

2019-2020 NYPTS CATALOGUE



NEW YORK PRESBYTERIAN THEOLOGICAL SEMINARY
120 W. CHURCH ST. BERGENFIELD, NJ 07621
TEL. 201-374-2432/ e-mail: kpcanypts@gmail.com
www.kpcanypts.org

**NEW YORK PRESBYTERIAN
COLLEGE & THEOLOGICAL
SEMINARY**

Catalog
2019-2020

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Catalog Policies

Rules governing student conduct, admissions policies, graduation requirements, and other aspects of this institution's operations are subject to change. Please check with the administration if you have questions regarding the content of this catalog. This institution reserves the right to adopt, amend, or repeal rules and policies that apply to students. Changes in the content of this catalog will be posted on bulletin boards and shown as a supplement to this catalog. This catalog does not constitute a contract or enrollment agreement, nor does it constitute a statement of the conditions of a contract between the student and this institution. The relationship of the individual student to this institution is governed by applicable state education codes, state regulations, and college policies.

Please refer to your enrollment agreement or enrollment contract for the specific terms under which you are to enroll. Changes to this catalog (which may from time to time be required by the State Education Department of New York) will be initially added by means of an addendum and will appear at the end of the catalog. This catalog is supposed to be examined annually and if necessary, it should be revised and updated then.

This catalog shall be provided to prospective students or to the general public when requested, either in writing or electronically at our web site www.nypts.org.

Nondiscrimination Policy

This institution is committed to providing equal opportunities to all applicants to programs and to all applicants for employment. Therefore, no discrimination shall occur in any program or activity of this institution, including activities related to the solicitation of students or employees on the basis of race, color, religion, religious beliefs, national origin, sex, sexual orientation, marital status, pregnancy, age, disability, veteran's status, or any other classification that precludes a person from consideration as an individual. Please direct any inquiries regarding this policy, if any, to the School Director who is assigned the responsibility for assuring that this policy is followed.

Effective Dates of this Catalog
July 1, 2018 – June 30, 2020

Catalog revised on June 1, 2018

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ABOUT
NEW YORK
PRESBYTERIAN
COLLEGE &
THEOLOGICAL
SEMINARY

PURPOSE OF ESTABLISHMENT

New York Presbyterian College & Theological Seminary (NYPTS) was established in 1978 to create, form and establish a theological seminary; to educate missionaries who will devote themselves to the promotion of the teaching of Christ and the evangelization of the world; to teach the principles of Christianity; to encourage and promote the study of the Bible and other religious works and teachings of Christ; to foster, advance and promote the practice of Christian religious beliefs; to organize forums, seminars and group discussions regarding the principles of Christianity and the teachings of Christ; to create and establish programs to further such principles and ideals and generally to support, further and advance the work of this corporation.

NYPTS believes that furthering theological and intellectual education along with practical field training will enable the Christian leaders and missionaries to be more effective workers for the Lord, Jesus Christ.

“New York Presbyterian College & Theological Seminary is a religious institution exempt from state regulation and oversight in the Commonwealth of New York”

GREETINGS FROM PRESIDENT

New York Presbyterian College & Theological Seminary commissioned in year 1978, was founded for high quality theological education, dynamic spiritual education, global leadership education, humanities & cultural education, and practical bilingual education in order to change the world. NYPTS attempts its best to foster future Christian leaders and missionaries.

NYPTS educates and molds passionate Christian leaders and missionaries for the Kingdom of God and the world. Our mission is to equip men and women for missional living by training them to grow in the knowledge and character of Christ, to live a Christ-centered life, and to lead others to do the same, in any setting God places them, whether it is multigenerational, multiracial, or multiethnic. We seek to accomplish this both in the narrow context of the parent denomination, the Korean Presbyterian Church Abroad (KPCA), and the wider context of the global kingdom of God.

It is my desire that more Christian leaders and missionaries realize their visions to be part of the Kingdom of God and it's gospel; and to fulfill theological education and missionary competencies and Christian passion at NYPTS.

Thank you.

In Christ

New York Presbyterian College & Theological Seminary

CATALOG

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Catalog revised on January 1, 2019

General Information

Academic Calendar 2019-2020

Fall Semester 2019

7/29~8/2	Off line Fall Semester Registration
8/12~16	On line Fall Semester Registration
8/22	Off line New Student Orientation
8/26	Opening Worship/Fall Semester Begin
8/26-8/31	Add/Drop Period / On & Off line
9/2	Labor Day (No Class)
9/5	3rd Bible Test
9/12	Thursday Forum
10/8	Fall Revival
10/15-17	Mid-term Examinations
10/22	Inter-seminary Sports Day
10/24	Thursday Forum
11/3	Fundraising Night
11/11	Veterans Day (No Class)
11/26-28	Thanksgiving Recess (Reading Week) (No Class)
11/31	Degree Thesis Submission Due
12/3	Closing Convocation
12/3 – 12	Winter Intensive Class Registration
12/10-12	Final Examinations

Winter Session 2019-2020

12/19-1/1/2019	Christmas & New Year Break
12/31	Fall Semester Grading Due
1/2	School Opening Service
1/7-11	Spring Semester Registration
1/7-18	1 st Ordination Education

Spring Semester 2020

1/23	New Student Orientation
1/30	Opening Convocation/Spring Semester Begin

1/28-2/4	Add/Drop Period
2/6	1st Bible Test
2/17	Presidents' Day (No Class)
3/12	Spring Revival
3/17-20	Mid-term Examinations
4/7	2nd Bible Test
4/10-13	Good Friday/Easter (No Class)
4/24	Spring Sports Day
4/30	Degree Thesis Submission Due
5/7	Closing Convocation
5/6-10	Reading Week
5/12-14	Final Examinations

Summer Session 2020

5/26 -5/31	Add/Drop Period
5/31	Spring Semester Grading Due
6/7	Graduation Ceremony
6/9 -7/30	Summer Session
6/2-6/11	2 nd Ordination Education

Campus and Facilities

NYPTS's campus is located in the city of Bergenfield, NJ. The facilities consist of 2 lecture rooms, 1 study rooms, library, conference room, student lounge, reception area, chapel auditorium, and offices for administrative staff. The main lecture rooms, computer lab, and student lounge are located in the main building.

The current lecture room is equipped with traditional classroom-related equipment, e.g. whiteboard, desks, chairs, and projector. All instruction is provided in a modern, comfortable classroom setting appropriate for higher learning education. The library completes with several computer terminals for students, offers suitable study and research spaces for our students and instructors.

NYPTS's facilities are equipped with appropriate equipment for administrative and instructional purposes, complete with copiers, computers, and file cabinets for staff and all the standard equipment and supplies for each classroom. The institution also has a student lounge with sitting area and other amenities such as vending machines, microwave, refrigerator, and coffee machine.

Parking is available in the parking area around the campus building.

The address where class is held is:

120W. Church St.
Bergenfield, NJ 07621

Library

The New York Presbyterian College & Theological Seminary (NYPTS) Library is committed to fulfill its mission that provides access to learning resources to NYPTS students, faculty, and staff in support of the research and educational mission of the seminary. To maximize the use of the resources, the library also provides information literacy instruction services to the NYPTS community. Furthermore, the NYPTS library supports life-long learning of NYPTS alumni, ministers, and missionaries around the world by giving access to resources and guidance of PTSA (Presbyterian Theological Seminary in America) which is set up a sisterhood relationship as a partner.

Library collections

The NYPTS Library holds a wide ranging of information resources, including over 15,000 books, multi-media resources, periodicals, and an electronic database encompassing over 2,000 full-text scholarly journals and e-books. The NYPTS Library has connected to media resources, periodicals, and an electronic database of the PTSA Library (Presbyterian Theological Seminary in Abroad).

Library location

The NYPTS Library is located on the main NYPTS building. The library housed library materials on the first floor and provides a study area for students.

Library card

NYPTS students, faculty, and staffs receive ID card or a library card. If anyone outside the NYPTS community would like to make a library card to borrow materials, one must pay \$30 annual membership fee and \$60 deposit, which will be returned by the time the user cancels the membership.

Library hours

Monday through Thursday	09:00 AM – 09:30 PM
Lunch break and Chapel	11:30 AM – 01:30 PM
Dinner break:	05:00 PM – 06:00 PM
Friday	09:00 AM – 05:00 PM
Lunch break	12:00 PM – 01:00 PM
Saturday/Sunday/Holidays	Closed

During vacation, the library hours will vary.

Check-out

Users must be present at the library in order to check out library physical resources. The library also holds non-circulating items such as reference collections and periodicals. Those items must be used inside the library.

Renewal

Most items may be renewed once. Reference materials may not be renewed nor items which there are pending holds or reserves. Users may renew items over the Web by accessing library personal record. Renewals may also be done in person at the Library.

Course reserves

Course-related materials are designated as reserves on a semester base. Users may check out the reserve and return it the same day.

Late fines and holds on student records

Most library materials are loaned for 2 weeks. Fines are charged only if materials are returned late. Different loan periods, fines, and fees, may apply to materials as below.

Types of items		Student	Student writing Thesis	Alumni	NYPTS Staff	Faculty	External Users
Books	Loan Limit	20	25	10	20	25	7
	Loan Period	2 weeks	2 weeks	2 weeks	4 weeks	4 weeks	2 weeks
	Overdue Fine	per Item 50¢ / day (50¢ / hour for course reserves)					
Periodicals		Non-circulating items					
Course Reserves		Course Reserves must be returned on the same day. Overdue fine is charged 50¢ / hour					
CDs, DVDs		2 items , 1 week					

Other learning resources

The NYPTS Library has a consortia agreement with Presbyterian College and Theological Seminary (PUTS) in Seoul, South Korea, make available to the PTSA community a wealth of electronic resources, including electronic databases of journals, e-books, and dissertations in the Korean language. Users can have the log-in information of the PUTS's electronic databases upon request. Also, the NYPTS Library has electronic resources from E-Library about 50,000 e - theological journals and books. Therefore, students who want to study any sources about their academic interests can check them through computers at Library lab.

Approval and Accreditation

NYPTS is a nonprofit corporation under Section 402 of the Not-For-Profit Corporation Law of New York and qualifies for religious exemption pursuant to the provisions of section 216 of the Education Law and section 104, subdivision (e) of the Not-For-Profit Corporation Law. NYPTS is licensed by the New York Bureau of Private Postsecondary Education (BPPE) for the purpose of offering its educational programs.

Furthermore, NYPTS is trying to achieve an accredited status with ABHE (Association of Biblical Higher Education) and ATS (Association of Theological Schools). Also, NYPTS trying to achieve a membership status from Council for Higher Education Accreditation (CHEA)

The degrees PTSA currently offers and accredited by New York Bureau of Private Postsecondary Education (BPPE) :

Bachelor of Theology
Master of Divinity
Master of Theology

Master of Arts in Christian Counseling Psychology

1. A graduate of unaccredited program will not be eligible to sit for the applicable license exam in New York and other states.
2. A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of New York.
3. That a student enrolled in an unaccredited institution is not eligible for Federal Student Financial Aid programs.

Important Statements

- (1) The institution is a private institution which is licensed to operate by the Bureau. Students can access the bureau's internet website anywhere to identify the institution whether is licensed by the bureau or not.
- (2) a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the New York State Education Department Office of Higher Education. Room 977 Education Building Annex. Albany, NY 12234.
www.highered.nysed.gov
Toll free number (518) 486-3633 or by email: hedepcom@nysed.gov
- (3) As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.
- (4) A student or any member of the public may file a complaint about this institution with the school with the New York State Education Department by calling (212) 643-4760 (toll-free telephone number) or by completing a complaint form, which can be obtained on the bureau's Internet Web site www.bpss@nysed.gov.
- (5) Bankruptcy: The institution does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code.
- (6) Job Placement services: The institution's undergraduate, and graduate are academic and avocation in nature; therefore, it does not have a formal placement program for active students or graduates. Nonetheless, employment opportunities may be available occasionally. (see "Student employment" Section.)
- (7) Credit for Prior Experiential Learning: the University does not grant credit for prior experiential learning.

Notice Concerning Transferability of Credits and Credentials Earned at Our Institution

The transferability of credits you earn at New York Presbyterian College & Theological Seminary (NYPTS) is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree or certificate you earn in the educational programs at NYPTS is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your

educational goals. This may include contacting an institution to which you may seek to transfer after attending NYPTS to determine if your credit or degree or certificate will transfer.

Mission and Goals

Mission Statement

Our Mission is to equip men and women for missional living by training them to grow in the knowledge and character of Christ, to live a Christ-centered life, and to lead others to do the same, in any setting God places them, whether it is multigenerational, multiracial, or multiethnic. We seek to accomplish this both in the narrow context of the parent denomination, the Korean Presbyterian Church Abroad (KPCA), and the wider context of the global kingdom of God.

Institutional Goals of NYPTS

In response to the needs of KPCA, NYPTS primarily provides **theological** and **spiritual formation education** integrated with ministry skills to students who will serve as pastors in the KPCA; and secondarily prepares servant leaders for the diverse ministries for the global kingdom of God

1. High Quality Theological Education

NYPTS's faculty, over 90% of whom have doctoral degrees from outstanding seminaries in the United States, offer high quality theological education where students will gain a proficient understanding of God and His Word and learn research skills that will equip them to conduct sound research.

2. Dynamic Spiritual Formation Education

NYPTS's spiritual formation education takes a holistic and integrative approach to lead students to grow deeper in their knowledge of, and love for, God, self, and others, which will be reflected in their Christ-centered life lived out in whatever setting God places them.

3. Global Leadership Education

NYPTS's leadership education strives to raise up leaders who will have the heart of servants and lead by example, **integrating biblical and theological knowledge with professional skills** in ministerial and public leadership.

4. Cultural Education Across Disciplines

NYPTS strives to train students to critically discern the truth wherever it is found (that is, both in special revelation, the Bible, and in general revelation, the general academic disciplines such as **humanities, natural sciences, social sciences, arts**) and evaluate it from a biblical perspective, integrate with theology, and apply to their life and ministry.

A Brief History of the Seminary

In 1978, the New York Han Min Church began the New York Presbyterian College & Theological Seminary in New York. Because of the growing demand for ministerial leadership to serve the gradually expanding Korean communities throughout the United States, the General Assembly asked that this school broaden its vision as the official school of the Western Presbytery. This

broader vision was for a three-year seminary to prepare Koreans and Korean-Americans for pioneering their own churches in the States and throughout the world. Among the concerned scholars and ministers who helped develop this vision were Dr. Sung Hyun, Hong and Elder Soo Sick, Lim, who both later served as presidents of the institution. Thus, this broader school opened as the New York Presbyterian College & Theological Seminary in New York. The first class, with six students, opened on the evening of November 8, 1978.

Upon this humble beginning, God blessed the school with further organizational and financial support from the General Assembly of the Korean Presbyterian Church Abroad. To facilitate better management, a Board of Directors was formed. Some twenty plus Korean churches have regularly donated management funds to the school. We are proud of how NYPTS graduates have been serving to fulfill the Great Commission as pastors, missionaries, evangelists, leaders, and teachers in the continents of Asia and the Americas.

The New York Presbyterian College & Theological Seminary was incorporated in 2003 as a non-profit corporation. The school was re-incorporated as a Not-For-Profit institution and granted non-profit status from the IRS in 2004. Under Section 402 of the Not-For-Profit Corporation Law, NYPTS is a corporation pursuant to Section 402 of the Not-For-Profit Corporation Law State of New York.

Dr. Jae Do Yu, who was the president of the New York Presbyterian College and Theological Seminary, led New York Presbyterian College and Theological Seminary through a challenging transition time to Bergenfield, New Jersey facility under his leadership increasing the number of our graduates to be over 169 graduates. In January of 2017, we welcomed the new president, Dr. Kibaek Lee. Dr. Kibaek Lee came with an extensive knowledge and research on the subject of Korean Church/Church History. Under his leadership, NYPTS is trying to apply I-17 to IRS and take a step forward for accreditation of TRACS, ABHE, and ATS in 2019.

Relation with General Assembly (KPCA)

New York Presbyterian College and Theological Seminary is one of four schools officially recognized by the General Assembly of the Korean Presbyterian Church Abroad (KPCA). Although the Education Commission of the KPCA provides limited guidance to these three schools, the General Assembly asks local presbyteries to support and guide their local schools. Thus, we are also the official theological school of the following presbyteries: New York Presbytery, North-East Presbytery, and New Jersey Presbytery.

Each of the three Presbyteries selects five members. They are recommended by each presbytery's theological education department and are elected at a presbytery meeting. Also, the last two former chairman of the alumni association are automatically placed on the board. Three to seven more members are recommended to the board by the board's executive committee. In addition to the other qualifications, these additional board members are chosen because of their ability to help with the financial support of the school (i.e. by their own financial assets or their ability to assist in fundraising). The current members of the board must vote to approve each new member.

Relation with Other Schools

NYPTS has reciprocal borrowing agreements with New York Theological Seminary. NYPTS also has a consortia agreement with Presbyterian University Theological Seminary (PUTS) in Seoul, South Korea, make available to the NYPTS community a wealth of electronic resources, including electronic databases of journals, e-books, and dissertations in the Korean language. Moreover, NYPTS maintains cooperative ties among the Center for Korean Studies of PUTS to promote research activities in the area of Korean Christianity.

Alumni

During the 40 year history, 169 students graduated New York Presbyterian College and Theological Seminary. Most of them are serving as pastors, missionaries, evangelists, and lay leaders in the world. The organization of the Alumni continues to support New York Presbyterian College and Theological Seminary and its students.

