’s actual program should be developed with his or her graduate advisor.

The graduate program is designed to provide a quality yet flexible learning experience for students seeking a master’s degree. In addition, the program offers various learning opportunities in content, technology, leadership, and actual field of specialization.

Philosophy Statement

The philosophy is that a continuum and integration of knowledge, through a goal directed process, is essential in master’s study. The breadth and complexity of study provides scholarship for purposeful and proficient ministry that embodies leadership, integrity, and character. The continuum and integration of knowledge offers professional, academic, and technological pathways to effectively position the student for high achievement.

Personal Requirements

Graduate students will need to have strong study skills, self-discipline, and self-motivation, and the ability to work independently to complete the coursework initiatives.

Course Requirements

<table>
<thead>
<tr>
<th>Study Areas</th>
<th>Required Credits</th>
<th>Required Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education</td>
<td>6</td>
<td>Foundations of Research, Research Statistics, Doctrine of God. Leadership majors are required to take Doctrine of God as part of their general education requirement; Ministry and Pastoral Counseling majors are required to take Foundations of Research as part of their general education requirement.</td>
</tr>
<tr>
<td>Electives</td>
<td>6</td>
<td>Refer to course descriptions.</td>
</tr>
<tr>
<td>Major Subjects</td>
<td>27</td>
<td>Refer to listing on major subjects.</td>
</tr>
<tr>
<td>Thesis</td>
<td>6</td>
<td>Refer to course descriptions.</td>
</tr>
</tbody>
</table>
Graduate Admissions Policies

University of Fort Lauderdale is committed to an admissions process that considers the whole person, to include the student’s former education, community service, leadership experiences, references, personal interests and goals. The University is an equal access and opportunity institution of higher education and adheres to a non-discriminatory policy.

Students interested in attending the University should contact the Admissions Department for an application. Students are encouraged to set appointments with the Office of Admissions, where a representative will assist them in completing the necessary paperwork.

Admissions Requirements

1. Official transcripts from all colleges and universities attended.
2. Bachelor’s diploma(s).
3. 2.5 GPA (on a scale of 4.0).
4. 1,000-word, typed personal goal statement
5. Three references
6. Successful completion of University of Fort Lauderdale’s Master’s Entrance Exam or equivalent (GRE, GMAT, LSAT, etc.).
7. Non-refundable $40 application fee.

Graduate Entrance Examination

The graduate program places great emphasis on programs tailored to the individual interests and career goals. Qualifying examinations are requested at the beginning of the student’s graduate studies in order to assess the student’s level of preparation. The examinations are used primarily to select a realistic study plan for the graduate student.

International Students

International students are considered for admission as first year and transfer students. Applicants with a native language other than English are required to take an English as a second language course. At this time the University is not at liberty to offer I-20 forms for student visas through the U.S. Immigration and Customs Enforcement agency.

Transfer Students

Transfer students must meet all admissions requirements and follow the admissions procedures of the University. Transfer credits are limited to a maximum of 15 credits and must have a grade of “C” or better. There is a residency requirement of 25% of total coursework.
1. Official transcripts from all institutions attended must be sent to the Office of Admissions. Courses in which the student ends with a grade less than a “C” are not transferable.

2. Documentation such as catalogs, course descriptions, course syllabi and faculty letters of support may be required to evaluate courses taken at other colleges or universities.

3. Upon admission to the University, course credits may be evaluated for transfer. Courses accepted for transfer must be equivalent to those required in the degree plan. The Admissions Committee will evaluate transfer credits.

4. The grade point average earned from another institution will not be transferred into the University.
Graduate Academic Policies

Graduation Requirements

1. Meet with an advisor to plan a course of study.
2. Successfully complete a qualifying examination.
3. Earn a minimum of 45 credits from the course requirements.
4. Maintain a 3.0 GPA (on a scale of 4.0).
5. Successfully complete a thesis.
6. Maintain a good standing with the University.
7. File an application for graduation by the published deadline.
8. Meet all financial obligations.

Full-term Status

Students may apply for full-time, part-time or per diem study. The maximum academic load for a full-time student is nine semester credit hours. Additional courses beyond this require the approval of the Chief Academic Officer. The approval shall be dependent upon the superior academic achievement of the student.

The course load for a student on academic probation is six credit hours. Part time study allows a student to take up to six credits in a semester. Per diem study is available for students who are auditing classes, non-degree seeking and/or taking less than six credits within an academic year.

University of Fort Lauderdale graduate students are expected to have a broad background in their major areas of study. Most students take three core courses in the areas of specialization during their first semester of study.

Graduate Studies Plan

The graduate program is designed to allow the student to complete the degree requirements in 18-24 months. Students have the option of accelerating their studies in accordance with their personal schedules and competencies. The program offers concurrent course enrollment and completion.

Faculty members are the content experts and responsible for assuring the completion of course objectives in the various core subjects. General core subjects include Foundations of Research and Doctrine of God. These subjects are held in 16-week sessions within the traditional classroom setting.

Paper Submission

As part of the coursework initiative, a research paper requirement will be established for every course. Papers must be submitted using the APA writing format.
College of Business Leadership

Graduate Programs

Graduate Academic Departments
Business Leadership
College of Business Leadership – Master’s Programs

Master’s Degree in Business Leadership
University of Fort Lauderdale offers a Master of Arts Degree in Business Leadership.

Description
The Master’s Degree in Business Leadership exposes qualified and dedicated students to an anthology of knowledge that is essential for the pursuit of highly professional and credible careers in business leadership.

Program Objectives
The purpose of the Master’s Degree in Business Leadership is to further advance world-changing leaders in traditional and innovative areas of business. This is accomplished through coursework that challenges students to be innovative in interpreting, administering, and applying business policies and procedures in business leadership positions.

Prerequisites
Students must meet the entrance requirements of University of Fort Lauderdale.
# Master of Arts Degree in Business Leadership

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 570 Research I: Foundations of Research</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS 540 World Economics</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS 560 Managerial Practices and Strategies</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS 580 Finance and Investment</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>HUM 500 Advanced Communications</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>LDR 500 Principles of Business Leadership</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>THE 510 Doctrine of God</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS/LDR 500-600 Electives</td>
<td>(6 credits)</td>
</tr>
<tr>
<td>BUS 660 Management Concepts and Practices</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>EDU 670 Research II: Research Statistics</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>LDR 600 Leadership Principles and Strategies</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>BUS 650 Outcome Analysis and Evaluation Methods</td>
<td>(3 credits)</td>
</tr>
<tr>
<td>LDR 690 Master’s Thesis</td>
<td>(6 credits)</td>
</tr>
</tbody>
</table>
College of Religious Studies

Graduate Programs

Graduate Academic Departments
Ministry
Pastoral Counseling
College of Religious Studies – Master’s Programs

University of Fort Lauderdale offers Master of Science Degrees in Ministry and Pastoral Counseling.

Ministry

Description
The Master’s Degree in Ministry is designed to challenge and innovate students for the interpretation, administration and application of biblical truths. The program intends to develop the student in six areas: Bible education, Christian doctrine, leadership, ministerial practice, communication, and research. The curriculum is grounded in biblical principles and provides the student an opportunity to develop as a visionary and map a learning plan that reflects his/her area of interest. The student is encouraged to build a platform of service, resources, and skills in engaging his or her calling in the ministry.

Program Objectives
The purpose of the Master’s Degree in Ministry is to expose students to an anthology of knowledge that is essential for the pursuit of professional and credible careers in the ministry and to challenge the students to innovatively interpret, administer, and apply of biblical truths and to advance world-changing leaders, scholars, and researchers in traditional and innovative areas of the ministry.

Pastoral Counseling

Description
The Master’s Degree in Pastoral Counseling has its foundation in ministerial preparation as well as counseling.

Program Objectives
The purpose of the Master’s Degree in Pastoral Counseling is to provide the students with the knowledge, skills, and abilities to listen, calculate, and communicate effectively so that they are prepared for the ministry of Pastoral Counseling within a church or ministry and provide this ever-changing society with 21st century pastors with a heart for God and God’s people.

Prerequisites
Students must meet the entrance requirements of University of Fort Lauderdale.

