ACADEMIC CATALOG
2017-2018
“I believe God has raised up Knox Seminary to have both a national and an international impact which will reach and prepare servants of Christ to take the good news of the gospel to our desperately needy world.”

Dr. D. James Kennedy
FOUNDER, KNOX THEOLOGICAL SEMINARY
# Table of Contents

Welcome to Knox Theological Seminary ................................................................. 2  
Knox and South Florida ......................................................................................... 2  
Campus Visits ...................................................................................................... 3  
Board of Directors and Administration ............................................................... 3  
Faculty ................................................................................................................ 4  
Admission Policies ............................................................................................... 10  
International Student Policies ............................................................................. 11  
Student Guidelines ............................................................................................. 12  
Payments ............................................................................................................ 12  
Doctor of Ministry Major Project Fee Schedule ................................................... 13  
Tuition and Fees .................................................................................................. 13  
Veterans’ Information ......................................................................................... 14  
Financing Your Seminary Education .................................................................. 14  
Programs of Study  
  Master of Divinity .............................................................................................. 16  
  Master of Arts (Christian and Classical Studies) .................................................. 18  
  Master of Arts (Biblical and Theological Studies) ............................................... 19  
  Certificate Programs .......................................................................................... 20  
  Doctor of Ministry ............................................................................................. 22  
Course Descriptions ............................................................................................ 25  
  Master's Course Descriptions ........................................................................... 25  
  Doctoral Course Descriptions .......................................................................... 31  
Student Handbook ............................................................................................... 34  
Academic Calendar .............................................................................................. 45  
Admissions Contact Information ......................................................................... 48
Welcome to Knox!

Our Mission: Knox is a seminary in the tradition of the Reformation that exists to educate men and women to declare and demonstrate the Gospel of Jesus Christ.

Our Vision: Knox Theological Seminary will equip students from nations across the globe with the knowledge and skills needed to be ministry leaders in the Kingdom of God on Earth. The Knox education will be marked by its consistency with Reformational theology, theological depth, practical applicability in world-wide cultures, and evangelistic aim. The Seminary will provide online and residential courses to train students actively engaged in a vocational or ministerial role, as well as those interested in full-time residential studies. Knox students will be united by their affirmation of the Apostles’ Creed but come from diverse faith traditions, and will desire to grow in their knowledge of God for the purpose of serving Christ by proclaiming the Gospel to unbelievers and discipling those who already believe.

Our Goal: To train men and women for full-time gospel ministry and to enrich and enable all laypersons who seek to become more knowledgeable and effective in their own personal ministries—preparing leaders of the 21st century, emphasizing the application of Scripture to all aspects of our culture and providing them with excellent academic instruction, guidance in each student’s personal spiritual growth, and hands-on ministry experience.

Our Model: Scottish reformer John Knox. Future leaders, inspired with his commitment, fervor, and fire, will cry from their hearts for their own homelands—and the world—just as he did with his now famous prayer: “Lord, give me Scotland, or I die!”

A MISSION WITH PURPOSE
In obedience to the Great Commission and desiring to meet the need for laborers in our nation and the world—Dr. D. James Kennedy and leaders of Coral Ridge Presbyterian Church met in 1989 to establish a seminary faithful to the entire Word of God. Knox Theological Seminary is the fulfillment of those dreams.

A Knox education develops both mind and heart. Instruction and inspiration are given by godly, caring scholars and teachers who are concerned that the historic Christian faith is both conceptually understood and passionately embraced.

Knox Theological Seminary combines a rigorous theological education with effectual leadership training.

The Seminary’s theological perspective is that of historic Reformed theology as expressed in the Westminster Confession of Faith and the Larger and Shorter Catechisms. Students from other evangelical perspectives are encouraged to apply and heartily welcomed.

This foundation of education enables our students to discharge a variety of functions in God’s kingdom, such as pastoral work, counseling, evangelism, missions, church planting, establishing Christian schools, and media ministries. Knox seeks to provide students with nothing less than the integration of solid biblical, historical, and practical theology with true spirituality, enabling these men and women to become leaders of the church and society.

ACCREDITATION
Knox Theological Seminary is accredited by the Commission on Accrediting of the Association of Theological Schools in the United States and Canada to award the following degrees: MDiv, MA (Christian and Classical Studies), MA (Biblical and Theological Studies), and Doctor of Ministry.

The Commission on Accrediting contact information is:
10 Summit Park Drive
Pittsburgh, Pennsylvania 15275
Telephone: 412-788-6505
Fax: 412-788-6510
www.ats.edu

CONTINUING EDUCATION UNIT PROVIDER
Knox Theological Seminary is an approved provider of continuing education (CEU) courses for the Association of Christian Schools International.

Knox and South Florida

The South Florida Region—Broward, Palm Beach, and Miami-Dade Counties

Knox prepares leaders to minister in a 21st-century context by emphasizing the application of Scripture to all areas of life, providing exceptional academic instruction, in the tradition of the Reformed faith, as well as guidance for spiritual growth. Attention is directed to the inner life of the pastor/teacher as well as an emphasis on community, blending the theoretical and practical. We seek to become a blessing to the city where God has placed us and our students, bringing spiritual, cultural, and community renewal to South Florida and around the world.

Planted in sunny Fort Lauderdale, in the sixth largest urbanized area in the U.S., Knox has a distinct urban...
opportunity. Miami is one of the most unchurched cities in the country with one of the highest concentrations of poverty, as well as wealth, since south Florida is home to one of the world’s most important financial centers. As a hub for the art world, the fashion world, and a business axis to more than 1,400 multinational corporations, south Florida is cosmopolitan, creative, dense, and diverse.

Recognized as the gateway to Latin America, ministry in south Florida now will impact Latin America and many American cities with growing Hispanic populations for generations to come.

Knox rests in a truly international environment. Consider how your seminary education will be strengthened by our outstanding faculty in this rich, culture-shaping context. Prepare yourself realistically for the kind of ministry that will be required in the future. What better place to live, work, study, and minister in the earthly city in anticipation of the heavenly city that is to come?

LIBRARY
Knox Seminary has a robust library that serves the purpose of cultivating academic excellence and promoting spiritual growth among our students, faculty, and staff. Its residential and online holdings together account for tens of thousands of volumes (including special collections) theses, and periodicals.

CAMPUS LIFE
The smaller class sizes at Knox make interpersonal connections with professors a valued part of student life. The student body includes a wide variety of denominations and age groups, from seasoned pastors to young ministerial candidates and laypersons desiring to enrich their personal walk with the Lord. Faculty and staff work closely together to promote students' interests and activities and intentionally build a community of encouragement and support.

SPIRITUAL FORMATION
The entire Seminary family is encouraged to place first priority in individually knowing the Lord more fully, loving Him more deeply, and growing in commitment to lead His people in worship and service.

Knox provides many opportunities for spiritual growth, including Chapel services, community forums, individual academic and spiritual counsel, and days of prayer. These activities give students, faculty, and staff the opportunity to join in an attitude of humility and praise as they pray, worship, and fellowship together.

HOUSING
The campus is conveniently located near many residential communities with an abundant supply of rental properties. Apartments, duplexes, and houses are within walking and short driving distance of the Seminary.

Students in need of housing accommodations should contact the Admissions Office immediately upon acceptance into a program.

Campus Visits...

Your journey begins here!

We encourage you to visit us to meet our faculty, students, and staff. Please call the Admissions Office to arrange an appointment.

Board of Directors

The Rev. Dr. Steven Kitchens, Chairman of the Board
Dr. Ann McClintock
The Rev. Dr. Peter Alwinson
The Rev. Dr. Thomas Hendrikse
Mr. Arturo Perez
Mrs. Kim Jackson
Mr. Daniel Smith
Dr. Ronald Kovack
Mr. Kendall Spencer
Mr. Rob Matthews
Mr. Joey Spinks

Administrative Staff

Tim Fox, Director of Distance Education
Stephany Gallo, Director of Admissions and Communications
Devri Gonzalez, Admissions Representative
Lori Gottshall, Registrar
Markita Hubbard, Director of Human Resources
Laura Kastensmidt, Assistant to the President
Scott Manor, Vice President of Academic Affairs, Dean of Faculty
Sean Molloy, Admissions Coordinator
Ruth Parrillo, Online Course Design
Doug Rohm, Media Manager
Melanie Roscoe, Administrative Assistant
Tim Sansbury, Vice President of Administration
Alan Wibbels, Director of Library and Information Services
Residential Faculty

DR. SAMUEL LAMERSON
Professor of Biblical Studies, President of Knox Theological Seminary

Bob Jones University, BA; Knox Theological Seminary, MDiv, Magna Cum Laude; Trinity International University, PhD (Theological Studies).

Dr. Lamerson's teaching philosophy can best be summed up in a quotation from William Butler Yeats; “Education is not the filling of a pail, but the lighting of a fire.” He desires to light a fire in his students that will cause them to become life-long students of the Word of God. He uniquely combines academic research and teaching with 20 years of pastoral experience.

Outside of the classroom, Dr. Lamerson maintains a regular preaching and teaching schedule in local south Florida churches. He was the Sunday morning preaching and teaching pastor during the illness of Dr. D. James Kennedy, from January of 2007 until Easter of 2009.

Prior to joining the Knox faculty, Dr. Lamerson taught at Trinity Evangelical Divinity School. He is a member of the Evangelical Theological Society and the Society of Biblical Literature.

When he’s not teaching, Dr. Lamerson enjoys sleight of hand and juggling. He is married to Cynthia and has two grown children, Charity and Josiah.

Publications:
• English Grammar to Ace New Testament Greek (Zondervan, 2004).
• Teaching the Parables to a Post-Modern Society
• The Openness of God and the Historical Jesus
• Forgiveness in the Gospel of Matthew

Dr. Lamerson has presented papers on various topics including the parables, contextualization of the gospel, and ethics. His special interests include the Synoptic Gospels, the historical Jesus, forgiveness in Second-Temple Judaism, and the parables. He has also been published in various academic journals such as the Journal of the Evangelical Theological Society, The Journal of Biblical Literature, Currents in Research: Biblical Studies, and Trinity Journal. He was also a contributor to Eerdmans Dictionary of the Bible.

DR. SCOTT MANOR
Associate Professor of Historical Theology, Vice President of Academic Affairs, Dean of Faculty

Covenant College, BA; Covenant Theological Seminary, MA; University of Edinburgh, MTh, PhD (Early Church History: Patristics).

Dr. Manor believes in the importance of understanding how our Christian heritage informs our faith today, especially as it relates to the historical and theological developments of the early church. Just as Hebrews 11 encourages us to better understand how great men and women of faith throughout the Old Testament bear witness to the truth, the great legacy of Christian faith and God's faithfulness to His Church continues from the time of the apostles to the present.

Born and raised in central Florida, Dr. Manor completed his PhD in Early Christianity at the University of Edinburgh, Scotland. In the year prior to coming to Knox Seminary, he held a postdoctoral position in research and language study at the Institut Catholique de Paris.

The primary focus of his research is on the relationship of textual authority to issues of orthodoxy and heresy in the early church. He has been published in various journals including Studia Patristica, Vigiliae Christianae, and The Expository Times.

In his free time, he enjoys spending time with his wife, Rebecca, and sons, Iren and Clement, traveling, and sailing.

Publications:
• Epiphanius’ Alogi and The Johannine Controversy, Vigiliae Christianae, Supplements (Brill, 2016).
• “Epiphanius’ Account of the Alogi: Historical Fact or Heretical Fiction?” Studia Patristica 52 (2012), 161-70.
**DR. ROBBIE CROUSE**
Assistant Professor of Systematic Theology

*B.A. Hillsdale College; M.Div. Beeson Divinity School; Ph.D. (Biblical & Theological Studies) Wheaton College*

Dr. Crouse teaches in order to prepare ministers and lay Christians for service to the triune God. In regard to systematic theology, his passion is connecting biblical interpretation with the historic legacy of Christian doctrine. The goal is to see the church renewed for its calling of worship and discipleship.

Born and raised in Dallas, Texas, Dr. Crouse attended Hillsdale College for history and classics and Beeson Divinity School for ministerial training. At Wheaton College, he completed his PhD in Biblical and Theological Studies, with an emphasis in historical and systematic theology. He is an ordained minister of the gospel in the Presbyterian Church in America (PCA) and has served in church ministry in a number of capacities, including as an interim pastor in Chicago and currently at Cornerstone Presbyterian Church in Palm Beach Gardens, Florida. His teaching and research interests are in Reformation theology (esp. Luther and Calvin), ecclesiology, the history and theology of worship and the sacraments, and the relationship between the Old and New Testament.

Robbie is married to Becky, and they have one daughter, Susie. Together they enjoy hiking, biking, exploring, and generally being outdoors. Robbie likes to backpack (when possible), and he also loves baseball and still roots for the Texas Rangers.

Publications:

- *Two Kingdoms and Two Cities: Mapping Theological Traditions of Church, Culture, and Civil Order. Emerging Scholars Series (Fortress Press, 2017).*

**DR. TIMOTHY SANSBURY**
Assistant Professor of Philosophy and Theology, Vice President of Administration

*Georgia Tech, BS; Reformed Theological Seminary, MA; Princeton Theological Seminary, PhD (Philosophy and Theology).*

Dr. Tim Sansbury is interested in promoting coherence in faith and doctrine, and especially in the area of science and theology. His research specialties include the philosophy of science, the nature of time and eternity, and the relationship between divine ordination and human and natural causation. His vocational career has been spent teaching and working in Christian education broadly, at all levels, seeking to bring a reasoned approach to preparing thoughtful believers who seek God in all endeavors.

A Miami native, Dr. Sansbury's undergraduate degree is in Physics from Georgia Tech, and was followed by an MA at Reformed Theological Seminary in Orlando and a PhD from Princeton Theological Seminary. His dissertation on the eternity of God is published under the title *Beyond Time: Defending God’s Transcendence.*

Dr. Sansbury is married to Tesa and has three daughters, Anna, Emily, and Paige. A native Floridian, he enjoys fishing, boating, and reminiscing about Dan Marino and relevant Miami Dolphins teams of the past.

Publications:

- *Beyond Time: Defending God’s Transcendence (University Press of America, 2009).*
**DR. SETH TARRER**  
**Assistant Professor of Biblical Studies**

![Image of Dr. Seth Tarrer]

*Auburn University, BA; Beeson Divinity School, MDiv; University of St. Andrews, UK, PhD.*

Dr. Seth Tarrer desires to work alongside his students as they come to hear, obey, and proclaim the living Word of God in the Old and New Testaments. From creation to the full realization of God’s kingdom here on earth, his goal is to equip students to take their place in this kingdom work now, as servants in the church and as a new people being fitted by the gospel to finally inhabit the garden abandoned so long ago.

His research has primarily been in the History of Interpretation of Old Testament prophets, along with Old Testament ethics and moral formation. His interests and teaching include Biblical Hebrew, Theological Interpretation, Majority World theology, the cultural and literary contexts of the Old Testament, and hermeneutics. Dr. Tarrer is a member of the Society of Biblical Literature.

Before coming to Knox, Seth lived and taught at seminaries in Buenos Aires, Argentina and Medellín, Colombia, enjoying both the rich and diverse Latin culture and ecclesial heritage as well as the fantastic cuisine! When not teaching or writing, he can be found with his family, playing ultimate frisbee, or somewhere outdoors.

**Publications:**


---

**MR. STEVE JECK**  
**Lecturer of Christian and Classical Studies**

![Image of Mr. Steve Jeck]

*Appalachian State University, BS; Knox Theological Seminary, MA; Faulkner University, PhD (in progress).*

Mr. Jeck embraces a traditional Christian and Classical approach to education, believing that the teaching and training that shaped Cicero, Shakespeare, and C. S. Lewis is a sound foundation on which to build.

As we ponder Augustine’s maxim that all truth is God’s truth (De Doctrina Christiana), we begin to appreciate the manifold ways in which God has sovereignly directed human pens to accomplish His good purposes.

Prior to earning his master’s degree from Knox Theological Seminary, Steve taught 15 years in the public school system and worked 10 years in the financial and fitness industries.

As a professional athlete in the Scottish Highland Games, Steve began researching the global custom of stone lifting, an ancient athletic activity that often serves as a rite of passage, athletic competition, or celebration of cultural heritage.

He has subsequently published two books and over 30 articles on the literary and spiritual aspects of strength in the international journal, *MILO.*

Steve and his wife Catherine love reading, traveling, and many forms of athletics.

**Publications:**


Distinguished Faculty (Visiting)

**DR. GERALD BRAY**

Distinguished Professor of Historical Theology

*McGill University, BA; University of Paris-Sorbonne, MLitt, DLitt (Historical Theology).*

Dr. Bray holds a BA degree from McGill University and an MLitt along with a DLitt from the University of Paris-Sorbonne. He is the most widely renowned evangelical church historian and, specifically, the evangelical expert on the history of biblical exegesis. With a vast curriculum vitae, he is the Research Professor of Divinity at Beeson Divinity School where he has taught church history and theology since 1993 and he has also served as director of research for the Latimer Trust, an evangelical think tank in London. Dr. Bray is an ordained Anglican minister in the Church of England.

He is editor of the Anglican quarterly and academic journal *The Churchman* as well as the Contours of Christian Theology book series (for InterVarsity Press). He also served as editor for *The Anglican Canons 1529–1947* and *Tudor Church Reform*, which contains the Henrician Canons of 1535 and the *Reformatio Legum Ecclesiasticarum*, and for three volumes in the Ancient Christian Commentary Series (on Romans, 1-2 Corinthians, and James to Jude) and, most recently, for the inaugural volume in the much anticipated Reformation Commentary on Scripture series on Galatians and Ephesians by InterVarsity Press.