Board of Trustees

Chairperson:	Rev. Mang Jun Park
Secretary:	Rev. Tai Sung Cho
Chief of Financial Officer:	Elder Jin Soo Park
Members:	Rev. Ki Baek Lee
	Rev. Hong Chae Kim
	Rev. Brian Koo
	Rev. Hong Suk Bang
	Rev. Shin Kyun Kang
	Rev. Eun Hee Lee
	Rev. David Y Oh
	Elder Alex Y Chung
	Rev. Yongjin Yoo
	Rev. Eung Soo Park
	Rev. Sungha Park
	Rev. Young Kwang Joo
	Elder Jong Dae Kim
	Rev. Kyung Sae Lee
	Rev. Paul Sukchung Kim
	Rev. Sunny Chung

Administrators and Staff

Ki Baek Lee

President / CEO

D. Min. / New York Theological Seminary

M. Div. / Presbyterian College and Theological Seminary, Korea

B. A. / Keimyung University

Seong Eun Kim

Dean of Academic Affairs / Chief Academic Officer / Professor

Ph.D. cand. / Regent University

M.A.T.S. / New Brunswick Theological Seminary

Th.M. / Presbyterian College and Theological Seminary
M.Div. / Presbyterian College and Theological Seminary
B.A. / Kyung Hee University

Kyongsu John Min

Dean of General Affairs and Professor

D.Min. / Assemblies of God Theological Seminary
M.Div. / Assemblies of God Theological Seminary
B.S. / Seoul national University
D.I.C.S. (In Progress) / Cook School of Intercultural Studies, Biola University (La Mirada, CA)

Son Sun Im

Adjunct Professor

Th.M. / New York Presbyterian College & Theological Seminary
M.Div. / New York Presbyterian College & Theological Seminary
M.P.A. / Yonsei Graduate School of Public Administration
B.A. / Sungkyunkwan University

Seong Eun Kim

SEVIS Officer

Ph.D. cand. / Regent University
M.A.T.S. / New Brunswick Theological Seminary
Th.M. / Presbyterian College and Theological Seminary
M.Div. / Presbyterian College and Theological Seminary
B.A. / Kyung Hee University

President Emeriti

Sae Won Han

The Thirteenth President

Th.M. / Princeton Theological Seminary
M.Div. / Presbyterian College & Theological Seminary

Byung Ki Song

The Fourteenth President

D.Min. / New York Theological Seminary, McCormick Theological Seminary
M.Div. / Presbyterian College & Theological Seminary
B.Th. / Yonsei University

Jae Do Yoo

The Fifteenth President

D.Min. / Fuller Theological Seminary
Th.M. / Princeton Theological Seminary
M.Div. / New Brunswick Theological Seminary
B.Th. / Presbyterian College & Theological Seminary

Faculty

Old Testament

Samuel Samhyun Han

Adjunct Professor

Ph.D. cand. / Chongshin University

Th.M. / Chongshin University

M.Div. / Presbyterian General Assembly Theological Seminary

B.A. / Chongshin University

Yunkweon Kim

Adjunct Professor

Th.D. cand. / Presbyterian College & Theological Seminary

Th.M. / United Graduate School of Theology, Yonsei University

M.Div. / Presbyterian College & Theological Seminary

B.A. / Yon Sei University

New Testament

John Youtae Kim

Professor

Ph.D. / Drew University

Th.M. / Princeton Theological Seminary

M.Div. / Presbyterian College and Theological Seminary

M.A. in Missiology / Asian Center for Theological Studies and Mission

B.A. / Yon Sei University

Kyung Hee Kim

Adjunct Professor

Th.D. / Presbyterian College & Theological Seminary

Th.M. / Presbyterian College and Theological Seminary

M.Div. / Presbyterian College and Theological Seminary

B.A. / Seoul National University

Historical Theology

Son Sun Im

Adjunct Professor

Th.M. / New York Presbyterian College & Theological Seminary

M.Div. / New York Presbyterian College & Theological Seminary

M.P.A. / Yonsei Graduate School of Public Administration

B.A. / Sungkyunkwan University

Seong Eun Kim

Professor

Ph.D. Cand. / Regent University

M.A.T.S. in Historical Theology / New Brunswick Theological Seminary

Th.M. in Historical Theology / Presbyterian College & Theological Seminary

M.Div. / Presbyterian College & Theological Seminary

B.A. / Kyung Hee University

Systematic Theology

Hee Kun Kim

Professor

Ph.D. / Drew University

M. Phil. / Drew University

Th.M. / Princeton Theological Seminary

M.Div. / Presbyterian College & Theological Seminary

B.A. / Seoul National University

Christianity and Culture

Kibaek Lee

President & Professor

D.Min. / New York Theological Seminary

M.Div. / Presbyterian College & Theological Seminary

B.A. / Keimyung University

Practical Theology

Byung Ki Song

Adjunct Professor

D.Min. / New York Theological Seminary, McCormick Theological Seminary

M.Div. / Presbyterian College & Theological Seminary

B.Th. / Yonsei University

Jong Hoon Kim

Adjunct Professor

D.Min. / Columbia Theological Seminary

M.Div. / New York Theological Seminary

B.A. / Keimyung University

Missiology / Intercultural Studies

Kun Chul Kim

Adjunct Professor

Th.D. cand. / Boston University

M.Div. / Presbyterian College & Theological Seminary

B.A. / Young Nam National University

Spirituality and Christian Education

Ki Bum So

Adjunct Professor

Ph.D. / Chicago Theological Seminary

M.Div. / Presbyterian College & Theological Seminary

B.A. / Soongsil University

Christian Counseling Psychology

Paul Yoon
Adjunct Professor
D.Min. / New York Theological Seminary
M.Div. / Korean Presbyterian Seminary
B.S. / Inha University

Christian Education

JaeDo Yoo
Adjunct Professor
D.Min. / Fuller Theological Seminary
Th.M. / Princeton Theological Seminary
M.Div. / New Brunswick Theological Seminary
B.Th. / Presbyterian College & Theological Seminary

Student Life

Student Government

Student government elections are held each Ma for the following academic year. One month before student elections, the student government announces and the date of the election meeting. To qualify as a candidate, a student must have completed 1 full-time semester by the end of that academic year, must not be planning to graduate before the end of the upcoming academic year, and must submit to the secretary of the student government a petition with signatures of ten current students. Once a petition has been submitted, a student may engage in campaigning activities (e.g. submit a poster to the school office for display, distribute literature, and request from the school office the use of a room for a meeting). At the election meeting, each qualified candidate will be given five minutes to make a presentation. Voting will take place by means of written ballots.

The student government consists of six members (i.e. president, vice presidents, secretary, and treasurers, Etc.). The president and vice president are elected annually. The secretary, and treasurers are appointed by the president.

The activities of the student government include:

- Promotion of spiritual, social, and academic development of the student body
- Arrange social events for students
- Contribution to the development of the school
- Communicating to the administration on behalf of students

To accomplish their duties, the student government is provided with a budget that is generated by a student registration fee as well as additional money provided by the school. This money is kept in a special account that requires signatures of the student dean and one student government treasurer. At the beginning of the semester, the student government is to propose a budget. Once this budget is approved by the student dean, the student government may request funds. For each request, the student dean will see whether there is adequate money in that budget category. If so,

the money will be released to the student government. In return, the student government is to report a receipt for the expense. Typical student government expenses include:

- Social events for the student body
- Special scholarships
- Inviting a special chapel speaker
- Gifts for new students
- Gifts for graduating students
- Honoring and thanking alumni at an annual alumni meeting

The Dean of Student Affairs supervises the student government. The student government is to operate according to the Student Government Bylaws.

Church Attendance and Affiliation

New York Presbyterian College and Theological Seminary expects every student to be affiliated with an evangelical church and to participate in the ministry of that local church body through faithful attendance at their weekly service.

All students in the M.Div. and B.Th. program must complete two (2) units credit in fieldwork/student ministry during their three years of study (M.Div.), or four years of study (B.). Transfer students must begin fieldwork/student ministry the first semester they attend and continue thereafter. The records of fieldwork/student ministry of church service are essential courses for graduation.

Chapel

To reinforce New York Presbyterian College and Theological Seminary's commitment to the spiritual life of its students, the New York Presbyterian College and Theological Seminary family gathers two times a week (Tuesday ~ Thursday) for chapel services in the afternoon from 3:20 pm -4:20 pm. This is an opportunity for the faculty, staff, and students to share in worship and prayer, and to be strengthened God's Word. Various pastors from KPCA and PCUSA come and bring the message from God's Word. Students rotate their responsibility in leading the chapel time. (B.Th. and M. Div.)

Social Activities

A balanced life includes recreation and opportunities to build friendships. Therefore, a variety of activities are planned by the student government:

- Sports Days (once per year)
- Welcome Parties Honoring New Students (beginning of each semester)
- Graduation Party

Students take turns providing lunches on Mondays through Fridays. All are invited to attend. Additional social activities are provided through student clubs.

Meeting Student Needs

Housing

NYPTS doesn't have dormitory facilities. And NYPTS has no responsibility to find or assist a student in finding housing.

For information's sake, the approximate range of the renting house located near the institution's facilities is:

\$400 - \$500 (Home Stay)

\$900 - \$1,200 (1 Bed Room apt.)

\$1,500 - \$2,000 (2 Bed Room apt.)

\$1,800 and over (3 Bed Room apt.)

Parking

Because we are blessed with a growing student body and we share our facility with neighbor's parking lot (tenants), our parking lot is sometimes busy. To ensure enough parking for everyone, please park in the street parking space provided. Please park in all designated areas. If you park on the side of the street that is a designated fire lane, you will be ticketed and towed. Overnight parking is not allowed.

Student Employment

On-campus opportunities: Various on-campus jobs are available (e.g. maintenance, cleaning, office work, library assistance). To apply for employment, please contact the Dean of Student Affairs.

Off-campus employment: The international student is prohibited from working unless he or she receives authorization from the Dean of Student Affairs and SEVIS Officer.

Local churches and mission organizations occasionally contact us for part-time workers. To inquire about church appointments, please contact the Dean of Student Affairs. It is also very important to get permission from the Dean of Student Affairs. The Dean of Student Affairs will give you permission to work and indicate this approved employment on your I-20. Approved off-campus employment is designated as CPT (Curricular Practical Training), OPT (Optional Practical Training) or OCE (Off-campus Employment). Students are allowed to work up to 20 hours a week when school is in session, and more than 20 hours a week when school is not in session.

We recommend that students do not take on such large workloads and class loads that their spiritual and personal wellbeing is compromised.

Student Clubs

Students are encouraged to form or join official student governments. Such clubs have the right to meet in unused classroom or other campus space (after receiving approval from the student dean to meet in a particular location and at a particular time) and to promote their clubs by posting flyers on bulletin boards (after receiving approval from the school office).

To apply for official recognition of a student organization, a minimum of three charter members (i.e. students who plan to join) must find a faculty advisor, and submit an Application for Recognition of a Student Government to Dean of Student Affairs.

Health Insurance

Presbyterian Theological Seminary in America does not provide medical insurance. We therefore ask all students to acquire medical insurance. If you need help contacting an insurance agent, please ask the main office or SEVIS Officer for assistance.

Medical Provisions

If you have a minor accident, a first aid kit is kept in the main office to help you. If you have a more serious medical need that demands immediate attention, the main office will arrange for your transportation to a doctor or hospital. If you have a medical need that does not require immediate attention, please discuss the issue with the Dean of Student Affairs or the main office.

If you need to find a nearby urgent care facility (i.e. a facility that should be quicker and cheaper than a hospital, but not be suitable for major emergencies), you may go to;

AM/PM Walk In Urgent Care:
19 S. Washington Ave.
Bergenfield, NJ 07621
1-201-387-0177

Friendly Urgent Care:
T-State Plaza
1428 Teaneck Rd.
Teaneck, NJ 07666
1-201-591-1350

More serious medical emergencies need to be treated in a hospital emergency room. A nearby hospital (with emergency room) is Hackensack University Medical Center:

30 Prospect Ave,
Hackensack, NJ 07601
1-551-996-2000

Keep in mind that any American hospital or emergency room has an access to translators (e.g. on staff or via a telephone translating service). Also keep in mind that even if you have no insurance and no money, emergency rooms cannot turn away a seriously ill individual. They must treat you until you are out of danger. However, emergency rooms are more expensive than other medical facilities.

Student Conduct

Standards of Conduct

Failure to maintain standards of conduct appropriate to the mission of our school may result in suspension, expulsion, or denial of graduation (even if all academic requirements have been met). Note that a degree from PTSA is perceived as a recommendation to a church for a ministry position. Therefore, a student's conduct is as important as his or her academic achievements in earning such a recommendation.

To graduate, students must participate in a local church, must not use illegal drugs, must not be involved in sexual immorality, or must not in other ways bring shame on the name of Jesus Christ. A student struggling with character issues is encouraged to meet with the Dean of Student Affairs. A student who struggles with character issues (e.g. addiction) may still graduate if he or she shows satisfactory progress in dealing with the problems.

Sexual Harassment

It is the policy of New York Presbyterian Theological Seminary to maintain the seminary environment as a Christian community that provides a place for spiritual growth, work, and study, free of all forms of sexual intimidation and exploitation. All students, staff, and faculty should be aware that New York Presbyterian Theological Seminary is prepared to take action to prevent such intimidation and exploitation and that individuals who engage in such behavior are subject to discipline.

Sexual harassment can vary with particular circumstances, but, generally, it is defined as unwelcome or offensive sexual advances, requests for sexual favors, unwanted or uninvited verbal suggestions or comments of a sexual nature, or objectionable physical contact. None of these reflect a Christian attitude or commitment, and all adversely affect the working or learning environment. Coercive behavior, including suggestions that academic or employment reprisals or rewards will follow the refusal or granting of sexual favors, or conduct that unreasonably interferes with an individual's work or study performance or creates an intimidating, hostile, or offensive work/study environment, constitutes a violation of the seminary's spiritual and/or educational standards, objectives and goals; such misconduct will not be tolerated.

Under the direction of the appropriate administrator, the seminary will fully and effectively investigate any such report and will take whatever corrective action is deemed necessary, including disciplining or discharging any individual who is found to have violated this prohibition against harassment. The reporting student, staff, or faculty will be informed of the action taken. Seminary officials will also take action to protect the reporting student, staff, or faculty, to prevent further harassment or retaliation and, as appropriate, to redress any harm done.

It is the policy of New York Presbyterian Theological Seminary not to tolerate sexual harassment, and appropriate disciplinary action will be taken whenever such harassment is demonstrated. Individuals engaging in such conduct contrary to seminary policy may be personally liable in any claim brought against them.

A student, staff or employee who feels that he or she has been sexually harassed may meet with a person officially designated to receive reports of discrimination, and they will work for resolution in such situations (Please see the NYPTS SEXUAL HARASSMENT POLICY) within the Student Handbook for information. In addition, it is advisable that the student, staff or employee contact the City of Bergenfield Police Department to report the form of sexual harassment:

Police Services Center
198 N. Washington Ave, NJ 07621
(201) 387-4000 * All Emergencies: 911

Open Monday – Friday 8 a.m. to 8 p.m.
Closed Saturday and Sunday

Weapons

Firearms, knives, explosives, or other dangerous objects, including but not limited to any facsimile firearm, knife, or explosive, are prohibited on all campus grounds, except as authorized by law.

Alcohol

Alcoholic beverages are forbidden on campus, except for use in connection with a course of instruction when the instructor has been authorized to use it by the Office/President.

Alcohol and Drug Prohibitions

The unlawful manufacture, distribution, dispensing, possession, or use of alcohol or any controlled substance is prohibited on campus property, during field trips, activities or workshops, and in any facility

Student Discipline

Students are required to maintain standards of behavior that are consistent with the calling to ministry, the teachings of the Bible, and the stated intentions (e.g. mission statement, goals, policies) of NYPTS. Students who do not maintain such standards will be required to undergo disciplinary procedures to restore and assist the student, which are outlined in the next section.

Disciplinary Procedures

The primary goals of discipline at NYPTS is restorative (i.e., not punitive) and the physical, emotional, spiritual maturation and protection of the individual and the NYPTS community.

The first step in student discipline is a meeting with the Dean of Students to make sure the student understands the offence (admonition) and to evaluate the student's attitude. At that meeting, the student dean will provide the student with a written statement concerning the behavior that violates the standards of behavior that are consistent with the calling to ministry, the teachings of the Bible, and the stated intentions (e.g. mission statement, goals, policies of NYPTS).

The second step is the Dean's conversation with the student to understand the issues concerning the emotional, spiritual maturation and protection of the student and the NYPTS community.

The Dean of Student affairs will address a plan to assist the student to recover and restore themselves emotionally, physically, and spiritually. If the student does not follow through with the steps or plan of restoration, and there is no evidence a change of behavior, the process will go forward through the following steps: probation, suspension and expulsion. The choice of an administrative withdrawal prior to expulsion will be determined by the Dean.

At the point that the later three steps begin, a student may appeal his case to a committee of disinterested faculty and students (see Student Rights and Due Process above). A final appeal can be made to the administrative council, which consists of the president and all the deans of NYPTS.

1. Probation defined:

The student dean may impose a probation in which the student is expected to show a development in responsible actions toward NYPTS and members of the community for a specified period of time. This may include limitations in or restriction from certain activities or privileges.

2. Suspension defined:

In certain circumstances, the student dean may immediately impose a suspension. A suspension may be imposed:

To ensure the safety and well-being of members of the NYPTS community or preservation of NYPTS property;

To ensure the student's own physical or emotional safety and well-being; or

If the student poses a credible threat of disruption of or interference with the normal operations of NYPTS.

During the suspension, the student will be denied access to the NYPTS campus (including classes) and/or all other NYPTS activities or privileges for which the student might otherwise be eligible. The student dean will designate a specific length of time which is appropriate for the suspension. The suspension shall extend only until such time as an adjudication can be completed and other sanctions (if any) imposed.

Suspension: The student is involuntarily separated from the seminary for a specified length of time. Absences from classes and chapels are not excused and academic work that is missed may not be made up.

Administrative Withdrawal: The student is required to withdraw from the seminary without the privilege of returning until a time specified by the administrative faculty council.

Expulsion: The student is permanently separated from the seminary with a notation of the reasons for the termination in his/her file. No refunds are made and the student will suffer the academic consequences of his/her actions.

When students are suspended or expelled for disciplinary reasons, there will be no refund of tuition for the semester and financial support may be canceled.