Note: The Master’s in Pastoral Counseling does not qualify the student to be licensed in counseling, nor does it meet the requirements to take the required examinations for such licenses.
Master of Science in Ministry

THE 510 Doctrine of God (3 credits)
EDU 570 Research I: Foundations of Research (3 credits)
THE 500 Biblical Hermeneutics (3 credits)
HUM 550 Greek (3 credits)
MIN 500 Principles and Practices of Ministry I (3 credits)
HUM 551 Hebrew (3 credits)

MIN/REL/THE 500-600 Electives (6 credits)
COU 500 Christian Counseling (3 credits)
MIN 501 Principles and Practices of Ministry II (3 credits)
REL 660 Cults and World Religions (3 credits)
MIN 680 Ministerial Internship/Practicum (3 credits)
MIN 600 Pastoral Ministry (3 credits)
MIN 690 Master’s Thesis (6 credits)
# Master of Science in Pastoral Counseling

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE 510</td>
<td>Doctrine of God</td>
<td>3 credits</td>
</tr>
<tr>
<td>COU 500</td>
<td>Christian Counseling</td>
<td>3 credits</td>
</tr>
<tr>
<td>EDU 570</td>
<td>Research I: Foundations of Research</td>
<td>3 credits</td>
</tr>
<tr>
<td>MIN 500</td>
<td>Principles &amp; Practice of Ministry I</td>
<td>3 credits</td>
</tr>
<tr>
<td>THE 500</td>
<td>Biblical Hermeneutics</td>
<td>3 credits</td>
</tr>
<tr>
<td>MIN 501</td>
<td>Principles and Practices of Ministry II</td>
<td>3 credits</td>
</tr>
<tr>
<td>SOC 500</td>
<td>Social Crisis and Mental Health</td>
<td>3 credits</td>
</tr>
<tr>
<td>COU/THE/REL/MIN 500-600 Electives</td>
<td>6 credits</td>
<td></td>
</tr>
<tr>
<td>COU 610</td>
<td>Pastoral Counseling</td>
<td>3 credits</td>
</tr>
<tr>
<td>COU 611</td>
<td>Pneumatological Approaches in Pastoral Counseling</td>
<td>3 credits</td>
</tr>
<tr>
<td>MIN 680</td>
<td>Ministerial Internship/Practicum</td>
<td>3 credits</td>
</tr>
<tr>
<td>MIN 600</td>
<td>Pastoral Ministry</td>
<td>3 credits</td>
</tr>
<tr>
<td>MIN 690</td>
<td>Master’s Thesis</td>
<td>6 credits</td>
</tr>
</tbody>
</table>
Graduate Course Descriptions

For additional information on courses, contact the dean of the appropriate college of study.

**BUSINESS**

**BUS 540 World Economics 3 Credits.** An overview of various economic systems, reports, and productivity scales. The student will examine the results of major international reports and economists. **Pre-Re:** None.

**BUS 560 Management Practices and Strategies 3 Credits.** A course on strategic practices in management; an examination of major companies, management models, and issues. **Pre-Re:** None.

**BUS 580 Finance & Investment 3 Credits.** A study of the national and international investment market to include stocks accounting, financial reports, and business trends. Acquisitions and distribution of capital and property are studied. **Pre-Re:** None.

**BUS 650 Outcome Analysis and Evaluation Methods 3 Credits.** Various methods of evaluation and analysis are studied. The design of instruments and evaluation criteria are to learn as indicators of cost and quality analysis. **Pre-Re:** None.

**BUS 651 Task Analysis 3 Credits.** Instruction will be given in the areas of goal positioning and modification, objective structuring, duty analysis and task planning and implementation. **Pre-Re:** None.

**BUS 660 Management Concepts and Practices 3 Credits.** Principles and laws are examined to provide a basis for personnel, operational and systems management. **Pre-Re:** None.

**BUS 670 Advanced Entrepreneurship 3 Credits.** Visionary planning to develop and manage multi-level corporations. Opportunities and ideas are conceptualized and scrutinized for profit ventures. Professional conduct and values of successful entrepreneurs are examined. **Pre-Re:** None.

**BUS 671 Market Research and Strategies 3 Credits.** An examination of market research and strategies to analyze and predict successful and failing businesses. Trends in contemporary market techniques are studied. **Pre-Re:** None.

**BUS 680 Financial Strategic Planning 3 Credits.** Various areas of strategic business and financial planning are studied. Plans will be developed, written and evaluated. **Pre-Re:** None.

**COUNSELING**

**COU 500 Christian Counseling: Theory and Practices 3 Credits.** Principles of Christian Counseling are defined and distinguished from other counseling methods. Roles and responsibilities of Christian counselors are clarified. **Pre-Re:** None.

**COU 521 Cross Cultural Counseling 3 Credits.** Various cultures are studied as an important element of effective counseling. Variation in cultural norms are learned and evaluated. The student learns culture as an asset for effective Christian counseling within the assessment, diagnosis and evolution process. **Pre-Re:** None.

**COU 610 Pastoral Counseling 3 Credits.** This course explores the work of the counselor in ministering to the whole person. It provides a basis for the Christian counselor to apply charismatic theology to topics such as the basic nature of man; the concept of mental illness, emotional disturbance and Bible-based therapy. The counselor studies within the context of assuming duties and responsibilities as a pastor. **Pre-Re:** None.
COU 611 Pneumatological Approaches in Pastoral Counseling 3 Credits. Counseling techniques and strategies are developed in accordance with the Holy Spirit and Scripture. Counseling techniques follow pneumatological approaches in therapeutic situations. Pre-Re: None.

COU 612 Advanced Crisis Counseling 3 Credits. The student will gain advanced knowledge and "hands on" experience in complex counseling situations in the community and institutional settings. Students will study the crisis of death and dying, trauma, substance abuse, violence and emotional distress. Pre-Re: None.

COU 620 Advanced Case Management 3 Credits. The student will acquire advanced skills in the coordination and management of caseloads. Resources, health and reimbursement policies will be examined. Pre-Re: None.

COU 680 Counseling Practicum 3 Credits. Students will be given the opportunity to experience and observe practices in the mental health profession. While working in various settings, students interact with counseling professionals and become familiar with counseling as it is practiced within an agency. Pre-Re: None.

COU 690 Masters Thesis (Counseling) 6 Credits. Students must write a thesis representing scholarly work in the field of an approved topic. Pre-Re: None.

EDUCATION
EDU 570 Research I: Foundations of Research 3 Credits. A study of the various areas and processes involved in the organization, research and presentation of a thesis. This course will present the various aspects of researching and composing a thesis, as well as serve as the conduit to begin writing the thesis and completing the academic requirements. Pre-Re: None.
EDU 670 Research II: Research Statistics 3 Credits. An introduction to research methods and statistical studies pertaining to data compilation, interpretation and analysis. Pre-Re: None.

HUMANITIES
HUM 500 Advanced Communication & Technology 3 Credits. Course on the process of analysis of technology used in information encoding and decoding for dissemination. The course examines new concepts in business communication technology. Pre-Re: None.
HUM 501 Persuasion 3 Credits. The study of the various processes used in the persuasion process as it applies to communication management, marketing, business strategy and instructional methods. Pre-Re: None.
HUM 551 Biblical Languages II 3 Credits. A study of Hebrew grammar, syntax, and of the Old Testament. Pre-Re: None.

LEADERSHIP
LDR 500 Principles of Business Leadership 3 Credits. A required course to establish principles in business leadership. A foundation is developed to identify business strategies and skills for high performance in financial, political and/or management settings. Pre-Re: None.
LDR 501 Principles of Educational Leadership 3 Credits. A required course to apply business principles and strategies in educational leadership. Curriculum and instructional methodologies are approached as an important strategy to achieve high performance in business. Leadership is introduced as a critical method to effectively address barriers and challenges in education. Pre-Re: None.
LDR 502 Principles of International Leadership 3 Credits. A required course to apply business principles and strategies in international leadership. Global issues and perspectives are examined. International policies, issues and trends are studied for developing leadership strategies. Pre-Re: None.

LDR 510 Strategic Planning 3 Credits. Instructs the student in various areas of setting goals and planning concepts. The course focuses on the formation of business plans and business concepts. Pre-Re: None.

LDR 550 People and Power 3 Credits. The study of human action and processes used to exercise political and economic power. The advantages and disadvantages of the consequences of power are studied. Pre-Re: None.

LDR 600 Leadership Principles and Strategies II 3 Credits. Focusing on the various aspects and principles of leadership as well as taking a strategic analysis of the leadership process. Pre-Re: None.