Dr. Bray is presently preparing a companion volume on historical theology and is engaged in writing and speaking on a variety of theological issues of particular relevance to the contemporary church.

Publications:

- *The Doctrine of God (Contours of Christian Theology)*
- *Creeds, Councils and Christ: Did the early Christians misrepresent Jesus?*
- *The Faith We Confess: An Exposition of the Thirty-Nine Articles*
- *Translating the Bible: From William Tyndale to King James*
- *Biblical Interpretation: Past and Present (1997 Book of the Year by Christianity Today)*
- *God is Love: A Biblical and Systematic Theology*

**DR. BRYAN CHAPELL**

Distinguished Professor of Preaching

*Northwestern University, BSJ; Covenant Theological Seminary, MDiv; Southern Illinois University, PhD.*

Dr. Chapell presently serves as President Emeritus and an Adjunct Professor of Practical Theology at Covenant Theological Seminary where he served as President from 1994-2012. His teaching career began at Covenant Seminary in 1984 after ten years in pastoral ministry. Prior to becoming President at Covenant, he served for six years as Vice President of Academics and Dean of Faculty. After a long and distinguished career in academics, Dr. Chapell announced in January 2013 that he accepted a call to return to pastoral ministry and serve as Senior Pastor of Grace Presbyterian Church (PCA) in Peoria, Illinois.

Dr. Chapell’s responsibilities include teaching the introductory homiletics courses to master’s-level students and also contributing to the biblical preaching and teaching track in the Doctor of Ministry program. He helps set the tone not only for how preaching is taught, but also for how Knox envisions Christian worship, holiness by grace, and the daily practice of the Christian life.

Dr. Chapell and his wife, Kathy, have four children.

Publications:

- *Christ-Centered Preaching: Redeeming the Expository Sermon*
- *Christ-Centered Worship: Letting the Gospel Shape Our Practice*
- *Holiness by Grace: Delighting in the Joy That Is Our Strength*
- *Each for the Other: Marriage as It’s Meant to Be*
- *The Hardest Sermons You’ll Ever Have to Preach: Help from Trusted Preachers for Tragic Times*
- *Praying Backwards: Transform Your Prayer Life by Beginning in Jesus’ Name*
- *Why Do We Baptize Infants? (Basics of the Faith) (Basics of the Reformed Faith)*
- *Ephesians (Reformed Expository Commentary)*
- *Using Illustrations to Preach with Power*
- *1-2 Timothy and Titus (ESV Edition): To Guard the Deposit (Preaching the Word)*
- *The Promises of Grace: Living in the Grip of God’s Love*
DR. BRUCE K. WALTKE
Distinguished Professor of Old Testament

Dr. Bruce Waltke, one of the preeminent Old Testament scholars, holds a doctorate in Greek and New Testament from Dallas Theological Seminary and a doctorate in Ancient Near Eastern Languages and Literature from Harvard. His teaching career, spanning Dallas Theological Seminary, Regent College, Reformed Theological Seminary, Westminster Theological Seminary, and Knox Theological Seminary won him a reputation of being a master teacher with a pastoral heart. Dr. Waltke also pastored several churches, lectured at many evangelical seminaries in North America and has spoken at numerous Bible conferences.


Dr. Waltke has traveled widely as a Bible expositor, as an Area Supervisor for excavations at Gezer, Israel, and as Director of field study trips to the Middle East and the Classical World. He is married and has three grown children.

Dr. Waltke has published widely in various scholarly journals and contributed to many scholarly reference volumes.

Publications:

• An Old Testament Theology
• Finding the Will of God
• Knowing the Will of God
• Genesis: A Commentary
• The Book of Proverbs
• Introduction to Biblical Hebrew Syntax
• Commentary on Micah
• The Psalms as Christian Worship
• The Hermeneutics of Dispensationalism
• A Biblical Theology of Origins
Knox Online Faculty

DR. TIMOTHY FOX
Director of Distance Education
Biblical Studies

DR. CHIP BENNETT
Christian and Classical Studies

MR. JOSHUA BRUCE
Christian and Classical Studies

DR. SETH EHORN
Biblical Studies; Biblical Languages

MR. JOHN FALLAHEE
Biblical Studies

DR. JOSH KAISER
Ethics, Christian and Classical Studies

MRS. REBECCA MANOR
Christian and Classical Studies

DR. WILLIAM POHL
Biblical Studies

DR. DAVID REITER
Systematic Theology; Apologetics

DR. JOE RIVERA
Systematic and Historical Theology

REV. BRAD SCHMIDT
Homiletics

DR. SEAN TURCHIN
Systematic and Historical Theology

Adjunct Faculty

DR. STEVE BROWN
Practical Theology

DR. HEATHER CLARK
Christian Counseling

DR. JONATHAN LINEBAUGH
Biblical Studies

DR. TREMPER LONGMAN
Biblical Studies

DR. ORREY MCFARLAND
Biblical Studies

DR. RICHARD PRATT
Biblical Studies

DR. LARRY TROTTER
Practical Theology
Admission Policies

ADMISSION REQUIREMENTS

Knox encourages all interested prospective students to apply for admission to one of its programs of study. Admission to a program is based on a range of factors, including the applicant’s possession of intellectual skills, personal and spiritual maturity, and desire to serve God and others.

In addition to solid academic references that indicate strong ability to engage and succeed in graduate education, applicants will have a baccalaureate degree from an institution of higher education accredited by a U.S. agency recognized by the Council for Higher Education Accreditation, or approved by a Canadian provincial quality assurance agency, or the demonstrated educational equivalent of an accredited or approved North American baccalaureate degree. Applicants for masters or certificate programs should have a minimum cumulative GPA of 2.75 on a 4.0 scale. Applicants must also provide official transcripts sent directly from each post-high school institution where one or more courses were taken for credit. Exceptions to the GPA requirement may occur when the applicant’s other credentials indicate a clear potential to complete the requirements of the degree program. Therefore all interested students, regardless of GPA, are encouraged to inquire with the Admissions Office.

Qualified applicants who have received an unaccredited bachelor’s degree, or whose college GPA is below 2.75, are granted provisional admission with an academic review by the completion of a minimum of 12 credits to determine if the applicant should be granted full admission to continue in the degree program.

Applicants for admission to the Doctor of Ministry program should refer to the Doctor of Ministry section of the catalog, below.

SPECIAL STUDENTS

An applicant not seeking to complete a program of study at Knox Seminary, but wishing to take courses for credit, may seek admission as a Special Student. Special Students should consult with their academic advisor regarding admission to a program before earning more than 15 credit hours. The admission procedure for Special Students is the same as that for degree-seeking students.

NON-MATRICULATING STUDENTS

Students enrolled in graduate programs at other educational institutions may, without matriculating, take courses at the Seminary for transfer of credit to their current degree program.

In order to enroll, non-matriculating students must submit the following documents to the Admissions Office:

- Completed application with an application fee of $25.
- Written notice from the institution in which the student is enrolled, confirming that each course to be taken at the Seminary is approved for credit toward their degree requirements.
- Written notice from the Registrar of the school in which the student is enrolled, confirming the student is in good standing both academically and financially.

In consultation with the Registrar, the Dean of Faculty makes a final determination whether a non-matriculating student has sufficient academic background to enroll in a particular course.

APPLICATION PROCEDURES

To apply for admission to one of the Seminary’s programs or as a Special Student, the prospective student should do the following:

- Complete our online application with a $100 application fee and a personal testimony.
- Distribute reference forms to be completed and mailed directly to the Admissions Office.
- Arrange for official transcripts from all undergraduate and/or previous graduate schools—even if no program was completed and even if the credits appear as transfer credit on another transcript—to be sent directly from the institution to the Admissions Office.

Applications will not be considered until they are complete, including all records, recommendations, and payment of the application fee.

TUITION DEPOSIT

Once a student is accepted for study at Knox a $50 tuition deposit is required within one month following acceptance or one month prior to registration, whichever comes first. A student accepted within the month prior to registration is required to submit the deposit immediately upon receipt of the acceptance letter. The deposit is applied against the first semester’s tuition charges. However, the deposit is non-refundable in the event that the student does not enroll.
TRANSFER CREDITS POLICY

Students wishing to transfer credits for coursework completed at other institutions must submit to the Registrar's Office an official transcript from the previous institution(s), preferably accompanying their application for admission. See below for other required items.

Knox will conduct a credit transfer evaluation only for students who have been accepted into a Knox degree program. Knox does not allow transfer credits into certificate programs.

All courses for which credit is granted will be shown on the Knox Seminary official transcript with no record of grades. As such, transfer credits do not directly factor into the student's cumulative GPA.

A Dean, Program Director, and/or the Registrar will decide which credits are eligible and qualified for transfer into a Knox degree program. The process for determining which, if any, credits will take into consideration all of the following criteria:

Eligibility

Knox will consider coursework completed by any school accredited by the Commission on Accrediting of the Association of Theological Schools in the United States and Canada (ATS).

Coursework completed at international institutions or North American schools not accredited by the Commission on Accrediting of ATS is considered on a case-by-case basis. In such cases, Knox Seminary typically only gives consideration to coursework completed at an institution that is accredited by another recognized accrediting body.

Eligible courses must have a grade of B- or better to be eligible for transfer.

Courses taken more than ten years prior are ineligible for consideration.

Quality

Students wishing to transfer credit to satisfy required courses within any Knox degree program should submit a course syllabus in addition to official transcripts.

In order for transfer credits to satisfy required coursework, there must be substantial parallel in content. In cases where the coursework is partially parallel the completed course may be transferred as an elective. The faculty may also allow partial class attendance and/or assign research projects or reading to fulfill any missing Knox course requirements.

Generally, schools that are not accredited by the Commission on Accrediting of ATS are not eligible to satisfy required coursework. With compelling reasons, course credit from such schools may be considered as elective credit.

Quantity

The maximum number of credits that may be transferred into a master's level degree program may not exceed two-thirds of the total credits required. Thus, no more than 32 credits for the 48 credits required for the MACCS; no more than 40 hours of the 60 credits required for the MABTS; no more than 60 credits of the 90 required for the MDiv.

In addition, no more than half of the credits earned as part of an awarded degree (at Knox or elsewhere) will be considered for transfer.

No more than 6 credits may be transferred into the DMin.

ADVANCED STANDING OR MULTIPLE DEGREES

Students who wish to apply for advanced standing or multiple degrees must obtain prior approval from the Dean of Faculty.

International Student Policies

International Students refers to those who hold U.S. student visas, exchange visitors, or other non-immigrant classifications.

Knox Seminary is authorized under federal law to enroll non-immigrant alien students in the master's- and doctoral-level programs.

International students enrolling at Knox will need an F-1 student visa. In order for the applicant to receive the Certificate of Eligibility (Form I-20) necessary to obtain the student visa for non-immigrant students from the Seminary, the applicant must:

1. Complete the application for admission and be accepted as a full-time student.

2. Note: Transcripts (Statement of Marks) from international institutions of higher education may require a credit recommendation by a recognized evaluation service selected by Knox. Any required fees for such an evaluation are the responsibility
of the student. The evaluation service’s recommendation will be carefully considered but the final decision for admission, based on the international applicant’s academic credentials, rests with Knox.

3. Prospective international students must also establish and document their means of financial support while enrolled in the Seminary by submitting a Statement of Financial Resources, a Bank Letter of Deposit from the student’s bank, and a Bank Letter of Deposit and an Affidavit of Support from each individual, church, or organization that will be supporting the student while in the United States. Refer to the Knox website to download forms and for further details. Materials must be received by the Admissions Office no later than three months prior to the expected date of entry. Contact the Admissions Office for more information on international application procedures.

TOEFL AND TWE SCORES
Any applicant, regardless of citizenship, whose primary language is one other than English must submit TOEFL (Test of English as a Foreign Language) and TWE (Test of Written English) scores. Applicants must achieve the following minimum scores on each section of the test: Writing - 22; Speaking - 23; Reading - 21; Listening - 17 for a combined score of no less than 83. The exam must be taken no more than 12 months and at least three months prior to the first day of the term in which the applicant intends to enroll.

This testing requirement may be waived for applicants who have earned an academic degree from an accredited institution of higher learning in the U.S. or those who have passed level 109 at an ELS Language Center. Admitted students may, at the discretion of the faculty, be required to take remedial English language course work and submit current TOEFL and TWE scores.

Student Guidelines
REGISTRATION PROCESS
Before registering, students should contact the Registrar for a copy of their degree audit. All students are assigned a faculty advisor and are encouraged to meet with their advisor during registration to review their degree audit and plan their course of study for the semester. Advisors are also available throughout the year for spiritual and vocational counsel. Advisors’ contact information is listed at the end of the Student Handbook section, below.

AUDITORS
Most residential courses may be audited. Knox welcomes auditors to listen to class lectures and discussions. Auditors must defer to the interests of credit students and limit their class participation to various opportunities outside of class (e.g., break time and appointments). Exceptions to this general rule are at the professor’s discretion.

Auditors should register and pay the application, audit, and student fees.

The Seminary prohibits auditing online courses. Most audio lectures are available through iTunes U.

SPOUSES OF FULL-TIME STUDENTS
Spouses of full-time students may audit courses (space permitting) without charge except for audit application and student fees. Spouses of full-time students may take courses for credit at half tuition upon admission to a program.

Payments
Students are responsible for all tuition, charges, and fees related to their seminary education. Those who depend on support from an individual, a local church, or another organization are responsible for meeting their financial obligations when due. Tuition and any related fees are due by the first day of class. Knox reserves the right to withdraw at the end of the drop/add period any student who has not satisfied tuition and/or fees obligations.

Students may not register for a new semester or receive transcripts until all financial obligations from the prior semester have been met. Past-due accounts may be subject to a finance charge of 1% per month on the outstanding balance.

PAYMENT TYPES
Payment contracts are available on the website or through the Registrar’s office and must be completed at the time of registration. Payment may be made by debit or credit card, automatic withdrawal, cash or check. Either a completed debit or credit card form from the Registrar’s Office will be required as security. All payments by debit or credit cards will incur a 2.5% convenience fee.

Knox Seminary understands that circumstances may occur that cause financial hardship. If tuition payments cannot be made in full at registration and arrangements are made to pay monthly, a $25 per month fee will be charged.
CREDIT CARD PAYMENTS
Knox accepts payment by credit card for tuition and fees. While offering this as a convenience, we encourage students to be discerning and to use credit cards responsibly. Visa, MasterCard, Discover, and American Express are accepted.

Doctor of Ministry Major Project Fee Schedule

The DMin degree major project process includes two mandatory expenses, and a continuation fee for projects that run longer than one year from the end of coursework. The two mandatory fees are tuition for six hours of credit given for the major project, and a major project fee (currently $3,150) covering the editing, defense, and other costs associated with the project itself. The tuition will be charged at the rate current in the year billed, and the major project fee is billed by the amount current upon submission of an acceptable proposal.

The billing schedule follows:

Major Project Fee:
Half (currently $1,575) billed upon submission of proposal.
Half upon scheduling of the defense, (must be paid prior to the final defense).

Tuition:
Tuition for the six hours of credit for the major project is billed in three payments, four months apart, beginning with the completion of course work, at the rate current at the time of billing. Billing dates are January 1, May 1, and September 1.

Continuation Fee (if necessary):
Students who do not complete their project, including the final defense, within the 12-month period following the completion of coursework will be charged a continuation fee equivalent to one credit hour at the current DMin tuition rate every four months on the schedule described above. No academic credit is received for the continuation fee.

Tuition and Fees

Master’s and Certificate Level

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per credit hour</td>
<td>$430.00</td>
</tr>
<tr>
<td>Senior citizens, 65 or over, per credit hour</td>
<td>$380.00</td>
</tr>
<tr>
<td>Audit Fee, per credit hour</td>
<td>$35.00</td>
</tr>
</tbody>
</table>

Doctor of Ministry Level

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per credit hour</td>
<td>$490.00</td>
</tr>
<tr>
<td>Senior citizens, 65 or over, per credit hour</td>
<td>$440.00</td>
</tr>
<tr>
<td>Major Project Fee</td>
<td>$3,150.00</td>
</tr>
<tr>
<td>Additional Program Committee Member (optional)</td>
<td>$500.00</td>
</tr>
<tr>
<td>Audit Fee per credit hour</td>
<td>$35.00</td>
</tr>
</tbody>
</table>

Other

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee (one-time fee for all students)</td>
<td>Non-refundable</td>
</tr>
<tr>
<td>Auditor Application Fee</td>
<td>Non-refundable</td>
</tr>
<tr>
<td>Graduation Fee</td>
<td>Non-refundable</td>
</tr>
<tr>
<td>New Student Tuition Deposit (applies to first semester tuition)</td>
<td>Non-refundable</td>
</tr>
<tr>
<td>Annual Software Fee (billed in two payments, Fall and Spring terms)</td>
<td>Non-refundable</td>
</tr>
<tr>
<td>Student Activity Fee (residential only, per semester)</td>
<td>Non-refundable</td>
</tr>
<tr>
<td>Transcript Fee</td>
<td>Non-refundable</td>
</tr>
</tbody>
</table>
Financing Your Seminary Education

Knox Seminary seeks to keep educational expenses as low as possible. While tuition amounts to only approximately one-third of the actual cost of operating the Seminary, we do everything we can to ensure that no student is turned away for financial reasons.

Students who need financial assistance to meet the costs of master’s-level tuition are encouraged to apply for financial scholarship. A number of scholarships have been established through the generosity of families and friends who have been faithful supporters of Knox:

The Church Partnership Program
This is a scholarship program whereby the Seminary joins together with the local church to support students and their financial and ministerial needs. The Seminary will match up to one-third of the cost of tuition provided by the church. In other words, if the church contributes one-third and the student contributes one-third then the Seminary will contribute the final one-third of the tuition costs. Arrangements must be made through the Business Office. This partnership helps keep the Seminary linked to church ministries.