Student Grievance Policy

Students may submit any grievances that they might have with respect to academic affairs or interpersonal relationships in writing to the Dean of Academic Affairs. Upon receipt of the grievance, the Dean of Academic Affairs will meet with the student. An effort will be made to resolve the grievance. If the grievance is not resolved satisfactorily, the student may appeal the decision to the Academic Affairs Committee. The Dean forwards the grievance to the Academic Affairs Committee for resolution. The decisions of the Academic Affairs Committee are final and are non-appealable.

The following principles and procedures governing dismissal will be used if the reasons for dismissal are due to moral inconsistencies, significant neglect of duties, behavior, attitudes that are not in harmony with NYPTS's written policies, statements, standards, and ethical practices.

Dismissal of a student before graduation will be preceded by:

- a) Discussions between the student and appropriate administrative officers (e.g., Dean of Academic Affairs or Dean of Student Affairs) looking toward a mutual agreement
- b) Informal inquiry by appointed faculty committee, which may, failing to effect an adjustment, determine whether in its opinion dismissal proceedings should be undertaken, without its opinion being binding upon the administration
- c) A statement of charges framed with reasonable particularity by the Dean of Academic Affairs and submitted to a committee of faculty and administrators (i.e., an ad hoc Grievance Committee consisting of dean of student, academic dean, one student selected by the Dean of Academic Affairs, and one student selected by the student who has a grievance). Pending a final decision by the committee, no overt action relative to the student's activity is to be taken.

If a student has a grievance or a challenge to disciplinary or dismissal actions that she/he wishes to pursue through special procedures, he should inform the academic dean. The Dean of Academic Affairs will form the ad hoc Grievance Committee consisting of Dean of Student Affairs, one student selected by the Dean of Academic Affairs, one student selected by the student with a grievance, and the Dean of Academic Affairs him or herself. The student with a grievance will write a report detailing his grievance and suggesting any desired changes. The committee will have a meeting to discuss the grievance, reasons the school administration has been pursuing its present course and determine any more investigation that is needed. A second meeting will be scheduled which will allow the committee to ask questions of the professor and the administration. Proposals for recourse, change or for dismissing the grievance without recourse or change will then be written and voted on by secret ballot. Dean of Student Affairs will inform the committee of the vote tally. The vote of the committee will decide the matter unless Dean of Student Affairs asks the board to review the case (including minutes and vote tally). In case of a tie vote, Dean of Student Affairs will make the decision. Careful minutes to both meetings should be kept including the results of the vote tally. If any student feels he or she has been injured by a colleague, he should discuss the matter with the Dean of Academic Affairs. If the aggrieved student wishes to pursue the matter further, it will be the function of an appointed committee composed of dean of student, Dean of Academic Affairs and one student to examine matters carefully and render a recommendation to Dean of Student Affairs.

Student Complaints

A student or any member of the public including prospective students may file a complaint about the school with the New York State Education Department by calling (212) 643-4760 (toll-free telephone number) or by completing a complaint form, which can be obtained on the bureau's Internet Web site www.bpss@nysed.gov If a student has grievances which he or she cannot work out with the school, he or she may call or write to:

New York State Education Department
 Adult Career & Continuing Education Services
 Bureau of Proprietary School Supervision
 Mailing Address:
 116 West 32th Street, 5th Floor
 New York, NY 1001

Physical Address:
 Bureau of Proprietary School Supervision
 Investigation and Adult Unit
 116 West 32th Street, 5th Floor
 New York, NY 1001

Phone: (212) 643-4760
Main Fax: (212) 643-4765
Web site: www.acces.nysed.gov/bpss/
E-mail: bpss@nysed.gov

Emergency and Campus Crime

Any student in an emergency should call 911. If a student needs assistance, ask the Office of the Dean of Student Affairs. On campus, crime is very scarce. However, students are encouraged to walk in groups and watch one another.

Student's Rights and Due Process

A student who believes that disciplinary procedures are unwarranted or unfair has the right to due process. The sequence of steps starts with a meeting with the Dean of Student Affairs to make sure the student understands the offence and to evaluate the student's attitude. At that meeting, the Dean of Student Affairs will provide the student a written statement concerning the suspect behavior. If the student does not evidence a change of behavior, the process will go forward through probation, suspension and expulsion. At the point that the later three steps begin, a student may notify the Dean of Administration that he or she wants to appeal his or her case to a committee of disinterested faculty and students (i.e. members of the student government unless they are somehow involved). A final appeal can be made to the administrative faculty council. Concerning discipline and due process, the student has the following rights:

- The student has a right to know the charges against him and to receive them in writing.
- The student has a right to have a hearing consisting of a committee of disinterested faculty (two) and students (preferably two members of the student government) and the Dean of Student Affairs. This committee will make a recommendation to the administrative council, which will make the final decision. The final decision will be signed by the president and a copy will be given to the student.
- The student also has a right to confront his or her accusers (e.g. explain his or her side of the story, cross-examine witnesses, bring his or her own witnesses)
- A student may be represented or assisted (e.g. a character witness's testimony) by anyone he or she chooses
- The student has a right to the minutes of the proceedings and a written copy of the decision.
- The student may appeal this decision by requesting another hearing before the administrative council. The final decision will be signed by the president and a copy will be given to the student.

Confidentiality of Education Records

In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), Presbyterian Theological Seminary in America will disclose information from a NYPTS student's education records only with the prior written consent of the student—except that the student's education records may be disclosed without consent to NYPTS officials

having a legitimate educational interest in the records as well as to third parties specifically authorized by FERPA.

Education records are defined as records, files, documents, data and other materials that contain information directly related to a student and are maintained by Presbyterian Theological Seminary in America. All NYPTS students have the following rights regarding their education records:

- 1) To have access to their education records.
- 2) To consent to release a record to a third party.
- 3) To request nondisclosure of directory information.
- 4) To seek amendment of information which the student demonstrates is inaccurate.
- 5) To be notified of their privacy rights.
- 6) To file complaints with the U.S. Department of Education concerning alleged failures by NYPTS to comply with FERPA.

The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
Washington, DC 20202-4605

Admissions

Statement of Compliance

New York Presbyterian Theological Seminary is in full compliance with Title VI and VII of the Civil Rights acts of 1964 and Title IX of the Educational Amendments of 1972. The institution does not discriminate on the basis of race, color, national origin, or sex in any of its policies, practices, or procedures.

Admission Procedure

Required Documents:

Applications for admission are accepted until one week prior to the new academic year. In addition to the application for the appropriate desired program, applicants must submit the following credentials to the Main Office/Dean of Academic Affairs:

- Application with two I.D. photos
- Official certificate of graduation
- Official transcript of school last attended
- A statement of the applicant's Christian faith, vocational objectives and reasons for seeking admission to the Seminary
- A letter of recommendation from the applicant's pastor, on a form supplied by Presbyterian Theological Seminary in America

- Information (e.g. official bank statements of last three months and financial affidavit) attesting to their ability to provide United States dollars in the minimum amount required to support the costs of tuition and room and board, in excess of the cost of a round-trip fare from his/her native country. Applicants who do not have the finances to pay all of their expenses must come under the sponsorship of an approved organization / agency / individual. Sponsorship must include financial responsibility toward the sponsored student for the entire cost of the program GPA requirements for admission to graduate degree programs: M.Div.: 2.5 overall GPA

Students will be admitted to the graduate degree program with a Bachelor's and/or Master's degree from the institutions approved by the Government, public or private institutions of higher learning accredited by an accrediting association recognized by the United States Department of Education, Korean Ministry of Education or equivalent government agency from the student's country.

Ability to Benefit

NYPTS does not accept students who do not have high school diploma or GED.

Language Proficiency

Korean proficiency

Since most instructions in class are conducted in Korean, proficiency in Korean is required. High school diploma or College diploma from Korean speaking educational institution will suffice. Students who do not have such diploma will be interviewed by the Dean of Academic Affairs in order to evaluate the proficiency.

English proficiency (TOEFL Score or English Skills)

English proficiency test such as TOEFL is not required for admission.

Spiritual Standard

The goal of Presbyterian Theological Seminary in America is to cultivate the spiritual life of each student and to prepare each student for Christian Service.

It is required that the applicant must be a born again believer, and the application procedure requires a written statement of personal testimony to that effect. It is usually advisable for a student to be baptized at least one year before applying for the graduate program at the New York Presbyterian Theological Seminary.

Readmission

Any student who fails to register for more than 12 months must apply for readmission before returning to Presbyterian Theological Seminary in America. The student who applies for readmission must follow the admission procedures

Non-discriminatory Policy

NYPTS seeks a diverse student body. Everyone has equal opportunity and access to NYPTS's educational programs and activities. The school does not discriminate on the basis of race, color, age, sex, physical condition, or national origin. Non-discriminatory policies apply to the admissions policy, educational programs, employment, and all other activities that NYPTS provides. NYPTS complies with the provisions of Title VI of the Civil Rights Acts of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975.

Financial Information

Tuition and Fees

Tuition (per unit) for:

Bachelor (B.Th.):	\$120.00 / unit
Master (M.Div.):	\$150.00 / unit
Master (M.A.C.C.P.):	\$150.00 / unit
Application fee:	\$100.00
Enrollment fee:	\$150.00
Student activities fee (per year)	\$50.00
Graduation fee:	\$200.00
Deferred payment plan fee:	up to \$30.00
Late Registration:	up to \$100.00
	\$30.00 after registration
	\$50.00 until 1 st week of class
	\$100.00 thereafter
Add/Drop a course fee:	\$10.00
Auditing fee (per unit, non-refundable)	
B.Th. and M.Div., M.A.C.C.P.	
Non-students only:	amount per unit by course
Enrolled students & Alumni:	\$100.00
Tuition for the spouse/family member of full-time student:	15% off of tuition
Tuition for pastor:	15% off of tuition
Tuition for missionary & spouse: (units)	30% off of tuition (should take more than 6 units)
Tuition for pastor's/missionary's Single child under 40 years old	15% off of tuition
Tuition for the family member of Faculty / staff:	no charge

Official transcript fee (per copy):	\$10.00
Student I.D. Card (Optional)	\$10.00

Charges for Attendance of 2019/2020

B.Th.

Application fee & Enrollment fee (new student)	\$ 250.00
Tuition \$120.00*15 units	\$ 1,920.00
Student Activities fee	\$ 50.00
Total	\$ 2,220.00

M.Div.

Application fee & Enrollment fee (new student)	\$ 250.00
Tuition \$150.00*12 units	\$ 1,800.00
Student Activities fee	\$ 50.00
Total	\$ 2,100.00

M.A.C.C.P.

Application fee & Enrollment fee (new student)	\$ 250.00
Tuition \$150.00*12 units	\$ 1,800.00
Student Activities fee	\$ 50.00
Total	\$ 2,100.00

Estimated Total Charge for Entire Program

B. Th. (4 years)

Application fee & Enrollment fee	\$ 250.00
Tuition \$120.00*124 units	\$ 15,120.00
Student Activities fee	\$ 200.00
Graduation fee	\$ 200.00
Total	\$ 15,770.00

M.Div. (3 years)

Application fee & Enrollment fee	\$ 250.00
Tuition \$150.00*96 units	\$ 30,170.00
Student Activities fee	\$ 150.00
Graduation fee	\$ 200.00
Total	\$ 30,770.00

M.A.C.C.P. (2 years)

Application fee & Enrollment fee	\$ 250.00
Tuition \$150.00*48 units	\$ 7,200.00
Student Activities fee	\$ 100.00
Graduation fee	\$ 200.00
Total	\$ 7,750.00

Payment Policy

Tuition is expected to be paid in full either at the time of registration or before the end of the first week of classes. Those students who are unable to pay the tuition may ask to be considered for the deferred payment plan.

A student is not considered registered and cannot continue to attend classes until he either has paid all educational costs or has been approved for the deferred payment plan.

Deferred Payment Plan

A student may elect an optional up to three (3) payments plan. Please note that a special handling fee of \$10.00 per each time will be required for this plan.

One-third of the tuition plus a special handling fee is due on the last day of registration.

A second one-third payment is due during the fourth week.

The final payment is due during the eighth week.

A student who wants to choose payment plan, he or she should pay by check or cash.

Late charge fees:

\$50.00 will be charged to the student who fails to make a payment after every scheduled payment due. Another \$50.00 per each month will be charged to the student who fails to make a payment after the final payment due.

For example, if a student made the first payment at the spring registration, but failed to make the second payment at the fourth week and the third payment during the spring semester, the student paying for the fall registration will be responsible for \$50.00 late fee for each missing payment during the spring semester, then \$50.00 for each month they failed to make the final payment after the spring semester ended. Therefore, they could owe: \$100.00 (March and April), \$50.00 for each month (May, June, and July), and therefore owe: \$250.00.

Cancellation, Drop, and Withdrawal Policy:

Student's Right To Cancel

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. Thereafter, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled hours in the current payment period in your program through the last day of attendance.

To cancel the enrollment agreement or withdraw from the institution, a written notice of cancellation, drop, or withdrawal must be submitted to the Office of the Registrar:
Main Office, 120 West Church Street, Bergenfield NJ 07621.

Refund of Tuition

The student has a right to a refund of tuition. *Fees are not refundable.* Any refunds will be made as soon as possible but no later than 45 days from the determination of withdrawal date. Students receiving Federal Financial Aid are subject to the return calculation first.

The date when the registrar receives official Add/Drop form determines the date of withdrawal. Failure to attend class is not withdrawal. Refund schedule for dropping courses;

Fall/Spring Semester

- 100% refund until attendance at the first class session, or the seventh day after enrollment, whichever is later. The course is completely taken off the student's transcript, with no record of ever registering for the course.
- Thereafter, pro-rated refund if completed 60 percent or less of the scheduled hours. A student needs to acquire the signature of the Academic Dean in order to withdraw from a course. When a student withdraws from a course, the student will receive a "W" on their transcript.

Winter/Summer Sessions

- 100% refund before afternoon class on the first day. The course is completely taken off the student's transcript, with no record of ever registering for the course.
- Thereafter, pro-rated refund if completed 60 percent or less of the scheduled hours. A student needs to acquire the signature of the Academic Dean in order to withdraw from a course. When a student withdraws from a course, the student will receive a "W" on their transcript.

(Example) if a student withdraws a course after 18 hours out of 45 hours (3 credits x 15 weeks) and its tuition is \$360, the refund will be: $\$360 - \$360 \times 18/45 \text{ credit hours} = \216 .

When a student withdraws from NYPTS, he shall be deemed to have withdrawn when following occurs:

- The student notifies the Registrar of his intent to withdraw.
- NYPTS terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations.
- The student has failed to attend all classes for three consecutive weeks and fail to inform the school that he is not withdrawing.
- The student fails to return from a leave of absence.

If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student. If the student has received Federal Student Financial Aid funds, the student is entitled to a refund of moneys not paid from Federal Student Financial Aid program funds.

Scholarship

Every semester, Presbyterian Theological Seminary in America awards scholarships to worthy, qualified students. The total scholarship amount cannot exceed the student's total amount of tuition. The recipients will receive the credit for the amount of the scholarship toward their tuition (Detailed information on scholarship aid is available at the main office, or from the Dean of Student Affairs).

Scholarship Committee

The Scholarship Committee has the task of screening the awarding for scholarships. It is organized by these officials as followed: the President, the Dean of Academic Affairs, the Dean of Student Affairs, and the Financial Aid Officer. All scholarships are awarded based on the individual's acceptance as a full-time student at the NYPTS. In the case that several selected students happen to have the same GPA, the scholarship will be based on the total score and the attendance rate for the chapel of the previous semester. Most scholarships are awarded for once per semester only. The student must reapply each academic semester and indicate a desire to maintain the scholarship. However, in the cases in which the selected recipient happens to be graduating, then he or she will not be eligible to receive it, because scholarships are not paid in cash but in tuition fees. The NYPTS offers scholarships for spouses/family members, pastors/missionaries, pastor's/missionary's sons or daughters, and family members of the faculty and the staff (please see tuition and fees). NYPTS also offers several limited scholarships to students based on need. Students who have been selected to receive multiple scholarships could only be awarded a scholarship complies with the decision of the Scholarship Committee. Many types of scholarships are available for students: (please see the Scholarship Chart for the details at our website: Ptsa.edu)

Academic Achievement Scholarship: Two B.Th. students, one M.A.C.C.P student (If the number of full time students exceeds that of 10 people, the number of award could possibly change to help accommodate such a group), and Three M.Div. students with the highest grade point average (GPA) from the previous semester will each receive a scholarship for their next semester. This scholarship is normally between \$500 and \$1,500 each. If a student's GPA is not higher than 3.0 or the requirement of the Chapel attendance is not met, then the student is not eligible.

Financial Need Scholarship: Students who have financial needs are invited to obtain an application from the school office. They are to complete the application and submit it to the Student Dean. The Scholarship Committee will consider the applications for the following academic semester.

Designated Scholarship: A church or organization may choose a student to support, or they may provide a scholarship for a particular type of student which will be announced when available. Students should see the student dean to apply for a designated scholarship.

Campus Security Act Disclosure Statement– Clergy Act

The following definitions apply to the geographical locations of incidents disclosed in the crime statistics tables contained in this report:

On-Campus: Any building or property owned or controlled by the University within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the University's educational purposes, and any building or property that is within or reasonably contiguous to the property described above in this definition, that is owned by the University but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Public Property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Non-Campus: Any building or property owned or controlled by a student organization that is officially recognized by the University; or any building or property owned or controlled by the University that is used in direct support of, or in relation to, the University's educational purposes,

is frequently used by students, and is not within the same reasonably contiguous geographic area of the University.

Academic Information

Orientation

New students, (including transfer students), must attend an 8-hour orientation on a designated day before each semester. During orientation, students will be informed about Presbyterian Theological Seminary in America's school life, faculty, curriculum, degree program and library information. An orientation workbook is provided.