LDR 690 Masters Thesis (Leadership) 3 Credits. Students must write a thesis representing scholarly work in the field of an approved topic. Pre-Re: None.

MINISTRY

MIN 500 Principles and Practices of Ministry I 3 Credits. The course is the foundation and integration of practical and theological aspects of ministry. The student examines his personal calling, gifts and ministry. Pre-Re: None.

MIN 501 Principles and Practices of Ministry II 3 Credits. This course will present biblical principles of church leadership and life. Key ministry practices will be examined as foundations for church renewal and revitalization. Pre-Re: MIN 500.

MIN 502 Principles and Practices of Ministry III 3 Credits. A study of the pastoral office for an effective ministry. Study on practical experience on the several pastoral functions and duties. Pre-Re: MIN 501.

MIN 520 World Evangelism 3 Credits. A study of evangelism in a global environment. The student will examine various mechanisms to expand world evangelism and complete an evangelistic plan. Pre-Re: None.

MIN 600 Advanced Pastoral Ministry 3 Credits. A penetrating investigation of passage in the Pastoral Epistles pertaining to church matters, e.g. eldership, women’s role in Christian service, discipline, marriage and divorce among leaders, principles of godliness and leadership, and other crucial areas. Pre-Re: None.

MIN 680 Internship/Practicum 3 Credits. The student engages in practical ministry experiences in an area of interest. Pre-Re: None.

MIN 690 Masters Thesis (Ministry) 6 Credits. Students must write a thesis representing scholarly work in the field of an approved topic. Pre-Re: Deter. By Faculty.

PSYCHOLOGY

PSY 540 Advanced Psychology 3 Credits. An advanced course on psychological issues and disorders. Pre-Re: None.

RELIGION

REL 570 Bible Research and Application 3 Credits. An in-depth research on doctrinal topics of interest. Pre-Re: None.
REL 660 Cults & World Religions 3 Credits. An in-depth examination of major cults and religions. Heresy and doctrinal differences are studied. The purpose and popularity of cults are studied to understand the needs and thinking of people under the influence. Pre-Re: None.

SOCIOLOGY
SOC 500 Social Crisis and Mental Health 3 Credits. An in-depth study of the social state and conflicts of society. Causes and solutions are examined as well as social and human suffering. Pre-Re: None.

SOC 560 Mental Health Diagnosis and Treatment 3 Credits. Mental health is studied to effectively identify symptoms, diagnosis and treatment methodology. Pharmacology and treatment plans are studied. Pre-Re: None.

THEOLOGY
THE 500 Biblical Hermeneutics 3 Credits. Methods of biblical interpretation and application are studied. The student becomes familiar with the extent of Bible research, libraries and resources. Pre-Re: None.

THE 510 Doctrine of God 3 Credits. An in-depth study of God, His purpose and Kingdom. Doctrine is studied through Scripture and other readings to establish a deeper meaning and understanding of God. Pre-Re: None.

THE 530 Pneumatology 3 Credits. This course calls for an in-depth study of the Holy Spirit. The person and works of the Holy Spirit, the bestowal and experience of spiritual gifts are some of the topics covered in this advanced study. A foundation is established to introduce the Holy Spirit as methodology in Christian counseling. Pre-Re: None.
Welcome

Doctor of Ministry Student:

Welcome to the University of Fort Lauderdale’s Doctor of Ministry (D. Min.) program. God has birthed in you a vision to impact people and the world, but you need advanced training and skills to equip you for that challenge. Our goal in the D. Min. Program is not to press you into a mold, but to help you become all that God has called you to be. The program was designed with your specific needs in mind. We want to help you refresh, renew and retool to impact your world for God’s kingdom.

The demanding challenges of ministry require institutions of higher learning to tailor-make programs that leverage high-impact online education, minimal residential requirement, and maximum practical application for ministry leaders. This is exactly what the University of Fort Lauderdale brings. The courses are designed in 16-week semesters; at times, there will be courses that will be one-week intensives. Students are required to complete a fairly exhaustive reading list and book reviews, prior to each class. Once the seminar is completed students will complete a major written assignment that assimilate and augment the course content in the ministry context. As the University of Fort Lauderdale’s mission statement indicates, we are preparing twenty-first century leaders to impact their world, therefore our approach aims to be biblically authentic, personalized and contextually relevant. Our D. Min program will cause you to:

- **Rethink and re-envision** the way you do ministry by giving you new critical and analytical thinking tools to effectively address the leadership of ministry.

- **Refocus and reflect** on your call for ministry and to align your call with your core values and best gifts to be more impactful in ministry.

- **Retool and re-engineer** using the various tools and technologies available in leadership and management skills to best equip you for greater effectiveness in ministry.

- **Renew and re-charge** your passion for a healthy and balanced approach to spiritual disciplines, developing both the vertical and horizontal dimensions of your spiritual orientation with God and humanity.

To insure that your pursuit of the Doctor of Ministry Degree is a successful one, this D.Min Manual has been provided to guide you through your journey here at the University of Fort Lauderdale, “This is the Place Where Change Happens”.
Philosophy Statement

The doctoral program was established to advance world-changing leaders, scholars and researchers in traditional and innovative areas of the ministry. The purpose is to expose qualified and dedicated students to an anthology of knowledge that is essential for the pursuit of highly professional and credible careers in the ministry. The program intends to develop the student in six areas: Bible education, Christian doctrine, leadership, ministerial practice, communication and research.

The philosophy is that a continuum and integration of knowledge, through a goal directed process, is essential in doctoral study. The breadth and complexity of study provides scholarship for purposeful and proficient ministry that embodies leadership, integrity and character. The continuum and integration of knowledge offers professional, academic, technological and theological pathways to effectively position the student for high achievement in the ministry and to influence the world with the Word of God. These pathways of knowledge formulate faith-based strategies to elicit positive change and restore world systems to the order of God. The philosophy purports a comprehensive and integrated curriculum to cultivate achievements that are unprecedented in the ministry.

The purpose of the doctoral program is to challenge and innovate for the interpretation, administration and application of biblical truths. The curriculum is grounded in biblical principles and provides the student an opportunity to develop as a visionary and map a learning plan that reflects his or her area of interest. The student is encouraged to build a platform of service, resources and skills in engaging his or her calling in the ministry.

The doctoral program was revised in January 2012 to fulfill the purposes set forth. The program requirements and policies are applicable to all current and incoming students unless officially matriculated prior to December 2011 under the 2000-2001 graduation policies. The goals are to:

- Advance scholarly research and analysis for the interpretation, translation and application of biblical facts, doctrine and dispensational plans of Scripture,
- Develop scholars to design methodologies for teaching, ministerial and administrative outcomes,
- Guide the development, communication and publication of professional perspectives and strategies that embody the breadth of Scriptures and the ministry,
- Promote highly established leaders to effectively launch, direct and evaluate world-changing ministries particularly in untapped terrains.

Guiding Principles

There are eight guiding principles in the doctoral program.

1. The knowledge and understanding of the Word of God must be sound.
2. The vision and goals of the candidate must be clearly designed as well as the primary focus of the student’s learning objectives.
3. Doctoral candidates are stakeholders, who must be responsible and accountable to complete the program.

4. The course objectives and academic standards must be clearly explained.

5. The program must foster discovery, critical thinking and innovation.

6. The program must encourage students to pursue a sincere personal relationship with God.

7. The program must encourage obedience and the will of God for the individual.

8. The student’s accomplishments must correlate with the extent of time and effort invested in study, research, and coursework.

**Acquired Skills**

The doctoral candidate will be expected to acquire the following skills:

1. Define and map a self-learning plan that represents personal interests and goals in the ministry.

2. Demonstrate competency in the application of Bible, theory, policy, communication and research methods.

3. Integrate and apply knowledge to various situations.

4. Plan, develop and achieve specific objectives.

5. Conduct research, analysis and evaluations.

6. Compile a personal library of professional, theological, and ministerial references.

7. Professionally and skillfully communicate through text, technology, homily and presentations.

8. Oversee a ministry.

9. Implement faith-based educational, organizational, social and information systems.

10. Engage strategy for progressive change and order.

11. Cross cultural, community, ethnic and religious barriers.

12. Recognize opportunities for change and intervene for the good of God’s kingdom.

13. Interpret and expose Scripture and biblical teachings.

14. Defend the Gospel and the ministry of Jesus Christ.

15. Establish a network of relationships and resources in the particular area of the ministry.
The Learning Model

The learning model is to facilitate the individual interests of active professionals and build competencies in the ministry through goal-directed comprehensive and collaborative instructional processes. The learning model consists of a variety of study environments and foci. The student in collaboration with faculty will map specific learning objectives in accordance with the paradigm.

