

Academic Calendar

2022-2023

Campus Directory

MAIN CAMPUS DIRECTORY

Phone 403.282.2994

E-mail inquiries@abccampus.ca
Web Site www.abccampus.ca
Toll Free 1.877.542.9492
Fax 403.282.3084

CAMPUS EXTENSIONS & E-MAIL

Office	Ext.	E-mail
Enrollment	230	admissions@abccampus.ca
Registrar	223	registrar@abccampus.ca
Academics	223	academics@abccampus.ca
Library	234	library@abccampus.ca
Student Development	226	studentdevelopment@abccampus.ca
Facilities	233	facilities@abccampus.ca
Operations	221	finance@abccampus.ca
President	222	president@abccampus.ca
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ALBERTA BIBLE COLLEGE

635 Northmount Drive N.W. Calgary, Alberta T2K
3J6 CANADA

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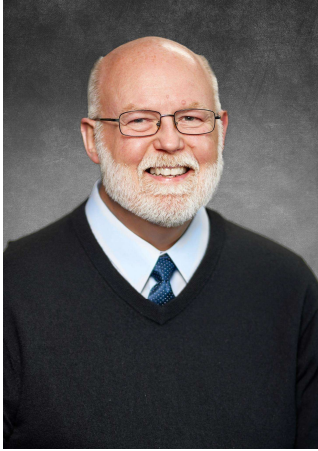
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It is the policy of Alberta Bible College in the admission of students and of the hiring of employees not to discriminate on the basis of the applicant's regard to "race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation" (Alberta Human Rights Act, RSA 2000, A-25.5, November 16, 2022, 2)

The College reserves the right to make changes to this Academic Calendar as circumstances may require.

Message From The President



This year, 2022, marks ninety years since the college first came into being. We started in Lethbridge, Alberta at the Central Church of Christ as the work of C. H. Phillips, our first president (though called “principal” in those earliest days). Supported by the church and others, the school has, over nine decades, prepared people to live full Christian lives. In the early days, churches were growing quickly and there was a need for education to prepare the people leading those churches. Today, we are in quite a different world. Churches are not growing, and some are closing. Today calls for Christians to have missional instincts and to read the Bible and the culture well as Jesus did in his ministry.

At ABC, we seek to prepare our students for God’s next for them. So, if you are here to pick up a course for your own learning, to earn a certificate or diploma, or get your undergraduate degree, we are conscious that we are helping you live, work, and minister in a rapidly changing world. Our Board of Trustees have recently created a new strategic plan that will lead us to be even better at preparing people for the world of today. They have cast a renewed vision:

Preparing people to lead active Christian lives
in *whatever* field God calls them.

By this, we understand that not everyone is called to be a minister or pastor, but all of us are called to serve God with the best learning, skills, and habits we have gained. So, whether you are with us for a short of long time, we want to walk beside you as you participate in God’s mission. Furthermore, our Board has framed our mission in this way:

Alberta Bible College is a Christian higher education institution that prepares believers
for the sake of the kingdom of God in *whatever* social and cultural context
God leads them locally and globally.

Whatever the reason you might be reading this letter now, we are excited about what God is doing with our students, faculty, staff, and board. We hope you plan to be part of the family soon.

For God’s Mission,

A handwritten signature in black ink that reads "Stanley N. Helton". The signature is written in a cursive, flowing style.

Dr. Stan Helton

President, Alberta Bible College

Calendar Of Events

2022-2023

SEMESTER I

91st Year

SEMESTER II

AUGUST/SEPTEMBER 2022
 August 30 Last day of PACE summer block
 August 30 College deadline, payment of tuition/fees
 August 30 PACE@Home New Student Orientation
 Aug 30-Sept 2 College Registration and Orientation
 September 5 Labor Day, College closed
 September 6 College Classes Begin
 September 6 PACE New Student Orientation
 September 13 PACE Fall Block 1 Begins
 September 16 College Course Add/Drop Deadline
 Sept 16-18 ABC 90th Birthday Celebration
 September 30 National Truth and Reconciliation Day

OCTOBER
 October 10 Thanksgiving Day, College closed
 October 18 PACE Fall Block 1 Ends
 October 19-30 PACE Reading Break
 October 22 PACE Spiritual Retreat
 October 22-29 College Fall Ministry Experience

NOVEMBER
 Oct 31-Nov 4 PACE Fall Intensive Course Week
 Oct 31-Nov 4 College Reading Break
 November 8 PACE Fall Block 2 Begins
 November 10 College Course Withdrawal Deadline
 November 11 Remembrance Day, College Closed
 November 5-6 Annual Meeting, ABC Board of Trustees

DECEMBER
 December 9 College: Last Day for Winter Registration
 December 9 College: Last Day of Fall Classes
 December 12-16 College Final Exams
 December 13 PACE Fall Block 2 Ends
 December 13 PACE New Student Orientation
 December 13 PACE@Home New Student Orientation
 Dec 14-Jan 2 PACE Winter Break
 Dec 17-Jan 8 College Winter Break
 Dec 24-Jan 2 Campus Closed

Dec. 24-Jan. 2
 January 1
 January 3
 January 5
 January 9
 January 20
 January 25

February 7
 February 7
 February 14
 February 20
 February 20-24

March 17
 March 26-Apr 1
 March 21
 TBA
 March 27-31

April 1-10
 April 7
 April 11
 April 14
 April 15
 April 15
 April 17-21
 April 24-28
 April 28
 April 29

May 1
 May 16
 May 22
 May 23

June 27

July 1
 June 28-July 24
 July 25
 August 29

JANUARY 2023
 Campus Closed
 New Years Day, College Closed (observed Jan. 2)
 PACE Winter Block 1 Begins
 College New Student Orientation
 College Classes Begin
 College Course Add/Drop Deadline
 College Prayer Retreat

FEBRUARY
 PACE Winter Block 1 Ends
 Orientation 2.0
 PACE Winter Block 2 Begins
 Family Day, College Closed
 College Reading Break

MARCH
 College Course Withdrawal Deadline
 College Spring Ministry Experience
 PACE Winter 2 Block Ends
 Western Canada Leadership Summit
 PACE Spring Intensive Course Week

APRIL
 PACE Spring Break
 Good Friday, College Closed
 PACE Spring Block 1 Begins
 College, Last Day of Classes
 Semi-Annual ABC Board Meeting
 Summer Ministry Application Deadline
 College Final Exams
 College Block/Intensive Course Week
 Graduation Banquet and Celebration
 2022 Graduation/Commencement Ceremony

MAY
 College Closed
 PACE Spring Block 1 Ends
 Victoria Day, College Closed
 PACE Spring Block 2 Begins

JUNE
 PACE Spring Block 2 Ends

JULY/AUGUST
 Canada Day, College Closed
 PACE Summer Break
 PACE Summer Block Begins
 PACE Summer Block Ends



Community Rule of Life

1. We love God, the Church, other Christ-followers, our neighbours, and our enemies.
2. We actively participate in the redemptive work of God in the world.
3. We worship together in chapel weekly (College program) and once per course (PACE). We also worship and serve regularly in our local churches. We engage scripture and pray both in solitude and community.
4. We seek a continual awareness of the presence, activity, and voice of God in our lives and in the world.
5. We pursue excellence in whatever work God has called us to, fulfilling it with commitment and integrity. This includes our studies, our teaching and administrative duties, and our leadership responsibilities.
6. We honour God with our bodies by engaging in healthy patterns of eating, rest, and physical activity. To help us foster this practice, we do not abuse alcohol or misuse drugs.
7. We honour God's creation. In regards to the earth's natural resources, we reduce, reuse, and recycle. In regards to our time and financial resources, we are wise and generous.
8. We pursue holiness in all areas of life. This guides our entertainment choices regarding film, television, radio, the internet, theatre, dance, and music.
9. We live chaste lives. That is, we practice sexual purity. We reject pornography or any other objectification of humans.
10. We use our words to encourage and build each other up. We speak directly to those with whom we have a concern. When others fail us, we extend our forgiveness. When we fail others, we seek their forgiveness. Our use of technology and social media is guided by these values.
11. We submit to those in authority, unless their expectations are contrary to biblical truth.
12. We acknowledge that living in community is challenging, yet we sacrifice our individual liberty for the good of the community. When differences arise, we choose the course that demands greater personal restraint and self-discipline.