SCHOLARSHIP APPLICATION PROCEDURES
Limited scholarships may be available. Awards for the scholarship funds are determined by the Scholarship Committee. While awards are primarily based on financial need, other criteria include academic achievement, spiritual maturity, and ministry potential. Some scholarships have specific requirements in addition to the application form. Each student must be sure to submit any additional requirements with the application.

New Students: The Scholarship application is available on the website. To be eligible, the applicant must be admitted to a program of study and apply prior to the first class.

Unless otherwise noted, a scholarship is granted for the academic year. Renewal will be considered automatically but it is not guaranteed.
CHURCH SUPPORT
Many students find significant support from their home churches, through organized funds, or from individuals within the church. Students may want to speak with their pastor regarding assistance with education expenses, or talk to their missions pastor about obtaining individual support as a missionary. (See the Church Partnership Program on page 14 for details.)

ADDITIONAL FUNDING SUPPORT
For those seeking additional scholarship resources, the following sources may be helpful:

FUND FOR THEOLOGICAL EDUCATION (FTE)
FTE offers support to help gifted young people explore and respond to God’s calling in their lives. Our mission is to advance excellence as we encourage caring, capable, and courageous young adults from diverse backgrounds on their journey to become pastors and scholars—the next generation of leaders for the church. For more information, visit http://www.thefund.org.

LILLY ENDOWMENT
Lilly Endowment Inc. was established in 1937 by members of the Lilly family (Eli Lilly and Company — pharmaceutical company), to support the causes of religion, education and community development, placing special emphasis on projects that benefit young people and promote leadership education and financial self-sufficiency in the non-profit, charitable sector. For more information, visit: http://www.lillyendowment.org/theendowment.html.

LUCE FOUNDATION
The Henry Luce Foundation was established in 1936 by Henry R. Luce, the co-founder and editor-in-chief of Time Inc., to honor his parents who were missionary educators in China. The Foundation seeks to bring important ideas to the center of American life, strengthen international understanding, and foster innovation and leadership in academic, policy, religious, and art communities. Visit: http://www.hluce.org/home.aspx.
Master of Divinity

The Master of Divinity is a professional degree that prepares students for pastoral ministry. We seek to shape the whole person to communicate the Gospel of Jesus Christ and demonstrate its implications in everyday life. Knox believes that in order for pastors and church leaders to effectively declare and demonstrate the Gospel of Jesus Christ, they must be biblically-saturated, theologically-discerning, historically-rooted, and contextually-sensitive Christians. To that end, the curriculum focuses on biblical, theological, historical, and practical ministry studies, including a field-based ministry internship.

REQUIREMENTS FOR ADMISSION

In addition to the general admissions requirements noted earlier (cf. Admissions Policies), transfer students must take their final 30 credit hours at Knox.

A limited number of applicants who do not hold a bachelor’s degree may be admitted to the Master of Divinity program. In such cases, which are rare, the Seminary will evaluate the applicant’s life experience and academic abilities to ensure adequate preparation for graduate study.

Furthermore, because Knox seeks to serve the church, we desire to partner with particular churches and church leaders in the education of future leaders. Toward this end, all incoming Knox M.Div. students are required to name a Pastor/Church Mentor who will help guide the student through seminary in preparation for ministry. We ask that the Pastor/Church Mentor consent to this role with knowledge of Knox’s program and be able to interact with the student and give feedback to Knox about the student’s spiritual development. (*There is allowance for a student to change the Pastor/Church Mentor during the program for circumstance such as relocation).

ACADEMIC REQUIREMENTS FOR COMPLETION

The Master of Divinity program requires completion of a total of 90 credit hours, with typically thirty credit hours to be completed residentially. To graduate, a student must earn at least a grade of C- (1.7) in each course, must have a cumulative grade point average of at least 2.5 (on a 4.0 scale), and participate in a nine-month long Supervised Ministry Internship (see course description for more information).

Upon successful completion, the student is awarded the Master of Divinity degree. The maximum time allowed to complete the Master of Divinity degree is ten years.

LEARNING OUTCOMES

A graduate of the MDiv program will:

- Articulate the Gospel message of salvation by grace through faith in Christ alone.
- Explain the inspiration and authority of all of scripture and its relationship to the Gospel.
- Articulate the relationship of the gospel to sanctification in the life of the believer.
- Demonstrate the relationship of biblical studies, systematic theology, and historical theology in articulating a thoughtful and coherent theological framework.
- Properly interpret the scriptures, articulating the importance of knowledge of the original languages of scripture and an informed hermeneutical method.
- Faithfully relate the Gospel to their culture and context.
- Effectively communicate the Gospel through the spoken word.
- Properly handle the scriptures through careful exegesis in the original languages.
- Demonstrate how foundational experiences in pastoral ministry related to church governance, pastoral care and counseling, and the administration of the sacraments inform ministry.
<table>
<thead>
<tr>
<th>Biblical Languages</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NT512 Greek 1</td>
<td>3</td>
</tr>
<tr>
<td>NT514 Greek 2</td>
<td>3</td>
</tr>
<tr>
<td>NT702 Advanced Biblical Exegesis</td>
<td>3</td>
</tr>
<tr>
<td>OT612 Hebrew 1</td>
<td>3</td>
</tr>
<tr>
<td>OT614 Hebrew 2</td>
<td>3</td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Biblical Studies</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NT502 New Testament Survey 1 — Gospels and Acts</td>
<td>3</td>
</tr>
<tr>
<td>NT504 New Testament Survey 2 — Epistles and Revelation</td>
<td>3</td>
</tr>
<tr>
<td>NT712 Biblical Hermeneutics</td>
<td>3</td>
</tr>
<tr>
<td>OT602 Old Testament Survey 1</td>
<td>3</td>
</tr>
<tr>
<td>OT604 Old Testament Survey 2</td>
<td>3</td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Theological Studies</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ST506 Systematic Theology 1 — God and Creation</td>
<td>3</td>
</tr>
<tr>
<td>ST602 Systematic Theology 2 — Christ and the Church</td>
<td>3</td>
</tr>
<tr>
<td>ST604 Systematic Theology 3 — Salvation and Eschatology</td>
<td>3</td>
</tr>
<tr>
<td>ST608 Ethics</td>
<td>3</td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Historical Studies</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH502 History of Christianity 1 — Ancient and Medieval</td>
<td>3</td>
</tr>
<tr>
<td>CH504 History of Christianity 2 — Reformation to Modern Era</td>
<td>3</td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Pastoral Studies</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AT502 Introduction to Homiletics</td>
<td>3</td>
</tr>
<tr>
<td>AT602 Preaching Practicum 1</td>
<td>1</td>
</tr>
<tr>
<td>AT604 Preaching Practicum 2</td>
<td>1</td>
</tr>
<tr>
<td>AT608 Ministry and the Church</td>
<td>3</td>
</tr>
<tr>
<td>AT702 Preaching Practicum 3</td>
<td>1</td>
</tr>
<tr>
<td>AT704 Worship</td>
<td>3</td>
</tr>
<tr>
<td>AT706 Supervised Ministry Internship</td>
<td>3</td>
</tr>
<tr>
<td>AT754 Integrative Project</td>
<td>3</td>
</tr>
<tr>
<td>ME702 The Missional Church</td>
<td>3</td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>21</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Electives</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Hours</strong></td>
<td><strong>21</strong></td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td><strong>90</strong></td>
</tr>
</tbody>
</table>
Master of Arts (Christian and Classical Studies)

The Master of Arts (Christian and Classical Studies) is an academic degree program designed for persons who intend to be teachers or headmasters in Christian schools, to pursue further graduate theological studies, or to become conversant on the dialogue between the Bible and the “Great Tradition” of literature. The coursework provides a solid foundation in two areas: the Bible and selected great texts of the classical (Western) tradition.

ACADEMIC REQUIREMENTS FOR COMPLETION
The Master of Arts (Christian and Classical Studies) program requires completion of a total of 48 credit hours and a comprehensive paper. To graduate, a student must earn at least a grade of C- (1.7) in each course, and must have a cumulative grade point average of at least 2.5 (on a 4.0 scale).

Upon successful completion, the student is awarded the Master of Arts (Christian and Classical Studies) degree.

LEARNING OUTCOMES
A graduate of the MACCS program will:

- Articulate the Gospel message of salvation by grace through faith in Christ alone.
- Explain the inspiration and authority of all of scripture and its relationship to the Gospel.
- Articulate the relationship of the gospel to sanctification in the life of the believer.
- Knowledgeably engage with the great literary and philosophical movements as expressed in major books and arts that constitute the Western Tradition.
- Articulate the historical and progressive development of Christian doctrinal reflection through the ancient, medieval, and modern periods.
- Faithfully relate the Gospel to the Christian and non-Christian worldviews both poetically and philosophically.

*For a full list of works read in the MACCS program, please visit our website at www.knoxeinary.edu/programs/christian-and-classical-studies.
Master of Arts (Biblical and Theological Studies)

The Master of Arts (Biblical and Theological Studies) is an academic degree program designed for persons who intend to pursue further graduate religious studies in biblical studies and theology or who desire to broaden and deepen their knowledge in these areas.

ACADEMIC REQUIREMENTS FOR COMPLETION
The Master of Arts (Biblical and Theological Studies) requires completion of a total of 60 credit hours. To graduate, a student must earn at least a grade of C- (1.7) in each course and have a cumulative grade point average of at least 2.5 (on a 4.0 scale).

Upon successful completion, the student is awarded the Master of Arts (Biblical and Theological Studies) degree.

LEARNING OUTCOMES
A graduate of the MABTS program at Knox will:

- Articulate the Gospel message of salvation by grace through faith in Christ alone.
- Explain the inspiration and authority of all of scripture and its relationship to the Gospel.
- Articulate the relationship of the gospel to sanctification in the life of the believer.
- Demonstrate the relationship of biblical studies, systematic theology, and historical theology in articulating a thoughtful and coherent theological framework.
- Properly interpret the scriptures, articulating the importance of knowledge of the original languages of scripture and an informed hermeneutical method.
- Faithfully relate the Gospel to their culture and context.

### Biblical Studies

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NT502</td>
<td>New Testament Survey 1 — Gospels and Acts</td>
<td>3</td>
</tr>
<tr>
<td>NT504</td>
<td>New Testament Survey 2 — Epistles and Revelation</td>
<td>3</td>
</tr>
<tr>
<td>NT712</td>
<td>Biblical Hermeneutics</td>
<td>3</td>
</tr>
<tr>
<td>OT602</td>
<td>Old Testament Survey 1</td>
<td>3</td>
</tr>
<tr>
<td>OT604</td>
<td>Old Testament Survey 2</td>
<td>3</td>
</tr>
</tbody>
</table>

**Hours** 15

### Theological Studies

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ST506</td>
<td>Systematic Theology 1 — God and Creation</td>
<td>3</td>
</tr>
<tr>
<td>ST602</td>
<td>Systematic Theology 2 — Christ and the Church</td>
<td>3</td>
</tr>
<tr>
<td>ST604</td>
<td>Systematic Theology 3 — Salvation and Eschatology</td>
<td>3</td>
</tr>
<tr>
<td>ST608</td>
<td>Ethics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Hours** 12

### Historical Studies

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH502</td>
<td>History of Christianity 1 — Ancient and Medieval</td>
<td>3</td>
</tr>
<tr>
<td>CH504</td>
<td>History of Christianity 2 — Reformation to Modern Era</td>
<td>3</td>
</tr>
</tbody>
</table>

**Hours** 6

### Pastoral Studies

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AT754</td>
<td>Integrative Project</td>
<td>3</td>
</tr>
<tr>
<td>ME702</td>
<td>The Missional Church</td>
<td>3</td>
</tr>
</tbody>
</table>

**Hours** 6

### Electives

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>21</td>
</tr>
</tbody>
</table>

**Total Hours** 60
Certificate Programs

The Certificate programs at Knox Theological Seminary are specially designed for individuals who are interested in pursuing theological training without the commitment to a master’s-level program. The programs are well suited for lay leaders in the church, missionaries who require a year of formal theological training, or individuals desiring to both broaden and deepen their understanding in the Christian faith. All Certificate programs can be completed fully online.

ACADEMIC REQUIREMENTS FOR ADMISSION
Admission to the Certificate program at Knox is open to students who have completed a bachelor’s degree or beyond. Interested students should complete an online application. The admission requirements include college transcripts from all previous institutions attended, personal testimony, and a pastoral reference.

Certificate in Biblical Languages

The Certificate in Biblical Languages is an 18-hour certificate designed to ground students in responsible exegetical and hermeneutical engagement with the Christian scriptures. The goal of this certificate is to provide students these critically important skills for a lifetime of effective biblical study. Upon successful completion, the student is awarded the Certificate in Biblical Languages.

<table>
<thead>
<tr>
<th>Core Curriculum</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NT512 Greek 1</td>
<td>3</td>
</tr>
<tr>
<td>NT514 Greek 2</td>
<td>3</td>
</tr>
<tr>
<td>NT712 Biblical Hermeneutics</td>
<td>3</td>
</tr>
<tr>
<td>OT612 Hebrew 1</td>
<td>3</td>
</tr>
<tr>
<td>OT614 Hebrew 2</td>
<td>3</td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>15</strong></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

Certificate in Christian Ministry

The Certificate in Christian Ministry is a 24-hour certificate designed with flexibility in mind. Certificate in Christian Ministry students may take courses as desired in any department of the school. Upon successful completion, the student is awarded the Certificate in Christian Ministry.

LEARNING OUTCOMES

- To faithfully interpret, appreciate, and work with the English Bible
- To serve the Church by interpreting and applying Scripture

To receive maximum benefit, the following course track is recommended:

SERVING THE CHURCH BY INTERPRETING AND APPLYING SCRIPTURE
Outcome: To Think Biblically

<table>
<thead>
<tr>
<th>Core Curriculum</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NT502 New Testament Survey 1 — Gospels and Acts</td>
<td>3</td>
</tr>
<tr>
<td>NT504 New Testament Survey 2 — Epistles and Revelation</td>
<td>3</td>
</tr>
<tr>
<td>OT602 Old Testament Survey 1</td>
<td>3</td>
</tr>
<tr>
<td>OT604 Old Testament Survey 2</td>
<td>3</td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

SERVING THE CHURCH BY INTERPRETING THE FAITH
Outcome: To Think Theologically

<table>
<thead>
<tr>
<th>Core Curriculum</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ST506 Systematic Theology 1 — God and Creation</td>
<td>3</td>
</tr>
<tr>
<td>ST602 Systematic Theology 2 — Christ and the Church</td>
<td>3</td>
</tr>
<tr>
<td>ST604 Systematic Theology 3 — Salvation and Eschatology</td>
<td>3</td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>9</strong></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Hours</strong></td>
<td><strong>24</strong></td>
</tr>
</tbody>
</table>
Certificate in Christian and Classical Studies

The Certificate in Christian and Classical Studies is an 18-hour certificate that covers the core classical studies curriculum in the Master of Arts (Christian and Classical Studies) program. Upon successful completion, the student is awarded the Certificate in Christian and Classical Studies.

TOPICS COVERED INCLUDE:
- Education, Justice and Social Order from Plato's Republic
- Ethics, Virtue and Community from Aristotle
- God's sovereign preparation of the Hellenized world to receive the Gospel as read by the Greeks, including Aristophanes, Aeschylus, Euripides, and Sophocles
- Natural law and apologetics from Thomas Aquinas
- Worship and reflections on God from Augustine and Bernard of Clairvaux
- The Christian imagination from Dante, Milton, and Shakespeare

### Christian and Classical Studies

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CC502</td>
<td>Plato and Augustine</td>
<td>3</td>
</tr>
<tr>
<td>CC504</td>
<td>Aeschylus and Aristotle</td>
<td>3</td>
</tr>
<tr>
<td>CC602</td>
<td>Aquinas and Machiavelli</td>
<td>3</td>
</tr>
<tr>
<td>CC604</td>
<td>Dante and Milton</td>
<td>3</td>
</tr>
<tr>
<td>CC702</td>
<td>Thucydides and Tocqueville</td>
<td>3</td>
</tr>
<tr>
<td>CC704</td>
<td>Nietzsche and Dostoyevsky</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Hours</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

Certificate in Biblical Studies

The Certificate in Biblical Studies is an 18-hour certificate for individuals desiring to broaden and deepen their understanding of Scripture. Upon successful completion, the student is awarded the Certificate in Biblical Studies.

### Core Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NT502</td>
<td>New Testament Survey 1 — Gospels and Acts</td>
<td>3</td>
</tr>
<tr>
<td>NT504</td>
<td>New Testament Survey 2 — Epistles and Revelation</td>
<td>3</td>
</tr>
<tr>
<td>OT602</td>
<td>Old Testament Survey 1</td>
<td>3</td>
</tr>
<tr>
<td>OT604</td>
<td>Old Testament Survey 2</td>
<td>3</td>
</tr>
<tr>
<td>ST506</td>
<td>Systematic Theology 1 — God and Creation</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Hours</strong></td>
<td><strong>15</strong></td>
</tr>
<tr>
<td></td>
<td>Biblical Studies Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Hours</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

Certificate in Theological Studies

The Certificate in Theological Studies is an 18-credit certificate for individuals desiring to broaden and deepen their understanding of Reformed theology. Upon successful completion, the student is awarded the Certificate in Theological Studies.