Registration Procedure

Registration for continuing students opens three weeks before a new semester. Within the preceding two months, current students receive the schedule of classes and registration information by website. They are to compare the new class schedules with their Student Progress Worksheets. After deciding the courses in which to enroll, and during the one-week registration period, a student is to meet with the Dean of Academic Affairs or Dean of Student Affairs or SEVIS officer for academic counseling and their required signature.

Students registering after the registration period will be charged a \$30.00 late registration fee. If the student registers in the first week of class a \$50.00 late registration fee will be charged (\$100 for the second week of class).

After one week, students may not add new classes but can withdraw and get pro-rated refund of the class. After getting certification SEVP (Form I-17) for NYPTS, international new students who are delayed in their arrival or any student who may be delayed in enrolling/registration will not be allowed after the end of the third week of the semester to register, and may be subject to termination of their F-1 status.

Registration for new or transferring students occurs on the new student orientation day (see above). New students are under the same registration requirements as all students.

IMPORTANT: A student must receive a signature from the Dean of Academic Affairs regarding course schedule and the Registrar regarding financial issue on their registration form to be officially registered.

Class Eligibility

Before enrolling in any course, the student is responsible to ensure that all prerequisite courses or requirements have been fulfilled. Please consult the student progress worksheet and the course curriculum.

Adding/Dropping of Courses

A student may add or drop courses by filing a properly completed "Change of Course Form" in the Registrar's office. A \$10 fee will be applied for each transaction.

Academic Advising

The Dean of Academic Affairs is available for academic advising, and should be consulted prior to each semester for academic advising, and for the required signature for registration.

Unit of Credit

The unit of credit is a semester-hour. A semester-hour consists of a one 50-minute class session per week. Fifteen-semester-hours are a normal academic load per semester.

Grading System

The following criteria are used in assigning letter grades:

- "A" designates outstanding work; superior achievements of course objectives.
- "B" designates good work; commendable achievement of course objectives.
- "C" designates acceptable work; satisfactory achievement of course objectives.
- "D" designates minimal work; marginal of course objectives.
- "F" designates failure; unacceptable work.

When test or similar tasks are administered on the scoring scale from 0 to 100, the letter grades correspond in the following manner to the scores given:

A:	95-100	4.0	grade points per semester hour.
A-:	90-94	3.7	grade points
B+:	86-89	3.3	grade points
B:	84-85	3.0	grade points
B-:	80-83	2.7	grade points
C+:	76-79	2.3	grade points
C:	74-75	2.0	grade points
C-:	70-73	1.7	grade points
D+:	66-69	1.3	grade points
D	64-65	1.0	grade points
D-:	60-63	0.7	grade points
F:	59 or less	0.0	grade point per semester hour

I:	Incomplete
P:	Passing
NP:	Non Passing
W:	Withdrawal
AU:	Audit

Acceptable passing rate : I, P, NP, AU, W count as units attempted with Zero unit earned.

It is important to note that NYPTS has the following grading policy:

To control the possibility of grade inflation or student favoritism NYPTS is requiring the class GPA to be no higher than 3.2 for B.Th. and 3.5 for M.Div.

Attendance Policy

NYPTS emphasizes the need for all students to attend classes on a regular and consistent basis. All students are expected to maintain in all courses a satisfactory attendance requirement which is 75% of all class meetings. Absences in excess of 25% of class meetings will result in a failing grade for the course. This means each student is allowed a maximum of three absences per course per semester and fourth absence will result in a grade of "F."

Regarding punctuality, being tardy for more than fifteen minutes three times will be equivalent to one absence. Attendance Warning Letter will be sent out to students from the Academic Dean's Office after two absences. As for the details of the attendance policy, students are expected to read and follow the attendance policy stated in the syllabus for each course by the instructor and the school catalog.

Leave of Absence Policy

Should your circumstances be such that a leave of absence is needed, please submit a written request for a leave of absence to the Office of the Registrar. In case of illness, the student needs to include the physician's statement. The request for a leave of absence may be granted for up to 1 year. The request may be granted only once during the course of studies. The period of the leave of absence will not count toward the maximum period of time granted for the completion of a degree. The student must submit a written notice of intention to resume studies before returning to NYPTS. A request for a leave of absence longer than one year may be granted only under an exigent circumstance.

International Students: Written requests for leave of absence are considered at the discretion of the school administration and a decision will be based upon SEVIS laws for the request of leave of absence: Two options will be exercised by school administration:

1. Drop below full-time authorization (exception to the full-course of study requirement)
2. Termination

For Federal Student Financial Aid purpose, the leave of absence, together with any additional leaves of absence, must not exceed a total of 180 days in any 12-month period beginning on the first day of the student's initial leave of absence and must be approved by the Dean of Academic Affairs and by the Financial Aid Officer. Students who received Federal Student Financial Aid loans and who fail to return to NYPTS from an approved leave of absence will be considered as withdrawn and will be reported to the lending institutions by NYPTS. Consequently, loan deferment and repayment schedule may be affected. The student's withdrawal date and the beginning of the student's grace period for loan repayment is the last day of academic attendance as determined by NYPTS from attendance records. NYPTS may be required to refund unearned funds to the Federal Student Financial Aid Programs when a student withdraws from NYPTS. Non-compliance with Federal regulations regarding leave of absence can affect a student's

eligibility for future Federal Student Financial Aid and loan payment deferment.

Transferred Credits Policy

A maximum of 75 percent of the units or credit that may be applied toward the award of a bachelor's degree may be derived from a combination of any or both of the following:

- (A) Units earned at institutions approved by the Bureau, public or private institutions of higher learning accredited by an accrediting association recognized by the U. S. Department of Education, or any institution of higher learning, including foreign institutions, if the institution offering the undergraduate program documents that the institution of higher learning at which the units were earned offers degree programs equivalent to degree programs approved by the Bureau or accredited by an accrediting association recognized by the U.S. Department of Education;
- (B) Challenge examinations and standardized tests such as the College Level Placement Tests (CLEP) for specific academic disciplines.

No more than 50% of graduate semester units or the equivalent in other units awarded by another institution may be transferred for credit toward a Master's degree. An institution may accept transfer credits only from the institutions of higher learning accredited by an accrediting association recognized by the U. S. Department of Education, including foreign institutions, may be transferred for credit toward a Master's degree.

For the graduate students who obtained NYPTS's bachelor degree with more than 85 units (over GPA of 3.3) taken in NYPTS can get 9 units of electives as transferred credits.

Grading Grievance Procedure

1. When the student submits all his or her assignments after the end of the semester, the faculty needs to submit a request form to correct the grade of the student. The highest grade the student can receive in that case is B.
2. If a dispute involving a final grade occurs, the student and the faculty member should try to resolve their differences through a private conference. If the faculty agrees to revise the grade, he or she needs to inform the Dean of Academic Affairs and the Registrar of the decision with supporting documents.
3. If the efforts to resolve the dispute fail, the student may initiate a grievance by submitting a written appeal to the Dean of Academic Affairs. The Dean of Academic Affairs shall within seven (7) working days of receiving the appeal and making the necessary investigation, shall render a decision and communicate the following to the student:
 - A summary of the investigative report;
 - A written notice setting forth the decision regarding the student's grade.

Student Records

The school's student recordkeeping policy will require that all student records must remain onsite for five (5) years, and transcripts kept permanently. The academic and financial records shall be maintained in separate files.

Student record file cabinet is fire proof, lockable, and to be maintained in a secure administrative office at the school. In addition, as an extra measure for security and safekeeping of records, all academic and financial records will be electronically scanned and/or photocopied and stored at an offsite location. This will insure that, should one copy be destroyed, a back-up copy exists.

Only the authorized staff will have access to the student records, and the privacy of these records is considered to be of paramount importance.

In addition to permanently retaining student transcripts, the institution shall maintain for a period of 5 years the pertinent student records from the date of completion or withdrawal.

The student records to be kept include:

- A copy of the signed and dated enrollment agreement

- A copy of the students' grades.

- A record of the courses attempted, whether or not completed.

- A copy of all documents signed by the student.

- A copy of all complaints received from the student.

- A record of any refund made, the date made, and the check number, as applicable; the refund record will show how the calculation for the refund was made.

Student Ministry & Fieldwork

New York Presbyterian Theological Seminary students are required to participate in a supervised student ministry as field work for 2 credits during 3 years for M.Div. students, and 2 credits during 4 years for the Bachelor students. B.Th. and M.Div. students will be expected to serve a minimum of two hours per week for a full semester and six hours per week for two semesters.

Student Ministry and Fieldwork is also designed for giving the student curricular practical training (CPT) in their field of study. Thus, students can register as required for 0.25 units, or 0.50 units a semester and begin doing CPT part-time. Students are encouraged to take part in CPT as an important area of their educational development and learning. Under the leadership of the Dean of Student Affairs, students will plan their ministry assignments and receive feedback on how to develop and grow. For more information, please see the Student Ministry Handbook, or the Dean of Student Affairs. International students must contact or see the SEVIS Officer for further information. Personal Tax report related obligation belongs to students.

Full-time Study and Time Limitation

The program of study leading to the completion of the B.Th. in 4 years (8 semesters), the M.Div. in 3 years (6 semesters), the M.A.C.C.P. in 2 years (4 semesters) of full-time study respectively. The maximum period granted for the student to complete their B.Th. is 6 years (12 semesters), for the M.Div. student 4.5 years (9 semesters), and for the M.A.C.C.P. student 3 years (6 semesters). The administration strongly urges the international students at matriculation to maintain their full-time "active" status, according to SEVIS laws and regulations. Although the permission from Dean of Academic Affairs and the SEVIS Officer may and must be granted (following SEVIS laws and guidelines) to international students who are under such circumstances as ill-health, academic problems, students should not expect to pursue any substantial portion of the curriculum by part-time study.

Bible Test

New York Presbyterian Theological Seminary administers a comprehensive Bible test to M.Div. students who are ready to graduate. By passing the test, the student has completed the obligation to demonstrate a working knowledge of biblical content for graduation. It is highly recommend that the students take the examination in the early part of their studies to complete this requirement.

This exam is given 3 times a year. (Feb., Apr. & Sep. subject to change) Students can take the Bible test as often as they want to. If the student does not pass until the last semester the student intends to graduate, the student will be allowed only one more semester to complete this requirement. If the student fails again, the student is considered not making academic progress and not fulfilling the program requirement. The student will be given a certificate instead of a diploma. Candidates must pass the test with a score of seventy (70) percent or above in order to complete degree programs.

Petitioning for Graduation

Students who wish to graduate at the end of the coming academic year must submit an "Application for Degree" to the main office when they register for the last semester to complete their degree.

Academic Freedom Policies

NYPTS recognizes that within the field of education, academic freedom is a highly held right. In that regard, NYPTS will do everything possible to ensure that faculty members are given the freedom to represent views, theories, research results, and opinions in the normal process of teaching their assigned courses. However, NYPTS also recognizes that academic freedom must be weighed in response to the responsibilities of Christian faith and practice. The principles of developing Christian community, the responsibility of leadership by faculty members as role models to the students, and the ethics of Christian faith also provide the boundaries within which faculty members are given to exercise their academic freedom. Faculty members, who hold differing and potentially contentious theological views, may be asked to step down from their faculty positions. When this happens, NYPTS will still hold the resigning faculty member in highest regard, realizing that the human perspective on theological truth is never complete and clear. NYPTS has adopted the statement of Academic Freedom as developed by the Association of Theological Schools, a recognized accrediting association by the U.S. Department of Education, as its standard concerning faculty academic freedom.

The statement reads as follows:

1. The Christian faith directs all thought and life toward God who is the source of truth, the judge of all human thoughts, and the ultimate end of all theological inquiry.
2. The freedom of the Christian always involves a commensurate responsibility toward God and neighbor. It is never the freedom merely to be left alone or ignore basic obligations.
3. Christian freedom exists within the confession of Christian faith. A theological school may acknowledge specific confessional adherence as laid down in its own charter and constitution.

A concept of freedom appropriate to a theological school will respect this confessional loyalty, both in the institution and with their individual members. At the same time, no confessional standard obviates the requirement for responsible liberty of conscience in the Christian community and the practice of the highest ideal of academic freedom.

4. While freedom must ultimately be realized through the spirit and loyalties of humanity, it must take form and be protected through concrete standards of institutional practice. Every statement of such standards moves somewhat in the sphere of law and regulation. We recognized that the effectiveness of stated principles depends finally upon the dedication within the Christian theological school to a genuine concern for liberty of mind and spirit in theological teaching.

Satisfactory Academic Progress Policy

The Satisfactory Academic Progress Policy (“SAP”) is composed of Qualitative Standard and Quantitative Standard.

Qualitative Standard

Students have to maintain a good academic standing. NYPTS requires undergraduate students to maintain a 2.0 GPA in all courses attempted at NYPTS and a 2.0 cumulative GPA. Graduate students are required to maintain a 2.5 GPA in all courses attempted at NYPTS and a 2.5 cumulative GPA. Repeated courses which the student previously passed are not counted toward satisfactory academic progress requirements.

Quantitative Standard

There are two components in quantitative standard; (a) Acceptable Passing Rate and (b) Unit and Time Limit to complete an education program.

- (a) Acceptable Passing Rate: Excluding transfer units, an overall ratio of units earned at NYPTS to units attempted is calculated. Withdrawn and incomplete units are attempted with zero units earned. Students must complete 67% of units attempted.
- (b) Unit and Time Limit: To complete the program, no more than 150% of the number of units required can be attempted. For determination of satisfactory academic progress, all attempted units at NYPTS are counted. For transfer students, only transferred units that apply to the degree program are counted.

SAP for Undergraduate Students (Bachelor of Theology)

A full-time status of undergraduate students is obtained by completing minimum 12 credits per semester or 24 credits per academic year. A full-time undergraduate student is also required to complete the requirements of 128 credits while maintaining a 2.0 GPA in all courses attempted at NYPTS and a 2.0 cumulative GPA.

A student on Academic Probation who does not successfully remove himself/herself from Academic Probation at the end of three consecutive semesters of Academic Probation will be recommended for dismissal from the institution.

The maximum period granted for the completion is 6 years, 12 semesters (150% of the published length of four years)

SAP for Graduate Students (Master of Divinity)

A full-time status of graduate students is obtained by completing minimum 9 credits per semester or 18 credits per academic year. A full-time graduate student is also required to complete the requirements of 96 credits while maintaining a 2.5 GPA in all courses attempted at NYPTS and a 2.5 cumulative GPA.

A student on Academic Probation who does not successfully remove himself/herself from Academic Probation at the end of three consecutive semesters of Academic Probation will be recommended for dismissal from the institution.

The maximum period granted for the completion is 4.5 years (9 semesters). (150% of the published length of three years)

SAP for Graduate Students (Master of Arts in Christian Counseling Psychology)

A full-time status of graduate students is obtained by completing minimum 9 credits per semester or 18 credits per academic year. A full-time graduate student is also required to complete the requirements of 48 credits while maintaining a 2.5 GPA in all courses attempted at NYPTS and a 2.5 cumulative GPA.

A student on Academic Probation who does not successfully remove himself/herself from Academic Probation at the end of three consecutive semesters of Academic Probation will be recommended for dismissal from the institution.

The maximum period granted for the completion is 3 years (6 semesters). (150% of the published length of two years)

Academic Standing

At the end of each semester, a student's progress will be monitored. When there is evidence of lack of satisfactory academic progress toward meeting graduation requirements, the Academic Committee may place students on academic warning or probation or disqualify them from attendance at the university.

Academic Warning

NYPTS will notify students in writing for failing to make satisfactory academic progress and place the students on academic warning at the end of each semester. Warning status lasts three semesters. Students who fail to make satisfactory progress after the academic warning period may be dismissed from NYPTS unless they successfully appeal and are placed on probation.

Academic Probation / Dismissal

When a student fails to make satisfactory academic progress after the academic warning period,

he may appeal that result on the basis of: his injury or illness, the death of a relative or other special circumstance. His appeal must explain why he failed to make satisfactory progress and what has changed in his situation that will allow him to make satisfactory progress at the next evaluation. If based on the appeal NYPTS determines that the student should be able to meet the satisfactory academic progress standards by the end of subsequent semester, NYPTS may place him on probation without an academic plan. This probation status lasts only one semester. If based on the appeal NYPTS determines that the student will require more than one semester to meet progress standards, NYPTS may place him on probation and develop an academic plan for him. According to the requirements specified in the plan, NYPTS will review the student's progress at the end of each semester as is required of a student on probation status, to determine if the student is meeting the requirements of the academic plan.

A student failing to meet the minimum standards by the end of probation period may be dismissed from NYPTS. As well, those students who do not complete the degree program requirements within the maximum period granted will be dismissed from NYPTS upon the decision of the Academic Committee and will be terminated as an F-1 student from the SEVIS/I-20 system. See Full-time Study and Time Limitation for maximum periods granted.

Academic Integrity Commitment

The maintenance of academic integrity and quality education is the responsibility of each student at NYPTS. Cheating or plagiarism in connection with an academic program is an offense for which a student may be expelled, suspended, or given a less-severe disciplinary action. Academic dishonesty is a serious offense which diminishes the quality of scholarship and defrauds those who depend upon the integrity of the educational system. Academic dishonesty includes:

1. Cheating: Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
 - a. Students completing any examination should assume that external assistance (e.g., Books, notes, calculators, conversations with others) is prohibited unless specifically authorized by the instructor.
 - b. Students may not allow others to conduct research or prepare any work for them without advance authorization from the instructor.
 - c. Substantial portions of the same academic work may not be submitted for credit in more than one course without authorization.
2. Fabrication: Intentional falsification or invention of any information or citation in an academic exercise.
3. Facilitation of academic dishonesty: Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
4. Plagiarism: Intentionally or knowingly representing the works, ideas, or work of another as one's own in any academic exercise.

Federal Student Financial Aid Students

One of the requirements of eligibilities for Federal Student Financial Aid is a student must maintain Satisfactory Academic Progress (SAP) and be in good academic standing. At the end of each semester, NYPTS will measure the student's performance according to Satisfactory Academic

Progress Policy. Those who fail to make satisfactory progress will be given one semester of financial aid warning for Federal Student Financial Aid.