As a member of the ABC community, my desire is that these practices will become increasingly evident in my life. I choose to trust the ABC community to hold me accountable. I also acknowledge that non-compliance with the above could be sufficient reason to be asked to leave the community. This agreement is effective during the entire course of my participation in the ABC community.

General Information

Our Vision

Preparing people to lead active Christian lives in whatever field God calls them

Our Mission

Alberta Bible College is a Christian higher education institution that prepares believers for the sake of the kingdom of God in whatever social and cultural context God leads them, locally and globally

Our Values

KINGDOM IMPACT	MISSIONAL	TRANSFORMATIONAL JOURNEY OF DISCOVERY	PARTNERSHIP WITH THE CHURCH
<p>ABC values a global mission that can have the greatest kingdom impact through developing leaders for the church world-wide. By preparing and equipping healthy, faithful leaders for every vocational calling, Alberta Bible College fulfills its mission to advance the Kingdom of God.</p>	<p>ABC values and embraces our history as an outpost where travelers can find rest and reflect on their faith journey as God calls them to Himself through the Holy Spirit. We aim to send out our students to fulfil the mission of God.</p>	<p>ABC values the journey taken by each of our students in discovering their purpose and calling. We believe this is part of their spiritual, emotional, social, and academic formation that takes place in a safe and nurturing community and emphasizes the development of the whole person. ABC values a transformational learning process. We value the role of assessment and mentoring in our pursuit of our educational outcomes</p>	<p>ABC values its relationships with and responsibilities to the local and global church. These include developing its current and future leaders, developing its young people, and complementing its programs by serving congregations as they seek to go deeper in their education and ministry.</p>

We Promise

OUR STUDENTS	OUR FINANCIAL SUPPORTERS	OUR CHURCH COMMUNITY	THE LARGER WORLD
You will experience a safe and supportive community where you will discover your purpose, deepen your faith, and be prepared spiritually to respond to the invitations God makes to you for the rest of your life.	As faithful stewards, we will use your gifts wisely, honour your gift's intention, keep you informed and engaged in the work you are making possible, and help connect you to the joy of giving.	ABC will prepare healthy, effective leaders for churches, developing people for leadership as they deepen their education and faith with the option to transition into vocational ministry.	We will always seek the good of the communities in which we participate

Our Institutional Goals

CHRIST	RELATIONSHIPS	BELONGING
Alberta Bible College is a Christian Higher Education Institution. We seek to teach, explore, and respond to God's work in Christ throughout everything we do at ABC. We seek to function as a continuing ministry of Jesus Christ, to act and to respond as Jesus has taught us.	Community matters. Our small class sizes encourage one-on-one learning opportunities with our professors to foster dialogue and holistic learning. ABC also forms an intimate community outside the classroom, treating each other as people created in the image and likeness of God.	ABC aspires to welcome all people into our portion of the Kingdom of God. Hospitality is something we value. We aim to be a safe place where asking questions and exploring self in community with others are important aspects of the academic journey. Whatever your background or experiences in life's journey, you're welcome at ABC.
TRANSFORMATION	PRACTICED THEOLOGY	CALLING
Education is about transformation. As we learn and listen in community we grow. ABC students, staff, and faculty consistently share how ABC has formed them in new and meaningful ways.	At ABC we seek to practice what we learn about the Bible and theology. Critical thinking, biblical literacy, and ministry theory lead to practical ministry. Being people of the Kingdom of God means living what we learn.	ABC sends into the world the people God sends to ABC. The calling of God doesn't end with the completion of a degree, nor do we believe that all roads lead to working for a church. ABC sends graduates out to live their faith wherever and however God leads.

WHAT WE BELIEVE

While Alberta Bible College has deep ties with churches of the Restoration Movement, namely the Christian Churches/ Churches of Christ, the Churches of Christ, and the Disciples of Christ, the college exists to prepare men and women, regardless of denominational affiliation, for Christian service in all walks of life. ABC's Statement of Faith, which seeks to be in line with historical orthodox Christian faith, is summarized below.

Our commitment to the Christian faith is:

- That Jesus is the Christ, the Son of the Living God, and, as such, is Head of His Body, the Church (Matt 16:16; Col 1:18);
- That He died to atone for the sins of all people and that He was raised from the dead for their justification (Rom 4:25);
- That people are justified by faith in Him according to the terms of the Gospel laid down in the New Testament (John 3:16; Acts 2:38; Rom 10:9-10);
- That the Holy Spirit lives in the Body of Christ, gifting Christians for ministry, and producing the fruit of the Spirit (I Cor 12:4; Gal 5:22-23);
- That the Bible is the inspired Word of God and that the Bible is the all-sufficient guide for the teaching, organization, and life of the Church (II Tim 3:14-16);
- That we seek the unity of all believers by practicing biblical Christianity (John 17:20; Eph 4:1-13); and
- That the mission of the Church worldwide is evangelism and Christian nurture (Matt 28:18-20).

EDUCATIONAL POLICY

For 90 years, ABC has focused on equipping people for ministry and service. While many students benefit from our programs without entering vocational ministry, we view what we do as ministry formation for all students. Ministry formation is spiritual formation for the good of the church and the world.

Since ABC staff/administrators/faculty serve in a position of authority with respect to ABC students, they have a duty to report disclosure of an intent to harm (self or another person) to the appropriate authorities (9-1-1) if the person in authority deems that the safety of a person is likely to be jeopardized or if a person is likely at risk of self-harm. This duty to report overrides the duty to maintain confidentiality.

Upon paying their confirmation fee, successful applicants will be made users of ABC's Learning Management System, Populi, and will also be given a unique ABC email address. Students are expected to check their ABC email account regularly, as all ABC email correspondence will be sent to their ABC email account.

EDUCATIONAL MODES OF DELIVERY

Grounded in the necessity of spiritual and ministry formation throughout life, ABC offers two modes of educational delivery: daytime College courses, and evening (PACE) courses.

College

College courses are designed for individuals who are able to make their studies their primary focus as they complete a certificate, diploma or degree. While some students studying in the College program are recent high school graduates, a growing number of mature learners also choose to study in the College program. The College program is for students who can take classes from Monday to Friday during the day (see pages 12-40).

PACE (Professional Adult Christian Education)

PACE is designed for adults who desire further education and preparation to more effectively

serve in churches, parachurch organizations, or to work as Christians in the marketplace. Most PACE students are employed full-time and have significant ministry leadership responsibilities. PACE offers a vibrant and strong adult learning community of people from diverse backgrounds, prior education, and experience. The PACE Diplomas serve as the foundation for the Bachelor of Christian Ministry degree that students with prior post-secondary education credits may complete through credit-transfer. The Bachelor of Christian Ministry Degree may also be taken in its entirety at ABC.

PACE offers courses in an accelerated modular format. Classes meet for 4 hours one evening per week; each course meets for 5 weeks with the final exam or project due on Week 6 (see pages 41-60). PACE classes usually meet on Tuesdays. Some PACE courses are offered as 5-day-long intensives that meet for four hours, Monday-Friday, or as weekend intensives that meet Thursday evening, and all day Friday and Saturday.

EDUCATIONAL PROGRAMS

ABC's programs of study are of three types: Certificates (usually one year in duration); Diplomas (usually two years in duration) and Degrees (usually four years in duration).

An academic program is "a coherent collection of courses and other learning experiences that lead to a certificate, diploma, or degree, and are designed to meet specific educational objectives," (ABHE Commission on Accreditation Manual, page 227).