### Core Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH502</td>
<td>History of Christianity 1 — Ancient and Medieval</td>
<td>3</td>
</tr>
<tr>
<td>CH504</td>
<td>History of Christianity 2 — Reformation to Modern Era</td>
<td>3</td>
</tr>
<tr>
<td>ST506</td>
<td>Systematic Theology 1 — God and Creation</td>
<td>3</td>
</tr>
<tr>
<td>ST602</td>
<td>Systematic Theology 2 — Christ and the Church</td>
<td>3</td>
</tr>
<tr>
<td>ST604</td>
<td>Systematic Theology 3 — Salvation and Eschatology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Hours</strong></td>
<td><strong>15</strong></td>
</tr>
<tr>
<td></td>
<td>Theological Elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Hours</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>
Doctor of Ministry

The Doctor of Ministry is a professional program for pastors, missionaries, and others actively engaged in ministry-related fields. Courses are offered online and in one-week intensive sessions throughout the year. Students receive pre-course assignments that include assigned readings and/or written papers. At the end of the sessions, students receive post-course assignments that may include a written project requiring the students to apply course material.

At least five of the eight courses must be completed residentially and up to three courses may be taken online.

ACADEMIC REQUIREMENTS FOR ADMISSION

Students must possess an ATS Board of Commissioners-approved MDiv or its educational equivalent (72 graduate semester hours in theology, biblical studies, and the arts of ministry, which must include a master’s degree), with a cumulative GPA of at least 3.0 on a 4.0 scale. The process of considering MDiv equivalency is conducted by the admissions committee, who will examine a student’s academic record for evidence of sufficient background and adequate performance in the areas of biblical studies, systematic theology, church history, and practical theology.

Students must demonstrate evidence of adequate training in the biblical languages. Applicants without biblical language training must successfully complete at least nine credit hours of master’s-level biblical language courses at Knox or another ATS accredited school before their application will be considered for acceptance.

Students must have at least three years of experience in ministry subsequent to the first graduate theological degree, and show evidence of capacity for an advanced competence and reflection in the practice of ministry beyond that of the master’s level.

REQUIRED COURSES

Beginning in the 2016-2017 academic year, the following are required courses for all incoming students in the Doctor of Ministry program:

- DM825: Doctoral Research and Writing for Ministry
- DM888: Theological Ethics for Ministry
- DM918: Christ-Centered Preaching

DMIN TRACKS

The Doctor of Ministry tracks exist to allow students the opportunity to focus their studies on a particular area of study in which Knox Seminary remains committed to offering a broad array of courses from a range of leading scholars.

Participation in a DMin Track is entirely voluntary; a student is not required to commit to a particular track in order to complete the degree.

All DMin graduates are awarded the Doctor of Ministry degree, regardless of whether he or she has specified a particular track. Students who successfully complete the requirements for a particular track will see that reflected on their academic record/transcript, but not their diploma.

TRACK REQUIREMENTS

The following are the requirements for the Doctor of Ministry tracks for students beginning their studies in or after the 2016-17 academic year:

- The three required courses (DM825, DM888, DM918)
- Any three courses within a particular track’s cluster
- Any two elective courses
- A final project that is directly related to the student’s particular track

ACADEMIC REQUIREMENTS FOR CANDIDACY

Satisfactory completion of all coursework (24 credit hours) with a cumulative GPA of at least 3.0 and Program Committee approval of the major project proposal. At their discretion, the Program Committee will interview a candidate to evaluate their readiness for candidacy.

ACADEMIC REQUIREMENTS FOR COMPLETION

All requirements for the Doctor of Ministry degree must be completed within six years from the time of matriculation.
Petitions for an exception to this requirement must be approved by the Program Committee.

The candidate will complete a total of 30 credit hours with a cumulative GPA of at least 3.0 on a 4.0 scale. This includes successful completion of eight seminars (24 credit hours) plus the major project (six credit hours). Upon completion of the major project, the candidate will make a successful oral presentation of the work for evaluation. All students are required to complete the project presentation and evaluation at least five weeks before graduation.

Successful completion of the Doctor of Ministry program should be no fewer than three years and no more than six.

**FINAL PROJECT**

The purpose of the Major Project is to demonstrate the student’s ability to integrate the academic content of the Doctor of Ministry program with the nature and practice of ministry for the purposes of enhancing the personal practice of ministry.

Each project will address a specific ministerial concern and clearly demonstrate—and be assessed according to—the following characteristics:

- Excellent research including…
  - an organized, coherent, and effective research methodology.
  - sufficient resources to demonstrate advanced competency of the depth and breadth of the topic being addressed.
  - clear, informed, and objective assessment of the research results from a theological and practical point of view.

- Both a personal and public rationale

- Both theoretical/theological and practical considerations that are clearly described and integrated

- Practical application that contributes meaningfully to the personal practice of ministry

These should culminate in a significant contribution to the practice of ministry in the intended community of the church.

You can obtain a full list of courses being offered in the Doctor of Ministry program by visiting [www.knoxseminary.edu](http://www.knoxseminary.edu) or by contacting the Dean of Faculty’s office.

**DMIN DEGREE LEARNING OUTCOMES**

- Articulate the Gospel message of salvation by grace through faith in Christ alone.
- Explain the inspiration and authority of all of scripture and its relationship to the Gospel.
- Articulate the relationship of the gospel to sanctification in the life of the believer.
- Articulate a Christocentric view of ministry in which theological study, practice, and ethical conduct mutually inform and enhance one other.
- Demonstrate pastoral, oral, and written skills and competencies that are required for church leadership at its most mature and effective level.
- Contribute to the practice of ministry by means of a doctoral level project that integrates analytic and ministerial research, theological reflection, and practical application.

**Doctor of Ministry**

**The Gospel in Church and Culture Track**

The Gospel in Church and Culture track is designed to equip pastors in the art of ministering the gospel in both the church and the culture, drawing on the Scriptures and the wisdom of the Christian tradition, exegeting the culture around them in order to help bring transformation to individuals, communities, and society.

**REQUIRED COURSES**

- Any three courses in the gospel in church and culture cluster (courses include: DM824 Christ and Culture; DM841 Church Planting; DM842 Humor and Storytelling in Preaching: From the Bible to Today; DM928 Church Issues in Science and Technology; DM853 C.S. Lewis: Gospel, Culture, and Ministry; DM849 Preaching Difficult OT Passages; DM924 Theology for Ministry)
- Two elective courses
Doctor of Ministry
Biblical Preaching and Teaching Track

The Biblical Preaching and Teaching track is uniquely designed to equip pastors in the art of preaching and teaching. The Apostle Paul challenged Timothy to devote himself to developing his pastoral gifts so that everyone would see his progress (1 Timothy 4:15). Our program seeks to do that by combining the best of the newest technology and the best of the old tradition of sound, biblical preaching. It will strengthen a pastor’s understanding of Scripture and enrich their preaching by enhancing their exegetical skills and deepening their understanding of exegetical theory and methodology.

REQUIRED COURSES

• Any three courses in the biblical preaching and teaching cluster (courses include: DM818 Enriching Preaching through Logos Software Application; DM842 Humor and Storytelling: From the Bible to Today; DM851 Formation of the Canon; DM887 Preaching Christ in the Law, Prophets, and Psalms; DM914 Preaching the Parables; DM924 Theology for Ministry: Doctrine for Preaching and Pastoral Care; DM849 Preaching Difficult OT Passages; DM845 Peter: Disciple, Teacher, Minister)
• Two elective courses

Doctor of Ministry
Theological Exegesis Track

The Theological Exegesis track is uniquely designed to equip pastors in the art of theological exegesis of the Bible. The track fosters an appreciation for a reading of the Bible that is canonical, creedal, and contextual. Students learn how to draw on the rich history of exegetical theology for the sake of interpreting the Bible for the church today.

REQUIRED COURSES

• Any three courses in the theological exegesis cluster (courses include: DM838 Romans: Exegesis and Theology; DM868 Deuteronomy: Exegesis and Theology; DM869 Jeremiah: Exegesis and Theology; DM908 Ephesians: Exegesis and Theology; DM916 Scripture and Doctrine; DM926 Using the History of Exegesis: Reading the Bible with the Dead; DM936 Job: Exegesis and Theology; DM867: Isaiah: Exegesis & Theology; DM847 Old Testament Theology; DM843 Israel & the Church; DM813 Covenant Theology)
• Two elective courses

One-Week Intensive Courses for Pastors and Doctor of Ministry Students

Experience time away to pray, study, and focus on the future of your ministry during one-week intensive sessions offered throughout the year here in Fort Lauderdale.

www.knoxseminary.edu/seasonal
Course Descriptions

Master’s Course Descriptions
(Alphabetical Listing by Department)

APPLIED THEOLOGY

Required Courses

AT502 Introduction to Homiletics
3 Credit Hours

This course introduces the biblical basis for preaching and the fundamentals of expository preaching. Students will gain experience in classic elements of sermon construction along with fundamentals of persuasion and pulpit delivery.

AT602, AT604, AT702 Preaching Practicum 1, 2, 3
1 Credit Hour

Each of the three courses of the Preaching Practicum focuses on the experience of biblical preaching and provides an opportunity for students to prepare and preach sermons in a context of feedback and direction. Students will be assigned sermon texts to preach for the practice of effective communication. This course can be done residentially at Knox or by distance in a student's own local ministry context. Please see the M.Div Director, Robbie Crouse, to find out the times of the residential class meetings or to be approved for completing the practicum by distance. Prerequisite: AT502.

AT608 Ministry and the Church
3 Credit Hours

Never before has ministry been so difficult, so painful and so confusing. Most of us have thought that the remedy for the difficulty, the pain and the confusion is to acquire an increasing number of pastoral skills and to apply them to the church. Thereby, we believe, we will be able to “fix” the problems, become successful and see the church as increasingly effective in bringing glory and honor to God. While there is nothing wrong with the acquisition of pastoral skills and, in fact, those are necessary, sometimes real help comes, not from knowing more or becoming more skilled at what we do know, but from returning to the basics of our faith and drawing supernatural power, freedom and joy from that return. The purpose of this course is to “return” to the roots, i.e. the incredible joy and freedom we knew at the beginning of our walk with Christ. In this course, you will be required to examine the layers of ecclesiastical, institutional and personal issues which have layered over and robbed you and the church of the power of grace.

AT704 Worship
3 Credit Hours

This class is designed to motivate and equip pastors and worship leaders to develop worship ministries in the church that are biblical, God glorifying, full of reverence and joy, and formational in the life of God’s people, transforming them into people of gospel experience, action, and mission. Students will gain a theological and biblical foundation for worship, as well as practical helps in planning and leading worship services that are excellent in quality, contextually relevant, transformational, and balanced in joy and reverence.

AT706 Supervised Ministry Internship
3 Credit Hours

This course is a field-based experience of ministry under the supervision of a qualified mentor in a student's own local context (either locally to Knox or by distance). Students must first be approved by the M.Div Director for their ministry placement (e.g., a local church, parachurch ministry, or chaplaincy) and for their prospective mentors. The internship must be at least nine consecutive months of supervised ministry in which student and mentor meet bi-weekly for one-on-one meetings. The goal is ministry apprenticeship where students “shadow” their mentors to learn the practice of Christian ministry. Please see the M.Div Director, Robbie, Crouse, for more details and final approval.

AT754 Integrative Project
3 Credit Hours

This course focuses on students’ integration of their seminary experience with a prospective vision for their future practice of ministry. It takes account of previous student work for personal and professorial assessment and also requires students to write on topics that cross the disciplines of previous courses. Students are to reflect upon and synthesize the development of their education, as well as envision practical implications for Christian life and ministry in their own local context. The Integration Project also offers those students on the path to ordination a chance to build a portfolio for their ministry credentials. Prerequisites: for MABTS students, 51 hours of credit must be completed; for MDIV students, 60 hours must be completed.

ME702 The Missional Church
3 Credit Hours

This class will explore the missional church. Topics will include God’s grand narrative of mission, perspectives on the missional church, and analyzing gospel-centered mission in the local church.
APPLIED THEOLOGY

Elective Courses

AT617 Ministry Leadership
3 Credit Hours

This course explores the theme of Christian leadership in ministry of Christ's kingdom. We will survey biblical foundations on leadership, historical and theological perspectives, as well as personal evaluations for leadership. The goal is for students to exhibit practical skills and a capacity for theological reflection necessary for leadership in service of Christ.

AT653 C.S. Lewis: Gospel, Culture, and Ministry
3 Credit Hours

This course examines the life and work of C.S. Lewis as a catalyst for deepening and enhancing Christian ministry in engagement with our culture. The goal is not only a better knowledge of C.S. Lewis and his influence, but rather using Lewis as a test case for better declaring and demonstrating the gospel of Jesus Christ. Readings will cover Lewis's life story, his apologetic works, his devotional literature, occasional essays and addresses, as well as his fiction. Topics of discussion will include evangelism, apologetics, preaching and communication, cultural engagement, and the use of the imagination.

AT719 Licensure/Ordination Preparation
2 Credit Hours

Upon finishing seminary, graduates have a diploma and excellent academic preparation for ministry. In addition, denominations have their own requirements to recognize their ministers. This course helps students to apply their seminary training to prepare for all of the knowledge-based exams given by presbyteries of the PCA or EPC.

CHRISTIAN AND CLASSICAL STUDIES

Required Courses

CC502 Plato and Augustine
3 Credit Hours

This course presents the two visions of culture as represented by the images of two cities: the city of God and the city of man. The course concentrates on a complete reading of Plato's Republic and excerpts from Homer and Virgil, set in contrast with significant portions of Augustine's City of God.

CC504 Aeschylus and Aristotle
3 Credit Hours

This course continues the “Great Conversation” of the Western Tradition in antiquity by focusing on the nature of the soul: the effects of sin and the possibility of redemption. This course incorporates selections from the comic Greek poet Aristophanes and the Greek tragedians Aeschylus, Sophocles, and Euripides. The main part of the course focuses on Aristotle with full readings of his Nichomachean Ethics, Politics, Rhetoric and Poetics. Students reflect on the ancient quarrel between poetry and philosophy by a close reading of Plato in his Apology of Socrates. The course concludes with the supplemental Christian vision of ethics as found in Augustine's Confessions.

CC602 Aquinas and Machiavelli
3 Credit Hours

This course further explores the conflict between the city of God and the city of man as it developed in the Middle Ages. Set against Plato's Symposium, students read On the Necessity of Loving God by Bernard of Clairvaux, the Consolation of Philosophy of Boethius, the Summa Theologica of Aquinas (selections), the Mandragola and the Prince of Machiavelli, the Rape of Lucrece and Henry V of Shakespeare, and the Leviathan of Hobbes.

CC604 Dante and Milton
3 Credit Hours

This course explores comedy and tragedy, as they are found both in the classical world and in the Christian church, in order to further develop an understanding of the two cities. This course provides a directed reading of Aristophanes’ great comedies (Frogs, Peace, and Birds), the Divine Comedy of Dante, Paradise Lost of Milton, and Shakespeare's greatest tragedy (King Lear) and greatest comedy (The Tempest).

CC702 Thucydides and Tocqueville
3 Credit Hours

This course marks a transition to a focused study of political regimes and the foundations of liberty. Students are presented with the strengths and weaknesses of the various political regimes, with special attention given to democracy, through a directed reading of Thucydides' Peloponnesian War, Bunyan's Pilgrim's Progress, Tocqueville's Democracy in America, and Hawthorne's The Scarlet Letter. Additional texts employed in this study are The Merchant of Venice by Shakespeare, and The Freedom of the Christian by Martin Luther.

CC704 Nietzsche and Dostoyevsky
3 Credit Hours

This capstone course in the Christian and Classical Studies program continues the discussion of political regimes, specifically as it relates to the founding and refounding of the American Republic, followed by a consideration of the divergent European visions that have challenged the Republic up to the present time. There are lectures
on The Federalist Papers of Madison, Hamilton, and Jay; the Speeches of Lincoln; and directed readings of Beyond Good and Evil, Genealogy of Morals, and Twilight of the Idols of Nietzsche; and the Brothers Karamazov of Dostoevsky. Prerequisites: CC502, CC504, CC602, CC604, and CC702.

**CHURCH HISTORY**

**Required Courses**

**CH502 History of Christianity 1 – Ancient and Medieval Church History**
3 Credit Hours

This course provides a detailed study of the theology of the ancient and medieval church. In each era, key figures, confessions, and themes are examined (focusing especially on issues of biblical interpretation, the doctrine of the Trinity, Christology, and church practice). Students gain familiarity with these eras by reading primary source texts, including the Apostolic Fathers, Irenaeus, the Cappadocians, Augustine, Cyril of Alexandria, Anselm, and Thomas Aquinas.

**CH504 History of Christianity 2 – Reformation to Modern Era**
3 Credit Hours

This course provides a detailed study of the Protestant Reformation, Puritanism, and various modern movements and events (including revivalism, the Enlightenment, fundamentalist-modernist controversies, the Second Vatican Council, postmodernity, and the rise of global South Christianity). In each era, key figures, confessions, and themes are examined. Students gain familiarity with these eras by reading primary source texts, including Luther, Dordt, Owen, Edwards, Kant, Barth, and Machen.

**CH601 Scripture/Canon in the Early Church**
3 Credit Hours

This course examines the history and theology behind the early stages of the development of the canon of scripture. This course provides a detailed study of key texts, figures, historical events, and the role each played in the discussions and development of textual authority. Specific attention is paid to the issues of textual and manuscript concerns and questions, orthodoxy and heresy, extra-canonical gospels and apocalypses, and questions of inter-textual compatibility and biblical interpretation. Students gain familiarity with these issues through a combination of course lectures, historical surveys, and primary source texts from an array of early writers including the Apostolic Fathers, Irenaeus, Tertullian, Origen, Augustine, Marcion, Valentinus, and others.