A. The learning environment is diverse and flexible:

1. Traditional Classroom: Certain learning experiences will take place in a regular classroom setting.

2. Extended classroom: Community sites serve as an important venue for learning aspects of the ministry.

3. Library: The development of a reference library throughout the program serves to foster scholarship.

4. Technology: Technology and online learning is used to promote telecommunication skills and access to the World Wide Web.

5. Self Study and Mapping: The learning experiences are intended to promote flexible hours, strategic planning, self-evaluation and goal attainment.

B. The learning program is designed to direct the learning focus in five important areas: foundation building, core studies, ministry practice, communication, and research and evaluation.

<table>
<thead>
<tr>
<th>Program Category</th>
<th>Learning Focus</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Foundation Building</td>
<td>Biblical knowledge</td>
</tr>
<tr>
<td>2. Core Studies</td>
<td>Doctrine and theory</td>
</tr>
<tr>
<td>3. Ministry Practices</td>
<td>Leadership design and mapping</td>
</tr>
<tr>
<td>4. Communication</td>
<td>Exposition, telecommunications, technology informatics</td>
</tr>
<tr>
<td>5. Research and Evaluation</td>
<td>Analysis and strategy for change</td>
</tr>
</tbody>
</table>
Mapping Learning Objectives

Learning objectives are necessary to support and facilitate the vision and interests of an individual. The learning experiences should promote the individual as well as provide a standard of excellence for scholarship at the doctoral level of study. Therefore, a mutual relationship of accountability should be established between the student and faculty. The student bears the responsibility to embrace and develop his/her ministerial calling throughout the learning experiences. The faculty, as the facilitator, guides the learning process to assure that an anthology of knowledge is achieved.

The process of mapping and evaluating learning objectives is conducted in the Leadership course and selected to assure the attainment of credible outcomes. Here, the student should plainly chart his/her personal mission statement and ministerial plan. The student will be guided through a self-study process to complete this chart. Based on the results, the student will work with the faculty to achieve learning objectives during Phase III and IV of the doctoral program. An evaluation process will occur at the end of each practicum to document progress, make recommendations and engage any modifications. In addition, the leadership chart serves as a commitment to achieve specific outcomes.

The learning objectives cited by the student will determine the type of learning experiences during Practicum I, II, & III. These learning experiences should correlate with the leadership chart. In addition, the research projects and dissertation activities will strengthen the student’s knowledge and skills in the selected areas.

Mapping provides the following advantages:

1. Heightens the student’s responsibility and accountability throughout the learning process.
2. Establishes an open environment for the guidance and influence of the Holy Spirit.
3. Facilitates leadership and career shaping in meaningful areas.
4. Draws on the professional and other experiences of the student.
5. Opens detailed dialogue for innovation to address contemporary issues and solutions.
6. Fosters the utilization and integration of resources and systems.

Evaluation

The program comprises four evaluation processes: student’s progress, comprehensive oral examination and portfolio, grading, and dissertation.

Student Progress

Evaluation is integral to the mapping process of objective planning, implementation and recommendation. The student should plan, articulate and demonstrate specific outcomes in each learning area. These outcomes should be directly linked to the expectations of both the individual and faculty. In addition, the student’s progress should assure the development and documentation of competencies. The student is responsible to submit progress reports at the end of each learning phase and negotiate modifications with faculty. Subsequent to the submission of progress reports, the student and faculty should recommit to progress forward and file a written statement in the Office of the Chief Academic Officer.
Comprehensive Oral Examination and Portfolio
A comprehensive oral examination will be given to each doctoral student. The student will have an oral examination of their area of proficiency and will present a portfolio of his/her learning experiences and references. This presentation should be conducted before a faculty committee.

Grading
At the end of each course, an evaluation process should be conducted to formulate and submit a grade for the student. The grading should be based on four components: clarification of outcomes, scope of self-study, acquired competencies, and proficiency levels. Each component should comprise a percentage of the evaluation process and subsequent grade.

First, in the beginning of the course, the student and faculty should clearly discuss and understand the expected outcomes. Second, the student should conduct a self-study in the learning area. The self-study should serve as an assessment of his or her learning objectives and study needs. The assessment should correlate with the academic standards and recommendations established by the faculty. The grading should reflect the correlations between the faculty and student learning objectives as well as the quality of the student’s coursework to set and achieve the pre-determined objectives.

Third, a percentage of grading should be based on the actual competencies achieved. Fourth, the results should be benchmarked to determine satisfactory proficiency levels. The faculty and student may rely on various methodologies to complete the evaluation process such as research projects, presentations, papers, examinations, performance reports, events, and workshops.

Dissertation
The dissertation is considered a project that serves as partial requirements for the completion of the degree of Doctor of Ministry. It is a body of work that involves scholarly research pertaining to a specific area of ministry. The organization and documentation of the research is written for bound form with the objective of publishing said dissertation as a book.

The dissertation process begins with enrollment in Research I: Foundations of Research (EDU 870). The student will be made aware of various types of research and research studies, as well as discuss potential topics for research. Students will learn and understand the differences between quantitative and qualitative research studies as well as learn how to organize and initiate a valid research instrument and study.

Additional research requirements include Empirical Research and Computer Applications I (EDU 871), and Empirical Research and Computer Applications II (EDU 872). The aforementioned two courses are designed to give the student a working knowledge of the empirical research process and the development of methods in doing quantitative and qualitative research using statistical computer software for the development of statistical analysis processes. Upon completion of these three foundational research courses, students enroll in Dissertation (MIN 890) and Dissertation Seminar (MIN 891). The Dissertation Seminar creates a venue to interact with other students involved in the dissertation writing process, review and discuss issues concerning the process and research.

During the dissertation course process, the student will meet with an advisor(s) on a regularly scheduled basis. These meetings will take place to ensure the completion of the dissertation in a timely and structurally sound manner. These meetings shall serve as a venue for guidance and motivation for the doctoral student. Students are encouraged to procure a copy of University of Fort Lauderdale’s Preparation and Submission of the Dissertation Information document from their graduate advisor. This document gives specific information pertaining to format requirements and deadlines for submitting the abstract proposal up to the actual dissertation
committee. Assigned faculty members will meet with the students during the process to provide guidance and recommendations to various research-based problems.
Doctoral Tracks

12 Credit Hours
Core Courses

15 Credit Hours
Elective Courses

9 Credit Hours
Dissertation Project

First Year Core Courses
MIN 700 Philosophy of Ministry ................................................................. 3
THE 771 Current Biblical and Theological Issues .......................................... 3
MIN 888 Dissertation Project I – Research Writing (One Week Residential Intensive) ................................................................. 3

Second Year Core Courses
LDR 700 Leadership Principles and Strategies ............................................. 3
COU 715 Theory and Practice of Pastoral Counseling ..................................... 3
MIN 889 Dissertation Project II – Ministry in a Modern Context (One Week Residential Intensive) .................................................. 3

Third Year Core Course

Electives
COU 700 Christian Counseling I: Theory & Practices..................................... 3
THE 710 Pneumatology ................................................................................. 3
LDR 858 Pastoral Leadership ......................................................................... 3
COU 710 Christian Counseling II: Self Confrontation .................................. 3
COU 711 Ministering to Troubled Families .................................................... 3
MIN 740 Managing the Local Church ............................................................ 3
LDR 831 Developing Lay Leadership ............................................................ 3
MIN 730 Biblical Ethics .................................................................................. 3
MIN 741 21st Century Techniques and Tools for the Revitalization of the Church ................................................................. 3
THE 776 Theology and Practice of Prayer ...................................................... 3
LDR 859 Growth and Development of the Contemporary Minister .................. 3
THE 860 Research Theology ......................................................................... 3

Paper Submission
As part of the coursework initiative, a research paper requirement will be established for every course. Papers must be submitted using the Turabian writing format.
Doctoral Admissions Policies

University of Fort Lauderdale is committed to an admissions process that considers the whole person, to include the student’s former education, community service, leadership experiences, references, personal interests and goals. The University is an equal access and opportunity institution of higher education and adheres to a non-discriminatory policy.

Students interested in attending the University should contact the Admissions Department for an application. Students are encouraged to set appointments with the Office of Admissions, where a representative will assist them in completing the necessary paperwork.