ABC's College Academic Programs of Study:

- Certificate of Christian Foundations (30 hours)
- Diploma of Christian Studies (60 hours)
- Bachelor of Theology (128 hours)
- Bachelor of Sacred Literature (128 hours)
-

- Bachelor of Christian Studies (128 hours)
 - Major in Christian Ministries
 - Major in General Studies

ABC's PACE Academic Programs of Study:

- Certificate in Non-Profit Leadership (18 hours)
- Certificate in Leadership (18 hours)
- Certificate in Biblical Studies (18 hours)
- Certificate in Counselling (18 hours)
- Diploma of Christian Ministry* (60 hours)
- Bachelor of Christian Ministry* (128 hours)

* Note that there are four specializations available for both the Diploma of Christian Ministry and the Bachelor of Christian Ministry: Non-Profit Leadership; Leadership; Biblical Studies; and Counselling

GRADUATE PLACEMENT AND COMPLETION RATES

INSTITUTIONAL OUTCOMES: ABC GRADUATE PLACEMENT RATES (GPR)										
YEAR	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
GPR	78%	75%	76%	100%	50%	57%	71%	75%	50%	73%
# Bachelors Graduates	9	12	8	7	6	7	14	12	8	11

Graduate Placement Rate (GPR) = the percentage of students graduating in a given year *with a bachelor's degree*, who, within 6 months are employed in ministry or pursuing further education in the same discipline, or rather than seeking employment, are volunteering 20 hours or more per week.

INSTITUTIONAL OUTCOMES: ABC GRADUATE COMPLETION RATES (GCR)										
YEAR	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
GCR	91%	92%	67%	50%	50%	85%	63%	100%	80%	78%
# Graduates (all programs)	20	23	12	15	17	16	28	17	15	21

Graduate Completion Rate (GCR) = the percentage of students who graduate from their declared program of studies within 150% of the normal time required for completion of the degree, diploma, or certificate

ORGANIZATION

Alberta Bible College is incorporated under the laws of the Province of Alberta as an educational institution. A Board of Trustees controls the policy direction of the college. The President is appointed by the Board of Trustees and is responsible for the administration of the college. The President is assisted and advised by the President's Cabinet that includes the Academic Dean, Student Development Dean, Operations Director, Chaplain, Enrollment Officer, and the Assessment Officer/Librarian. The Board of Trustees' Finance Committee assists the President with financial decisions concerning college operation and development.

Executive leadership has been provided by:

Dr. C. H. Phillips	Principal	1932-37/1943-49
J. Merlin Hill	Principal	1937-1941
Dr. Melvin L. Breakenridge	Principal	1941-43/1950-62
Roscoe E. Hollister	Interim Principal	1949-1950
Dr. Ernest Hansell	President	1962- 1965
Robert Gonyea	Dean	1965-1967
Boyd L. Lammiman	President	1967-1984
Dr. Ronald A. Fraser	President	1984-2010
Rob Pittman	President	2010-2011
Brent Williams	Interim President	2011-2012
Dr. William Raccah	President	2012-2013
Dr. Stan Helton	President	2015- present

BRIEF HISTORY

Alberta Bible College was founded in July 1932 during the great depression. The Lethbridge Church of Christ elders authorized their minister, Dr. Charles H. Phillips to start a college and devote time to teaching. These visionary and faithful pioneers saw the need for Christian education that would equip leaders for the Church in the growing Canadian West.

In 1937 when the college moved to Calgary, a public school building was purchased and used until 1962. Then a new building was designed and built to meet the needs of the growing college. Thirty-five years later in 1996, continuing growth necessitated another move. The college purchased and renovated a YMCA building. That building continues to serve growing enrollments, diverse programs, and community needs.

Alberta Bible College has much to celebrate. Graduates serve in churches, as well as parachurch organizations, and in a variety of professions. They are pastors, youth and children's workers, church planters, caseworkers, Bible translators, ESL instructors, chaplains, church administrators, missionaries, Bible college faculty and staff, business people, medical workers, and tradespeople.

COLLEGE FINANCES

ABC depends on student tuition, grants, and rental income, as well as donations from individuals and congregations for financial support. We make our appeal for support based on the quality of work we do in the education of ministers, missionaries, and other Christian leaders. Prayer and faith require consecration and devotion of all our trustees, faculty, and staff. We trust God to move people to invest in the lives of future leaders.

The college's long-term goals are sponsored through bequests. The principle of these bequests is placed in an Endowment Fund that earns revenue in perpetuity for the training of men and women for service to Christ and his Church.

Alberta Bible College complies to the highest standards of financial accountability and disclosure to government, donors and the general public as required by the Canadian Center for Christian Charities (CCCC). ABC is committed to ethical fundraising and subscribes to the CCCC's Standards of Organizational Integrity and Accountability.

Each gift designated toward an approved program will be used as designated with the understanding that when any given need has been met, designated gifts will be used where needed most. Gifts are acknowledged and receipted for income tax purposes.

AFFILIATIONS AND ASSOCIATIONS

Alberta Bible College is committed to excellence in education that is useful to the Church and society, and that is recognized by the larger academic community. Therefore, we maintain the following statuses and associations:

- The Government of Alberta granted Alberta Bible College a charter to grant degrees, diplomas, and certificates under the provisions of the Societies Acts (January 5, 1937).
- Alberta Bible College is accredited with the Commission on Accreditation of the Association of Biblical Higher Education, an institutional accrediting body recognized by the Council for Higher Education, and the U.S. Department of Education. www.abhe.org. In February 2021, after a two-year-long self-study and accreditation review process, ABC received reaffirmation from ABHE, for accreditation through 2031. ABC's Accreditation Fact sheet is available at <https://www.abhe.org/wp-content/uploads/2021/09/FCT-Alberta-Bible-College-AB-v-09-2021.pdf>.
- The Canada Student Loans Plan, IRCC, and Alberta Advanced Education recognize Alberta Bible College as a Designated Learning Institution (DLI) renewed, fall 2021.
- Immigration, Refugees and Citizenship Canada (IRCC) has authorized ABC to receive International Students.
- Alberta Bible College is a member of the Canadian Center for Christian Charities. cccc.org



- As an accredited higher education institution, credits earned at Alberta Bible College may be eligible for transfer to other education institutions. If you are considering transferring ABC credit to another institution, check with the Registrar's office of that institution to see if they will receive ABC credits.

Alberta Bible College's library is a member of the Christian Library Consortium of the Association of Christian Librarians, the Alberta Association of Academic Libraries and maintains a consortium relationship with Canadian Southern Baptist Seminary and College in Cochrane, AB.



FACULTY AND/OR ADMINISTRATION

David Ford (2019)

Academic Dean Asst. Professor of Theology and Ministry

B.Sc., University of Alberta, 1986; M.Div., Harding School of Theology, 2010; Ph.D. in Historical Theology / Church History, Trinity Evangelical Divinity School (cand.)

Kristen Ford (2020)

Operations Director

B.Ed., University of Alberta, 1990; MSc in Education, Walden University, 2004; Ph.D. in Educational Studies, Trinity Evangelical Divinity School (2018-present; completing coursework)

Shannon Gugyel (2014)

Dean of Institutional Care; Assistant to the President

B.A., Alberta Bible College 2013; MA in Counselling Psychology, Yorkville University 2022

Rachel Hart (2022)

Registrar

BA, Oklahoma Christian University, 2011; MCS, Ambrose University, 2022

Stanley N. Helton (2015) President

Professor of New Testament and Christian Ministries

B.A. in Biblical Studies, Oklahoma Christian College, 1988; M.S. in Historical Theology, Abilene Christian University (ACU) 1992; M.Div., ACU, 1999; D.Min., ACU, 2009; Th.M., New Orleans Baptist Theological Seminary (NOBTS) 2012; Ph.D. in New Testament, NOBTS, 2014

Peter Kehler (2016)

Facility Manager

Kaithlyne Marcos (2020)

Media Relations

Associate Degree in Media Communications, Humber College (2019); BCM, Alberta Bible College (in progress)

Marissa Moore (2019)

Librarian and Assessment Officer

BSc in Biology, University of British Columbia (Okanagan campus)

MLIS, University of Western Ontario, 2016

Cory Pytlarz (2014) Student Development Dean

Assistant Professor of Old Testament and Spiritual Formation C.C.F., Alberta Bible College (ABC) 2008; B.R.E., ABC 2011; M.T.S., Wycliffe College and Seminary 2014

David Ross (2020)

Academic Coach, Field Experience Coordinator and Operations Assistant

BTh, Alberta Bible College 2020; MATS, Wycliffe College and Seminary, 2022

Kim Salcedo (2020)

Enrollment Officer

BTh, Alberta Bible College, 2020; MTS, Wycliffe College and Seminary (in progress)