**CH613 Irenaeus: Truth, Tradition, and Orthodoxy**
2 Credit Hours

This course is an intensive study of the church father, Irenaeus of Lyons with specific attention given to his context and literary and theological contributions. Although often maligned by contemporary scholars as a belligerent, sarcastic, and unfair theological mercenary, a closer look at his writings in their historical and theological context will produce a remarkably different picture of a man who humbly, thoughtfully, and effectively steered early Christian theology by clarifying the church’s textual authority and establishing the boundaries of orthodoxy and heresy.

**COUNSELING**

**Elective Courses**

**CO602 Foundations of Counseling: Relationship & Communication**
3 Credit Hours

This course is designed as a basic introduction to the therapeutic concepts, principles, and skills crucial to the effective pastoral counseling relationship. Emphasis is given to critically assessing the essential qualities and attributes of effective counselors, elements of communication, identifying one’s own strengths and weaknesses, understanding the utility and limits of the pastoral counseling relationship, becoming meta to the counseling relationship itself, setting and respecting healthy boundaries, establishing realistic goals in counseling, learning to confront…with love, understanding what “normal” is, and knowing how and when to make appropriate referrals. Some attention will also be given to healthy self-care as a necessary component of the pastor’s personal life and effectiveness as a counselor.

**CO604 Foundations of Counseling: Application & Topics**
3 Credit Hours

Whereas Foundations in Counseling: Relationship & Communication focuses on the person of the counselor and how to be with individuals in their “hour of need.” This course, Foundations of Counseling: Application & Topics, is designed as a basic introduction to numerous common presenting problems for which people seek pastoral counseling and how to help. Emphasis is given to assessing the current situation (i.e., presenting problem) and gathering historical information, understanding and addressing challenges from a psychological and a biblical perspective, identify and work through counselee resistance with mutual respect for counselee and counselor, developing treatment goals, and developing an appreciation of all individuals as members of various people-groups (i.e., cultural sensitivity) and honoring this in counseling.
NEW TESTAMENT

Required Courses

NT502 New Testament Survey 1 — Gospels and Acts
3 Credit Hours


NT504 New Testament Survey 2 — Epistles and Revelation
3 Credit Hours

This course will present critical and introductory issues in the New Testament epistles. The issues will include such topics as authorship, normative vs. cultural understanding of commands contained in the epistles, the authorship of disputed epistles, and the life and work of the Apostle Paul. These issues will be in addition to the typical introduction and overview of the books from Romans to Revelation.

NT512 New Testament Greek 1
3 Credit Hours

This introductory course presents the basic grammar, syntax, and vocabulary of New Testament Greek as well as a rationale for studying the language. Greek 1 and 2 should always be taken in the same academic year.

NT514 New Testament Greek 2
3 Credit Hours

This second Greek course concludes the instruction in basic grammar, syntax, and vocabulary of New Testament Greek. At the end of this course the student will be able to read easier portions of the New Testament (I John, portions of Mark and John). Prerequisite: NT512.

NT702 Advanced Biblical Exegesis
3 Credit Hours

The course will focus on a variety of hermeneutical methods for understanding the New Testament and building a strong working knowledge of syntax, vocabulary, and exegetical skills. These skills will ultimately be used for the exegesis of the Old and New Testament and the practice of teaching and preaching the Scripture. Prerequisites: Either one year of Greek or Hebrew.

NT712 Biblical Hermeneutics
3 Credit Hours

Hermeneutics is the science and art of biblical interpretation. It is something that every reader of the Bible does, whether or not s/he is aware that this activity is happening. As evidenced by a large number of different denominations, there are various ways of interpreting Scripture. This course will lay out in a scientific and orderly fashion the common categories and rules for biblical interpretation while also appreciating and exploring the artistic flexibility that is also an inherent part of interpreting Scripture. To be a skilled interpreter of Scripture, one must learn to balance the scientific rules and the art of applying these rules. Such is the primary aim and objective of this course.

NEW TESTAMENT

Elective Courses

NT500-2 E-Greek 1 with Logos
2 Credit Hours

This is a four-week, two-credit course dedicated to the fundamentals of Biblical Greek along with basic Logos Bible Software skills to facilitate Bible study. Taking a cue from the introduction to Dr. William Mounce’s book Greek for the Rest of Us, this course is designed to teach you a little bit of Greek and a lot about biblical study tools with the aim of deepening and enhancing your study of the Word of God.

NT510-2 E-Inductive Bible Study
2 Credit Hours

This course will introduce the student to an inductive method of biblical study. Emphasis will be placed on practice of observation, interpretation and application. Theoretical concerns regarding the various biblical genres will be considered. Students will combine these aspects of Inductive Bible Study with the functionality of Logos Bible Software in order to appropriately work with electronic resources in a hermeneutically responsible way. Logos Bible Software is required for this course.

NT600-2 E-Greek 2 with Logos
2 Credit Hours

This is a four-week, two-credit course dedicated to the fundamentals of biblical Greek along with basic Logos Bible Software skills to facilitate Bible study. Building upon the knowledge and skill sets acquired in the first E-Greek course, this course provides further instruction in Koine Greek grammar and aims to enhance a student’s ability to perform word studies, use biblical commentaries, and responsibly approach the topic of textual criticism.

NT601-2 Intertestamental History
2 Credit Hours

This is a reading intensive course in which you will gain an historic overview of the Intertestamental period. This era, often referred to as “the silent years” between the Old and New Testaments, ranged from the mid-sixth century BC to
the destruction of the Second Temple in 70 AD. You will read about the key people and significant events during the years from “Malachi to Matthew” along with the primary source documents that inform much of our study from this era.

**NT603-2 Intertestamental Literature**  
2 Credit Hours

This is a reading intensive course in which students will read and consider important historical, religious, and didactic writings from Second Temple Judaism and the Intertestamental period. Selected texts, literary types and genres that will be addressed include expansions of Scripture, the Apocrypha, pseudo-canonical and pseudepigraphal works, didactic stories, the Dead Sea scrolls, the Septuagint, and scholarly sources.

**NT731 Sermon on the Mount in Greek**  
3 Credit Hours

This course will very carefully examine the greatest sermon ever preached, both on a macro and on a micro level. The sermon will first be looked at overall, for structural clues, chiasms, poetic sayings, and parables. After the bird’s-eye look at the sermon, the serious and careful micro exegesis will take place. Students will learn to examine historical contexts in narrative documents, look carefully at changes in tense or mood for special emphasis, and make decisions about this passage’s (Matthew 5-7) connection to similar material in another Synoptic Gospel (Luke 6) and make decisions about some of the more difficult theological material contained in the sermon. Prerequisite: NT614.

**OLD TESTAMENT**  
**Required Courses**

**OT602 Old Testament Survey 1**  
3 Credit Hours

This course is the first of two classes that constitute a survey of the Old Testament canon. Beginning with the creation account in Genesis, this class traces the redemptive-historical development through to the end of King David’s reign. The emphasis is on the narrative of the Bible story as presented through sacred history.

**OT604 Old Testament Survey 2**  
3 Credit Hours

This course completes the survey of the Old Testament canon and the conclusion of the redemptive-historical story up to the time of Christ. Much attention will be given to Hebrew Psalms and wisdom literature as well as the prophetic oracles that established the contours of the history of Israel.

**OT612 Old Testament Hebrew 1**  
3 Credit Hours

This course introduces the students to the basic elements of Hebrew.

**OT614 Old Testament Hebrew 2**  
3 Credit Hours

This course completes basic Hebrew grammar and vocabulary, enabling students to work with the Hebrew language. Prerequisite: OT612.

**THEOLOGICAL STUDIES**  
**Required Courses**

**ST506 Systematic Theology 1 - God and Creation**  
3 Credit Hours

In this course students will examine the character of God, the creation, and the nature of humanity. The students will be introduced to pertinent biblical texts and themes, theological terms, key figures, and the importance of culture and history in framing various debates. As the first in three courses in systematic theology, particular attention will be given to theological method and the nature of theology as biblical reasoning within God’s economy of grace.

**ST602 Systematic Theology 2 - Christ and the Church**  
3 Credit Hours

In this course the students will examine the person and work of Christ (the *historia salutis*), as seen in the context of God’s covenant of grace and in the community of His people created by His gospel. The students will be introduced to pertinent biblical texts and themes, theological terms, key figures, and the importance of culture and history in framing various debates. As the second of three courses in systematic theology, particular attention will be given to the centrality of the gospel in all Christian theology.

**ST604 Systematic Theology 3 - Salvation and Eschatology**  
3 Credit Hours

In this course the students will examine the application of the gospel to individuals and to the whole earth. We will focus on the application of salvation (the *ordo salutis*), the means of grace, and the kingdom of God. The students will be introduced to pertinent biblical texts and themes, theological terms, key figures, and the importance of culture and history in framing various debates. As the last of three courses in systematic theology, particular attention will be given to the eschatological shape of all Christian theology.
This course examines the relationship of the Gospel to obedience. It considers the theological virtues of faith, hope, and love. It then addresses the role of the law as a framework for Christian life, noting the impact of redemptive-historical and cultural shifts in our appropriation of the law.

**THEOLOGICAL STUDIES**

**Elective Courses**

**ST501-2 Introduction to Reformed Theology**
2 Credit Hours

This course is reading intensive and designed to examine what is meant by the title, “Reformed theology.” Students will be introduced to pertinent biblical texts and themes, theological terms, key figures, and the importance of culture and history in the development of Reformed theology. In turn, students will assess how Reformed theology relates to today’s culture.

**ST504 Philosophical and Theological Foundations**
3 Credit Hours

This course examines basic philosophical topics and historical philosophical thought in order to prepare students to understand current theological issues and interpret historical theology.

**ST505 Reformed Theology**
3 Credit Hours

This course explores many of the historical, political, and cultural factors that influenced and shaped the Reformed tradition and spirituality. Students will consider the biblical, philosophical, and intellectual development of Reformed churches and confessions. Course readings include the Westminster Confession of Faith, John Owen’s *Communion with the Triune God*, and Edward Fisher’s *The Marrow of Modern Divinity*.

**ST608 Ethics**
3 Credit Hours

This course examines the relationship of the Gospel to obedience. It considers the theological virtues of faith, hope, and love. It then addresses the role of the law as a framework for Christian life, noting the impact of redemptive-historical and cultural shifts in our appropriation of the law.

**ST612 Theology of Martin Luther**
3 Credit Hours

This course examines a topic in theology by carefully reading key texts and engaging in seminar-style discussion. The student will grow in their ability to understand the role of Martin Luther in shaping Protestant theology, appreciate the exegetical argumentation in his work, and grasp the structure and emphases of his theology. Students will also familiarize themselves with his literary style in his own context, discern various interpretations of or responses to his theology, and assess the value of his theology for contemporary theological formulation.

**ST613 Covenant Theology**
3 Credit Hours

This course examines the message of the Bible and the teaching of the Christian faith through the lens of God’s covenants. The goal is to grasp better and communicate more clearly the biblical account of God’s works and ways. Readings and lectures will cover a biblical theology of the covenants, their theological implications, their interpretation in church history, and their practical outworking in the ministry of the church and Christian life.

**ST615 Theology and Science**
3 Credit Hours

This course explores the history and philosophy of science, the historical and modern interaction between science and the church, and current topics in science. It will promote understanding of the creation as God’s general revelation, and appropriate means of interacting and interpreting general revelation in conversation with interpretation of Scripture as God’s special revelation. Considerable time will be given to questions of how God acts and science as the study of the usual mode of God’s creative work in the world.

**ST703 Theology of John Calvin**
3 Credit Hours

This course examines the theology of John Calvin. Students will survey the main features of Calvin’s theology and exegesis. Additionally, students will assess the historical factors that shaped Calvin’s theology as well as his contribution to the Reformed tradition.

**ST703-2 Theology of Thomas Aquinas**
2 Credit Hours

This course is reading intensive and designed to examine the theology of Thomas Aquinas. The key focus of this course is upon the text of his *Summa Theologica*.

**ST706 Apologetics**
3 Credit Hours

This course provides an introduction to the need and basis for Christian apologetics. Students will discuss various apologetic barriers (e.g. refusal to believe in absolute truth, refusal to listen to propositional statements, etc.) and explore possible answers to these barriers. The focus of the class will be on objections which might be encountered in the course of personal evangelism or other church work.
Doctoral Course Descriptions
(Note: This is a representative list of courses.)

DM813 Covenant Theology
3 Credit Hours (See course description for ST613.)

DM817 History of the English Reformation
3 Credit Hours
An in-depth study of the history of the English Reformation and the momentous changes which took place during this important time.

DM818 Enriching Preaching through Logos Software Application
3 Credit Hours
To preach and teach effectively, the pastor must have a foundation of sound exegetical competence upon which to build. This is a developmental course designed to teach pastors and teachers the latest software tools in exegetical analysis stressing proficiency in skill and efficiency in time. Logos Bible Software is the software engine used in the course.

DM824 Christ and Culture
3 Credit Hours
This course explores Christian participation, engagement, and witness in culture. Beginning with Richard Niebuhr’s book, Christ and Culture (1951), this course will survey the prominent approaches in North American Christianity to Tertullian’s question, “What has Athens to do with Jerusalem?” Special attention will be paid to thinking theologically about the relationships that we have with creative cultural artifacts like paintings, poems, films, television shows, and songs.

DM825 Doctoral Research and Writing
3 Credit Hours
The purpose of this course is to develop and refine skills for doctoral research and writing by means of addressing a wide range of topics and issues. Students will increase their abilities in technical matters including structure, format, style, syntax, grammar, and proper citation of sources while also refining skills in logic, biblical exegesis and hermeneutics, and the use of digital resources such as the online library holdings and Logos Bible Software. Particular attention is also given to the requirements for the Doctor of Ministry Major Project and the intersection of academic, theological, and ministerial considerations. Together, these categories work to inform and accomplish the overarching aim of this course, which is to understand how scholarly research and writing is a pastoral vehicle for declaring and demonstrating the Gospel of Jesus Christ.

DM838 Romans: Exegesis and Theology
3 Credit Hours
A study of Paul’s Letter to the Romans focused on its literary and canonical argument, engaging the history of interpretation, and considering its theological and pastoral implications. As we engage the text we will encounter a number of major issues in theology and ministry: the person and work of Christ, the meaning and content of God’s righteousness and grace, the definition of and distinction between law and gospel, the world as created and fallen, the relationship between faith, freedom, and obedience, and a Christological reading of the Old Testament.

DM841 Church Planting
3 Credit Hours
Examines in-depth the biblical principles and practice of church planting.

DM842 Humor and Storytelling: From the Bible to Today
3 Credit Hours
This class will examine the use of humor and storytelling, starting with the book of Genesis and moving through the Bible looking for instances of storytelling and humor in the Old Testament, Gospels, and Epistles. Then the use of humor and storytelling will be examined as a sermonic tool for use today. Modern sermons and writings on both the use of humor and the telling of stories will be read and listened to. Questions of appropriateness of humor, overuse of stories, proper storytelling technique, and how such tools can either hurt/help a sermon will be discussed. The student should be prepared to think through the use of humor and storytelling in his/her own ministry. On the final day of class each student will be expected to tell a story to the class using some of the tools that have been learned.

DM851 Formation of the Canon
3 Credit Hours
Scripture is central to ministry, and yet questions concerning the formation of the canon of scripture and its legitimacy are becoming more and more common. As Christians who declare and demonstrate the Gospel of Jesus Christ, it is imperative that we understand how we got that gospel and the other texts of scripture in the first place. This course examines the history and theology behind the early stages of the development of the canon of scripture by means of a detailed study of the formation of the canon within the context of the development of orthodoxy in the early church. Central focal points of this course include key texts, figures, historical events, and the role each played in the discussions and development of textual authority. Specific attention is paid to the issues of textual and manuscript concerns and questions, orthodoxy and heresy,
extra-canonical literature, and questions of inter-textual compatibility and biblical interpretation. The aim of this course is to provide students with an informed perspective from which they may engage in ministerial questions about the history, theology, and authority of scripture. In addition to course lectures students will engage with historical surveys, and primary source texts from an array of early ‘orthodox’ and ‘heretical’ writers including the Apostolic Fathers, Irenaeus, Tertullian, Origen, Augustine, Marcion, Valentinus, and others.

DM853 C.S. Lewis: Gospel, Culture, and Ministry
3 Credit Hours (See course description for AT653.)

DM856 Mission and Tradition: Seeking a Balance in Ministry
3 Credit Hours

This class will explore the emerging and traditional churches, as we seek to discover a third way to be the Church in the 21st century. Deep Church is the phrase C.S. Lewis used to describe the body of believers committed to mere Christianity. Unfortunately church in our postmodern era has been marked by a certain shallowness. This course brings hope to those who may be fed up with contemporary pragmatism by offering alternative visions for this present culture. While some traditional churches have reacted negatively and/or defensively, we will seek to bring the best insights from all sides of the issue to forge a third way between emerging and traditional: a missional church committed to both its own culture and its Christian tradition, valuing innovation in worship, arts, and community (mission) but also creeds, confessions, and historic patterns of worship and discipleship (tradition).

DM868 Deuteronomy: Exegesis and Theology
3 Credit Hours

A study of Deuteronomy that focuses on its literary and canonical argument, drawing on the history of interpretation and considering its implications for Christian doctrine and ministry. In so doing, we consider a number of major issues in theology and ministry such as the Word of God, OT Theology, salvation, and covenant.

DM872 The Epistle to the Hebrews: Exegesis and Theology
3 Credit Hours

A study of the Epistle to the Hebrews that focuses on its literary and canonical argument, drawing on the history of interpretation and considering its implications for Christian doctrine and ministry. In so doing, we consider a number of major issues in theology and ministry: the work of Christ, the relation of the Old and New Covenants, the objective and subjective aspects of the Christian life, suffering and perseverance, assurance, and the nature of faith.