1. Financial aid warning - NYPTS will notify students in writing for failing to make satisfactory academic progress and place the students on financial aid warning at the end of each semester. Warning status lasts only one semester, during which the student may continue to receive Federal Student Financial Aid. Students who fail to make satisfactory progress after the warning period lose their aid eligibility unless they successfully appeal and are placed on probation.

2. Financial aid probation - When a student loses Federal Student Financial Aid eligibility because he failed to make satisfactory progress, he may appeal that result on the basis of; his injury or illness, the death of a relative or other special circumstance. His appeal must explain why he failed to make satisfactory progress and what has changed in his situation that will allow him to make satisfactory progress at the next evaluation.

If based on the appeal NYPTS determines that the student should be able to meet the SAP standards by the end of subsequent semester, NYPTS may place him on financial aid probation without an academic plan. This probation status lasts only one semester.

If based on the appeal NYPTS determines that the student will require more than one semester to meet progress standards, NYPTS may place him on probation and develop an academic plan for him. NYPTS will review the student's progress at the end of each semester as is required of a student on probation status, to determine if the student is meeting the requirements of the academic plan. If the student is meeting the requirements of the academic plan, the student is eligible to receive Title IV aid as long as the student continues to meet those requirements and is reviewed according to the requirements specified in the plan.

Consequences of Failing

Failing to maintain SAP can adversely affect a student's eligibility for current and future financial aid. The student will not be eligible to receive NYPTS scholarships, Pell or Campus Based funds until he regains eligibility or a petition is approved on his/her behalf. Even if a student's petition receives approval, he may not be eligible to receive funds from past semesters.

Financial Aid SAP Petition Policy

NYPTS acknowledges that there are certain circumstances that may limit a student completing his/her courses or maintaining SAP. Students can request a petition for a SAP waiver if they meet one of the following criteria:

- Death in the family;
- Illness or medical emergency; and
- Other performance factors beyond a student's control.

To petition, a student must submit the following documentation:

- A letter explaining the exceptional circumstances that affected the student's ability to meet the Financial Aid SAP requirements.
- A resolution or plan of action explaining how the student will assure future academic success.

- A statement from the student's academic advisor confirming his/her ability to meet the SAP requirements.

Documentation of illness or medical condition: The student must provide a letter from his/her attending physician confirming that his/her condition will no longer hinder the student's ability to succeed academically. The letter must include the dates the condition occurred. The dates must coincide with the period in which the student failed to meet Financial Aid SAP requirements. The Academic Committee will make a decision and notify the student in writing of a decision within 30 days of submission. Decisions of The Academic Committee are final.

Programs

Bachelor of Theology

Program Description

For students who give the Bible priority in their lives, New York Presbyterian Theological Seminary offers an undergraduate Biblical major leading to a bachelor's degree. The Bachelor of Theology is designed to bring students to a sound working knowledge of the Word of God, so that they may share those life-transforming principles in a variety of contexts.

General education provides learning experiences to enhance and complement the academic majors and provide for the student an integrated Christian worldview. A general education supplies an understanding and awareness of broad areas of language, history, philosophy, communication, science, and human development. These are the essential complements to Biblical studies in shaping godly attitudes and behavior in our contemporary world.

Program Learning Goals

The following competencies are assigned to the B.Th. program in order to achieve institutional goals:

- The students use appropriate speaking, hearing, and writing skills in English for employment or for graduate studies;
- The students gain general understanding of American culture, history, politics, and society and Korean-American immigrant context;
- The students are able to identify important theological themes and their significance for the church and society;
- The students develop spiritual discipline and demonstrate servant leadership;
- The students have hand-on experience in various fields;
- The students analyze ideas and evaluate them critically.

Admission Requirement

Those admitted to the Bachelor of Theology are required to have:

- A high school diploma or its equivalent (GED);

Degree Requirement

B.Th. candidate' must:

- Earn 124 credit units with a 2.0 grade average by completing the course requirements and;
- Finish 2 credit units of student ministry for graduation during 6 semesters (3 years except the first year);
- Submit a student ministry evaluation form written by a supervisor twice a year, at the end of May and December;
- Submit a report of student ministry form which is written by students, every month;

Field Education

The Field Education program is an integral part of the theological curriculum practical training by which students under supervision work at a variety of assignments at a local church, according to their particular ministerial goals and interests.

Method of Instruction

The method of instructions is direct instruction which is on-site, lecture-based.

Qualified faculty will provide the following: a course outline that includes sequence of instruction and specific learning outcome. The sequence of instruction will include a list and brief description of each topic presented in the order of instruction along with a brief description of the lessons devoted to each topic. Faculties are required to spend an appropriate amount of time evaluating the progress of student learning and course material presented by students.

Required Credit Unit for Graduation

Core	98 units
Biblical Theology	36 units
General Studies	36 units
Professional Education	24 units
Field Work/Student Ministry	2 units
Electives	30 units
Total:	128 units

Undergraduate (B.Th.) Course Curriculum

Core Course : Biblical Theology (36 units)

OT101(3 units/Korean) Introduction to the Old Testament

An introductory course selecting aspects of the Old Testament; overview of the paradigmatic eras of the Old Testament history and the integrated framework of its theology (fall 2014)

OT211(3 units/Korean) The Pentateuch

An in-depth study of the first five books of the Old Testament; a study of Israel's traditions about its emergence as a people under God's initiative; the pre-history, the patriarchs, exodus from Egypt; the wilderness, Sinai, and the Law. (spring 2014)

OT212(3 units/Korean)Prophets

The content and literary qualities of the major prophets such as Isaiah, Jeremiah, Ezekiel and Daniel in light of their historical backgrounds and their developing theology (spring 2015)

OT213(3 units/Korean)Wisdom Literature

An expositional study of the books of Job, Proverbs, and Ecclesiastes, with attention to the nature of wisdom literature and to the content, structure, and relevance of the books (fall 2013)

NT100(3 units/Korean)Introduction to the New Testament

A study of important theological concepts in the New Testament in relation to the socio- historical background of the time (spring 2014)

NT211(3 units/Korean)Synoptic Gospels

A study of the Jesus tradition and interpretation in the first three Gospels; contents of Jesus' message, His understanding of His own life and mission, and His teachings portrayed in these books (fall 2013)

NT212(3 units/Korean) General Epistles

A study of the non-Pauline epistles with attention given to their historical settings, literary forms, and theology of Christian faith (spring 2015)

NT213(3 units/Korean)Pauline Epistles

An examination of Paul's theological and missiological messages with special emphasis on Christology, salvation, ethics, discipleship, evangelism, eschatology and leading exegetical issues. (fall 2013)

TH101(3 units/Korean)Systematic Theology I

A systematic study of Biblical teachings concerning the person and work of God, the authority of the Bible and humanity's relationship to God (fall 2014)

TH102(3 units/Korean)Systematic Theology II

A systematic study of Biblical teachings concerning the person and work of Christ and Salvation (spring 2015)

TH302(3 units/Korean)Hermeneutics

The study of Biblical interpretation and application, particularly the process and principles of moving from the horizon of the text to the horizon of the contemporary interpreter. This includes practice in grasping the author's intended meaning as it deals with the question of how we accurately read and interpret the Bible and correctly apply it to the contemporary world. (spring 2014)

TH211(3 units/Korean)Christian Ethics

A course designed to build basic spiritual discipline for Christian living, ministry, and the development of a Christ-like character. (fall 2014)

Core Course : General Studies(36 units)

GE103(3 units/Korean) Logic, General Research & Writing

An introductory study of logical reasoning, research methods and research paper writing. This includes use of library and online resources, and proper citation. This study also includes instruction in how to gather notes, prepare an outline and compose a term paper.

GE111(3 units/Korean) Introduction to Western Philosophy
Illustration of the nature and scope of Western philosophy through an examination of some of its traditional areas of concern, such as ethics, theory of knowledge, social and political philosophy of religion, aesthetics, and metaphysics.

GE211(3 units/Korean) Introduction to Asian Philosophy
Survey of East Asian philosophy with stress upon the epistemology of Asian people, from Ancient to World View and Modern.

GH416(3 units/Korean) History of World Civilizations
A survey of the history of Western Civilization from earliest times to the present, with emphasis on important people, trends, and relation to the Church

GH444(3 units/Korean) Church History
A chronological survey of the Christian Church that gives special emphasis to theological development and change. This study explores the major periods and figures in the growth of the Korean church also.

GS141(3 units/Korean) Introduction to Sociology in an Immigrant Context
An introduction to sociological concepts with emphasis on group life, culture, socialization, generational conflict in immigrant communities, and differences in ministry needs for first-and-second generation immigrants.

GS231(3 units/Korean) Human Development
An introduction to the cognitive, social, emotional, and moral characteristics of each stage of development as well as how this affects developmental needs and abilities of various age groups.

GS271(3 units/Korean) Cultural Anthropology
A study of the basic principles of cultural anthropology. The course provides a basis for understanding and appreciating other people and their cultures so that students can adjust readily and work effectively in an ever-increasing multicultural world.

GS310(3 units/Korean) U.S. Government
This course focuses on the United States' founding principles, beliefs, and an overview of U.S. history from the colonial to modern period. Students will study the structure, functions, and powers of government at the national, state, and local levels. The roles of political parties, lobbies and interest groups are included.

MI260(3 units/Korean) Comparative Religions
A survey of the religious systems present in the world and an analysis of how to conduct outreach among their members. Missionary considerations to be discussed include information on what resources are available, what organizations are involved in ministering to each group, what strategies seem effective and what theological interests or problems tend to be important to each group.

GE300(3 units/Korean) Humanities and Culture Studies
This course demonstrates and articulates critical understanding of the complex relationship between literary texts and human experience. The texts offered by professors then act as a starting point for students to share their thoughts of human relationships and human communities. The themes given by the texts make students to engage in critical and analytical exploration of human qualities and experiences. The course will include lectures, in-class discussions, and presenting each of themes per group.

Field Work/Student Ministry

FWB 01~06(total 2 units) Field Work/Student Ministry

This courses are an integral part of the theological curriculum by which students under supervision work at a variety of assignments at a local church, according to their particular ministerial goals and interest.

Core Course : Professional Education(24 units)

GS292(3 units/Korean) Leadership and Public Speaking

A survey of leadership theory, including the history of leadership and contributions from various disciplines, including Sociology, Anthropology, and Management Theory. The course explores Biblical perspectives on leadership, including such topics as styles, spiritual gifts, modeling, emergence patterns, and church structures. In addition, students will study and practice the art and science of public address. Students will learn the skills needed to speak intelligibly, forcefully, and persuasively to an audience.

TH307(3 units/Korean) Christian Apologetics

Apologetics is the reasoned and faithful response by the Christian church to problems and criticisms of the faith. This course will survey several of the major problems and criticisms of the Christian church: its history, life and faith. It will also review the intellectual and faithful responses that Christians have provided to them.

CO200(3 units/Korean) Cross-cultural Communication

This course presents a theoretical and practical approach to the study of intercultural communication. The course focuses on the many elements and processes involved in the sending and receiving of messages within intercultural contexts. The aim of the course is to increase your sensitivity to and understanding of intercultural differences and similarities so that this awareness can lead to more effective communication. The course covers basic concepts, principles, and practical skills for improving communication between persons from different ethnic, racial, religious, and cultural backgrounds.

PT308(3 units/Korean) Inner Healing

This course introduces the theory and practice of inner-healing used in the context of counseling. It will explore the biblical foundations of counseling and teach inner healing techniques aided by the work of the Holy Spirit.

MI150(3 units/Korean) Introduction to Evangelism and Missiology

A consideration of what evangelism is from the NT texts. The course includes theological perspectives such as divine sovereignty and human response; motivations and hindrances to evangelism; the role of evangelists and of the local church in evangelistic ministry; communication the gospel in various ways in different contexts. The course also introduces students to the nature, perspective, history, methodologies, theories and issues of missiology as a discipline.

PT360(3 units/Korean) Introduction to Pastoral Ministry

A study of the application of theology to the pastoral setting, including the development of Christian community in the local church, development of spirituality in the local setting, and the relationship of the pastor to the church's ministry.

PT370(3 units/Korean) Christian Worship

A study of the history, theology, and practice of Christian worship. The course will include studies of the Christian year, elements and orders of worship, the sacraments, funerals, weddings, and other occasional services.

ED201(3 units/Korean) Christian Education

A study of Christian education as a discipline that critically adapts methods and concepts from theology, humanities, behavioral sciences, and education. A study of a variety of theoretical approaches and positions.

Electives (30 units) (*This courses are subject to change.)

GA110(3 units/Korean) Introduction to Art History

This course presents the major themes, styles and subject matter of art and architecture from prehistory to the present in world civilizations. The artworks of each culture and historical period are examined in the context of the dominant thoughts, ideas and customs of the time.

GE102(3 units/English) Ministerial and Theological English 1

An introductory study of English terms and usage useful for understanding theology and for conducting daily ministerial duties for Korean-American churches.

GE105(3 units/English) American Culture, Customs and Etiquette

This course will examine the history, traditions, motivations, context, and ongoing cultivation of American culture. We will also explore expressions of culture through art, media, and social activity. Discussion of culture will be approached through the lens of a Christian worldview. Theories of intercultural communication will also be covered.

GS273(3 units/Korean) Theology and Culture

This course will explore various theological and religious meanings that are carried in popular culture, and specifically in phenomena that are not ordinarily thought of as religious. Through reading several "theologians of culture," we will examine contemporary novels, films, music, television, and tourism with the intent of developing ways to discern transcendent longings, anxieties, and visions of good and evil that operate below the surface of our common cultural life in the U.S.

GE202(3 units/English) Ministerial and Theological English 2

The second level to a series of studies of English terms and usage useful for understanding theology and for conducting daily ministerial duties for Korean-American churches.

GS105(3 units/Korean) Personal Finance

This course provides both background information and analytical skills for making good personal financial decisions. You will learn how to choose your personal financial goals, devise strategies for attaining them, and implement those strategies. You will also learn about protecting your wealth as you accumulate it, how to use employer benefits wisely, and how to manage your money and credit.

GM101(3 units/Korean) Introduction to World Music

This course provides an introduction to the music of selected cultures and contemporary intercultural communities. Drawing on topics and issues in ethnomusicology, it focus on musical practices, beliefs, and techniques. It is intended to develop listening skills, broaden musical horizons, as well as to enable a deeper understanding of the way music functions in relation to social groups and individual lives.

ED201(3 units/Korean) Christian Education

A study of Christian education as a discipline that critically adapts methods and concepts from theology, humanities, behavioral sciences, and education. A study of a variety of theoretical approaches and positions.

GE101(3 units/Korean) Creative Writing

This course focuses on writing in two genres: poetry and fiction. The purpose of this class is to encourage students to cultivate the habits, attitudes and flexibility of a writer for personal enjoyment as well as for publication.

GA210(3 units/Korean) Introduction to Photography

This course will teach you the basics of photography with emphasis on camera functions, composition, digital capture and editing. We will also cover and discuss a variety of photographic styles and practices as they pertain to both the history of the medium and our own visual literacy.

OT205(3 units/Korean) History of Israel

An understanding of the history and religion of Israel.

PT201(3 units/Korean) Homiletics

A basic course in the fundamentals of preaching and the development of the sermon. Methods of gathering sermon material, sermon preparation, and writing are studied.

GE403(3 units/Korean) Advanced Research & Writing

An advanced study of how to conduct and present academic research. This includes use of library and online resources, and proper citation. This study also includes instruction in how to prepare and write a term paper, scholarly article or thesis.

Prerequisite: GE103 Logic, General Research, and Writing

GS133(3 units/Korean) Family Psychology

Basic principles of psychology such as maturation, motivation, emotion, personality, and mental health; emphasis on these principles in relation to family life and to the teaching of the Bible, Christian life, and Christian service

GE311(3 units/Korean) Introduction to World Literature

A survey of world literature with special attention to the themes such as God, man, nature, relationship, joy, tragedy, death, and eternal life, which can be found in the Bible

CS100(3 units/Korean) Church Administration and Information Technology

This course helps students acquire the basic administrative skills for the church and other non-profit organizations and the knowledge of information technology to facilitate the administrative work.

GN100(3 units/Korean) Introduction to Natural Science

An introductory science course for integrating several science disciplines: biology, earth science, geology, physics, chemistry and cosmology. Focuses on concepts related to current issues in an effort to develop an understanding of how science influences our lives. Examines how scientists formulate and address questions about life, matter and the nature of the universe.

Master of Divinity

Program Goal

The Master of Divinity program primarily prepares pastors for the parent denomination, KPCA, and secondarily trains leaders for the diverse ministries both in the narrow context of the KPCA, and the wider context of the global kingdom of God.

Program Learning Outcomes (PLOs)

Upon graduation, the student will

1. Religious Heritage

- a. Demonstrate an introductory graduate-level understanding of the Bible and an ability to interpret and communicate the Bible accurately
- b. Articulate the theological views of KPCA in a larger Reformed theological milieu
- c. Comprehend historical theology and its significance for the contemporary situation

2. Personal & Spiritual Formation

- a. Deepen one's knowledge of and love for God, self, and others
- b. Understand the dynamic process of spiritual transformation into Christlikeness
- c. Cultivate a deeper intimacy with Christ in personal life through development and practice of spiritual disciplines (formational habits)
- d. Exhibit an increasing degree of the fruit of the Spirit, that is, love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control.

3. Cultural Context

- a. Develop a Christian worldview and apply biblical principles to individuals, communities, and the world, in view of diverse religious traditions of the world and particularities of different cultures.
- b. Develop the ability to critically evaluate insights drawn from the humanities, natural sciences, social sciences, and the arts from a biblical perspective, integrate with theology, and apply to their life and ministry.
- d. Write graduate level research papers effectively.

4. Ministerial and Organizational Leadership

Demonstrate an understanding of and ability to integrate biblical principles of leadership and theological knowledge with professional skills vital for effective ministerial and public leadership, such as administration, preaching, teaching, counseling, evangelizing, discipling, and worship.