ADJUNCT FACULTY

Pamela Baribeault, MCS	Dr. Rick Love, ThD
Mathias Bumie, MTh, MA	Gail McKenzie, MSc
Dr. Kelly Carter, PhD	Billy McMillan, MDiv
Michael Coghlin, MDiv	Steve McMillan, MAR, MDiv
Dr. Duff Crerar, PhD	Bob Osborne, MCS
Dr. Ron Fraser, EdD	Katie Pearn, MPR
Judy Frentz, MA	Marlette Reed, MA
Dr. Joel From, PhD	Nikayla Reize, MA
Tyler Graftaas, MDiv	David Ross, MATS
Dan Hardock, MCS	Bill Schwarz, MTS
Chad Hardy, MDiv, MTh	Dr. Lane Scruggs, PhD
Marnie Hoetmer, MTh	Keith Shields, MCS
Cal Hultgren, MDiv	Jonathan Straker, MDiv
Joanna Jewell, MA	Oi-Wah Whitbourne, MA
Val Lieske, BA	Jill Zimmer, MA

BOARD OF TRUSTEES

Term 2020-2023

Chris Fong	Human Resources, Calgary, AB
Joe Murphy	Self-Employed, Calgary, AB
Murray Sanders	Retired Educator, Saskatoon, SK
Brent Williams	Non-Profit Executive, Calgary, AB

Term 2021-2024

Blair Cameron	Business Executive, Calgary, AB
George Graffunder	Educator, Calgary, AB

Term 2022-2025

John Gerber	Vavenby, BC
Megan Klein	Attorney, Calgary, AB
Chris Kobe	Senior Strategy Manager, Calgary, Alberta
Cameron Pelham	HR Manager, Retired, Calgary, Alberta

Executive Members

Cameron Pelham, Chairperson
Chris Fong, Vice Chairperson
George Graffunder, Secretary
Blair Cameron, Treasurer



College Programs of Study

NON-DEGREE ACADEMIC PROGRAMS OF STUDY

The Rock - Certificate of Christian
Foundations (C.C.F.)
Diploma of Christian Studies (D.C.S.)

DEGREE ACADEMIC PROGRAMS OF STUDY

Bachelor of Christian Studies (B.C.S.) - Christian Ministries Major
Bachelor of Christian Studies (B.C.S.) - General Studies Major
Bachelor of Sacred Literature (B.S.L.)
Bachelor of Theology (B.Th.)

Student Development

PURPOSE

ABC Student Development creates a holistic educational environment that encourages students to grow spiritually, physically, intellectually, emotionally, and socially.

CORE VALUES

Diversity and Inclusion

ABC is a rich learning community because of the diversity of its students. Student Development staff are committed to providing services that address diverse student needs, abilities, and cultures. See Student Accommodations below.

Study, Prayer, Service, Community

ABC is guided in its daily life by the priorities of the Christian monastic tradition: study, prayer, service, and community.

All faculty, staff, and students adopt ABC's Community Rule of Life, which describes who we are as we relate to God, creation, other people, and ourselves.

Spiritual Formation

The calling of each Christian is to be molded into the image of Christ through the work of the Holy Spirit. As a college community, we intentionally engage in regular habits by which we participate in this divine work.

Christ is the centre of our life together. As a witness to this, we reserve time at the heart of our weekly schedule for chapel (Wednesdays, 11 a.m.). During this time we sing, hear and respond to Scripture, and experience communion at the Lord's Table, and be sent out to participate in the redemptive work of God in the world. Students develop leadership abilities by participating in all aspects of chapel. Guest musicians and speakers are regular contributors.

Each weekday morning we gather for Community Praying of the Psalms. This devotional time allows God's Word to guide us in praise, thanksgiving, and lament as we faithfully navigate the ups and downs of life.

During our annual prayer retreat in January the ABC community spends a day at a local retreat centre for an extended time of prayer, solitude, soul care, and

community building.

Outside of campus life, all students, faculty, and staff are active participants in a local church community. We also regularly engage in prayer, scripture reading, and other spiritual practices

Physical Well-being

ABC encourages students, faculty, and staff to honour God with their bodies as they live out their weekly routine. We do this as we develop healthy eating habits, exercise regularly, allow ourselves adequate sleep, and practice Sabbath.

The ABC campus provides students with opportunities for physical activity through both its full-size gymnasium and fitness centre.

Intellectual Growth

Student Development works in conjunction with the Academic Dean and the Academic Services team to foster student success and offer supports where needed. See Student Accommodations below.

All ABC students also have access to an academic coach provided by the college. This individual is available by appointment (academiccoach@abccampus.ca) and offers tutoring services to ABC students.

Emotional Health

Life as a college student can be an emotionally complex journey, and sometimes a listening ear or spiritual friend can breathe life into a weary soul. Each ABC student has access to our Dean of Institutional Care, who provides spiritual care and referrals to community resources as needed. Mental health support is available to students through ABC's strategic counselling partnerships.

Social Connection

Orientation events prior to the fall and winter semesters offer an introduction to ABC life. They are also designed to foster community between students, faculty, and staff as a new semester begins.

COMMUNITY LIFE

Student Body Membership and Fees

As per the ABC Student Body Constitution, student body members are those students in the College who have declared a program of study (i.e., certificate, diploma, degree). PACE students may opt-in to student body membership by paying the full student body fee.

These fees are managed by the student body leadership team and the Student Development Dean after a budget is approved by student body members through a formal voting process in September.

Student Body Leadership

Student body members are encouraged to participate in formal leadership roles within the student body. The student body leadership team consists of students who assume responsibility for the areas of study, prayer, service, community, and administration. Leadership development opportunities related to chapel and photography are available.

Housing

Some ABC students choose to live in room and board situations, while others continue to remain at home with family in Calgary. However, ABC also recognizes the educational value of apartment living and roommate relationships in developing independence and acquiring life skills. Learning how to live in community with a small group of peers can be another aspect of spiritual formation.

Rather than providing dormitories, ABC encourages students to live together in households off campus. Upon request, Student Development staff is available to assist students in finding suitable accommodation and forming household groupings. Staff are also available to work with students to create guidelines for household life and provide guidance with landlord relations as necessary.

Students from outside of Calgary who desire ABC's

After chapel on Wednesdays, we regularly share a complimentary meal together during Community Lunch. Other social highlights typically occur around Christmas and Graduation Weekend.

Team building opportunities exist as students travel in groups to serve with churches or other ministry organizations.

assistance in finding housing or forming a household must submit a completed "Housing Questionnaire" along with their application by August 1 (Fall Semester) or December 1 (Winter Semester). Student Development will be much more limited in providing assistance after this deadline.

Employment

Students often find it necessary to work part-time. Working provides opportunities to develop additional skills and clarify potential occupational interests.

The following guideline is designed to help students balance work and academic commitments:

ACADEMIC LOAD (PER SEMESTER)	WEEKLY EMPLOYMENT
15-17 credit hours	14 hours or less
12-14 credit hours	14-20 hours
9-11 credit hours	20-30 hours
6-8 credit hours	30 hours or more

Vocational Discernment

ABC believes that every individual has an important role to play in God's ongoing redemptive story. Staff and faculty welcome conversations with students who are seeking guidance about vocational choices as they discern God's call on their lives.

Involvement in Field Experience (P100/200/300) is especially helpful for students in exploring different ministry opportunities. Vocational Seminar (P108) is a required one-credit-hour course in all College programs of study. This seminar explores a variety of topics surrounding vocation in order to expand students' abilities to impact their world with passion and skill. It may be taken more than once as a Program Elective.

Restorative Relationships

ABC staff and faculty are united in a desire to teach, guide, and mentor students in their journey with Christ.

When a student's choices are divergent with ABC's Community Rule of Life, administrative probation, administrative suspensions, and/or expulsion may be put in place. This process is conducted with gentleness and humility and is intended to restore individuals to right relationship with God and the ABC community as needed.

Tobacco, Alcohol, and Cannabis

The use of tobacco, the abuse of alcohol, and the recreational usage, possession, and distribution of cannabis is inconsistent with the ABC Community Rule of Life.

The ABC facility is a smoke-free environment. For the convenience and comfort of all campus users, we have created a designated outside smoking area behind the college building. Alcohol and non-medical cannabis are not permitted on campus.