Admissions Requirements

1. Submission of an application to the Office of Admissions.
2. Official transcripts from all colleges and universities attended.
3. Master’s degree from an accredited or qualifying academic institution or seminary.
4. Students entering would have earned a 90-unit Master of Divinity (M.Div.) degree, (or the equivalent) of full-time graduate study.
5. Two years of ministry experience and a present ministry involvement that provides the context for advanced preparation and application.
6. A GPA of 3.0 or above to be considered in good standing from an appropriate accredited school.
7. A qualifying examination taken early to determine the capacity of the student to do doctoral-level work, especially research.
8. Passing scores from UFTL’s Doctorate Entrance Examination or passing scores from a graduate level examination such as the GRE, GMAT, LSAT, etc. All students who begin their coursework prior to taking the qualifying examination or submitting their graduate examination test scores will be considered as conditionally admitted until the qualifying examination has been completed or test scores submitted.
9. Three letters of recommendation referencing moral, spiritual, and professional qualifications in the ministry.
10. The submission of a personal mission and leadership plan.
11. Personal interview either onsite or via teleconference.
12. Non-refundable $50 application fee.

Doctoral Entrance Examination

The doctoral program places great emphasis on programs tailored to the individual interests and career goals. Qualifying examinations are requested at the beginning of the student’s doctoral studies in order to assess the student’s level of preparation. The examinations are used primarily to select a realistic study plan for the doctoral student.
**International Students**

International students are considered for admission as first year and transfer students. Applicants with a native language other than English are required to take an English as a second language course. At this time the University is not at liberty to offer I-20 forms for student visas through the U.S. Immigration and Customs Enforcement agency.

**Transfer Students**

The doctoral program will accept up to 12 credits from an accredited university or doctoral program.

1. Official transcripts from all institutions attended must be sent to the Office of Admissions. Courses in which the student ends with a grade less than a “B” are not transferable.

2. Documentation such as catalogs, course descriptions, course syllabi and faculty letters of support may be required to evaluate courses taken at other colleges or universities.

3. Upon admission to the University, course credits may be evaluated for transfer. Courses accepted for transfer must be equivalent to those required in the degree plan. The Admissions Committee will evaluate transfer credits.

4. The GPA earned from another institution will not be transferred into the University.
**Doctoral Academic Policies**

- Meet with an advisor to plan a course of study.
- Pass the qualifying comprehensive examination.
- Complete all course requirements relevant to Track.
- Successfully complete the qualifying and oral comprehensive examination.
- Complete and defend a dissertation that demonstrates scholarly research in an area of interest.
- Maintain a GPA of 3.0 or better.
- File an application for graduation by the published deadline.
- Maintain a good standing with the University.
- Achieve the recommendation of the Doctoral Committee.

- Complete the D. Min degree within five (5) years

In order to withdraw from the Doctor of Ministry Program you must submit a written letter to the Chair of the School of Religious Studies Department indicating your intent to withdraw with the effective dates of that withdrawal. You will be responsible for all fees associated with completed phases of work. This fee must be paid in order to receive transcripts of the completed work in the Doctor of Ministry Program.

**Graduation Requirements**

1. Meet with an advisor to plan a course of study.
2. Pass the qualifying and comprehensive examinations.
3. Complete all course requirements.
4. Successfully complete the qualifying and oral comprehensive examination.
5. Complete and defend a dissertation that demonstrates scholarly research in an area of interest.
6. Maintain a GPA of 3.0 or better.
7. File an application for graduation by the published deadline.
8. Maintain a good standing with the University.
9. Complete all Chapel and General Assembly requirements.
10. Achieve the recommendation of the Doctoral Committee.
Full-term Status
Students may apply for full-time, part-time or per diem study. The maximum academic load for a full-time student is nine semester credit hours. Additional courses beyond this require the approval of the Dean. The approval shall be dependent upon the superior academic achievement of the student.

Part Time Status
Part time study allows a student to take up to 6 credits in a semester. The course load for a student on academic probation is six credit hours.

Per Diem Study
Per Diem study is available for students who are auditing classes, non-degree seeking and/or taking less than six credits within an academic year.

Paper Submission
As part of the coursework initiative, a research paper requirement will be established for every course.
Doctoral Course Descriptions

For additional information on courses, contact the Director of the Doctoral Program.

**COUNSELING**

**COU 700 Christian Counseling I: Theory and Practices 3 Credits.** Principles of Christian Counseling are defined and distinguished from other counseling methods. Roles and responsibilities of Christian counselors are clarified. **Pre-Re:** None.

**COU 714 Cross Cultural Counseling 3 Credits.** Various cultures are studied as an important element of effective counseling. Variation in cultural norms are learned and evaluated. The student learns culture as an asset for effective Christian counseling within the assessment diagnosis and evolution process. **Pre-Re:** None.

**COU 710 Christian Counseling II: Self-Confrontation 3 Credits.** This Self-Confrontation course presents essential biblical principles that can change one’s life. If the student earnestly desires to overcome problems and to develop spiritual maturity, he or she must be willing to confront his or her failures and shortcomings and make appropriate changes according to biblical standards. The Self-Confrontation course has two purposes: 1. To teach the student how to approach circumstances, relationships, and situations of life from a biblical perspective and to experience victory and contentment in all of life’s trials, testing, and problems. 2. To prepare the student to help others face and deal with their problems biblically. **Pre-Re:** COU 700

**COU 711 Pneumatological Approaches in Pastoral Counseling 3 Credits.** Counseling techniques and strategies are developed in accordance with the Holy Spirit and Scripture. Counseling techniques follow Pneumatological approaches in therapeutic situations. **Pre-Re:** None.

**COU715: Theory and Practice of Pastoral Counseling 3 Credits**

This course will explore the theory and practice of pastoral counseling in the context of the family. A Family Systems perspective, which focuses on relationships between people rather than on the individuals themselves, will be introduced, although other perspectives for approaching couples and families will also be employed. The processes of working with families through their life cycles, with the various issues and problems that may arise, will be a central focus for the class.

**COU 812 Advanced Crisis Counseling 3 Credits.** The student will gain advanced knowledge and practical experience in complex counseling situations in the community and institutional settings. Students will study the crisis of death and dying, trauma, substance abuse, violence and emotional distress. **Pre-Re:** None.

**COU 820 Advanced Case Management 3 Credits.** The student will acquire advanced skills in the coordination and management of caseloads. Resources, health and reimbursement policies will be examined. **Pre-Re:** None.

**COU 880 Counseling Practicum 3 Credits.** Students will be given the opportunity to experience and observe practices in the mental health profession. While working in various settings, students interact with counseling professionals and become familiar with counseling as it is practiced within an agency. **Pre-Re:** None.

**EDUCATION**

**EDU 870 Research I: Foundations of Research 3 Credits.** Students will conduct an extensive review of literature related to the dissertation and complete dissertation proposal to direct the achievement of the dissertation process. **Pre-Re:** None.

**EDU 871 Empirical Research and Computer Applications I & II 3 Credits.** A course designed to give the student a working knowledge of the empirical research process and methods in doing quantitative & qualitative
research. Students will create research designs, gather and analyze data using statistical computer software and relate results to an appropriate theoretical base. **Pre-Re: EDU 870.**

**LEADERSHIP**

**LDR 700 Leadership Principles and Strategies 3 Credits.** Focusing on the various aspects and principles of leadership as well as taking a strategic analysis of the leadership process. **Pre-Re: None.**

**LDR831: Developing Lay Leadership 3 Credits**
This course will explore ways to effectively identify, develop, and train Lay Leaders within congregations. Models and trends unique to today’s’ congregations will be researched and analyzed. Innovative methods will be shared that will help to empower and equip the leaders with the necessary tools essential for the 21st Century.

**LDR858: Pastoral Leadership 3 Credits**
This course is designed to prepare the pastor with the tools necessary to lead 21st Century congregations. Students will gain wisdom through the examination of Biblical and theological aspects of leadership. Students will also be equip with the skills needed to lead the congregation, families and community.

**LDR859: Growth and Development of the Contemporary Minister 3 Credits**
The course will take an extensive look at the growth, development and function of the contemporary minister. The emergence of contemporary churches, worship, families and communities presents a new paradigm for the minister, who must still understand and maintain biblical foundations while serving as a change agent to the masses. We will explore how the contemporary minister must navigate in the 21st century.