Admission Requirement

Those admitted to the Master of Divinity are required to have:

- B.Th. degree or its equivalent;
- A 2.5 grade point average for all previous studies.

Degree Requirement

- Completion of 98 credit units with a 2.5 grade average by completing the course requirements and;
- Finish 2 credit units of student ministry during 6 semesters;
- Submit a student ministry evaluation form written by a supervisor twice a year, at the end of May and December;
- Optional completion of a thesis (6 credit units)
- Pass the Bible Examination with a score over 70/100 (no credit unit).

Thesis

The thesis for the Master of Divinity degree must reflect scholarship and thorough knowledge of the subject, and will be written in accordance with the school's guidelines. For those who elect to do a thesis as a Master of Divinity degree candidate, a review committee is set up to provide guidance, instruction, and evaluation for the dissertation. The primary functions of the committee include:

- Approve the choice of thesis subject;
- Provide instructions and guidance as a student begins to work;
- Examine and approve the rough draft presented; and
- Read and agree upon the evaluation of the thesis.

Only six months following the completion of coursework is allowed for completion of a thesis.

Timeline of the thesis writing is as following:

- During the registration period: register for a thesis (GS699)
- One week before the semester begins: assignment of a supervisor
- 15th of February or September: submission of the thesis proposal
- 25th of April or November: submission of the penultimate draft
- 5th of May or December: submission of the final draft to the school
- Within one week of the submission: examination of the thesis by the committee
- Within one week of the examination: submission of the final copy of the thesis

Method of Instruction

The method of instructions is direct instruction which is on-site, lecture-based.

Qualified faculty will provide the following: a course outline that includes sequence of instruction and specific learning outcome. The sequence of instruction will include a list and brief description of each topic presented in the order of instruction along with a brief description of the lessons devoted to each topic. Faculties are required to spend an appropriate amount of time evaluating the progress of student learning and course material presented by students.

Field Education

The Field Education program is an integral part of the theological curriculum practical training by which students under supervision work at a variety of assignments at a local church, according to their particular ministerial goals and interests.

Required Credit Unit for Graduation

Biblical Theology	12 units
Systematic Theology	9 units
Historical Theology	9 units
Pastoral Theology	6 units
Spiritual Theology	6 units
Ministerial Leadership	6 units
Intercultural Theology	15 units
Academic Research	3 units

Field Education	2 units
Electives	30 units
Total:	98 unit

Master of Divinity Course Curriculum

Core Course : Biblical Theology (12 units)

OT520(3 units/Korean) Old Testament I (Pentateuch and Former Prophets)

The course introduces critical literary and theological issues in Pentateuch and Former Prophets.

OT521(3 units/Korean) Old Testament II (Latter Prophets and Writings)

The course introduces critical literary and theological issues in Latter Prophets and Writings.

NT510(3 units/Korean) New Testament I (Matthew-Acts)

A survey of major theological motifs in the Gospels and the Book of Acts such as the message and ministry of Jesus as recorded in the four Gospels and proclamation of the Kerygma and formation of the early church.

NT520(3 units/Korean) New Testament II (Romans-Revelation)

This course provides an introduction to the New Testament Epistles and the Book of Revelation, with particular attention to the distinctive historical context and theological content of each work.

Core Course : Systematic Theology (9 units)

ST501(3 units/Korean) Systematic Theology I: Doctrine of God, Bibliology, Doctrine of Man & Christology

A systematic study of Biblical teachings concerning the person and the work of God, the authority of the Bible, humanity's relationship to God, and the person and work of Christ.

ST502(3 units/Korean) Systematic Theology II: Soteriology & Ecclesiology, Pneumatology & Eschatology

A systematic study of Biblical teachings concerning salvation, the Church, the person and work of the Holy Spirit and last things.

ST565(3 units/Korean) Evangelical Theology

Core Course : Historical Theology (9 units)

CH530(3 units/Korean) History of World Mission

Survey of Church History is a basic introduction to the history of the Christian church from its founding at Pentecost to the present day.

CH540(3 units/Korean) History of Korean Church & Immigrant Church

Survey of Korean church history and character; Christianity in the light of the cultural and historical background of Korea; localization and contextualization; modern church growth and its future direction.

CH561(3 units/Korean) History of Protestant Reformation

Emphasis will be given to the survey of the theological thought of Reformers such as Luther and Calvin and how to interpret their thoughts in modern context.

Core Course : Pastoral Theology (12 units)

PT501(3 units/Korean) Preaching

A basic course in the fundamentals of preaching and the development of the sermon. Methods of gathering sermon material, sermon preparation, and writing are studied.

PT602(3 units/Korean) Preaching Practicum

A course that exposes the student to techniques of expository preaching, and a variety of approaches within the expository pattern. Development of sermons on assigned passages. Students preach with evaluation by instructor and class.

* Prerequisite for PT602 Preaching Practicum is PT501 Preaching.

PT515(3 units/Korean) KPCA Confession and Polity

This course will explore the confessional beliefs of KPCA and the role of church polity in the governance of a congregation and the ordering of its worship. Drawing upon supplemental readings and the documents in the current *Book of Order*, participants will have an opportunity to ground themselves in the knowledge of historical confessions and theory and practice of the polity of this denomination in preparation for both their ordination examinations and for service within the governing bodies of the church.

PT600(3 units/Korean) Introduction to Ministry & Ministerial Mentoring

In this course, 4 professors (ministers) will lecture on 4 different pastoral topics. Students will be learning various perspectives of ministry fields and acquired expertise that will help to prepare them for their future ministry. The courses are closely related to the overall mission of the Presbyterian Theological Seminary in America. Professor Kim, Insik will a lecture on motivation and the strategy of the new church , professor , Ju Hyuk-ro will lecture on the servant leadership, professor Baek, Jeongwoo will lecture on Bible meditation and sermon, and professor An, Sungbok will lecture on immigration ministry and ministry administration.

Core Course : Spiritual Theology (6 units)

PT510(3 units/Korean) Spiritual Formation

The course seeks to understand the **dynamic process** of transformation into **Christlikeness**. It is designed to help students re-examine their image of God, to gain a deeper understanding of their **inner self**, and to explore and **experience** various **spiritual disciplines** that foster continuous growth and maturity into increasing Christlikeness. Special emphasis will be given to the role of the **brain, mind, heart, body, social context**, and **soul** in the spiritual formation process.

PT620(3 units/Korean) Developmental Spirituality

The course explores the **stages of spiritual journey** and its interrelationship with cognitive, psychosocial, and faith development. The goal is to deepen your understanding of God, yourself, and others, and increase your desire to move toward maturity in Christ. Emphasis will be placed on the **communal aspects** of spirituality.

* Prerequisite for PT620 Developmental Spirituality is PT510 Spiritual Formation.

PT640(3 units/Korean) Spiritual Leadership /Direction

The course is designed to give students the opportunity to be mentored by a person of their choice in a more advanced spiritual stage than their own, while also guiding students to mentor others in a stage less advanced than their own. Emphasis will be placed on **holy listening** and **living in His presence**.

* Prerequisite for PT640 Spiritual Leadership/Direction is PT510 Spiritual Formation and PT620 Developmental Spirituality

Core Course : Ecclesial Leadership (6 units)

EL570(3 units/Korean) Ecclesiology & Ecclesial Leadership

Ecclesial leadership explore the foundational skills of theological and philosophical research necessary for Ecclesial Leadership studies. Emphasis is placed in the emerging intersection of Ecclesiology and Organizational Leadership Studies as it applies to Ecclesial Leadership research.

EL571(3 units/Korean) Organizational Leadership

Survey of Organization theories, design, internal and external environment, organizational life cycles, Biblical concepts of time and organizational structure.

Core Course : Pastoral Theology (12 units)

PT501(3 units/Korean) Preaching

A basic course in the fundamentals of preaching and the development of the sermon. Methods of gathering sermon material, sermon preparation, and writing are studied.

PT602(3 units/Korean) Preaching Practicum

A course that exposes the student to techniques of expositional preaching, and a variety of approaches within the expository pattern. Development of sermons on assigned passages. Students preach with evaluation by instructor and class.

* Prerequisite for PT602 Preaching Practicum is PT501 Preaching.

PT515(3 units/Korean) KPCA Confession and Polity

This course will explore the confessional beliefs of KPCA and the role of church polity in the governance of a congregation and the ordering of its worship. Drawing upon supplemental readings and the documents in the current *Book of Order*, participants will have an opportunity to ground themselves in the knowledge of historical confessions and theory and practice of the polity of this denomination in preparation for both their ordination examinations and for service within the governing bodies of the church.

Core Course : Cross-cultural Theology (15 units)

GE500(3 units/Korean) Humanities and Culture Studies

This course demonstrates and articulates critical understanding of the complex relationship between literary texts and human experience. The texts offered by professors then act as a starting point for students to share their thoughts of human relationships and human communities. The themes given by the texts make students to engage in critical and analytical exploration of cross cultural leaderships and experiences. The course will include lectures, in-class discussions, and presenting each of themes per group.

ST504(3 units/Korean) Contemporary Christian Ethics

This course introduces students to contemporary ethical issues for Christians. It explores how responses to moral problems and integrity shape the Christian community. It provides a foundation for further studies in Christian ethics and for congregational/institutional responses to social and moral concerns.

MI640(3 units/Korean) Cross-Cultural Leadership in Mission

MI500(3 units/Korean) Introduction to Missiology

A study of world missions in the biblical and theological relation with historical, cultural, and strategic dimensions of world missions.

MI660(3 units/Korean) Intercultural Ministries

This course will examine various factors related to effective ministry in a cross-cultural context [includes both overseas ministry as well as ministry to the growing international community in the United States] including the use of insights and tools related to the behavioral sciences, particularly cultural anthropology. It seeks to acquaint students with some basic tools for understanding themselves, for understanding other cultures, and for better communicating the Christian message across cultures.

* Prerequisite for MI660 Intercultural Ministries is MI500 Introduction to Missiology

Core Course : Academic Research (3 units)

GE503(3 units/Korean) Advanced Research Writing

An advanced study of how to conduct and present academic research. This includes use of library and online resources, and proper citation. This study also includes instruction in how to prepare and write a term paper, scholarly article or thesis.

Core Course : Field Education (2 units)

FWM 01~06(total 2 units) Field Work/Student Ministry

This courses are an integral part of the theological curriculum by which students under supervision work at a variety of assignments at a local church, according to their particular ministerial goals and interest.

Elective (Student can choose 30 units of elective courses. *Elective courses are subject to change.)

BH610(3 units/Korean) Basic Hebrew Reading

Practice of reading Hebrew prose and acquisition of the basic Hebrew vocabulary

BG610(3 units/Korean) Basic Greek Reading

Practice of reading New Testament passages and acquisition of the basic Greek vocabulary

OT610(3 units/Korean) Genesis

Introduction to the book and a study of its message in its Ancient Near Eastern Context. It also explores its contribution to Jewish and Christian theology.

OT660(3 units/Korean) Isaiah

Exegesis of the book of Isaiah with attention given to its critical issues, historical backgrounds, form and theology.

OT670(3 units/Korean) Psalms

A study of the Hebrew poetry of the Old Testament, including exegesis of selected Psalms and expounding messianic poems.

OT680(3 units/Korean) Deuteronomy

Introduction to the book and a study of its message, including the exegesis of selected passages.

NT502(3 units/Korean) Sermon on the Mount

A study of the Sermon of Jesus on the Mount with various perspectives using biblical texts.

NT690(3 units/Korean) Acts

A study of the emergence of the early Christian church as recounted in the Acts of the Apostles; attention is given to the historical context of the work, the literary techniques of the author, and the abiding theological lessons for Christian faith and practice today.

NT620(3 units/Korean) Corinthians

A study of the problems of the Corinthian church, with related concerns in the modern congregation.

NT690(3 units/Korean) Romans

A study of various interpretations of Paul's letter to Romans. Focuses will be on the historical, literary, cultural, religious, and theological settings, in and for which Paul writes. Selected texts will be closely investigated for scholarly exegesis and practical application to contemporary pastoral settings.

CH620(3 units/Korean) History of Christianity in Asia

A study of the form and development process of the Asian church within China, Japan and India, their faith, theology, worship and life. Special attention will be given to the relationship between the Asian church and the Korean church in the ecumenical era today.

CH670(3 units/Korean) History of World Missions

The course seeks to explore church history from a missiological perspective. Special attention is given to the full global context of the expansion of the Church, including such diverse movements as the Chinese house church movement, the African Indigenous Church movement, the explosive growth of Pentecostalism in Latin America, church planting and "churchless" Christians in India; mega-churches and mission sending initiatives from South Korea, and challenges and initiatives peculiar to Japan, including the non-church church movement.

CH680(3 units/Korean) Theology of Roman Catholic Church

A study of the theology of the Roman Catholic church. A research of Augustine's historical context including the philosophical and religious factors which shaped his early response to Christianity and a study of the life and work of Thomas Aquinas in the context of theological challenges.

CH684(3 units/Korean) American Church History

A study of the rise of the American church including its foundations in Europe towards the end of the Reformation and its development in conjunction with the foundation of the American colonies up through the present church scene in America.

ST521(3 units/Korean) Theology of Calvin

This course examines and discusses some of the major issues of Calvin's Theology and important topics of the reformed theology related to Calvin.

ST670(3 units/Korean) Ecological Theology

A study of theology in ecological issues; relations of humans and nature concerning social and industrial worlds will be studied from theological perspectives.

ST690(3 units/Korean) Theology of Bonhoeffer

The purpose of this course is to provide an introduction to the life and thought of one of the 20th century's most influential theologians, namely, Dietrich Bonhoeffer. During the course students will be exposed first-hand to most of Bonhoeffer's major writings. Developments in his thought will be traced and related to the events in his life. The relevance of Bonhoeffer's theology for the life and work of the ministry today will be stressed.

PH630(3 units/Korean) Christian Apologetics

Apologetics is the reasoned and faithful response by the Christian church to problems and criticisms of the faith. This course will survey several of the major problems and criticisms of the Christian church: its history, life and faith. It will also review the intellectual and faithful responses that Christians have provided to them.

GS699(6 units/Korean) Thesis (If elected)

Research and writing of a thesis under supervision of a faculty member. Approval of thesis topic required. Candidates to graduate with a M.Div. degree can choose to write a thesis or take (2) advanced level (600 series or higher) graduate classes within their program of study, and receiving a (B) grade or higher.

PT630(3 units/Korean) Mission in the Islamic Cultural Area

The course surveys the beginning and expansion of Islam, its doctrinal and spiritual perspectives, and the Muslim tradition and culture. It also examines the history of Christian mission in the Muslim world for a better strategic planning for outreach.

MI684 Theology of Mission

A study of world missions in the biblical and theological relation with historical, cultural, and strategic dimensions of world missions.

ED501(3 units/Korean) Introduction to Christian Education

An exploration of theological perspectives in religious education. Particular attention will be given to critical issues as they have emerged in pastoral education, and to the theological, philosophical and psychological dimensions of these.

Master of Divinity: Church Music Concentration

Program Description

Music is recognized as a very important part of the church worship service, thus, there is a widespread need of leaders for church music. Historically, such leaders have generally studied only music, not sufficiently educated in Biblical or theological studies to view and understand music ministry in the context of overall church ministry. This issue has often been raised in churches and many musicians have had the vision to become ministers of music. To meet the growing need for training in this field in our Korean American church context we are establishing this new concentration of the Master of Divinity in Church Music. As a professional degree for church music ministry, Presbyterian Theological Seminary in America's three-year Master of Divinity in Church Music Concentration is a program designed to provide professional training in pastoral and church music fields for those seeking a lifetime of ministry with people.

Program Learning Goals

The following competencies are assigned to the M.Div. (Church Music Concentration) in order to achieve institutional goals:

Goals Relating to Piety

- 1) Competent to lead effective praise and worship:
 - Sees how each periods music literature contributes can enhance worship in the church
 - Can select appropriate music for traditional, contemporary and mixed worship styles
- 2) To deepen one's awareness of the scope of the music ministry:
 - Knows predominant trends for sacred music from the ancient period to the present (e.g. Medieval, Renaissance, Baroque, Classical, Romantic, 20th Century)
 - Knows Worship Styles of Various Christian Traditions (E.G. Hebrew, Catholic, Orthodox, Lutheran, Methodist, Presbyterian, Anglican, Contemporary)
 - Understands the Functions of Music in Different
 - Ministry Situations
- 3) To understand the relation of music ministry to other aspects of Christian ministry:
 - Committed to support the senior pastor
 - Can maintain good relationships with members and co-workers
 - Can plan worship for special occasions (e.g. Easter, Christmas, funerals)

Goals Relating to Science

- 1) Competent to serve as a Director of Music or Music Minister:
 - Has developed a repertory of useful music literature
 - Knows vocal and choral techniques
 - Can arrange for a choral ensemble and small instrumental ensemble
 - Knows conducting techniques for choral and instrumental ensemble
 - Can read and interpret musical notation in preparation for performance
 - Can plan an effective rehearsal
 - Can plan, budget, and prepare an educational program in music ministry
 - Can recruit musicians in the church
 - Can organize and choose music
 - Can select and evaluate paid or volunteer music staff
 - Understands contemporary Christian music and its usage
 - Can read and harmonically analyze a score
 - Understands various musical forms
- 2) Able to serve as a music instructor:
 - Knows learning styles and how they apply to music instruction
 - Can evaluate a musician's current ability level
 - Can choose appropriate materials for a student's current level
 - Can skillfully sing or play one's instrument

Admission Requirement

Those admitted to the Master of Divinity Church Music Concentration are required to have:

- B.A. / Th.B. degree in music/church music or its equivalent;
- A 2.5 grade point average for all previous studies;
- The endorsement of the Faculty Committee.

Degree Requirement

- Completion of 98 credit units with a 2.5 grade average by completing the course requirements and;
- Finish 2 credit units of student ministry (field work) during 6 semesters;
- Submit a student ministry evaluation form written by a supervisor twice a year, at the end of May and December;
- Submit a report of student ministry form which is written by students, every month; Completion of a thesis (6 credit units) on an approved subject, or an additional (2) two 600 level courses with a grade of B or higher.
- Pass the Bible Examination with a score over 80/100 (no credit unit).