A copy of ABC's Policy on Tobacco, Alcohol, and Cannabis is available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

Harassment Policy

ABC is committed to a harassment-free environment. ABC's Harassment Policy is available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

Grievance Policy

ABC's Grievance Policy provides the structure for students, instructors, faculty, staff, and volunteers to exercise the right of grievance between and amongst other members of the ABC community. The structure may also be applied to appeal administrative policy of ABC.

ABC's Grievance Policy is available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

Student Accommodations

Guided by the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms*, ABC seeks to create a supportive learning environment where all students with their unique needs, abilities, and cultures are equipped for effective service and witness for Christ.

Some ABC students may require academic accommodations to complete their programs. Ideally, incoming students should submit a Student Request for Accommodation to the Student Development department (studentdevelopment@abccampus.ca) prior to beginning their studies at ABC. Students may request accommodations at any point of their education. However, more significant requests may require more time for ABC to provide a reasonable accommodation.

ABC's Policy on Student Accommodation is available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

COVID-10 Response

ABC complies with public health measures when they are in effect. The ABC community is also guided by our communicable disease policies, which all members are expected to be familiar with and follow.

ABC's Communicable Disease Prevention Policy and Communicable Disease Rapid Response Plan are available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

College Finances

COSTS

All tuition and fees are due and payable at Registration. Under limited conditions, payment plans, or permission to pay tuition late may be received from the Operations Director. All outstanding financial obligations must be paid prior to the next semester.

While still offering high quality education, tuition and fees are among the lowest to be found thanks to the support of a generous and committed public and our commitment to ensure that graduates are not encumbered by large debts.

TUITION AND FEES 2022-2023			
TUITION	Tuition (based on 15 credit hours per semester)	Per Year	9,000.00
		Per Semester	4,500.00
		Per Credit Hour	300.00
	Audit Tuition	Per Credit Hour	150.00
FEES	Student Body Fee Note: For full-time program students enrolled in 9 credit hours or more per semester.	Per Year	240.00
		Per Semester	120.00
	Information Technology Fee	Per Year	300.00
		Per Semester	150.00
		Per Credit Hour	10.00
TOTAL TUITION AND FEES (30 credit hours)		Per Year	9,540.00
ADDITIONAL FEES	Application Fee	One Time	75.00
	Late Registration Fee	Per Semester	75.00
	Graduation Fee	One Time	60.00

ABC reserves the right to increase tuition and fee costs as circumstances may require.

ABC's full tuition policy can be found at <https://www.abccampus.ca/wp-content/uploads/2021/08/Tuition-and-Tuition-Refund-Policy.pdf>

Tuition Invoicing and Due Dates

- Tuition is payable upon registration for a course
- Tuition invoices are generated by ABC's Finance Office, on a semester-by-semester basis (for students in the College) or on a block-by-block basis (for students in PACE). Invoices are generated when a student registers for courses at ABC.
- Tuition invoices are emailed to the student's ABC email account by ABC's financial office.
- Tuition must be paid prior to the first day of class (whether College semester or PACE block), unless alternate arrangements are made with the Finance Office, or unless Government student loan disbursements are scheduled after the first day of class.

Withdrawal From Courses and Tuition Refunds

- Students may withdraw from any course prior to the course Add/drop Date and receive a full refund of their tuition.
- Students who drop a course between the add-drop date and the Course Withdrawal Deadline forfeit their tuition. If a student seeks to drop a course during this period for compassionate reasons (i.e., death in the family or grave illness), they may petition the Academic Dean for an exception to this policy.
- Students who drop a course after the Course Withdrawal Deadline will earn an "F" in the course and forfeit their tuition.

Tuition Payment

- Tuition may be paid via cash, credit card, debit card, electronic funds transfer, student loan dispersal.
- ABC reserves the right to establish payment plans for students in good standing. Such plans must be arranged with ABC's Finance Office prior to the

commencement of the semester (in the College) or prior to the commencement of the PACE block (in PACE).

Tuition Refunds

- a. Full refund of tuition is made when a student drops a course before the Add/drop Date
- b. Tuition is not refunded if the student drops the course after the course Add/drop Date.
- c. For all refunds to students, including international students, ABC will only remit refunds to the person or entity who originally paid the tuition.

Tuition discounts

- a. Referrals. When an ABC student refers a second person to ABC, and that second person takes courses at ABC, the referring student receives a \$100 discount on their tuition for each course the second student takes. This discount will be calculated on a semester-by-semester or block-by-block basis. The referring and referred students do not need to be taking the same course(s).
- b. Immediate family members. When two persons who are immediate family members (i.e., spouses, siblings, parent and child) take courses in the same semester or PACE block, one of the students will receive a tuition discount of 35%. This discount will be calculated on a semester-by-semester or block-by-block basis. The family members do not need to be taking the same course.
- c. ABC administrative staff are eligible to receive a 50% tuition discount for any ABC course they take for credit. This discount may be combined with the audit discount for audited courses (Cabinet minutes September 24, 2020)

Auditing

- a. ABC courses may be audited. Tuition for auditing a course is 50% of the regular tuition for that course.
- b. No student fees are charged when someone audits an ABC course.
- c. A student who later wishes to take a course for credit, which they have previously audited, may do so. When they register for taking the course for credit, they will be charged 50% of the regular course tuition plus course fees.
- d. A student may apply to change from taking a course for credit to taking the course for audit.
 - i. If this request is made before the Add/drop Date, they will receive a refund of 50% of their tuition.
 - ii. If this request is made after the Add/drop Date, they will receive no refund of their tuition.
- e. ABC adjunct faculty may audit one ABC course per year for free. (Cabinet minutes September 24 and October 2, 2020)

Admission Confirmation Fee

- a. Domestic student Confirmation Fee paid by students when they confirm their attendance

after having been admitted will be applied to their first semester tuition and fees. It is not refundable if they opt to not attend ABC.

- b. International student Confirmation Fee is 10% of their first year's tuition which is payable upon their acceptance to ABC. This will be applied to the student's tuition bill once they register for courses at ABC.

Student Loans

- a. Students who apply for and are expecting to receive student loans must remain in contact with ABC's Finance office at finance@abccampus.ca, regarding disbursements, allocation of funds, and refunds.

Outstanding Tuition and Graduation

- a. At graduation, all financial obligations with ABC must be settled prior to release of official transcripts and/or parchments.

International Students

- a. International students may be required to pay up to 10% of their first year's tuition upon their acceptance to ABC. This deposit will be applied to the student's tuition bill once they register for courses at ABC.
- b. International student billing will occur on a semester-by-semester basis (for students in the College) or on a block-by-block basis (for students in PACE). See Policies 2 and 4 above.

SCHOLARSHIPS

Unless otherwise stated, all scholarships are listed in Canadian dollars and will be administered in compliance with the following scholarship procedure and policies:

- Scholarships apply to tuition only and are awarded for the next academic year
- Recipients must maintain a minimum 2.0 GPA in both semesters of study that the scholarship is applied to, failure to maintain a 2.0 GPA requires repayment of scholarship monies received.
- Scholarships must be used within two years of being awarded.
- Scholarships are non-transferable.
- Students can use scholarships for a maximum of 75% of tuition per semester.

SCHOLARSHIPS FOR INCOMING STUDENTS

Scholarships are awarded by the President's Cabinet. Contact the Enrollment Office for further information. Application deadline for all scholarships for incoming students is August 15.

Excellence in Academics and Ministry Entrance Scholarship

- A tuition scholarship of \$2,000 is available to an incoming student in the College program showing superior academic achievement and ministry promise.
- Recipient must be enrolled in full-time classes (12 or more credits), including Field Experience, for the fall semester.
- Recipient must have at least a 90% average in the last two semesters of study (based on official transcript evaluation).
- Contact the Enrollment Office for further information.

Athletic Scholarship

- One tuition scholarship of \$1,000 available to a new applicant.
- Competitive.
- Recipients must demonstrate athletic excellence during high school.
- Application requires an essay demonstrating the integration of athletics and the Christian faith.
- Applicants must complete an interview with ABC's Student Development Team.

Benoit Leadership Scholarship

- A tuition scholarship of \$1,000 is available to first year applicants.
- Competitive.
- Application requires an essay and three references.