**HUMANITIES**

**HUM 750 Study of Biblical Languages I 3 Credits.** The course is designed to familiarize the doctoral student with Greek and Hebrew interpretations of the Old Testament. This course should be taken in conjunction with REL 700. **Pre-Re: None.**

**HUM 751 Study of Biblical Languages II 3 Credits.** The course is designed to familiarize the doctoral student with Greek and Hebrew interpretations of the New Testament. This course should be taken in conjunction with REL 720. **Pre-Re: HUM 750.**

**LAW**

**LAW 700 Ecclesiology & The Law 3 Credits.** The student will analyze the significance of law and legal systems as an influence on moral behavior and biblical truths. The course allows the student to obtain an in-depth understanding of law and politics to acquire a greater knowledge of world concepts. **Pre-Re: None.**

**MINISTRY**

**MIN 710 World Evangelism 3 Credits.** A study of evangelism in a global environment. The student will examine various mechanisms to expand world evangelism and complete an evangelistic plan. **Pre-Re: None.**

**MIN 700 Philosophy of Ministry 3 Credits.** Required courses for all doctoral candidates to study, examine, and analyze the philosophical approach to ministry. The students will acquire a theoretical framework for establishing a career in ministry. **Pre-Re: None.**

**MIN 720 Philosophy of Religion 3 Credits.** A systematic elaboration and analysis of some of the classical issues in philosophy of religion, such as the existence and attributes of God, the problem of evil, the nature of scientific knowledge, the nature of value, miracles, religious experience, immortality, and the resurrection. **Pre-Re: None.**
MIN 730 Biblical Ethics 3 Credits. A study of the ethical teachings of the Old and New Testaments and their relation to ethics. Issues in method and authority will be posed for examining moral problems in Scripture. In addition, a study of current developments in theological ethics focusing on selected contemporary Protestant and Roman Catholic ethicists and their methodologies. Pre-Re: None.

MIN740: Managing the Local Church 3 Credits Managing churches in the 21st century has taken on a greater role with both spiritual and physical components. This course will critically look at how the work of the ministry should be disseminated to the local congregation. In light of the current trends prevalent in the church, the seminar will draw on the foundational purpose of the church and explore creative models for managing with efficiency from the physical operation of the church to the spiritual formation of the people.

MIN741: 21st Century Techniques and Tools for the Revitalization of the Church 3 Credits This course is an exploration of church growth and renewal dynamics from a biblical, sociological and cultural perspective. This course analyzes the nature and mission of the church based on current trends and needs. We explore various renewal models and seek to shape and inspire models that are contextually relevant and evaluate the student’s present ministry and their potential for future.

MIN 880 Practicum I (Ministerial Leadership & Practices) 4 Credits. The practicum is designed to develop practical skills in ministry under the supervision of a doctoral faculty. The general focus of Practicum I is ministerial leadership and practices. The student works under the direction of a pastor to perform various functions as a minister in the church and community. The course develops the student to effectively minister and/or oversee church-related services of a congregation. The student explores his or her own faith and commitment and acquires hands on experience as a preacher, evangelist, pastor and counselor. Students concentrate on a particular project or field experience to gain an expertise that must be scholarly documented. Students must complete a quantitative or qualitative research project during MIN 880, 881, and 882. Pre-Re: None.

MIN 881 Practicum II (Educational Leadership in the Ministry) 4 Credits. The focus of Practicum II is educational leadership in the ministry to develop the teaching ministry as a spiritual gift, art form and scientific method of advancing the gospel of Jesus Christ. Pre-Re: MIN 880.

MIN 882 Practicum III (Ministerial Governance) 4 Credits. The focus of Practicum III is the development of knowledge and skills in the governance of ministry, churches and Christian institutions based on biblical truths. Pre-Re: MIN 881.

MIN888: Dissertation Project I – Research Writing (One Week Residential Intensive) 3 Credits Introduces students to research process, ethics and design applied to practical issues of leading a congregation or faith-based organization. This includes additional instruction in research design, gathering and treating data, and writing the dissertation. Participants receive assistance in forming their DMin project proposal, and orientation to issues in successful completion of the final dissertation project. Areas of focus include a literature review, research techniques, writing standards, developing an effective work plan for completion of their project, and other project-related topics.

MIN889: Dissertation Project II 3 Credits – Ministry in a Modern Context (One Week Residential Intensive) This seminar gives an analysis of the postmodern, multicultural context and its impact on Christian identity and ministry. This seminar examines postmodernism and its usefulness in understanding the roles of leadership in the church. Students will consider the historical precedents of the church's response to major cultural shifts, as well as the practical roles of ecclesiology and theology in the formation of leadership styles and models.
MIN890: Dissertation Project III – Dissertation – Writing Final Paper 3 Credits Students must write and publish a dissertation representative of scholarly work in the field on an approved topic as a requirement for graduation in the doctoral program. This is the actual dissertation writing course. Hence students are required to submit a chapter per month for critique and evaluation. A the end of the course the student should be finished the first draft of the dissertation and is now making final edits for submission. Pre-Re: EDU 870,871.

RELIGION
REL 770 Bible Research and Application 3 Credits. An in-depth research on doctrinal topics of interest. Pre-Re: None.

REL 760 Cults & World Religions 3 Credits. An in-depth examination of major cults and religions. Heresy and doctrinal differences are studied. The purpose and popularity of cults are studied to understand the needs and thinking of people under the influence. Pre-Re: None.

REL 700 Old Testament Survey & Research 4 Credits. The course is designed to strengthen the doctoral students research, interpretation and teaching in the Old Testament. The study of the Old Testament will survey important biblical timelines and events, and explore important studies, interpretations, and applications for doctoral analysis and research. Pre-Re: None.

REL 720 New Testament Survey & Research 4 Credits. The course is designed to strengthen the doctoral students research, interpretation and teaching in the New Testament. The study of the New Testament will survey important biblical timelines and events, and explore important studies, interpretations, and applications for doctoral analysis and research. Pre-Re: None.

THEOLOGY
THE 700 Advanced Systematic Theology: Doctrine of God 3 Credits. An in-depth study of God, his purpose and Kingdom. Doctrine is studied through Scripture and other readings to establish a deeper meaning and understanding of God. Pre-Re: None.

THE 701 Theory and Practice: The Godhead 3 Credits. A research study of the various aspects and principles of the Godhead from both the Old and New Testament. The student will attend special lectures and engage intensive research to master knowledge on the concept of the Godhead, to include Christology, Pneumatology, Soteriology, Ecclesiology, and Eschatology. Pre-Re: None.

THE 702 Dispensationalism 3 Credits. The course is designed to engage an in depth scientific and biblical research on the Dispensation periods of God. The student will learn how to defend Creation and the Second Coming based on biblical, scientific, and eschatological research. Pre-Re: None.

THE 710 Pneumatology 3 Credits. This course calls for an in-depth study of the Holy Spirit. An advanced exploration of the doctrine of God, the Holy Spirit, with a consideration of the phenomenon of spirit in world religions, in the biblical materials, the Christian heritage, and contemporary applications. Pre-Re: None.

THE 720 Biblical Hermeneutics 3 Credits. Methods of biblical interpretation and application are studied. The student becomes familiar with the extent of Bible research, libraries and resources. Pre-Re: None.

THE 730 Advanced Hermeneutics 3 Credits. An advanced course for doctoral students who successfully complete hermeneutics at the master’s level. This course provides an in-depth study of hermeneutical interpretation of scriptures and bible concepts. Pre-Re: THE 720.

THE771: Current Biblical/Theological Issue 3 Credits
This course is an intensive study of the various biblical and theological issues encountered in ministry, with emphasis on their relationships in various situations and contexts. Intricate to the course interactions is the emphasis upon developing theological insight and discernment in addressing practical problems, worldview issues, human nature, and the nature, and the nature of God, pastoral formation, God-given vision and opportunities of ministry.

**THE776: Theology and Practice of Prayer 3 Credits** This course is an intensive study of the classical and contemporary methods of Christian prayer. The process entails learning the theology and practice of prayer within the Christian tradition, as well as drawing insights from the rich literature on biblical prayer. An exploration of the relationship of prayer to other spiritual disciplines necessary for effective and Christ-centered ministry will be offered. The course includes a basic introduction to the various ministries and principles using prayer in a local church.