Thesis

The thesis for the Master of Divinity in Church Music Concentration must reflect scholarship and thorough knowledge of the subject, and will be written in accordance with the school's guidelines. For every Master of Divinity Church Music Concentration degree candidate, a review committee is set up to provide guidance, instruction, and evaluation for the dissertation. The primary functions of the committee include:

- Approve the choice of thesis subject;
- Provide instructions and guidance as a student begins to work;
- Examine and approve the rough draft presented, and,
- Read and agree upon the evaluation of the thesis.

Field Education

The Field Education program is an integral part of the theological curriculum practical training by which students under supervision work at a variety of assignments at a local church, according to their particular music ministerial goals and interests.

Required Credit Units for Graduation

Biblical Theology	12 units
Systematic Theology	9 units
Historical Theology	9 units
Pastoral Theology	12 units
Spiritual Theology	6 units
Intercultural Theology	15 units
Academic Research	3 units
Field Education	2 units
Electives	30 units
Total:	98 unit

M.Div. in Church Music Concentration Course Curriculum

PT520 Hymnology & Church Music

The effect of ecumenism on music and worship with hymnology. Discussion of the ministers' role in fostering congregational involvement in church music. Church music appreciation.

MU501 Leadership in Contemporary Expression of

Corporate Worship

A survey of songs of the praise and worship movement of the last three to four decades. Choruses will be critically examined according to their scriptural and theological content as well as their musical integrity. The course will also focus on the practical issues of preparing, rehearsing, and using a team of singers and instrumentalists to lead worship. Types of sound systems, and projection software and hardware may also be covered.

MU502 Technology for Music and Worship Ministry

A study and application of computer software available to the church musician, in particular the notation and digital recording software, and Finale.

MU503 Church Music History and Literature

A study of music in worship from Biblical times to the present. Comprehensive in scope, the course covers the historical development of both liturgical and free forms of Christian worship.

MU504 Church Music Arranging

This course provides the church musician with the methods and techniques to start a church instrumental pro-gram. Includes a survey of church instrumental music, practical scoring, rehearsal techniques, and building a church band or orchestra.

MU505 Choral Conducting and Method

A course in organizing choral ensembles in which principles of group tone production, interpretative factors and literature sources are studied. In addition, a study of the techniques of conducting in which basic conducting technique is acquired and applied in both instrumental and choral ensembles.

MU506 Hymn Accompanying and Keyboard Improvisation Skill

A class on the emphasis of (keyboard playing) but with emphasis on playing hymns and worship choruses by ear, reading chord charts, and basic improvisation.

MU507 Church Music Ensemble (Choral and Worship Band)

Styles of literature and stylistic techniques for various contemporary/folk ensembles in church music

MU508 Church Music Seminar

GS699 Thesis (6 credits) or

MU600 Major Applied Area (2 credits x 3 semesters)

Research and writing of a thesis under supervision of a faculty member. Approval of thesis topic required. Candi-dates to graduate with a M.Div. in Church Music degree can choose to write a thesis or complete a Major Applied Area from the following areas:

Voice Piano Organ Instrument Composition

Master of Arts in Christian Counseling Psychology

Program Goal

The Master of Arts in Christian Counseling Psychology program provides a master's level in

biblical counseling education for students who wish to prepare for counseling ministries in Korean and Korean-American churches. This program will meet the demand among KPCA congregations for properly equipped, Korean-speaking, Christian counselors who can provide spiritual and professional help to individuals and families to help them cope with cultural transition and psychological adaptation.

Program Learning Outcomes (PLOs)

Upon graduation, the student will

- 1. Articulate knowledge of major theories of Christian counseling and psychology**
- 2. Demonstrate the ability to integrate Christian doctrine with psychology and counseling skills needed for Christian counseling for Korean immigrants.**
- 3. Demonstrate cross-cultural understanding and communication used in the ministry of Korean immigrants in a variety of settings.**
- 4. Demonstrate Christian counseling skills of healing, reconciliation and transformation of individuals and congregations.**

Admission Requirement

Those admitted to the Master Arts in Christian Counseling Psychology are required to have:

- B.Th. degree or its equivalent;
- A 2.5 grade point average for all previous studies.

Degree Requirement

- Completion of 48 credit units (including 6 credit units of practicum) with a 2.5 grade average by completing the course requirements and;
- Finish 6 credit units of practicum before graduation.

Method of Instruction

The method of instructions is a direct on-site and lecture-based instruction.

Qualified faculty will provide the following: a course outline that includes sequence of instruction and specific learning outcome. The sequence of instruction will include a list and brief description of each topic presented in the order of instruction along with a brief description of the lessons devoted to each topic. Faculties are required to spend an appropriate amount of time evaluating the progress of student learning and course material presented by students.

Practicum

The practicum courses are an integral part of the theological and psychological curriculum practical training by which students under supervision work at the Santa Fe Springs Christian Counseling Center and a variety of local churches.

Required Credit Unit for Graduation

Biblical Theology:	3 units
Systematic Theology:	3 units
Spiritual Formation:	3 units

Psychological Study: 33 units
Practicum: 6 units

Total: 48 unit

Master of Arts in Christian Counseling Psychology Course Curriculum

Required Courses

CP 500 Introduction to Christian Counseling Psychology: 3 units

This course presents an overview of counseling from a Christian perspective, introducing key terms, theories, and concepts. It provides basic Christian counseling models that are applicable to a wide range of issues typically encountered in Korean immigrant churches. The course also includes ethical and legal issues related specifically to Christian counseling.

CP 501 DSM V: 3 units

This course provides a basic understanding of DSM V and basic strategies for assessing clients' symptoms.

CP 530 Cross-Cultural Psychology and Christian Counseling: 3 units

This course provides a broad understanding of issues in a diverse multicultural society and focuses on acculturation issues Korean immigrants experience in diverse immigration settings. This course examines various issues in the acculturation of Korean immigrants.

CP 551 Practicum I: 3 units

Students practice counseling skills and all the activities that a regularly employed professional counselor would be expected to engage in in a supervised setting. The practicum/internship is supervised by a faculty member. Documentation of 100 hours, which includes 30 hours of providing counseling, is submitted to the faculty member for verification.

*Prerequisites: First year coursework; a minimum GPA of 3.0.

CP 552 Practicum II: 3 units

Students practice counseling skills and all the activities that a regularly employed professional counselor would be expected to engage in a supervised setting. The practicum/internship is supervised by a faculty member. Documentation of 100 hours, which include 30 hours for providing counseling, is submitted to the faculty member for verification.

*Prerequisites: Practicum I; a minimum 3.0 GPA.

CP 601 Spiritual Direction and Christian Counseling: 3 units

The Class introduces spiritual direction as an important perspective in conjunction with psychological and theological perspectives for Christian counseling. Spiritual direction (SD) has a long tradition that emphasizes the leading of the Holy Spirit in guiding a spiritual directee. In order to bring a spiritual healing during Christian counseling sessions, the student will learn theories of spiritual direction, methods of spiritual discernment and a model of spiritual diagnosis. This will help to bring a spiritual healing by helping the counselee to be close to God. One-to-one and group spiritual direction sessions will be practiced during the class. Students will learn how to tune to the guidance of the Holy Spirit. Thus they will offer a spirit-centered Christian counseling (tuning to the leading of the Holy Spirit) to those in immigrant setting who have difficulty in dealing with spiritual issues. Thus this learning will make a contribution to bring healing and reconciliation to the individuals, the faith community and society.

CP 620 Aging and Christian Counseling: 3 units

This course provides an understanding of the nature of the aging and the elderly. Theories and strategies for facilitating optimum care of Korean elderly immigrants are addressed and issues of ageism are explored.

CP 621 Group Counseling: 3 units

This course helps students to observe and analyze the group dynamics and the process of the group counseling by learning the theory of group counseling and actually practicing the role of group leaders and group members. Also this course will give the students the environment to recognize the importance of relationships, and the opportunity to gain insight into themselves, especially in pastoral situations, in order to cope with the dynamics of the group. Through the experience of group counseling, students will grow their ability to contain pastoral relationship and group leader.

CP 630 Marriage and Family Therapy: 3 units

This course provides a broad understanding of the structure and dynamics of the family, which may include assessment of family issues and methods of familial intervention and counseling. This course focuses on issues in Korean immigrant families.

CP 631 Cognitive Behavioral Therapy (CBT): 3 units

This course provides a basic understanding of CBT and applying the basic CBT counseling skills in the Korean immigrant context. This course includes the history and diverse theoretical perspectives in CBT. The course also emphasizes the need for cultural sensitivity in adopting CBT for Korean immigrant communities.

CP 632 Practical Theological Approach toward Christian Counseling: 3 units

In this course, practical theology is introduced as both an academic discipline and an analytical and empirical research method. Attention is given to the historical emergence of the discipline, its theological foundations, and its interdisciplinary nature. The course also explores the interconnections between Christian counseling and practical theology, and how the theoretical framework of practical theology can be used in Christian counseling in Korean contexts.

CP 640 Pastoral Care for Loss and Death: 3 units

This course provides an understanding of the grief process and basic counseling strategies for people undergoing grief.

CP 641 Psychotherapy Theories and Techniques: 3 units

Pastoral counseling helps people connect their minds with God's heart through understanding and acceptance of their minds and experiences. However, the human situation is influenced by language, social culture, various values, and the way of interaction. Furthermore, psychological experiences include thoughts, feelings, behaviors, and desires arising from the above factors, so some of these factors limit or facilitate experience. Thus, there are various ways of approaching the mind, and the hypothesis about the psychological development of the main counseling theory has inherent advantages and limitations. This course is designed to help students learn various counseling theories and learn the therapeutic approach. Thus, the students have the theoretical understanding and counseling competencies as a counselor to the degree that they can use in the clinical scene.

Required Elective Courses

Introduction to Bible Study: 3 units

This course provides an introduction to the Old Testament and the New Testament.

Introduction to Systematic Theology: 3 units

This course provides an introduction to a systematic study of Biblical teachings concerning the person and the work of God, the authority of the Bible, humanity's relationship to God, the person and work of Christ, the Church, and the person and work of the Holy Spirit and last things.

PT 510 Spiritual Formation: 3 units

Spiritual formation into Christlikeness, ultimately, is by grace of God and not by human effort. What role, then, do we play in the process? This course seeks to understand the dynamic process of transformation into Christlikeness. It is designed to help students re-examine their image of God, to gain a deeper understanding of their inner self, and to explore and experience various spiritual disciplines that foster continuous growth and maturity into increasing Christlikeness. Special emphasis will be given to the role of the brain, mind, heart, body, social context, and soul in the spiritual formation process. Because transformative teaching/healing flows out of teachers/counselors who are continually being transformed, promoting the continual maturity in the pastor-teachers/counselors is the primary goal of this course.

Distance Education

I. VISION

Our vision is to see people of all nations come to know Christ, grow in His character, and live a Christ-centered life.

II. Mission Statement

Our mission at The Department of Distance Education at NYPTS is to utilize technology effectively to provide affordable and accessible learning opportunities for students- who because of time, geographic, or other constraints- choose not to attend traditional, on-site classes at NYPTS. The efforts of the Department aim to promote innovative and accommodative sound design, development, and delivery of online courses to meet the educational needs of our students and faculty. Measures have been established to ensure faculty are well-prepared to confidently develop and deliver high-quality, engaging, and academically rich distance learning courses- providing students with a challenging and rewarding educational experience. Prepare for God's call with curriculum and resources that help you grow personally, spiritually, academically, and vocationally.

Ultimately, our mission is to equip men and women for missional living by training them to grow in the knowledge and character of Christ, to live a Christ-centered life, and to lead others to do the same in any setting God places them- whether it is multigenerational, multiracial, or multiethnic. We seek to accomplish this both in the narrow context of the parent denomination, the Korean Presbyterian Church Abroad (KPCA), and the wider context of the global kingdom of God.

III. Institutional Goals of NYPTS Distance education

In response to the needs of KPCA, NYPTS primarily provides theological and spiritual formation education integrated with ministry skills to students who will serve as pastors in KPCA. Secondly, NYPTS will prepare ideal leaders for the diverse ministries for the global kingdom of God.

1. High Quality Theological Education

NYPTS's faculty, over 90% of whom have doctoral degrees from outstanding seminaries in the United States, offer high quality theological education where students will gain a proficient understanding of God and His Word and learn research skills that will equip them to conduct sound research.

2. Dynamic Spiritual Formation Education

NYPTS's spiritual formation education takes a holistic and integrative approach to lead students to grow deeper in their knowledge of, and love for, God, self, and others- which will be reflected in their Christ-centered lives in whatever setting God places them.

3. Global Leadership Education

NYPTS's leadership education strives to mold leaders who will have the heart to serve and lead by example- integrating biblical and theological knowledge with professional skills in ministerial and public leadership.

4. Cultural Education Across Disciplines

NYPTS strives to train students to critically discern the truth wherever it is found (that is, both within special revelation such as the Bible and in general revelation- the general academic disciplines such as humanities, natural sciences, social sciences, arts) and evaluate it from a biblical perspective, integrate it with theology, and apply it to their lives and ministry.

V. Core Values

The following bullet points are the core values that breaks down how NYPTS will carry out its mission statement:

1. Missional

What we teach and practice will have a missional focus resulting in a transformed life that reflects Christ to others.

2. Biblical & Interdisciplinary

What we teach and practice will be biblical. The Bible will be the main subject of the curriculum but other academic disciplines, such as humanities and science, will be integrated with theology from a biblical perspective- taking an interdisciplinary approach. Likewise, although we have a particular doctrinal persuasion, we welcome people of differing evangelical persuasions as long as they are biblical.

3. Responsive to the Culture

We will be relevant to the culture that we are placed in and respond to the needs of the people without compromising biblical truth.

4. Holistic

We believe in a holistic development of godly people through the development of mind and character. Thus, our teaching will focus on the entire individual, including cognitive, affective, behavioral and spiritual aspects.

5. Collaborative

We strive to foster collaboration over competition. We appreciate the uniqueness of individuals and encourage working together as a team toward common goals.

6. Excellent

We strive for excellence in all aspects of our lives, both personal and institutional ministry, by exercising responsible stewardship of God-given gifts.

7. Gracious

We strive to be gracious to one another just as we have received much grace from our Lord.

MASTER OF DIVINITY (M.DIV.) PROGRAM

I. NYPTS MISSION STATEMENT

Our mission is to equip men and women for missional living by training them to grow in the knowledge and character of Christ, to live a Christ-centered life, and to lead others to do the same, in any setting God places them, whether it is multigenerational, multiracial, or multiethnic. We seek to accomplish this both in the narrow context of the parent denomination, the Korean Presbyterian Church Abroad (KPCA), and the wider context of the global kingdom of God.

II. M.DIV. PROGRAM GOAL

The Master of Divinity program primarily prepares pastors for the parent denomination, KPCA, and secondarily trains leaders for the diverse ministries both in the narrow context of the KPCA, and the wider context of the global kingdom of God.

III. PROGRAM LEARNING OUTCOMES (PLOs)

Upon graduation, the student will

5. Religious Heritage
 - e. Demonstrate an introductory graduate-level understanding of the Bible and an ability to interpret and communicate the Bible accurately
 - f. Articulate the theological views of KPCA in a larger Reformed theological milieu
 - g. Comprehend historical theology and its significance for the contemporary situation

6. Personal & Spiritual Formation
 - e. Deepen one’s knowledge of and love for God, self, and others
 - f. Understand the dynamic process of spiritual transformation into Christlikeness
 - g. Cultivate a deeper intimacy with Christ in personal life through development and practice of spiritual disciplines (formational habits)
 - h. Exhibit an increasing degree of the fruit of the Spirit, that is, love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control.
7. Cultural Context
 - a. Develop a Christian worldview and apply biblical principles to individuals, communities, and the world, in view of diverse religious traditions of the world and particularities of different cultures.
 - b. Develop the ability to critically evaluate insights drawn from the humanities, natural sciences, social sciences, and the arts from a biblical perspective, integrate with theology, and apply to their life and ministry.
 - c. Write graduate level research papers effectively.
8. Ministerial and Public Leadership

Demonstrate an understanding of and ability to integrate biblical principles of leadership and theological knowledge with professional skills vital for effective ministerial and public leadership, such as administration, preaching, teaching, counseling, evangelizing, discipling, and worship.

MA IN CHRISTIAN COUNSELING PSYCHOLOGY (M.A.C.C.P) PROGRAM

I. NYPTS MISSION STATEMENT

Our mission is to equip men and women for missional living by training them to grow in the knowledge and character of Christ, to live a Christ-centered life, and to lead others to do the same, in any setting God places them, whether it is multigenerational, multiracial, or multiethnic. We seek to accomplish this both in the narrow context of the parent denomination, the Korean Presbyterian Church Abroad (KPCA), and the wider context of the global kingdom of God.

II. MACCP PROGRAM GOAL

The purpose of the program is to prepare students for careers that include counseling ministries in local churches and faith-based contexts. The MACCP is designed for pastors and lay people who want to develop counseling skills to enhance their ministries as pastors or lay counselors in churches and other Christian settings.

III. MACCP PROGRAM LEARNING OUTCOMES (PLOs)

Upon completing the MA in Christian Counseling Psychology, students will be able to:

1. Articulate knowledge of major theories of Christian counseling and psychology
2. Demonstrate the ability to integrate Christian doctrine with psychology and counseling skills for Christian counseling for Korean immigrants.
3. Demonstrate cross-cultural understanding and communication for ministry to Korean immigrants in a variety of settings.
4. Demonstrate Christian counseling skills for healing, reconciliation and transformation of individuals and congregations.
- 5.