Leaders In Training Scholarship (Formerly 'Camp Scholarship')

- A \$500 scholarship is available to students in Grade 11 or 12 who demonstrate exemplary service or leadership.
- Camp Administration to nominate in writing (email acceptable).
- Contact admissions@abccampus.ca.

Church Matching Scholarship

- A scholarship is available to accepted students who demonstrate exemplary service or leadership within the church.
- Alberta Bible College will match the church's contribution up to \$1,800 per academic year.
- Recommendation and reference letter to be made by appropriate pastoral leadership.
- Contact admissions@abccampus.ca for further information.

SCHOLARSHIPS FOR RETURNING STUDENTS

Scholarships are awarded by the President's Cabinet by April 15. Contact the Enrollment Office for further details.

Earl Bergman Scholarship

- A tuition scholarship of up to \$1,500 is offered to students consistently involved in the evangelistic ministry of a local congregation.

John and Lillian Bergman Scholarship

- Two or more tuition scholarships of \$1,500 per year are available to promising students who demonstrate financial need, and throughout the course of their studies, have shown a consistent interest and engagement in pastoral ministry, both in formal programming and/or informal initiative.

Boyd Lammiman Scholarship

- One tuition scholarship of \$1,200 available to a person doing or aspiring to do intercultural

Dorothy Chapman Scholarship

- A tuition scholarship of \$1,200 is available to a female student who demonstrates commitment to children's or women's ministry.

Jim Chapman Preaching Scholarship

- A tuition scholarship of \$1,200 is available to a student enrolled at Alberta Bible College who is actively preaching and ministering in an under-served congregation.

Edna Hunt Scholarship

- A tuition scholarship of up to \$1,200 per year is available to a returning student who demonstrates consistent interest and engagement among people of other cultures.

Gateway Youth Scholarship

- A tuition scholarship of up to \$1,500 is available to a student showing consistent interest in working with youth.

Outstanding Student Scholarship

- A scholarship, equivalent to one semester's tuition, is awarded to the full-time student who demonstrates Christian character, academic excellence, student body involvement and Christian service in balance over the course of a full year of their program. Students do not apply for this scholarship; selections are made by the President's Cabinet.

Summer Ministry Scholarship

- Tuition scholarship is available to current ABC students who provide satisfactory leadership through the Summer Ministry component of Field Experience.
- Must be used in the academic year immediately following the period of summer ministry.
- Application to be made through the Field Experience Coordinator by April 15.

ministry.

ADDITIONAL SCHOLARSHIPS

Alberta Heritage Fund Scholarships/Alexander Rutherford Scholarships

- Qualified Alberta students may apply for an Alberta Heritage Fund Scholarship.
- Forms are available from Alberta Heritage Scholarship Fund, Students' Finance Board, 10th Floor, Baker Centre, 10025 - 106 St., Edmonton, Alberta T5J 1G7
<http://advancededucation.alberta.ca/funding/scholarships.aspx>

Other

- Student Referral Scholarship (Note: this is by far the easiest, most flexible scholarship, and can be applied at any time. See page 18, "Tuition Discounts: a. Referrals" for more information. Please ask the Enrollment Office for the form to apply for this scholarship)
- In addition, many community organizations, banks, businesses and churches offer scholarships of their own.
- Center Street Church has partnered with ABC to offer members of CSC a scholarship. For specific criteria, contact the Enrollment Office at admissions@abccampus.ca.
- If you recently graduated from high school, check with your school guidance counsellor for scholarships, grants and bursaries in your local community.

OTHER ASSISTANCE

Government Loans and Bursaries Alberta

Alberta Bible College is recognized as an eligible institution

under the Canada Student Loans Plan in most provinces. Alberta Bible College students (taking nine hours or more per semester) may qualify for Canada Student Loans. Students should make application for government loans and bursaries well in advance of the fall registration. Visit these websites for further information:

<https://studentaid.alberta.ca/apply/>

<https://www.canada.ca/en/services/benefits/education/student-aid.html>

Students from other provinces must apply to the province in which they reside (usually the province's Student Aid Office). Please note the addresses supplied below. Applications are also available at most local high schools, colleges and universities.

Students planning to use a government loan should apply 8 to 20 weeks prior to the beginning of school. Also, be sure to ask for information about any other awards that may be granted for post-secondary education.

British Columbia

Ministry of Advanced Education, Student Aid BC
P.O. Box 9173, Station Provincial
Government Victoria, BC V8V 9H7; Toll Free
1-800-561-1818

Manitoba

Student Financial Assistance Branch, Department of
Education and Training
409, 1181 Portage Ave., Winnipeg, MB R3G 0T3
Phone (204) 945-6321; Toll Free 1-800-204-1685

New Brunswick

Student Financial Services
P.O. Box 6000, Fredericton, NB E3B 5H1
Phone (506) 453-2577; Toll Free 1-800-667-5626

Newfoundland

Student Aid, Department of Education 216 Prince
Philip Drive St. John's, NF Phone (709) 729-5849

Northwest Territories

NWT Student Financial Assistance Program Box

1320, Yellowknife, NT X1A 1X6
Phone (867) 767-9355; Toll Free 1-800-661-0793

Nova Scotia

Student Assistance Office
P.O. Box 2290, Halifax Central, Halifax,
NS B3J 3C8 Toll Free 1-888-815-4514

Nunavut

Phone (867) 975-5600

Ontario

Student Affairs, Ministry of Education and Training
P.O. Box 4500, 4th Floor, 189 Red River
Road Thunder Bay, ON P7B 6G9
Phone (807) 343-7260; Toll Free 1-877-672-7411

Prince Edward Island

Student Financial Services, Office of Education
Shaw Building, 3rd Floor, 105 Rochford Street, P.O.
Box 2000 Charlottetown, PE C1A 7N8
Phone (902) 368-4640

Quebec

Student Financial Aid, Department of
Education, Government of Quebec
1035 rue de la Chevrotiere, Quebec City,
PQ G1R 5A5 Phone (418) 643-3750; Toll
Free 1-888-345-4505

Saskatchewan

Student Financial Assistance Branch,
Saskatchewan Post-Secondary Education and Skills
Training 3085 Albert St., Regina, SK S4P 3V7
Phone (306) 787-5620; Toll Free 1-800-597-8278

Yukon

Student Financial Assistance, Yukon Education Branch
P.O. Box 2703, Whitehorse, YK Y1A
2C6 Phone (867) 667-5141

STUDENT AID FUND

A Student Aid Fund, made possible by friends of Alberta Bible College, provides minimal amounts to students who qualify. Information concerning these loans may be secured from the Operations Director or the Dean of Institutional Care.

Admission Requirements

APPLICATION DEADLINES:

- For the fall semester: July 1 (May 1 for International Students)
- For the winter semester: November 1 (September 1 for International Students)
- Applicants should expect that the admissions evaluation process will take 4-6 weeks, especially if they have transfer credits to be evaluated.
- Submitting applications that are complete in every respect will speed up the admissions evaluation process.

APPLICANTS SHOULD BE PEOPLE WHO:

- Are intent on learning more of God, his Son, and the Christian Scriptures;
- Have made a profession of faith in Christ and desire to learn about service to Christ and people; or, who recognize that ABC is a Christian institution, and agree that if admitted, they will comply with/be guided by ABC's Statement of Faith as well as ABC's Community Rule of Life;
- Possess a grade 12 diploma or its recognized equivalent. (Students from Quebec must possess grade 11 and first year of C.G.E.P.);
- Meet English language competency requirements.

Individuals not possessing a diploma or its equivalent may apply for studies at ABC provided they:

- Are at least 21 years of age;
- Are intent on learning more of God, his Son, and the Christian Scriptures; and
- Have made a profession of faith in Christ and desire to learn about service to Christ and people; or, who recognize that ABC is a Christian institution, and agree that if admitted, they will comply with/be guided by ABC's Statement of Faith as well as ABC's Community Rule of Life.

For students admitted under these provisions, their first semester is considered a probationary period. Continuation at ABC is contingent upon attaining a 2.00 GPA in the initial semester. Canadian students under age 21 are expected to attain their grade 12 diploma or equivalent prior to receiving a degree or diploma from ABC.