**THE 860 Research Theology 3 Credits.** This study will research and contrast different theological perspectives relevant to world religions. The course is designed to develop, define and interpret theology and examine various theological perspectives related to the Pauline Theology, John Theology and Reformation Theology. **Pre-Re: None.**
ADDITIONAL INFORMATION

Academic Calendar,
Administrative Staff and Faculty
### Academic Calendar 2012-2013

*The below listed dates are subject to change.*

#### Summer 2012

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>May 21-23rd</td>
<td>UFTL 2012 Summer Semester - Monday, Tuesday, Wednesday and Online Courses Begin</td>
</tr>
<tr>
<td>May 24th</td>
<td>Graduation Rehearsal – No Classes</td>
</tr>
<tr>
<td>May 25th</td>
<td>Board of Directors Meeting</td>
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<td></td>
<td>UFTL Commencement Exercises – No Classes</td>
</tr>
<tr>
<td>May 28th</td>
<td>Memorial Day – No Classes/ Administrative Offices Closed</td>
</tr>
<tr>
<td>May 29th</td>
<td>Classes Resume/Administrative Offices Reopen</td>
</tr>
<tr>
<td>May 31st – June 2nd</td>
<td>UFTL 2012 Summer Semester - Thursday, Friday, and Saturday Courses Begin</td>
</tr>
<tr>
<td>June 2nd</td>
<td>Last Day to Drop without Liability – Liable After This Date</td>
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<tr>
<td>June 11th</td>
<td>Last Day to Add a Course</td>
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<td></td>
<td>Last Day to Withdraw Without Recording</td>
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<td>Last Day to Change from Credit to Audit</td>
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<tr>
<td>June 12th</td>
<td>Chapel</td>
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<td></td>
<td>Faculty Meeting</td>
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<tr>
<td>June 25th</td>
<td>Early Registration Begins for 2013 Spring Semester</td>
</tr>
<tr>
<td>July 2 – 3rd</td>
<td>Midterm Exams – Monday/Tuesday/Online Courses</td>
</tr>
<tr>
<td>July 4th</td>
<td>Independence Day Observance – No Classes/Administrative Offices Closed</td>
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<tr>
<td>July 5th</td>
<td>Administrative Offices Reopen/Classes Resume</td>
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<tr>
<td></td>
<td>Midterm Exams – Thursday Courses</td>
</tr>
<tr>
<td>July 6th – 7th</td>
<td>Midterm Exams -Friday and Saturday Courses</td>
</tr>
<tr>
<td>July 16th</td>
<td>Chapel @ 6:45pm</td>
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<tr>
<td>July 28th</td>
<td>UFTL Faculty Workshop and Retreat – No Classes</td>
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<tr>
<td>August 6th</td>
<td>Chapel @ 6:45pm</td>
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<tr>
<td>August 7th</td>
<td>Early Registration Ends for 2012 Fall Semester</td>
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<td></td>
<td>Faculty Meeting</td>
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<tr>
<td>August 8th</td>
<td>2012 Fall Late Registration Begins – Late fee assessed</td>
</tr>
<tr>
<td>August 13th – 18th</td>
<td>UFTL Final Exams – Monday – Saturday Courses</td>
</tr>
<tr>
<td>August 18th</td>
<td>Last Day of Classes for 2012 Summer Semester</td>
</tr>
<tr>
<td>August 20th</td>
<td>New Student Orientation @ 6:00 pm</td>
</tr>
<tr>
<td>August 24th</td>
<td>2012 Fall Late Registration Ends</td>
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<td></td>
<td>Last Day to Register for 2012 Fall Semester</td>
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## Fall 2012

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<tr>
<th>Date</th>
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<tbody>
<tr>
<td>August 27th</td>
<td>Classes Begin for UFTL 2012 Fall Semester</td>
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<tr>
<td>September 1st</td>
<td>Last Day to Drop Without Liability – Liable After This Date</td>
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<tr>
<td>September 3rd</td>
<td>Labor Day – No Classes/Administrative Offices Closed</td>
</tr>
<tr>
<td>September 4th</td>
<td>Administrative Offices Reopen</td>
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<tr>
<td>September 10th</td>
<td>Chapel</td>
</tr>
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<td></td>
<td>Last Day to Add a Class</td>
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<td>Last Day to Withdraw Without Recording</td>
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<td></td>
<td>Last Day to Change from Credit to Audit</td>
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<tr>
<td>September 11th</td>
<td>Faculty Meeting</td>
</tr>
<tr>
<td>October 1st</td>
<td>Chapel</td>
</tr>
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<td></td>
<td>Early Registration Begins for 2013 Summer Semester</td>
</tr>
<tr>
<td>October 9th</td>
<td>Faculty Meeting</td>
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<tr>
<td>October 16 – 22nd</td>
<td>Midterm Exams</td>
</tr>
<tr>
<td>October 11th</td>
<td>UFTL Speaker’s Guild @ 7:00 PM</td>
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<tr>
<td>November 5th</td>
<td>Chapel</td>
</tr>
<tr>
<td>November 13th</td>
<td>Faculty Meeting</td>
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<tr>
<td>November 21st – 25th</td>
<td>Thanksgiving Holiday – No Classes/Administrative Offices Closed</td>
</tr>
<tr>
<td>November 26th</td>
<td>Administrative Offices Reopen/Classes Resume</td>
</tr>
<tr>
<td>December 5th</td>
<td>Early Registration Period for 2013 Spring Semester Ends</td>
</tr>
<tr>
<td>December 6th</td>
<td>Late Registration Period Begins for 2013 Spring Semester – Late Fee Assessed</td>
</tr>
<tr>
<td>December 7th</td>
<td>Christmas Party</td>
</tr>
<tr>
<td>December 11th – 17th</td>
<td>Final Exams –Monday through Saturday Courses</td>
</tr>
<tr>
<td>December 17th</td>
<td>Last Day of Classes for 2012 Fall Semester</td>
</tr>
<tr>
<td>December 21st – January 1st, 2013</td>
<td>Administrative Offices Closed in Observance of Christmas</td>
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## Spring 2013