DM887 Preaching Christ in the Law, Prophets, and Psalms
3 Credit Hours

The law uniquely teaches the love of Jesus. The prophets show how His justice leads to His mercy. And the Psalms show the tender heart of the Davidic king. This course is designed to show forth the love of Christ even through the preaching of the thunder of the law. It teaches you to proclaim the comfort told by the prophets, all tuned to the merciful harp of David, the sweet singer of Israel. Christ is all in all, even in—and especially in—the Old Testament.

DM888 Theological Ethics for Ministry
3 Credit Hours

This doctoral-level class combines a theological and philosophical study of ethical theory with the practical demands of ethical ministry work. By means of a survey of approaches to ethics, secular and theological, the class will approach ethical problems to examine them in the complexities of practical application. Students should expect to be equipped for the usual and expected ethical issues in practical ministry with congregants, with the means to approach the unusual and unexpected when they arise. Furthermore, students will be challenged to consider organizational structures to both define and provide accountability to appropriate ethical standards for themselves personally as ministry leaders and to the ministries to which they are called.

DM908 Ephesians: Exegesis and Theology
3 Credit Hours

A study of Ephesians that focuses on its literary and canonical argument, drawing on the history of interpretation and considering its implications for Christian doctrine and ministry. In so doing, we consider a number of major issues in theology and ministry that are particular to this New Testament epistle.
DM914 Preaching the Parables
3 Credit Hours

This course is an in-depth look at the parables of Jesus, both in terms of an examination of historical methods of interpretation of the parables as well as close exegesis of the parables themselves. All of this is done with the ultimate goal of faithfully preaching the parables to followers of Jesus. The first part of the class will be devoted to an overview of the history of the interpretation of Jesus’ parables as they are found in the Synoptic Gospels. Following this, a proposed method for interpretation will be put forward and a number of parables will be examined. This examination will include the use of the parables by the New Testament authors, background information that will help with proper exegesis, a close examination of the text, and finally an application of the parable(s) for today. All of these tasks will lead to the question of how one preaches an ancient story in a modern context.

DM916 Scripture and Doctrine
3 Credit Hours

Doctrine begins and ends with scriptural interpretation. By working with and testing this basic thesis, this course will commend an account of the relationship between scripture and doctrine in which doctrine is understood as a reading of scripture and as that which enables us to read scripture well. To consider this reciprocal relationship—doctrine flows from scripture and returns us to scripture as better readers—this course will explore the character and content of the Bible, the relationship between the Old and New Testament, the process and history of interpretation, and a number of case studies demonstrating the biblical basis for doctrinal formulations and, conversely, how doctrinal formulations can aid biblical interpretation. Throughout, attention will be given to the effectiveness and creativity of God’s word, indicating that ultimately it is not we who interpret scripture, but God who interprets us through His word.

DM918 Christ-Centered Preaching
3 Credit Hours

Moving from theory to practice, this course teaches the student how to read hearers, how to show the relevance of the text to them, how to structure a sermon or lesson for maximum effectiveness, what style to strive for, how best to illustrate, and how to tell Scriptural stories effectively.

DM924 Theology for Ministry: Doctrine for Preaching and Pastoral Care
3 Credit Hours

What is the relationship between theology and the real life of Christian ministry? This course is a consideration of this question. Taking a dialogical approach, we will facilitate a conversation between doctrine and the daily stuff of ministry—from baptisms to funerals and the often painful life that’s lived between. By moving from doctrinal themes or topics to pastoral case-studies we will work to uncover the “pastoral payoff” of theology. The thesis of the course is this: theology is for ministry—it is for preaching and pastoral care, for sinners and sufferers, for the weary and wounded. To focus (and limit) the conversation, the doctrinal themes will be introduced and studied with reference to The Thirty-Nine Articles of Religion. This makes the course ideal for those in the English Reformation track, but as the Articles of Religion were intended to be a broadly Reformational confession they will serve well for all who want to think through preaching and pastoring in the Protestant tradition.

DM926 Using the History of Exegesis: Reading the Bible with the Dead
3 Credit Hours

We do not read the Bible alone. We read within the “communion of saints” and are reliant upon the Holy Spirit’s illumination of this biblical text throughout the centuries and around the globe. In this course, students learn how to make use of the exegetical resources drawn from church history. We familiarize ourselves with the interpretive work of the patristic, medieval, and Reformation eras, so that we can employ not only contemporary but also classical voices in our ongoing conversations about the Bible. We learn how to glean the strengths of the history of exegesis, while doing so critically and faithfully.

DM928 Church Issues in Science and Technology
3 Credit Hours

This course examines issues and opportunities facing the church today in theology, ethics, and apologetics related to modern science and technology.

DM936 Job: Exegesis and Theology
3 Credit Hours

This course seeks to introduce students to a ruled reading of the book of Job in light of its theological context, literary structure, and verbal profile. A critical discussion of the history of Job’s interpretation, both pre-modern
(Gregory, Maimonides, Aquinas, Calvin) and modern (Kafka, Jung, Barth), will also form an essential part of the course. Various exegetical and historical issues raised by the book will be discussed, not merely for their own sake, but specifically with a view toward promoting a deeper understanding of the character of Job as Christian scripture. To that end, the contribution made by wisdom, providence, and figuration for assessing Job’s message, as well as the literary and theological significance of conflict and reversal.

**DM999 Major Project**

6 Credit Hours

The Major Project will be no more than 200 pages and demonstrate the student’s ability to build an adequate bridge between significant ministerial concerns in a creative and meaningful way, demonstrating an ability to integrate exegetical and theological insights with understanding of the practice of ministry in contemporary social contexts.

---

**Student Handbook 2017-2018**

Welcome to Knox Theological Seminary!

You have come to Knox in order to grow in Christ purposefully. We consider the calling of God on your life to be a divine appointment. The faculty, staff, and administration of Knox Theological Seminary covenant together with you to honor the Lordship of Jesus Christ by helping you successfully prepare for the Kingdom work to which God has called you.

Knox serves students from many Christian denominations. We have forged an effective blend of strong academic and practical ministry training to prepare you as a leader in the 21st century. Within this combination of emphases, the Seminary promotes and nurtures both Christian freedom and responsibility.

Our mission is to be a seminary in the tradition of the Reformation that exists to educate men and women to declare and demonstrate the Gospel of Jesus Christ.

Our vision is to equip students from nations across the globe with the knowledge and skills needed to be ministry leaders in the Kingdom of God on Earth. The Knox education will be marked by its consistency with Reformational theology, theological depth, practical applicability in world-wide cultures, and evangelistic aim. The Seminary will provide online and residential courses to train students already actively engaged in vocational or ministerial roles, as well as those interested in full-time residential studies. Knox students will be united by their affirmation of the Apostles’ Creed but come from diverse faith traditions, and will desire to grow in their knowledge of God for the purpose of serving Christ by proclaiming the Gospel of Jesus Christ to unbelievers and discipling those who already believe.

Our goal is to prepare leaders of the 21st century, emphasizing the application of Scripture to all aspects of our culture and providing them with excellent academic instruction and guidance in each student’s personal spiritual growth.

This handbook is designed and provided to help you know what to expect as well as what is expected of you. Students are responsible to know and adhere to all policies found in this handbook, and are advised that the Seminary reserves the right to adjust or amend this handbook at any time for any reason without notice. The expectations and regulations that follow are intended for the mutual benefit and freedom of the total student community (online and residential), the faculty, and the staff of Knox Seminary. Questions about the content of this handbook may be directed to any faculty member or Dean.

**Student Faith Commitment**

Although the Seminary’s statement of faith is particular to its Reformational theological heritage, students are not required to affirm every aspect of the Seminary’s statement of faith. However, a credible profession of faith and commitment to the truths of the Christian faith are required for entrance to and graduation from the seminary, and so students of Knox are required to personally affirm the basic truths contained in the Apostles’ Creed:

I believe in God the Father Almighty, Maker of heaven and earth, And in Jesus Christ, His Only Son, our Lord:

Who was conceived by the Holy Spirit, Born of the Virgin Mary, Suffered under Pontius Pilate, Was crucified, died, and was buried;

He descended into hell; On the third day He rose again from the dead;
He ascended into heaven, And is seated at the right hand of God the Father Almighty; From there He shall come to judge the living and the dead.

I believe in the Holy Spirit, the holy catholic church, The communion of saints, the forgiveness of sins, The resurrection of the body, and the life everlasting. Amen.

**Student Expectations**

It is the desire of the faculty and staff of Knox to see every student grow spiritually and intellectually in order to become effective ministry leaders, competently applying the Scriptures to all aspects of personal life as well as culture. In order to promote the intellectual and spiritual maturation of Knox students, we request that all students, faculty, and staff agree to the following expectations.

**STUDENT CONDUCT POLICY**

Student conduct is under the supervision of the Faculty, Program Directors, and the Dean of Students and/or the Director of Distance Education. The Seminary expects that its students will conduct themselves as mature Christians. The Seminary reserves the right to dismiss a student whose conduct is found to be in violation of the moral, spiritual, and ethical principles of Scripture, as interpreted by the Westminster Confession of Faith and the Larger and Shorter Catechisms. As a group under the oversight of the faculty and the Board of Directors, the Seminary reserves the right to take action beyond dismissal that it may deem necessary.

Knox Theological Seminary exists to serve, not supplant the local church. To receive the maximum benefit from your theological studies, therefore, it is essential that you maintain or establish an active involvement with a congregation in your community. Regular participation in worship, ministry, and fellowship of the Christian community is essential for well-rounded spiritual development. The Seminary’s policy on student conduct presupposes that students who enroll are in good standing in their congregations. If, at any time, Knox becomes aware that a student’s standing in his or her church is subject to question, the Seminary reserves the right to review the situation with the student and appropriate parties and to withhold enrollment, if necessary, until the matter is resolved.

**PRIVACY**

Students are expected to protect their own privacy and respect the privacy of others. Do not share the personal e-mail addresses or phone numbers of others. Students are forbidden to allow others access to a residential or online course without written permission from the Dean of Faculty.

**ONLINE COMMUNICATION ETIQUETTE**

E-mail is a primary method of communication at Knox. It is imperative that you check your Knox student e-mail account frequently. In addition, certain standards of communication and network etiquette should be upheld by everyone. The following points will act as a guide for courteous communication.

Give care to the composition of your message. This is not an informal environment that tolerates texting or shorthand communication.

Proper spelling and grammar should be used in all communications.

Please be courteous to the faculty and staff at Knox, as well as the other students in your class(es). Disagreements should be handled in a civil, respectful way. Personal attacks and inflammatory or objectionable language are unacceptable.

Knox will not tolerate any inappropriate language – sexist, racist, or discriminatory in any manner.

Your Knox e-mail address should not be used by you to handle or solicit personal business. Likewise, where you gain access to other student e-mail addresses, you may not use or distribute them for any reason not directly related to Seminary business or academic purposes. Sharing of e-mail addresses should only be done with the express permission of the students.

**APPROPRIATE USE OF TECHNOLOGY**

Seminary-owned computers are for academic use only, should not be used for casual Internet browsing or games, and may not be used to access inappropriate materials such as pornography, racist or discriminatory materials, etc. Infractions of this rule, judged by the sole discretion of the Seminary administration, will be grounds for discipline up to and including immediate dismissal from the school. If in doubt about any online materials, do not use Seminary computers for access.

**CELL PHONES**

Out of courtesy to instructors and fellow class members, cell phones must be turned off or silenced during class times, Chapel services, and in the library. Calls may be retrieved only after the class is over or during breaks.

**ORGANIZATION AND TIME COMMITMENT**

Students are expected to manage their time wisely. Balancing daily responsibilities with graduate studies can be challenging. Each student should schedule appropriate time for studies along with other responsibilities.
Student Protection

It is imperative that students not only understand their responsibilities as students, but also understand the rights and protections available to them as students at Knox Theological Seminary.

STUDENT RIGHT TO PRIVACY

The Family Educational Rights and Privacy Act of 1974 (Public Law 93-280), pertaining to the protection of the right of privacy of students, governs access to and release of student records. This law provides the following:

1. Educational institutions must provide student access to official records upon request (except for letters of recommendation) and provide an opportunity to challenge such records if they believe them to be in error.

2. Educational institutions must obtain written consent of students before releasing personally identifiable data from records other than a specified list of exceptions.

3. Students must be informed of their rights specified by this statute.

4. The Department of Education may investigate any alleged violation of the Act.

For more information on your rights and access, go to: http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html.

If students wish to see their records that are not included in their online record accessible through the school’s student management software, the Registrar provides supervised access to them. Students may place in their records any additional information they wish to have included. Administrative staff and faculty will respect the confidentiality of student information acquired in the course of their work. General directory information may be disclosed, such as student’s name, address, and telephone number, e-mail address, photographs, honors and awards, dates of attendance, and participation in officially recognized activities. Students may withhold directory information by notifying the Registrar in writing. Requests for non-disclosure will be honored by Knox for no more than one academic year.

POLICY OF NONDISCRIMINATION

Knox admits students of any race, color, national and ethnic origin, and physical handicap to all the rights, privileges, programs, and activities generally accorded or made available to students of the Seminary. Knox does not discriminate on the basis of race, color, national and ethnic origin, or physical handicap in administration of its educational policies, admissions policies, scholarship programs, or other Seminary-administered programs.

HARASSMENT

Knox does not and will not tolerate unlawful harassment of employees or students. The term “harassment” includes, but is not limited to, slurs, jokes, and other verbal, graphic or physical conduct relating to an individual’s age, race, color, sex, national origin, citizenship status, marital status, pregnancy, religion, disability/handicap, genetic information, or any other protected status in accordance with the requirements of all applicable federal, state, and local laws. “Harassment” also includes sexual advances, requests for sexual favors, offensive touching, and other verbal, graphic or physical conduct of a sexual nature.

If you feel that you are being harassed in any way by an employee, student, or by an employee of a vendor, you should notify one of the individuals designated below immediately. In addition, if you believe that a fellow student or employee is being harassed in any way by an employee, student, or by an employee of a customer or vendor, you should notify one of the individuals designated below immediately. Any such matter will be thoroughly investigated, and where appropriate, disciplinary action will be taken.

No faculty member or employee is authorized to make any academic or disciplinary decision based in any way on a student’s submission to or rejection of sexual conduct or advances. No faculty member or employee has the authority to suggest to any student that the student’s continued attendance or future advancement will be affected in any way because the student enters into or refuses to enter into a form of sexual or another personal relationship with the faculty member or other employee. If you believe that a supervisor, member of our administrative team, employee, student, customer, or vendor has acted inconsistently with this policy, please immediately contact your academic advisor, Dean of Students, or Dean of Faculty.

If you feel you have been or are being harassed in any way, do not assume that the Seminary is aware of your concern. Please bring your complaints and concerns to our attention so that we can resolve them.

APPEAL PROCEDURES

If a student has filed a written complaint with either the Dean of Faculty or the Dean of Students and the student is not satisfied with the decision made by the Dean in response to the complaint, the student may then appeal to the President by filing a written statement of particulars. The President will confer with the individuals involved and seek a resolution that is satisfactory to all parties. If the problem cannot be resolved in this manner, the President may make a decision on the matter or may refer it to a faculty committee for a ruling.
STUDENT COMPLAINTS TO THE COMMISSION ON ACCREDITING
The Seminary seeks to comply fully with the standards of accreditation of the Commission on Accrediting of the Association of Theological Schools (ATS/COA). Students who believe the seminary has violated ATS/COA standards or procedures in any way should submit their complaint in writing to the Accreditation Liaison Officer who serves as the coordinator of matters related to institutional accreditation at Knox. The complaint should make reference to the specific ATS/COA Standard(s) and/or Procedure(s) to which the complaint is related. The complaint will be reviewed and a written response will be provided to the student within two weeks of the receipt of the complaint. If the student is not satisfied with the response and still believes that the Seminary is out of compliance with the standards and procedures, the student may file a complaint in writing with the Board of Commissioners of the Commission on Accrediting of the Association of Theological Schools, 10 Summit Park Drive, Pittsburgh, PA 15275-1103. For further information the phone number for ATS/COA is 412-788-6505.

SPECIAL NEEDS
Students requiring special attention, including seating arrangements and alternative forms of testing, must provide to the Registrar documentation of professional evaluation of the disability, date of said evaluation, and specifications of assistance required. Such documentation must be provided upon application for admission to the Seminary’s programs unless the need for special attention is discovered thereafter. In the latter case, written notification to the Registrar must occur no later than 15 days after the date of evaluation.

STUDENT ACADEMIC POLICIES
The policies included below pertain specifically to the academic life of the student, including academic questions and concerns both in and out of the classroom.

COURSE REQUIREMENTS
Instructors outline course requirements, including special assignments and examinations, at the beginning of each course. Students are expected to have assignments complete on the days assigned. Any change must be approved by the instructor.

ATTENDANCE POLICY (RESIDENTIAL)
Attendance is taken and students are required to attend all classes. Absences do occur, however, and are handled as detailed below. There are two categories of absence: excused and unexcused.

Excused absences are those absences resulting from extenuating circumstances such as personal illness, jury duty, active military service, death in the immediate family, or previously scheduled ministry activity. All other absences are considered unexcused. Excused absences will be granted only if submitted in writing (including e-mail) to, and approved by, the professor before the anticipated absence.

Unexcused absences will be recorded and will result in a reduction of two points per absence from the student’s grade for the course. Students who accumulate more unexcused absences than there are credit hours for the course will fail the course.

Tardiness and early departures for any portion of an hour can, at the professor’s discretion, be counted as a full hour of absence. Every effort is made to assist students who are providentially hindered from attending classes. The student is responsible for notifying the instructor of their absence and for contacting the instructor to arrange for all make-up work. Exceptions will be considered by the professor on a case-by-case basis.