Home school applicants must provide official documentation substantiating that they have completed high school. For further information, contact the Registrar.

It is incumbent upon ABC to ensure that all admitted students are capable, through prior education and preparation, to succeed in their studies. Therefore:

All applicants must provide proof of English language competency equal to or exceeding a score of one of the following:

- 60% in Alberta English 30-1 or equivalent
- Canadian Academic English Language Assessment (CAEL) - 70
- Canadian Language Benchmark: Listening, Level 8; Reading, Level 8; Writing, Level 8
- Canadian English Language Proficiency Index Program (CELP) Level 8 in each of Reading, Writing, Listening and Speaking
- International English Language Testing System (IELTS) Academic - 6.5
- Duolingo English Test - 110
- Pearson Test of English (PTE) Academic - 60
- Test of English as a Foreign Language (TOEFL) iBT - 86
- Test of English as a Foreign Language (TOEFL) Paper-based - 560
- WAEC (West African Examinations Council) English Score - C6 or higher

Contact the Registrar for further information.

Recommendations for Applicants

Because of the highly technical nature of higher education, ABC recommends, for the best possibility of success, that applicants:

- Have, or have access to, a laptop computer
- Be able to use commonly available word processing and presentation software
- Have, or have access to, high-speed internet service

Academic Policies

GRADUATION REQUIREMENTS

To graduate, candidates must:

- Complete successfully their program of study within: 2 years for a 1-year certificate
4 years for a 2-year diploma
8 years for a 4-year degree
- Achieve a cumulative Grade Point Average (GPA) of 2.0 or higher;
- Fulfil residency requirements;
- Fulfil financial and business obligations to the college;
- Satisfactorily complete all Field Experience requirements including Internship if applicable; and
- Receive recommendation by the Administration and approval of the Board.

ACADEMIC INFORMATION

Academic Year

The academic year is divided into two semesters: the Fall semester begins in September, the Winter semester in January. Each semester is 15 weeks long including final exam week. Each semester includes a week-long Team Ministry Field Experience and a week-long reading break.

Credit Hours

Most courses are valued at 3 credit hours per semester. Class periods for 3-credit-hour courses are 75 minutes (two times per week) or 150 minutes (one time per week). A few courses are 1-credit-hour (50 minutes) or 2-credit-hours (100 minutes) value.

A full-time student is registered in 9 credit hours or more per semester. Students may exceed the normal 16 or 17 credit hours per semester upon demonstration of ability and with permission of the Academic Dean. The student's weekly outside workload must always be taken into consideration. In no cases may a student take more than 20 hours of credit. Each semester hour in class assumes 2 hours of study and research outside the class.

Student Classification

Year	Credit Hours Completed
First	Less than 30
Second	Between 31 and 64
Third	Between 65 and 96
Fourth	More than 96
Unclassified	A student not registered in a program of study, and who has completed less than 15 credit hours

Grades

A student's general standing at the close of the semester is computed on the basis of effective assignment completion including practical application, class attendance, and examinations.

The following chart explains ABC's grading system:

A+	97-100	4.0	Excellent: displaying superior performance. Achieved learning objectives and is moving beyond them
A	94-96	4.0	
A-	90-93	3.7	
B+	85-89	3.3	Very Good: above average performance. Achieved learning objectives without deficiency
B	80-84	3.0	
B-	75-79	2.7	
C+	70-74	2.3	Satisfactory: average performance. Achieved some learning objectives with few deficiencies
C	65-69	2.0	
C-	60-64	1.7	
D+	57-59	1.3	Conditional Pass: marginal performance. Achieved some learning objectives with several deficiencies
D-	50-56	1.0	
F	Below 50	0	Failing: unsatisfactory performance. Did not achieve learning objectives

Honours

Full-time students who obtain a GPA of 3.3 or higher will be placed on the Honour Roll that semester. Those receiving 3.7 or better will be listed as First Class Honours. Honour Roll computation is based solely on work (12 or more credit hours per semester) taken through ABC.

Transcripts

Official transcripts are available after all course and business obligations are complete. Contact the Registrar.

Unofficial transcripts are available on Populi at any time.

Change of Grade

- An appeal for a change of final grade or assignment mark must be made in writing to the Academic Dean within 4 weeks of receiving official notification of the grade/mark.
- The Academic Dean will arrange a meeting with the instructor and the student to discuss the matter and hopefully arrive at a mutual agreement.
- If the student desires to pursue the appeal, an independent and objective arbiter will receive all relevant information and make a final decision within 4 weeks of the receipt of the information.
- Students are responsible for ensuring the accuracy of transcript information.

Academic Probation and Suspension

Academic probation serves to motivate students to achieve their potential in academic work.

Academic probation is implemented when a student's GPA falls below 2.0 at the end of a semester.

The probationary period begins in the following semester. If at the end of that probationary semester, the student's GPA rises above 2.0, academic probation is no longer in place. However, if the student's work is still below a 2.0 GPA at the end of the first probationary semester, academic probation remains in place for a second semester. During the second semester of academic probation, the student will be permitted to register in no more than 9 credit hours and will be required to work with an academic coach. If the student's GPA remains below 2.0 after the second probationary semester, that student is put on Academic Suspension for one academic year (2 semesters) and is limited to no more than 3 credit hours per semester. After the year of Academic Suspension the student must visit with the Academic Dean to request returning as a program student.

Academic Integrity

Students at ABC are expected to complete their academic work with academic integrity that reflects their growing maturity in Christ.

Academic Integrity involves "commitment to five fundamental values: honesty, trust, fairness, respect, and responsibility." (www.academicintegrity.org) These values are to shape behavior as students and academics. These values align with ABC's Christian faith commitments as expressed in ABC's Community Rule of Life. This policy is not intended to address non-academic breaches in the Community Rule of Life. ABC expects that these values and commitments will shape the behavior of ABC's students, faculty and staff.

As an academic institution, ABC seeks to encourage, expect, and enforce academic excellence by following the best academic integrity practices utilized by academic institutions in Alberta, in Canada, and around the world. Not everything students write has to be original. Part of academic inquiry is to research/find sources from which we draw ideas as well as evidence with which we support our arguments. When we do borrow someone's ideas or words for these purposes, it becomes a matter of academic integrity to cite our sources, in order to acknowledge their role in forming our thinking.

ABC's full Academic Integrity Policy is available on Populi at <https://abc.populiweb.com/router/folders/26305/show>.

Academic dishonesty involves any activity in which a student attempts to gain an unfair academic advantage and therefore weakens the integrity of the academic process. It includes the following (note that this is a partial list; for the full list see ABC's Academic Integrity Policy):

- Cheating: Copying or reading the work of others during exams; or the use, or attempted use, of unauthorized notes, information, materials, study aids, or devices in any academic exercise or activity.
- Plagiarism: Taking the words, ideas, results, work, or processes of another person and passing them off as one's own without providing appropriate credit.
- Improper Collaboration: Inappropriate sharing of work on an assignment intended as an individual assignment, or working together in groups beyond the degree of permissible collaboration set out by the

instructor.

- **Fabrication and Falsification:** Falsifying, altering, fabricating, or counterfeiting information for use in an academic exercise, or to gain unfair academic advantage, notwithstanding creative writing type exercises.
- **Assisting Others in Dishonest Behaviour:** Knowingly helping or attempting to help another person commit an act of academic dishonesty by providing material, information, or other assistance.
- **Obtaining an Unfair Advantage:** Gaining or attempting to gain academic advantages through dishonest means and/or obtaining a dishonest advantage not afforded to other students.
- **Multiple Submission:** Submitting the same academic work in multiple courses without permission of the instructors.

ABC's Academic Integrity Policy includes procedures for:

- Helping students avoid plagiarism;
- Investigating a suspected breach of academic integrity;
- Responding to a breach of academic integrity including penalties for first, second, and third offenses. For repeat breaches of academic integrity, it is possible to fail the assignment, fail a course, or be placed on administrative probation or suspension.
- The student's right to appeal a decision made by faculty and the Academic Dean.

Add/Drop Deadline

In the college, the deadline (usually the second Friday of the semester) for college students to make adjustments to their class schedule by adding or dropping semester-long courses. For PACE courses, the add/drop date is seven days prior to the start of a course. Students receive a full tuition refund when a course is dropped by the add-drop deadline, provided a Course Change Form has been filed with the Registrar. No refund of tuition is given after the Add/Drop deadline.