BACHELOR OF THEOLOGY(B.TH.) PROGRAM

I. NYPTS MISSION STATEMENT

Our mission is to equip men and women for missional living by training them to grow in the knowledge and character of Christ, to live a Christ-centered life, and to lead others to do the same, in any setting God places them, whether it is multigenerational, multiracial, or multiethnic. We seek to accomplish this both in the narrow context of the parent denomination, the Korean Presbyterian Church Abroad (KPCA), and the wider context of the global kingdom of God.

II. B.TH. PROGRAM GOAL

The following competencies are assigned to the B.Th. program in order to achieve institutional goals:

The students use appropriate speaking, hearing, and writing skills in English for employment or for graduate studies;

The students gain general understanding of American culture, history, politics, and society and Korean-American immigrant context;

The students are able to identify important theological themes and their significance for the church and society;

The students develop spiritual discipline and demonstrate servant leadership;

The students have hand-on experience in various fields;

The students analyze ideas and evaluate them critically.

III. B.TH. PROGRAM LEARNING OUTCOMES (PLOs)

For students who give the Bible priority in their lives, New York Presbyterian Theological Seminary offers an undergraduate Biblical major leading to a bachelor's degree. The Bachelor of Theology is designed to bring students to a sound working knowledge of the Word of God, so that they may share those life-transforming principles in a variety of contexts.

General education provides learning experiences to enhance and complement the academic

majors and provide for the student an integrated Christian worldview. A general education supplies an understanding and awareness of broad areas of language, history, philosophy, communication, science, and human development. These are the essential complements to Biblical studies in shaping godly attitudes and behavior in our contemporary world.

NYPTS ONLINE EDUCATION:

LEARNING AND DISCIPLINING IN COMMUNITY

VALUES OF NYPTS ONLINE EDUCATION

1. Flexibility

New York Presbyterian Theological Seminary Online Education (NYPTS online education) programs discipline students “to grow in the knowledge and character of Christ, to live a Christ-centered life”¹ and to change a world. It has cast itself as the evangelical and missional place where faith change a society and culture. The courses and programs which NYPTS online education provides are flexible and diverse enough to students enable to equip themselves to prepare to serve wherever God calls them in a mission field: church, society, and culture. The curriculum concentrates in the areas of biblical theology, systematic theology, historical theology, pastoral theology, spiritual theology, intercultural theology and Christian psychology counseling.

2. Accessibility

NYPTS online education offers courses to students in 10 countries. NYPTS thinks deeply about what opportunities technology affords NYPTS, as well as the global community, that our education, research, and service work impact. NYPTS has researched how NYPTS online education assures that it is a good fit for the student’s own needs and learning style, and the improved theological framework that focuses the ministry and mission students will acquire. NYPTS online education developed its own learning platform, *E-NYPTS*. There are key features of *E-NYPTS*; it can provide courses structured with well-organized lecture scenarios with audio and/or video to engage students; it offers lecture notes with key concepts of lecture designed and presented from students’ perspective to improve retention; student can access courses anytime and anywhere via any internet-connected device and are available 24/7, with no limitations. The NYPTS online education has been creating online classes that closely replicate the classroom experience from the comfort of student’s living place.

3. Interaction in class

¹ Mission statement of NYPTS: Our mission is to equip men and women for missional living by training them to grow in the knowledge and character of Christ, to live a Christ-centered life, and to lead others to do the same, in any setting God places them, whether it is multigenerational, multiracial, or multiethnic. We seek to accomplish this both in the narrow context of the parent denomination, the Korean Presbyterian Church Abroad (KPCA), and the wider context of the global kingdom of God.

NYPTS online education is designed for interactive learning in a dynamic classroom setting. NYPTS online education has developed a learning platform to capture a lot of the academic activities which residential students partake in while learning in traditional classroom settings. In developing interactive learning circumstances between students and professors, NYPTS online education emphasizes the ‘discussion room.’ Through weekly discussion with questions from lectures and readings, students interact promptly with professors. In addition, it helps to build relationships with other students through discussion among students. The classes will still be rigorous, which is why NYPTS online education structures out the online degree to take 18.5 hours per week to take one class lecture. (Table #2) With these interactive tools, student can easily access past lectures and review message boards and discussion when it's convenient for students.

4. Interaction with students

NYPTS online education appoints faculty not only based upon their scholarship, doctoral emphases, or spiritual lives, but also based upon their passions, hobbies, and goals. Their engagements with students are mentored relationships where the classroom is not limited to a room on - line, but extends to the community at large. In addition, Academic Support Team (AST) has contact with the student who missed a weekly assignment and discussion session. They send e-mails to remind students not to miss the dates. This ensures that students never miss out on a lesson or lecture or fall behind, as class information and resources are available at all times online. Additionally, NYPTS online education takes extra survey in questioning which classes need to be offered and developed for guiding and motivating students to be actively involved in their own learning. NYPTS online education provides important guidance to instructors, students, and the community of NYPTS.

5. Scholarship and cost benefit

Every semester, Presbyterian Theological Seminary in America awards scholarships to worthy, qualified students from both online and on-campus programs. NYPTS provides academic achievement scholarship, financial feed scholarship and designated scholarship. In addition, the cost benefit of online programs lies mainly in the opportunity costs saved, as most students are able to keep their jobs/ministries while taking online classes. Savings are also realized in the absence of related school costs such as transportation, housing, and relocation costs.

COURSE LEARNING PROCESS

All policies and procedures that apply to the teaching on-campus courses and programs apply to distance learning courses and programs, as well, unless specifically stipulated otherwise.

1. Lecture

- 1) Each course is designed to have 45 min to 60 min long for 12 weeks including orientation week, 8 lectures, midterm, reading week and final exam period.
- 2) Each course provides an introduction that includes, if applicable, a course description, faculty

contact information (including a statement on how long students should expect to get a reply from you), required and recommended textbooks, course learning outcomes, an explanation of course organization, the grading policy, a description of all exams, descriptions of term papers/projects, directions on how to access the course schedule, research information and links to library resources, a description of netiquette, a description of academic integrity policy for the course, advice on how to succeed in an online course, links to relevant student policies for withdraw, technical requirements for the course, any downloads or plug-ins necessary for the course, technical support contact info, and a description of support for students with disabilities. This introduction should also include a welcome message from the instructor, as well as a specific section that details expectations for success in the course. The course introduction might also include exercises to ensure that students know how to use course tools.

3) Each course should be well-organized with a common structure to units, if possible, and be easily navigable documents and web pages in the course should have consistent appearance.

4) Course units should begin with an overview that describes the outcomes, learning activities, and assessments for the unit. Overviews should also connect current unit to earlier units, and make students aware of how learning activities and assessments in unit connect to course level and unit level learning outcomes.

5) The cornerstone of assessment of distance learning courses and programs is learning outcomes, and therefore, assessment plans for distance learning courses and programs should be based on the same learning outcomes and outcome measures with the same results targets as those used for the same on-campus courses and programs. However, since instructional strategies used for distance delivery often differ from those used in on-campus courses and programs, the responses to assessment results may differ, as well.

2. Faculty

1) The faculty teaching distance learning course are assigned from the pool of NYPTS faculty and thus meet the same criteria as instructors for campus-based courses in the areas of academic credentials, workloads, and accessibility to students.

2) Curriculum Vitae for all faculty members, including credentials for teaching distance learning courses are on file in the Office of Academic Affairs. If utilized, adjunct faculty must be reviewed and approved as possessing a combination of appropriate academic credentials and experience in the discipline in which the course is being taught. Any faculty member developing a distance learning course is given first priority in teaching that course. 3) Faculty should prepare and participate into discussions/forums for classes, grade class assignments, prepare exam(s), if needed give make-up exam(s), grade exams, calculate grades, interact with students each week at least 3~5 hours, and supervise student research papers.

3. Faculty-Student Interaction

Faculty teaching distance learning courses must provide students with an email address and a phone number. Each course introduction should contain an indication of how quickly students may expect a response.

It is essential that distance learning courses provide an adequate system of interaction between teacher and students. Other forms of communications could include, fax numbers, post office addresses and communication option available through the Learning Management System employed. In cases where there are class meetings (such as interactive compressed video), a period of time before or after class or during a break may be used to discuss more general concerns of distance learning students. Since regular and timely feedback from course instructor to student is crucial for the success of the distance learning program, faculty must provide an appropriate amount of feedback to distance learning students. Faculty must provide real time video meeting and real time video conference (20~ 25 min long, 2 times/semester).

4. Faculty Development and Support

Faculty development and support are key to the long-term success of the distance learning program. Without the requisite skills and resources to adapt to new teaching and learning environments, faculty will be unable to respond to the demands of the distance learning program. NYPTS is committed to providing appropriate faculty support services specifically related to distance learning. Institutional support includes, but is not limited to, providing adequate and up-to-date technology, providing appropriate technical assistance, such as help and training, and compensating faculty for the development of courses designed to be delivered entirely by remote means, such as the Internet. Additionally, distance learning faculty meet together formally each semester to discuss issues related to the effectiveness of the program.

5. Student Responsibilities

- 1) To ascertain possession of the appropriate skills, competency levels, course prerequisites, and equipment (including browser, operating system, and software) required for the distance learning course at <http://online.ptsa.edu>.
- 2) To determine that the course meets individual degree requirements.
- 3) To assume responsibility for contacting assigned advisor/instructor.
- 4) To complete all assigned coursework by deadlines and before the end of the semester. Classes progress through a structured, organized learning experience based on the semester calendar (Table #1). Homework for the week is usually assigned at the beginning of the week, and students will have until Friday or Saturday to complete it. Students will be expected to complete readings, practice problems, or participate in audiovisual material. There will be a due date each week for assignments, so students will have to pace themselves in order to complete assignments on time. A common tool for online classes is a discussion board, where students can discuss questions and concerns with their peers and instructors.

Table # 1

Fall 2018 Course Schedule 8/27 - 11/16						
Week/Lecture	Period	Interactive Discussion Due Dates			Due Date for Weekly Assignment	Due Date for Weekly Assignment Grading
		Answer for Professor's question	Answer for Student's questions	Professor's comments		

1/ Orientation	8/ 27 ~ 9/ 3	Orientation Weeks				
2/ Lecture 1	9/3 ~9/10	9/5/WED	9/7/FRI	9/7/FRI	9/10/MOM/10:00A.M	9/12/WED
3/ Lecture 2	9/ 10 ~ 9/ 17	9/12/WED	9/14/FRI	9/14/FRI	9/17/MOM/10:00A.M	9/19/WED
4/ Lecture 3	9/17 ~ 9/ 24	9/19/WED	9/21/FRI	9/21/FRI	9/24/MOM/10:00A.M	9/26/WED
5/ Lecture 4	9/24 ~ 10/ 1	9/26/WED	9/28/FRI	9/28/FRI	10/1/MOM/10:00A.M	10/3/WED
6 / Midterm Period	10/1 ~ 10/5					
7/ Lecture 5	10/ 8 ~10/15	10/10 일/WED	10/12FRI	10/12/FRI	10/ 15//MOM/10:00A.M	10/17/WED
8/ Lecture 6	10/15 ~ 10/ 22	10/17/WED	10/19/FRI	10/19/FRI	10/22/MOM/10:00A.M	10/24/WED
9/ Lecture 7	10/22 ~ 10/29	10/24/WED	10/26/FRI	10/6/FRI	10/29/MOM/10:00A.M	10/31/WED
10/ Lecture 8	10/29 ~ 11/5	10/31/WED	11/2/FRI	11/2/FRI	11/5/MOM/10:00A.M	11/7/WED
11/Reading Period	11/ 5 ~ 11/12					
12/ Final Period	11/12~ 11/16					

- 5) To participate in the evaluation of the course content.
- 6) To follow all NYPTS guidelines, including the student code of conduct and academic integrity policy.
- 7) To observe copyright laws and guidelines as they pertain to the Internet, the World Wide Web, software, and the use and reproduction of materials.
- 8) To participate into real time video meeting (5~7 min/student, 2 times/semester).
- 9) To participate weekly discussions on board.
- 10) To submit Weekly assignment paper.
- 11) Weekly Learning Procedure and Time Plan

LIBRARY RESOURCES

The New York Presbyterian Theological Seminary (NYPTS) Library is committed to fulfill its mission that provides access to learning resources to NYPTS students, faculty, and staff in support of the research and educational mission of the seminary. To maximize the use of the resources, the library also provides information literacy instruction services to the NYPTS community. Furthermore, the NYPTS library supports life-long learning of NYPTS alumni, ministers, and missionaries around the world by giving access to electronic resources and guidance. The NYPTS Library holds a wide ranging of information resources, including approximately 30,000 books.

In addition, to provide learning resources for online degree program students, NYPTS online education has DBPIA as NYPTS Learning and Research Resource (NYPLR) to the online students. DBPIA provides full text databases including more than one million articles from about 2,000 Korean scholarly journals in 12 different fields of society, literature, economics & business, medical science, humanities, theology, law & administration, arts, engineering, natural science, and education. All the back issues of each journal title are available and title, author, keyword, journal title and publisher-searchable.

LEARNING MANAGEMENT PLATFORM

NYPTS Online Education has researched and developed its own learning platform, E-NYPTS. This is NYPTS Online Education’ multi-functional learning platform that supports administrative, academic and technological responsibilities. Registered students in the online program will be contacted by an Online Technical Support Specialist who will assist with basic questions. Online tutorials, references, and links are also available and provided during online student orientation.

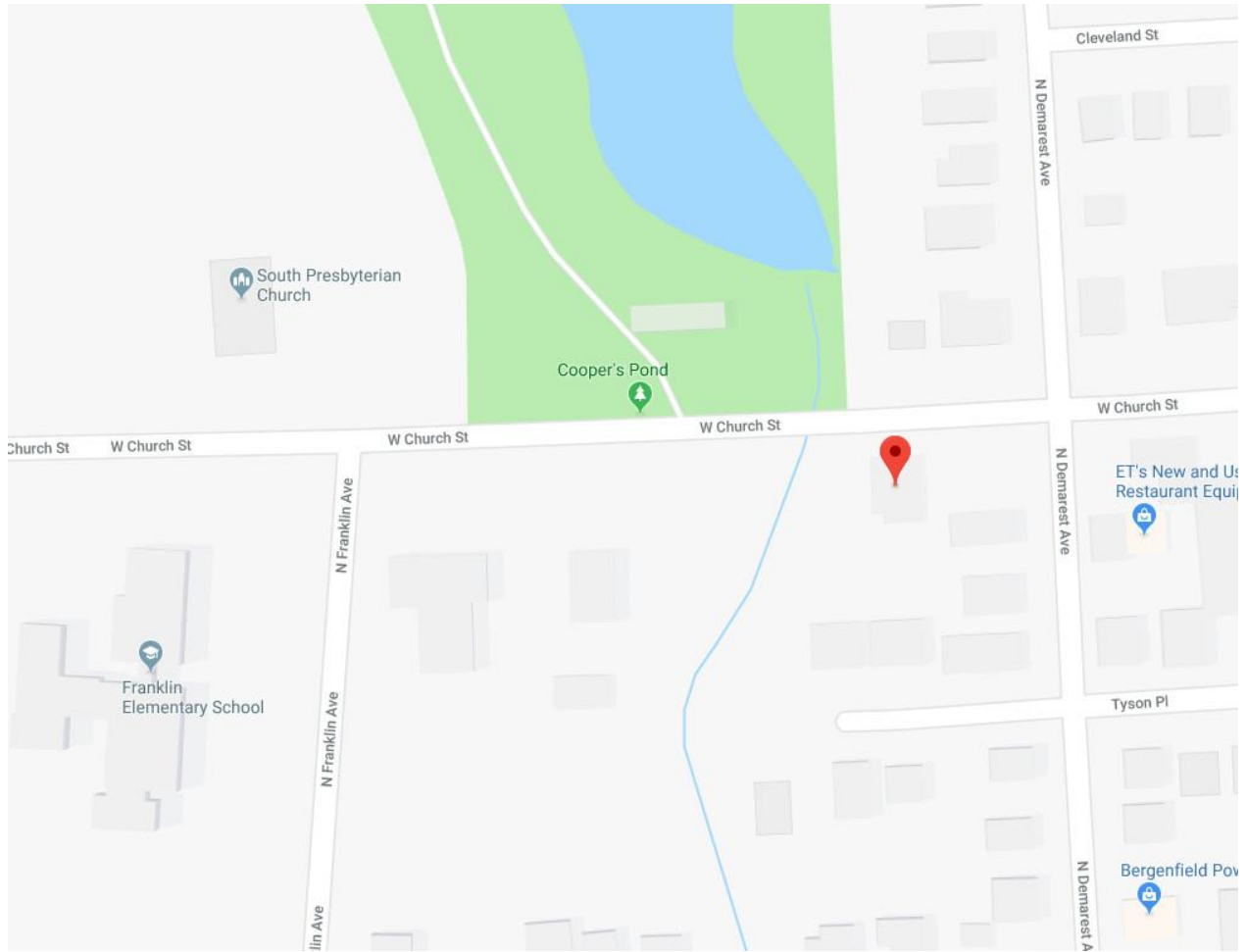
The learning management platform supports any file types including MSwords, Hangul, PDFs, videos, PPTs, DOCX, SCORM, AICC and xAPI-compliant packages. E-NYPTS provides a secure computer network ensuring the integrity and privacy of the communications and records exchanged. It fully and functionally supports and promotes students to fully participate in learning activities through an automation screening system. On the weekly basis, the learning platform automatically informs online students and professors regarding pending and completed tasks or their performance.

For assistance with technical issues throughout courses, personnel in the IT and Education Technology team are available.

Table # 2

	Content	Running Time	Time for Preparation
1	Lecture Video	1 HR/Week	
2	Weekly Discussion on board: Instructor posts 1 or 2 questions covering lecture and reading assignment for discussion. Each student responds to the questions (s) and also leave comments on other student’s response.		3.5 HR/Week
3	Weekly Reading Assignment: Analyze weekly reading		10.5 HR/Week
4	Weekly Writing Assignment: lecture and reading assignment summary or critical/reflection paper		3.5 HR/Week
TOTAL HOUR		1 HR	17.5 HR
SUB TOTAL HOUR			18.5 HR/WEEK

Campus Map



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Facilities