ATTENDANCE POLICY (ONLINE)
Verifying Attendance: To comply with U.S. Department of Education policies, attendance within each Knox Online course is measured by any submission to Knox Online within the enrollment dates of the course (such as examinations, written papers or projects, any discussion board posts, etc.). In order to verify attendance and secure enrollment at the beginning of a course, students will complete the “Course Requirements Check In” by the end of the first Thursday of the course.

Please be aware of the drop/withdrawal policy, as verifying or failing to verify attendance may result in charges and credits to your student account and/or scholarships. If a Course Requirements Check In is listed in your course assignments but not made available to you, please contact your professor and request that the check in be made available.

Non-Attendance: At the end of the first week of each course, the course will be reviewed to determine attendance. If you have not made a submission or have not initiated communication with your professor regarding an academic subject or course materials during the week/module, you will be dropped from the course roster and will not be allowed to submit further course work. Submissions or communication made prior to the official start of the course will not count as course attendance. Consistent course activity and communication with your professor is vital for success in online courses.

Unofficial Withdrawal for Non-Attendance: Students who attend their course(s) but eventually cease making submissions to their online course(s) or cease...
communicating with their professor(s) regarding the course(s) for a period of 21 consecutive days, and do not request a withdrawal, will be assigned a grade of “F” for the course(s). Each student assumes responsibility for course work missed from non-attendance. Students are fully responsible for all resulting charges on the account and should be aware that any Unofficial Withdrawal may include the loss of any scholarship assistance.

ATTENDANCE POLICY (VA STUDENTS)
Students receiving VA benefits are required to attend all classes. Excused absences will be granted only for extenuating circumstances substantiated by entries in the student’s files (personal illness, jury duty, active military service, death in the immediate family). Early departures, class cuts, tardiness, etc., for any portion of an hour will be counted as a full hour of absence. Educational benefits of VA students who accumulate three days of unexcused absences in any calendar month will be terminated for unsatisfactory attendance. The VA student may petition the school to be re-certified for educational benefits after one grading period has elapsed. The school may re-certify the student only if it determines the student’s attendance-related problems have been resolved.

LEAVE OF ABSENCE
The faculty and staff of Knox understand that life events and mitigating circumstances may prevent a student from making academic progress. In such instances, students may request a Leave of Absence from the Dean of Faculty or Director of Distance Education. To be considered, students must submit the request in writing, indicating the nature of the circumstances and the length of leave requested. Student requests must also contain adequate documentation to support their request. All decisions will be made on a case-by-case basis regarding a leave of absence or other concession.

CANCELLATION OF COURSES
Knox reserves the right to cancel any course during a given term or semester due to insufficient registration.

ONLINE COURSE LOAD
Given the rigorous nature and the intensive eight-week format for most three credit hour classes, Knox students are required to begin their online studies with only one course in their first term. Once a student has completed his/her first course, if he/she wishes to take more than one course per term, he/she must receive approval from the Program Director or the Director of Distance Education.

COURSE SYLLABI
Course syllabi for all Knox classes are not contractually or legally binding. The content of any course or any syllabus may be modified at any time according to the discretion of the professor or the Dean.

ACADEMIC STANDING
Knox uses a 4.0 grading system:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.3</td>
</tr>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>D-</td>
<td>0.7</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
</tr>
</tbody>
</table>

Grades are typically released within 15 business days from the last day of each final examination period and are recorded on the student’s permanent transcript record.

The grade scale is as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>100-99</td>
</tr>
<tr>
<td>A</td>
<td>98-96</td>
</tr>
<tr>
<td>A-</td>
<td>95-93</td>
</tr>
<tr>
<td>B+</td>
<td>92-91</td>
</tr>
<tr>
<td>B</td>
<td>90-88</td>
</tr>
<tr>
<td>C+</td>
<td>85-83</td>
</tr>
<tr>
<td>C</td>
<td>82-80</td>
</tr>
<tr>
<td>C-</td>
<td>79-77</td>
</tr>
<tr>
<td>D+</td>
<td>76-75</td>
</tr>
<tr>
<td>D</td>
<td>74-72</td>
</tr>
<tr>
<td>D-</td>
<td>71-70</td>
</tr>
<tr>
<td>F</td>
<td>69-0</td>
</tr>
</tbody>
</table>

A – The student who receives an “A” for a class has performed well above the range of expectations. Performance of this caliber goes above and beyond the class requirements. This student completes all assignments in a near-perfect form, and grasp of subject and method is exemplary.

B – The student who receives a “B” for a class has performed very well in the class. Work of this caliber is very solid and sound. This is the level of performance normally expected from a graduate student.

C – The student who receives a “C” for a class has met the minimum requirements for the course. Work of this caliber is passing but is below the level expected in graduate school. Any student who receives a grade of “C” in a first-year language course is strongly advised to take the steps necessary to improve their proficiency in the language before taking upper-level courses in that language.

D – The student who receives a “D” for a class has performed significantly below expectations on most course assignments and must retake this course for credit.

F – The student who receives an “F” in a class has not demonstrated any of the knowledge, skill, or ability required to pass the course. The student has failed either because of a lack of effort or because of inadequate preparation for the class.

Required courses in which a student receives a grade of D+ or below must be retaken in order to fulfill graduation requirements.
REPEATING COURSES
Students may take a course more than once; however, all final grades for a given course remain on the student’s academic record and are factored into the student’s cumulative GPA. A course may only count toward the student’s required credit hours for a degree program once.

ACADEMIC PROBATION
During the course of an academic year, if a student’s cumulative GPA falls below the level required for graduation or the student fails to pass three-fourths of the credits in one term/semester, he/she may be placed on academic probation. Following the student’s placement on academic probation, he/she will then have one semester (residential) or two eight-week terms (online), in which he/she must receive a GPA of 2.5 (master’s) or 3.0 (DMin) or higher in order to continue on probation. When the student’s cumulative GPA reaches the required level, the probationary status will be removed. If unsuccessful, the student will be placed on academic suspension. Students who are on academic probation or suspension may not be eligible for scholarship.

ACADEMIC SUSPENSION
A student who receives academic suspension for the reasons outlined above will become inactive and may not participate in any academic work at Knox for one residential semester or two eight-week online terms. After this time, the student may provide a request in writing for re-entry into the program. This should be sent to the Director of Distance Education (online) or Dean of Faculty (residential) who will make the final decision. If the student is granted re-entry, he/she will re-assume studies on academic probation.

ADDING, DROPPING, AND WITHDRAWING FROM COURSES OR CHANGING CREDIT STATUS
Students may add a course for credit, withdraw from a course, or change their status in a course from audit to credit within the first week of the semester (or within the first two meetings of a winter term, or other intensive modular course) by notifying the Registrar. Online courses may not be taken by audit. Students who wish to change their status in a residential course from audit to credit must petition the professor and the Registrar before the ninth week of classes.

A student may drop a non-intensive course without academic or financial penalty within the first week/module of class. Once the term has begun its second week/module, it is not possible to drop a course without receiving one of the following grades:

W – Withdrawal
After module/week 1 and before the start of week/module 7 (online) or week 8 (residential), a student with passing grades may withdraw from a class without any effect on his/her overall GPA provided that he/she has regularly attended class. Such students will receive a “W” on their transcript, although this will have no effect on their GPA. **See above for Unofficial Withdrawal for Non-Attendance, under “Attendance Policy (Online).”

WF – Withdrawal Failing
A student who wishes to withdraw from a course after the drop/add period with an average of failing grades or after the start of week/module 7 of the online course or week 8 of a semester residential course will automatically receive a grade of WF. This will affect the student's GPA in the same way as an “F” grade. A student who withdraws after this deadline may petition the professor for a standard withdrawal (“W”), provided he/she has a passing grade average in the class.

I – Incomplete
The Seminary recognizes that a student may be providentially hindered (by extended illness, death in the family, etc.) from completing a course on time. In such cases, an incomplete (I) grade may be given. To receive an incomplete grade, the student must secure the professor’s approval before the last day of the class. If approval is granted, the student will be required to submit the late work to the professor by a date he/she determines (but no more than five weeks from the last day of the course). The professor will provide written communication of his/her approval before the last day of the class. If approval is not granted, the student will be required to submit the late work to the professor by a date he/she determines (but no more than five weeks from the last day of the course). The professor will provide written communication of his/her approval of this extension to the Registrar.

To have an incomplete grade removed from his or her record, the student is responsible to submit the late work to the professor on time as required. Once all missing work is submitted and graded, the professor will notify the Registrar in writing of the grade change. If the deadline passes without the work being completed, the grade will automatically change from the incomplete (I) grade to an F, with written notification sent to the student and the professor.

WM – Medical Withdrawal
A student who is unable to continue a course at any point due to medical reasons may request a medical withdrawal. All such requests must be accompanied by sufficient, proper documentation from a licensed healthcare professional. Such students will receive a “WM” on their transcript, although this will have no effect on the student’s GPA.

ASSIGNMENT DEADLINES
It is imperative that students meet the deadlines for all assignments, which are set according to Eastern Standard Time (EST). The course deadlines are intended to ensure that all students keep up with the course requirements. They are also important in keeping a consistent pace of work for all students so as to foster the community of learning. Students who are unable to meet a deadline due to mitigating
circumstances must contact the professor prior to the deadline. An extension is granted or denied at the discretion of the professor, as are penalties for late submission of work. Student communication to professors is imperative if assignments will be missed and/or late, and reductions in penalties should never be expected where students failed to notify the professor in advance of an issue.

**QUIZZES AND EXAMS**

Academic assignments such as quizzes and exams may have a time limit for completion. In such cases, the clock begins to run when you begin a quiz/exam. Please pay attention to the time so that you may ensure the successful completion of assignments. Furthermore, take online quizzes or exams only from a secure and reliable Internet connection. In the event of a technological error, please contact the professor immediately, indicating the time and nature of the problem.

**WRITTEN ASSIGNMENTS**

All written assignments must meet graduate-level standards. Students are expected to: (i) demonstrate a command of the course content (lectures and readings), (ii) integrate and critically engage with the information from sources, and (iii) develop their own ideas in a way that shows clear and logical connections with and mastery of the course materials. In addition to maintaining proper spelling and grammar, students must be consistent in their method of citations. The Seminary’s standard for proper formatting is Kate L. Turabian (A Manual for Writers of Research Papers, Theses, and Dissertations, 8th ed. (Chicago: University of Chicago Press, 2013). The following link provides a useful quick guide to the general rules for citing sources: [http://www.press.uchicago.edu/books/turabian/turabian_citationguide.html](http://www.press.uchicago.edu/books/turabian/turabian_citationguide.html). Presenting another person’s work as your own or without proper citation is plagiarism (see below on Academic Integrity). Plagiarism will not be tolerated and may result in dismissal from the Seminary.

**STUDENT FINANCIAL RESPONSIBILITIES**

A student who withdraws from a course within the first week/module (the drop/add period) will not incur any financial penalties. A withdrawal anytime after the first week will result in costs that are scaled according to the date at which a student withdraws. Depending on the student’s tuition arrangements, he/she will either receive a tuition credit or a tuition invoice.

<table>
<thead>
<tr>
<th>WITHDRAWAL WEEK/MODULE</th>
<th>CREDIT AMOUNT</th>
<th>INVOICE AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SEMESTER AND 16-WEEK ONLINE COURSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>2-4</td>
<td>75%</td>
<td>25%</td>
</tr>
<tr>
<td>5-6</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>7-8</td>
<td>25%</td>
<td>75%</td>
</tr>
<tr>
<td>Beyond 8</td>
<td>0%</td>
<td>100%</td>
</tr>
<tr>
<td><strong>8-WEEK COURSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>2-3</td>
<td>75%</td>
<td>25%</td>
</tr>
<tr>
<td>4</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>5-6</td>
<td>25%</td>
<td>75%</td>
</tr>
<tr>
<td>Beyond 7</td>
<td>0%</td>
<td>100%</td>
</tr>
<tr>
<td><strong>4-WEEK COURSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>2</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>Beyond 3</td>
<td>0%</td>
<td>100%</td>
</tr>
</tbody>
</table>

1 All percentages above are of the net tuition amount for the course.
2 Tuition Credit students who withdraw from a course after the drop/add period (week 1) will pay for the entire course and (when applicable) receive a percentage credit towards future tuition payments.
3 Monthly Payment Plan students who withdraw from a course after the drop/add period (week 1) will pay a fee in addition to their monthly tuition payments.
TUITION CREDIT
A student who is making tuition payments to Knox per course and wishes to withdraw from a class after the drop/add period will receive a tuition credit based on the schedule below. All percentages are of the net tuition amount for the course. Such students who withdraw from a course after the drop/add period (week 1) will pay for the entire course and (when applicable) receive a percentage credit toward future tuition payments.

TUITION INVOICE (LOGOS AND FPP)
A student who is making monthly tuition payments to Logos or to Knox as part of the Flexible Payment Plan (FPP) and wishes to withdraw from a class after the drop/add period will receive a tuition invoice in addition to the monthly payments, based on the schedule above.

TRANSFER TO ANOTHER DEGREE PROGRAM
Students wanting to change their degree program must submit a completed Change of Degree form to the Registrar. Additional references may be requested. All students considering a change of degree program should consult their faculty advisor for assistance in selecting courses that will satisfy requirements for both degree programs.

WITHDRAWAL FROM SEMINARY
To withdraw from Knox, a student must submit in writing a request for withdrawal to the Registrar and the student may be asked for an exit interview with the Dean of Faculty, the Director of Distance Education, the Program Director, or the Registrar. Upon withdrawal, all financial responsibilities must be paid. Student records and transcripts will not be released for students with any unpaid balances.

TRANSFER OF KNOX SEMINARY CREDITS TO ANOTHER INSTITUTION
The decision to accept credits earned at Knox is at the discretion of the receiving institution.

GRADUATION REQUIREMENTS
Academic requirements for graduation are specified in the catalog listing of each program under the section “Academic Requirements for Completion.” Although faculty advisors assist students in working through their own curricula, students are responsible to ensure that all of their graduation requirements are met. All course work, including independent studies, must be completed by the last day of final exams. Failure to do so may result in the forfeiture of the privilege of graduation until the following year. Non-academic requirements for graduation include continued compliance with the Student Faith Commitment to the Apostles’ Creed as described above. Students must notify the Registrar in writing of their intent to graduate. They must submit this notification no later than the January preceding the desired May graduation date.

GRADUATION HONORS
Pending faculty action, students who have achieved a cumulative GPA of 3.55 may graduate with cum laude honors; a cumulative GPA of 3.75 may graduate with magna cum laude honors; and a cumulative GPA of 3.90 may graduate with summa cum laude honors. Honors will appear on transcripts and on the student’s diploma.

POST-GRADUATION
A seminary diploma does not in itself constitute certification of the abilities for the pastorate or other ministry opportunities. Presbyteries and equivalent authorities determine the candidate’s fitness for ordination or ministry in light of a range of criteria. Additionally, other employers and licensing bodies have standards that may apply.

TRANSCRIPT REQUESTS
Student requests for transcripts of coursework at Knox are to be directed to the Registrar’s Office. The fee is $5 for each official transcript. Due to requirements of the Family Educational Rights and Privacy Act of 1974, all requests for transcripts must be submitted in writing and must include the student’s original signature. Transcripts are issued only after a student has settled all financial obligations.

ACADEMIC INTEGRITY
Knox Theological Seminary recognizes submission of academic work as a form of truth telling. Cheating of any sort is dishonesty, and as it is tied directly to a student’s grades and earned degree, is treated as extremely serious. Cheating of any kind will result in academic consequences, including automatic failure of the class and dismissal from the school at the sole discretion of the administration of Knox Theological Seminary.

Students must also understand that plagiarism is a serious academic infraction with serious academic consequences. Plagiarism may occur even if the student is not intending to cheat. Therefore, it is imperative for students to understand what plagiarism is, and how to avoid it and the appearance of it.

Definition: Plagiarism, intentional or otherwise, is the use of someone else’s words or ideas (or those by the same author from another source) without clearly indicating whence they originated, thus leading to the false conclusion that they are original to the plagiarizing author. This can take the form of explicit plagiarism (in which a student uses a source verbatim without proper citation) or implicit plagiarism (in which a student may paraphrase the words or convey ideas in different language from its original source without proper citation). Both are plagiarism.
If a student is not sure whether or not he/she is morally bound to cite a source, he/she should opt to err on the side of caution and provide proper citation or ask his/her professor.

**USUAL PENALTIES FOR PLAGIARISM**  
*First Offense:* For a student’s first offense in plagiarism, a professor shall, at his/her discretion, issue a failing grade in either the assignment or the course as a whole, and the Registrar’s Office shall place the student on academic probation, which may be lifted after at least two semesters without further infractions. The professor’s discretion shall weigh matters of intent, cover-up, extent, and the student’s response once confronted. If it is reasonably clear that the student understood that he/she was plagiarizing and did it anyway, the offense shall be considered intentional and therefore more serious than if the student appears not to have understood that he/she was plagiarizing. If it appears that the student has taken steps to cover up his/her plagiarizing (e.g., by changing a few words in stolen material, thus making it more difficult to recognize the plagiarism), the offense will be considered more serious.

*Second Offense:* If, when a student is convicted of plagiarism, it is discovered (whether by the student’s admission or by the Dean of Students or Registrar’s Office) that the student has been convicted of plagiarism before, the professor shall issue a failing grade in the course as a whole, the student shall be placed (or retained) on academic probation until graduation, and the professor and Dean may, at their discretion and in consultation with the Dean of Faculty or President, expel the student from the Seminary.

*Third Offense:* A student convicted of a third offense of plagiarism shall be expelled from the Seminary with grades of incomplete recorded in all current courses except that in which the plagiarism occurred, in which a grade of Failure shall be recorded.