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<tr>
<th>Date</th>
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<tbody>
<tr>
<td>January 2nd</td>
<td>Administrative Offices Reopen</td>
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<tr>
<td>January 4th</td>
<td>Last Day to Register for 2013 Spring Semester</td>
</tr>
<tr>
<td></td>
<td>Late Registration Period Ends 2013 Spring Semester</td>
</tr>
<tr>
<td>January 7th</td>
<td>Classes Begin for UFTL 2013 Spring Semester</td>
</tr>
<tr>
<td>January 8th</td>
<td>New Student Orientation @ 1:00pm &amp; 6:00pm</td>
</tr>
<tr>
<td>January 12th</td>
<td>Last Day to Drop a Course without Liability</td>
</tr>
<tr>
<td>January 21st</td>
<td>Martin Luther King Holiday – No Classes/Offices Closed</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
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<tr>
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<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>January 22&lt;sup&gt;nd&lt;/sup&gt;</td>
<td>Classes Resume</td>
</tr>
<tr>
<td></td>
<td>Faculty Meeting</td>
</tr>
<tr>
<td>January 23&lt;sup&gt;rd&lt;/sup&gt;</td>
<td>Last Day to Add/Drop A Course</td>
</tr>
<tr>
<td></td>
<td>Last Day to Withdraw without Recording</td>
</tr>
<tr>
<td></td>
<td>Last Day to Change from Credit to Audit</td>
</tr>
<tr>
<td>February 4&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Chapel</td>
</tr>
<tr>
<td>February 12&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Faculty Meeting</td>
</tr>
<tr>
<td>February 15&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Early Registration Begins for 2013 Fall Semester</td>
</tr>
<tr>
<td>February 23&lt;sup&gt;rd&lt;/sup&gt;–24&lt;sup&gt;th&lt;/sup&gt;</td>
<td>International Believer’s Conference @ The Faith Center –</td>
</tr>
<tr>
<td></td>
<td>Students attend in lieu of classes</td>
</tr>
<tr>
<td>February 26&lt;sup&gt;th&lt;/sup&gt;–Mar 4&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Midterm Exams – Tuesday through Monday Courses</td>
</tr>
<tr>
<td>March 5&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Faculty Meeting</td>
</tr>
<tr>
<td>March 6&lt;sup&gt;th&lt;/sup&gt;</td>
<td>2013 Graduation Applications Due</td>
</tr>
<tr>
<td>March 11&lt;sup&gt;th&lt;/sup&gt;–16&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Spring Break – No Classes</td>
</tr>
<tr>
<td></td>
<td>Administrative Offices &amp; Library Hours – 9:00am to 5:00 pm</td>
</tr>
<tr>
<td>March 18&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Classes Resume</td>
</tr>
<tr>
<td></td>
<td>Chapel</td>
</tr>
<tr>
<td>March 29&lt;sup&gt;th&lt;/sup&gt;–April 1&lt;sup&gt;st&lt;/sup&gt;</td>
<td>No Classes/Administrative Offices Closed in</td>
</tr>
<tr>
<td></td>
<td>Observance of Good Friday and Easter Holidays</td>
</tr>
<tr>
<td>April 2&lt;sup&gt;nd&lt;/sup&gt;</td>
<td>Classes Resume/Administrative Offices Reopen</td>
</tr>
<tr>
<td>April 18&lt;sup&gt;th&lt;/sup&gt;</td>
<td>General Assembly</td>
</tr>
<tr>
<td></td>
<td>Faculty Meeting</td>
</tr>
<tr>
<td>April 30&lt;sup&gt;th&lt;/sup&gt;–May 6&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Final Exams</td>
</tr>
<tr>
<td>May 6&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Last Day of Classes for 2013 Summer Semester</td>
</tr>
<tr>
<td></td>
<td>Early Registration Period Ends</td>
</tr>
<tr>
<td>May 7&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Late Registration Begins - Late Fee Assessed</td>
</tr>
<tr>
<td>May 23&lt;sup&gt;rd&lt;/sup&gt;</td>
<td>2013 Graduation Rehearsal</td>
</tr>
<tr>
<td>May 24</td>
<td>2013 Board of Directors Meeting</td>
</tr>
<tr>
<td></td>
<td>2013 Commencement Exercises</td>
</tr>
<tr>
<td></td>
<td>Late Registration Ends</td>
</tr>
<tr>
<td>May 27&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Administrative Offices Closed in Observance of Memorial Day</td>
</tr>
<tr>
<td><strong>Summer 2013</strong></td>
<td></td>
</tr>
<tr>
<td>May 28&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Administrative Offices Reopen/ Classes Begin for 2013 Summer Semester</td>
</tr>
<tr>
<td>June 3&lt;sup&gt;rd&lt;/sup&gt;</td>
<td>Last Day to Drop without Liability – Liable After This Date</td>
</tr>
<tr>
<td>June 10&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Chapel</td>
</tr>
<tr>
<td></td>
<td>Last Day to Add a Course</td>
</tr>
<tr>
<td></td>
<td>Last Day to Withdraw Without Recording</td>
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<tr>
<td></td>
<td>Last Day to Change from Credit to Audit</td>
</tr>
<tr>
<td>June 11&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Faculty Meeting</td>
</tr>
<tr>
<td>June 25&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Early Registration Begins for 2014 Spring Semester</td>
</tr>
<tr>
<td>July 2-3&lt;sup&gt;rd&lt;/sup&gt;</td>
<td>Midterm Exams – Tuesday and Wednesday Courses</td>
</tr>
<tr>
<td>July 4&lt;sup&gt;th&lt;/sup&gt;–5&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Independence Day Observance – No Classes/Administrative</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
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</tr>
<tr>
<td>July 8th</td>
<td>Offices Closed</td>
</tr>
<tr>
<td></td>
<td>Administrative Offices Reopen/Classes Resume</td>
</tr>
<tr>
<td></td>
<td>Midterm Exams – Monday Courses</td>
</tr>
<tr>
<td>July 11th</td>
<td>Midterm Exams – Thursday through Saturday Courses</td>
</tr>
<tr>
<td>July 15th</td>
<td>Chapel @ 6:45pm</td>
</tr>
<tr>
<td>July 27th</td>
<td>UFTL Faculty Workshop and Retreat – No Classes</td>
</tr>
<tr>
<td>August 5th</td>
<td>Chapel @ 6:45pm</td>
</tr>
<tr>
<td>August 6th</td>
<td>Faculty Meeting</td>
</tr>
<tr>
<td>August 7th</td>
<td>Early Registration Ends for 2013 Fall Semester</td>
</tr>
<tr>
<td>August 8th</td>
<td>2013 Fall Late Registration Begins – Late fee assessed</td>
</tr>
<tr>
<td>August 13th–19th</td>
<td>UFTL Final Exams – Tuesday – Monday Courses</td>
</tr>
<tr>
<td>August 19th</td>
<td>Last Day of Classes for 2013 Summer Semester</td>
</tr>
<tr>
<td>August 20th</td>
<td>New Student Orientation @ 6:00 pm</td>
</tr>
<tr>
<td>August 23rd</td>
<td>2013 Fall Late Registration Ends</td>
</tr>
<tr>
<td></td>
<td>Last Day to Register for 2013 Fall Semester</td>
</tr>
</tbody>
</table>
Administrative Staff and Faculty

Administrative Staff

Dr. Henry Fernandez, Chancellor/CEO
Brian Hankerson, Chief Financial Officer
Chloris Underwood, Vice President for Academics and Student Services, Director of Financial Aid
Winnifred McPherson, Ed.D., Chief Academic Officer
Laura Tucker, Vice President for Institutional Effectiveness and Compliance
Stephen Allison, Registrar
Ameerah Adejola, Bursar
Michele Evans, Receptionist
Marian Ellison, Librarian
Daneida Dauphin, Admission Representative
Kathleen Watson-Wilkin, Admission Representative
Carla Mohan, Financial Aid Coordinator

Faculty

Bennett, Walta M.
Instructor of Philosophy And Religious Studies
M. Div Interdenominational Theological Center
B. A. Edward Waters College

Currie, Myrna
Instructor of Ministry and Religious Studies
M.A. Trinity Evangelical Divinity School
B.A. University of the West Indies

Gay, Mark
Instructor of Business Studies
M.B.A. University of Miami
B.S. Embry Riddle Aeronautical University
A.S. United Electronics Institute

Hankerson, Brian
Instructor of Accounting and Church Administration
M.S.T. Florida International University
B.S. University of West Florida
A.A. Miami Dade Community College

Holmes, Ilona
Instructor of Business Studies
J.D. Texas Southern University, Thurgood Marshall School of Law
Courses toward Ph. D. In Public Administration, Florida International University
Courses toward Masters of Judicial Studies, National Judicial College
B. A. Florida Atlantic University
McPherson, Winnifred
Instructor of Business Studies and Chief Academic Officer
Ed. D Nova Southeastern University
M.A. St. Thomas University
B.A. St. Thomas University

Morgan, Patricia Dr.
Instructor of Education, Leadership and Doctrinal Research
Ph. D. University of West Indies
M. A. University of West Indies

Mundy, Winsome
Instructor of Computers
M. S. West Virginia University
24 hours toward second Master of Science in Statistics
B. S. University of the West Indies

Nutter, Daniel
Instructor of Business and Law
J.D. Nova Southeastern University
M.Acc. Nova Southeastern University
B.A. University of South Florida

Parker-Owens, Dollie
Instructor of Business Management
M.B.A. Nova Southeastern University
B.S. Nova Southeastern University

Sims, Wanda
Instructor of General Education
Master of Ed. Florida Atlantic University
B.S. Florida Atlantic University
A.A. Broward Community College

Valmyr, William
Instructor of Religious Studies
D.Min candidate Oral Roberts University
M.A. Knox Theological Seminary
Ed.S. Nova Southeastern University
Ph.D. South Florida Theological Seminary
M.S. Nova Southeastern University
B.S. Nova Southeastern University
M.A. Logos Graduate School
B.A. Logos Christian College

Washington, Lynette
Instructor in Counseling and Psychology
M. S. St. Thomas University
B. A. Trinity International University
Welch, Edgardo
Instructor of Research Methods
Ph.D Georgetown University
M.S. Howard University
B.S. Howard University

Wheeler, Deneen
Instructor of Business Leadership
M. A. University of Oklahoma
B. S. Southern University/Louisiana State University

Wilson-Cone, Patricia
Ph.D. Candidate Union. Institute & University
D.Div. Tennessee School of Religion
M.Div. Howard University School of Divinity
MLS Simmons College
B.S. Florida A&M University

Washington-Wooten, Annjeanette
Instructor of Computers and Curriculum Instruction
M.S. Nova Southeastern University
B.A. University of Miami