Knox may, at the sole discretion of the Knox administration, levy additional penalties up to and including expulsion upon the first, or any subsequent, instance of any actual or suspected cheating, including plagiarism, regardless of the usual consequences outlined above. Knox also reserves the right to revoke a degree up to three years after a student graduates if before that time proof is given that, though not caught at the time, he/she knowingly and intentionally plagiarized and, if caught, would therefore have been expelled or been issued a failing grade in a course counted toward graduation.

**JUDICIAL DUE PROCESS OF ALLEGED PLAGIARISM**  
When a professor suspects that a student has plagiarized on an assignment, he/she shall investigate carefully and document the evidence. If he/she concludes that the student has indeed plagiarized, he/she shall contact the student directly, explain the evidence to him/her, refer the student to this policy, and record the student’s grade accordingly.

The professor shall keep a record of the evidence of the infraction. Only a Dean, the Registrar, the appropriate Program Director, and a professor who has charged a student with plagiarism may view the contents of this record.

If upon examination of the evidence presented by the professor a student denies that he/she has plagiarized, he/she may appeal the decision to the Dean, who shall review the evidence, interview both the student and the professor, and rule.

**Grade Appeal Policy and Process**

**APPEAL POLICY**
Knox encourages students and faculty to foster healthy communication regarding grades for individual assignments as well as final grades. Students who wish to make an appeal beyond the professor may do so only for the final course grade. Appeals will be considered only if there is explicit proof that the student’s grade does not adhere to the course syllabus, grading rubric, or is the result of an error in calculation.

Issues of discrimination or harassment should always be brought directly to the Seminary administration as represented by the student’s academic advisor, the Dean of Faculty, or the Dean of Students. In addition, students who have an unresolved dispute of any kind, such as general academic, educational, or billing issues which cannot be resolved with the involved faculty or staff member, should report the issue in writing to the Dean of Faculty or Dean of Students.

If a student has filed a written complaint and is not satisfied with the response, the student may then appeal to the President.

**APPEAL PROCESS**
For any appeal, the student should first approach the professor to try and rectify the situation with him/her. If no resolution is reached, the student may continue the appeal by the following process:

The student has one calendar month from the last day of the course to submit an appeal in writing to the appropriate Program Director. This appeal must fulfill and include the documentation criteria mentioned above. The Program Director will have one week to notify the student and professor of his/her decision.

If the student wishes to make a final appeal, he/she should follow the same process set forth in the preceding
paragraph with the exception that all materials (appeal, evidence) must be sent directly to the Dean. This appeal should be presented to the Dean no later than one week after the prior decision of the Program Director. The decision made by the Dean will be final.

Student Resources and Contact Information

FACULTY AVAILABILITY
All faculty members are available to both residential and online students on request for mentoring and for spiritual and vocational counseling.

AUDITORS
Auditors are expected to attend each class session. Their degree of participation is left to the discretion of the instructor, but generally, they are asked only to listen during class discussions and bring up any questions with the professor during break times. Students may not audit online courses.

CHAPEL
The Chapel’s Statement of Purpose: To gather as a community to acknowledge the centrality of Christ and the Scriptures in our individual and corporate lives. As a community of God’s people who name His name, delight in His person, and honor His Word even as they serve together, the faculty, staff, and student body gather together regularly for worship. The Seminary views regular worship and covenantal accountability with peers as vital to each student’s ministerial development. Students are therefore encouraged to place high priority on the Seminary’s Chapel Service and attend regularly. We meet on Thursdays at 11:30 a.m.

The Library

RESIDENTIAL LIBRARY
Library Hours: Library hours and circulation procedures are posted in the library.

Periodicals: The library receives many periodical titles related to several areas of biblical and theological studies. Current issues are shelved alphabetically by title. For help in locating back issues, see the librarian. No periodical, whether current or back issue, bound or unbound, is to be removed from the library.

Reserve Materials: Reserve materials are placed on reserve by the professors for special use by their classes. Reserve items may not be taken out of the library. They may be checked out for a two-hour period and must be renewed for longer use. Only one reserve item may be checked out at a time. When using a reserve item, a blue card is to be signed by the user (name, date, hour) and left in the box on the circulation desk. When returning a reserve item, please fill in the time returned in the appropriate space on the reserve card, and put the card in the item. Return reserve items to the circulation desk; do not leave them in the reading area or pass them along to other students.

Holds Placed on Graduation and Transcripts: Holds of grades and transcripts will remain on a student’s record until all borrowed library books are returned and overdue fees are paid.

DIGITAL LIBRARY
All Knox matriculating and certificate students in good standing have access to Logos Bible Software version 7. See below for further details (under Logos Policy). All Knox students also have access to the Seminary’s digital library through ProQuest which contains hundreds of full-access periodicals and over fourteen thousand eBooks. Students should contact their academic advisor for login information.

KNOX – LOGOS BIBLE SOFTWARE
All certificate and matriculating students will be provided with a license to Logos Bible Software (LBS) for the duration of their Knox studies, so long as they remain in good financial standing. The student license includes Logos Bible Software version 7 as well as a significant library of books and other Biblical and Theological resources (the Knox Library). A full list of titles is available online.

• LBS may be required in Knox classes at the discretion of the professor. Students should not expect to use LBS in every course.

• Most required class textbooks are not included in the Knox Library of LBS. However, textbooks not included in the Knox Library of LBS may be available for purchase from Faithlife for inclusion in the student’s personal Logos Bible Software library. If textbooks are available in LBS and in print, it is entirely up to the students’ discretion whether to purchase a LBS version of their class textbooks, except where the Knox professor has specifically assigned the LBS version of a text as the required version for his/her class.

• The Logos license acquired by matriculating Knox students is a perpetual license retained following graduation from a degree program. Degree students who do not graduate, or who leave Knox prior to the completion of three full years of study, have the option to retain their license by means of a Materials Retention Fee to be determined at the time of withdrawal/dismissal.

• Certificate students will receive access to LBS for the duration of their students but are not eligible to
retain their licenses except by payment of a Resource Retention Fee at the conclusion of their studies.

- Licenses granted to students may be withdrawn by Knox at any time and at Knox’s sole discretion until students’ graduation, with no compensation owed or implied, for reasons such as, but not limited to, outstanding financial obligations, academic inactivity, or academic violations/poor performance, and/or withdrawal or dismissal from Knox.

- Knox students will have access to the Logos Cloud Feature Set (LCFS) for the duration of their studies. Upon graduation or otherwise ceasing to be an active Knox student, access to the Cloud Feature Set will cease and all LBS features acquired through the LCFS will no longer be accessible to student.

- Students should contact Faithlife for any and all warranty or performance issues with their installation and access to LBS features and content. Knox Seminary provides no customer support, warranties of performance, or any other guarantees or assurances of content and performance on behalf of Faithlife and Faithlife products. LBS is provided by Knox solely for the purpose of enhanced educational and research resource for students during their time at Knox.

CHANGES IN CONTACT OR PERSONAL INFORMATION
Each student is responsible to submit any changes to contact information (e.g. phone, address, e-mail) or personal information (e.g. change of name) to the Registrar.

COURSE CONTACT
For all questions relating to the course content, assignments, and deadlines, please contact the professor.

CLASS CANCELLATION DUE TO WEATHER
Residential classes will be conducted as scheduled. If area counties are under a Hurricane Warning, the Seminary will be closed. However, when in doubt, call 954-771-0376 or check the website to confirm the status of class closures. Knox Online courses will continue as scheduled, unless the Seminary specifically announces otherwise.

TECHNICAL ISSUES FOR ONLINE CLASSES
If you experience difficulties accessing course content or submitting assignments online, please contact the online professor immediately. Please note the time and the nature of the problem.

DEGREE PROGRAM/ACADEMIC ADVISING
For all questions relating to the degree program and academic advising, please contact the appropriate Program Director below.

MA (Biblical and Theological Studies):
Dr. Seth Tarrer, starrer@knoxseminary.edu

MA (Christian and Classical Studies):
Dr. Tim Sansbury, tsansbury@knoxseminary.edu

DMin:
Dr. Scott Manor, smanor@knoxseminary.edu

MDiv:
Dr. Robbie Crouse, rcrouse@knoxseminary.edu

STATE AUTHORIZATION INFORMATION
In conformity with the standards of our accrediting body and individual state laws and policies, Knox Seminary is regularly updating its status as an authorized provider of distance education in all states where our students reside. For up-to-date information, please contact the Director of Distance Education. In order to comply with certain states’ requirements for explicit notification of exemption or authorization, please also note the following:

Alaska: The program (of Knox Seminary) is exempt from authorization under AS 14.48 because the program is online or distance delivered and does not have a physical presence in the state.

Arkansas: Knox Theological Seminary has received a Letter of Exemption from Certification issued by the Arkansas Department of Higher Education to offer church-related programs/courses and grant church-related degrees.

Maine: Pursuant to the Maine Revised Statutes, Title 20-A, section 10708, subsection 4, this institution is not required to obtain authorization from either the State Board of Education or the Maine State Legislature in order to: (1) use the name “junior college,” “college” or “university,” (2) offer courses or programs for academic credit or (3) confer degrees.

Maryland: In accordance with the posting requirements specified in Education Article, § 11–202.2(c)5, Annotated Code of Maryland, Knox Theological Seminary will post on the website the following statement:

Knox Theological Seminary is registered with the State of Maryland to offer fully-online Master of Arts (Biblical and Theological Studies) and Master of Arts (Christian and Classical Studies) degree programs to residents of the State. In accordance with the State of Maryland’s requirements for registered schools, Knox Theological Seminary is subject to investigation of complaints by the Office of the Attorney General or the Maryland Higher Education Commission. Complaints should be directed to:

Maryland Attorney General, Consumer Protection Division
200 St. Paul St., Baltimore, MD 21202
410-528-8662 | 888-743-0823 (toll free)
# Academic Calendar 2017-2018 – Knox Online

## KNOX ONLINE – FALL 2017

<table>
<thead>
<tr>
<th>TERM ID</th>
<th>DURATION</th>
<th>TERM START DATE</th>
<th>TERM END DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall A</td>
<td>8 Weeks</td>
<td>August 28</td>
<td>October 22</td>
</tr>
<tr>
<td>Fall A-1</td>
<td>4 Weeks</td>
<td>August 28</td>
<td>September 24</td>
</tr>
<tr>
<td>Fall A-2</td>
<td>4 Weeks</td>
<td>September 25</td>
<td>October 22</td>
</tr>
<tr>
<td>Fall B</td>
<td>8 Weeks</td>
<td>October 23</td>
<td>December 17</td>
</tr>
<tr>
<td>Fall B-1</td>
<td>4 Weeks</td>
<td>October 23</td>
<td>November 19</td>
</tr>
<tr>
<td>Fall B-2</td>
<td>4 Weeks</td>
<td>November 20</td>
<td>December 17</td>
</tr>
<tr>
<td>Fall D</td>
<td>16 Weeks</td>
<td>August 28</td>
<td>December 17</td>
</tr>
</tbody>
</table>

## KNOX ONLINE – SPRING 2018

<table>
<thead>
<tr>
<th>TERM ID</th>
<th>DURATION</th>
<th>TERM START DATE</th>
<th>TERM END DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring A</td>
<td>8 Weeks</td>
<td>January 8</td>
<td>March 4</td>
</tr>
<tr>
<td>Spring A-1</td>
<td>4 Weeks</td>
<td>January 8</td>
<td>February 4</td>
</tr>
<tr>
<td>Spring A-2</td>
<td>4 Weeks</td>
<td>February 5</td>
<td>March 4</td>
</tr>
<tr>
<td>Spring B</td>
<td>8 Weeks</td>
<td>March 5</td>
<td>April 29</td>
</tr>
<tr>
<td>Spring B-1</td>
<td>4 Weeks</td>
<td>March 5</td>
<td>April 1</td>
</tr>
<tr>
<td>Spring B-2</td>
<td>4 Weeks</td>
<td>April 2</td>
<td>April 29</td>
</tr>
<tr>
<td>Spring D</td>
<td>16 Weeks</td>
<td>January 8</td>
<td>April 29</td>
</tr>
</tbody>
</table>

## KNOX ONLINE – SUMMER 2018

<table>
<thead>
<tr>
<th>TERM ID</th>
<th>DURATION</th>
<th>TERM START DATE</th>
<th>TERM END DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer A</td>
<td>8 Weeks</td>
<td>April 30</td>
<td>June 24</td>
</tr>
<tr>
<td>Summer A-1</td>
<td>4 Weeks</td>
<td>April 30</td>
<td>May 27</td>
</tr>
<tr>
<td>Summer A-2</td>
<td>4 Weeks</td>
<td>May 28</td>
<td>June 24</td>
</tr>
<tr>
<td>Summer B</td>
<td>8 Weeks</td>
<td>June 25</td>
<td>August 26**</td>
</tr>
<tr>
<td>Summer B-1</td>
<td>4 Weeks</td>
<td>June 25</td>
<td>July 29**</td>
</tr>
<tr>
<td>Summer B-2</td>
<td>4 Weeks</td>
<td>July 30</td>
<td>August 26</td>
</tr>
<tr>
<td>Summer D</td>
<td>16 Weeks</td>
<td>April 30</td>
<td>August 26**</td>
</tr>
</tbody>
</table>

**NB: The Summer B, B-1, and D Terms will not have class from July 2-8.**
# Academic Calendar 2017-2018 – Residential

## KNOX RESIDENTIAL – FALL 2017

<table>
<thead>
<tr>
<th>TERM</th>
<th>START DATE</th>
<th>END DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester</td>
<td>August 24</td>
<td>December 15</td>
</tr>
<tr>
<td>Oct. Wk. Intensive 1</td>
<td>October 9</td>
<td>October 13</td>
</tr>
<tr>
<td>Oct. Wk. Intensive 2</td>
<td>October 16</td>
<td>October 20</td>
</tr>
<tr>
<td>Fall Break</td>
<td>October 16</td>
<td>October 20</td>
</tr>
<tr>
<td>Fall Hybrid Term 1</td>
<td>October 16</td>
<td>October 18</td>
</tr>
<tr>
<td>Fall Hybrid Term 2</td>
<td>October 18</td>
<td>October 20</td>
</tr>
<tr>
<td>Thanksgiving Break</td>
<td>November 23</td>
<td>November 24</td>
</tr>
</tbody>
</table>

## KNOX RESIDENTIAL – WINTER 2018

<table>
<thead>
<tr>
<th>TERM</th>
<th>START DATE</th>
<th>END DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan. Wk. Intensive 1</td>
<td>January 8</td>
<td>January 12</td>
</tr>
<tr>
<td>Jan. Wk. Intensive 3</td>
<td>January 22</td>
<td>January 26</td>
</tr>
<tr>
<td>Jan. Hybrid Term 1</td>
<td>January 15</td>
<td>January 17</td>
</tr>
<tr>
<td>Jan. Hybrid Term 2</td>
<td>January 17</td>
<td>January 19</td>
</tr>
</tbody>
</table>

## KNOX RESIDENTIAL – SPRING 2018

<table>
<thead>
<tr>
<th>TERM</th>
<th>START DATE</th>
<th>END DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring Semester</td>
<td>January 25</td>
<td>May 16</td>
</tr>
<tr>
<td>Spring Hybrid Term 1</td>
<td>March 12</td>
<td>March 14</td>
</tr>
<tr>
<td>Spring Hybrid Term 2</td>
<td>March 14</td>
<td>March 16</td>
</tr>
<tr>
<td>Mar. Wk. Intensive 1</td>
<td>March 12</td>
<td>March 16</td>
</tr>
<tr>
<td>Mar. Wk. Intensive 2</td>
<td>March 19</td>
<td>March 23</td>
</tr>
<tr>
<td>Spring Break</td>
<td>March 12</td>
<td>March 16</td>
</tr>
<tr>
<td>Commencement</td>
<td>May 18</td>
<td></td>
</tr>
</tbody>
</table>
2017–2018 Residential Academic Calendar

2017 FALL SEMESTER
August 24          Convocation/Student Orientation
August 24          First Day of Fall Term
September 4        Labor Day Holiday (Seminary Closed)
September 19       Day of Prayer
October 16-20       Fall Break
November 23-24      Thanksgiving Break (Seminary Closed)
December 5         Last Day of Fall Semester Classes
December 6         Make-up Day
December 7-8        Reading Days
December 11-15     Fall Semester Examinations
December 16-January 7  Christmas and New Year’s Holidays

2018 WINTER TERM
January 8          First day of Winter Term classes
January 27         Last day of Winter Term classes

2018 SPRING SEMESTER
January 25         First Day of Spring Term
February 15        Day of Prayer
March 12-16        Spring Break
March 30           Good Friday (Seminary Closed)
May 4              Last Day of Spring Semester Classes
May 7              Make-up Day
May 8-9            Reading Days
May 10-16          Spring Semester Examinations
May 18             Commencement

This Catalog and Student Handbook is subject to update at any time. The most current version will be available at www.knoxseminary.edu
OUR ADMISSIONS TEAM will be happy to assist you through your application process.

Please call to arrange a campus visit!

You can reach us Monday through Friday, 9:00 a.m. to 5:00 p.m. EST

1-800-344-KNOX (5669)  
954-771-0376

Knox Theological Seminary  
Admissions Office  
5555 North Federal Highway  
Fort Lauderdale, FL 33308

Fax: 954-351-3343    |    admissions@knoxseminary.edu

www.KnoxSeminary.edu/getting-started
Training men and women to

DECLARE AND DEMONSTRATE

the Gospel of Jesus Christ.

www.knoxseminary.edu
Explore these programs and more on our website.

www.knoxseminary.edu

KNOX
THEOLOGICAL-SEMINARY

5555 North Federal Highway, Fort Lauderdale, FL 33308
1-800-344-5669 | admissions@knoxseminary.edu