Course Withdrawals

Course Withdrawal Deadline: the date in the semester (or PACE block) before which, if a student withdraws, they forfeit their tuition, but, if in good standing, earn a "W" on their transcript. Withdrawal after this date results in an "F" in the course, and loss of their tuition. These dates in the

College show up on the annual ABC Calendar of Events. In the Fall semester, the date is mid-November, in the Spring semester the date is mid-March. In PACE, the Course Withdrawal Deadline is the start of the 4th class session in the block. Withdrawal from a PACE course after the Course Withdrawal Deadline results in an "F" in the course.

If circumstances require, an Incomplete may be requested.

On rare occasions a student may apply for course withdrawal for approved medical or compassionate reasons. A designation of "W" will apply in these circumstances.

Repeating a Course for Credit

A student may repeat a course in which a low grade was received. (Usually only an "F" or "D" grade would cause a student to repeat a class.) The following conditions apply:

- A course may be repeated once without faculty approval. Repeating a course a second time requires the permission of the Academic Dean and instructor.
- The highest grade will be used in calculating the cumulative GPA.
- The lower grade(s) will remain on the transcript, but will not be used in calculating the cumulative GPA.

Challenge Exams

Students may challenge certain courses (within Bible/Theology and General Education areas) in which they have previous study and understanding. A mark of 65% or higher is required to receive credit for the course. Students pay full tuition for an exam passed and a \$100 exam fee for a failed exam. An exam may be written only once. A previously failed course may not be challenged. See the Academic Dean for further details.

Add/Drop Deadline

The deadline for students to make adjustments to their schedule by adding or dropping semester long courses is the second Friday of the semester. Students receive a full tuition refund when a course is dropped by the second Friday of the semester, provided a Course Change Form has been filed with the Registrar. No refund of tuition is given after the Add/Drop deadline.

Course Withdrawals

Students who choose to withdraw from a course must complete, sign and file a Course Withdrawal Form with the Registrar. If a Course Withdrawal Form is submitted after the second week of the semester and up to the course withdrawal deadline identified in the Academic Calendar, students receive a "W" on their transcript. Withdrawals are not accepted after the course withdrawal deadline. If circumstances require, an Incomplete may be requested.

On rare occasions a student may apply for course withdrawal for approved medical or compassionate reasons. A designation of "W" will apply in these circumstances.

Repeating a Course for Credit

A student may repeat a course in which a low grade was received. (Usually only an "F" or "D" grade would cause a student to repeat a class.) The following conditions apply:

- A course may be repeated once without faculty approval. Repeating a course a second time requires the permission of the Academic Dean and instructor.
- The highest grade will be used in calculating the cumulative GPA.
- The lower grade(s) will remain on the transcript, but will not be used in calculating the cumulative GPA.

Challenge Exams

Students may challenge certain courses (within Bible/Theology and General Education areas) in which they have previous study and understanding. A mark of 65% or higher is required to receive credit for the course. Students pay full tuition for an exam passed and a \$100 exam fee for a failed exam. An exam may be written only once. A previously failed course may not be challenged. See the Academic Dean for further details.

Auditing

Individual classes may be audited with approval of the Registrar and the instructor involved. Students may change a course status from audit to credit or credit to audit in the first two weeks of the semester. Tuition rates will be adjusted accordingly.

More information on auditing may be found in ABC's full tuition policy at <https://www.abccampus.ca/wp-content/uploads/2021/08/Tuition-and-Tuition-Refund-Policy.pdf>

Attendance

ABC expects that students will attend classes regularly and that unexcused absences will be rare. Students with more than a 20% absentee rate for a course may receive a failing grade. This acknowledges that class attendance and participation are required to meet adequately the learning objectives for the course.

Late Assignments and Requests for Extensions

Assignment due dates are identified in individual course syllabi. A penalty of 3 to 5% per day is applied to all late assignments. If students are unable to meet assignment due dates as specified in the syllabus, they may request an extension.

While the initiative to request an extension rests with the student, the approval for granting an extension is at the discretion of the instructor. When requesting an extension, students must complete a Request for Extension Form in conversation with the instructor at least 72 hours before the assignment is due. Extensions may be requested, but the instructor has the right to grant or refuse the request. When an extension is granted, it ensures that the instructor will grade the assignment provided the student hands it in by the mutually agreed upon extended due date. However, grade reductions, at a rate of 3-5% per day, may apply even when an extension has been granted. The time frame for an extension is one week.

Students who require more than a one-week extension should consult the Incomplete policy.

Incompletes

When students are unable to complete required course work by the end of the semester, they may ask instructors for an Incomplete. An Incomplete provides an additional three weeks after the end of the semester to complete outstanding assignments. Students are responsible to complete, sign and file, the Request for Incomplete Form with the Registrar. While the initiative to request an Incomplete rests with students, the approval for an Incomplete is at the discretion of the instructor. When the remaining assignments are submitted within the three-week period, the instructor marks the assignments and adjusts the grade accordingly. However, if the outstanding assignments

are not submitted to the instructor within the three-week period, the grade prior to the Incomplete becomes the final grade for the course.

Course Transfer From Other Institutions

Alberta Bible College seeks to maximize the amount of transfer credit given for students provided the credit accepted for transfer meets the objectives of the chosen program. Individuals who seek transfer credit must request that official transcripts from all previously attended post-secondary institutions be sent directly to the Registrar. When transfer of credits is requested during the application process, the Registrar and/or Academic Dean will perform a transfer credit audit as part of the application review. The results of the transfer credit audit will be reported in ABC's acceptance letter, so the applying student can take their transfer credit status into account when they are deciding whether or not to confirm their attendance at ABC.

ABC's entire Transfer Credit Policy is posted on ABC's website at <https://www.abccampus.ca/admissions/pathways/transfer-in/>.

The following conditions apply:

1. Transfer credits must be either:
 - a. a near-equivalent to an ABC program requirement,
 - b. or they must fit within the allowable number of elective or general education credits in the student's program.
2. Transfer credits do not contribute toward the student's GPA at ABC.
3. The maximum number of credit hours that may be transferred into ABC programs are:
 - a. for one-year certificates: 6 credit-hours;
 - b. for two-year diplomas: 16 credit-hours;
 - c. for four-year degrees: 68 credit-hours.
4. Up to 48 credit-hours of technical/business trade credits may be transferred to an ABC degree programs. Moreover, up to 48 hours from a technical/business/trade institution may be combined with up to 20 credit hours in Humanities and Arts (General Education) and transferred to an ABC degree program. (Whatever the combination, the total number of transfer credits must not exceed 68 credits for a degree.)
5. A trade ticket (or similar training), where a 'traditional' transcript or course load is not available or part of the program, is generally awarded a maximum of 32 credit hours.

6. Credits to be transferred into an ABC program must be supported by an official transcript from the institution from which they were taken and must apply to the degree being taken at ABC (see policy 2 above).
7. Courses in which less than a C grade was earned (2.0 on a 4.0 scale) are not transferable. If grades are reported in percentages, courses in which a mark of 65% or above was achieved will be considered as transfer. On a 9-point grading system, a course must have a mark of 5 or better to be considered for transfer credit.
8. It is not academically acceptable to apply credit used to fulfill the requirements of one bachelor's degree toward the completion of a second bachelor's degree, unless the student is working toward two degrees from the same institution.
9. Credits earned more than 20 years prior to the application for transfer credit will not be accepted in transfer to ABC without approval of the Academic Dean.
10. Transfer credits will not be granted for courses taken at private career colleges.
11. Students applying for transfer credit from abroad are required to have their degrees validated by either IQAS or WES, or another equivalent organization.
12. Alberta Transfer Guide
 - a. As applicable to ABC, the Alberta Transfer Guide gives an initial listing of courses that have already been approved for transfer between various institutions.
 - b. For institutions not listed, ABC operates with an 'established credibility' philosophy. Provincially or federally recognized Canadian or U.S. universities or colleges are qualified sending institutions. Schools with A.B.H.E. accreditations are qualified sending institutions.
 - c. Other institutions that do not have some kind of provincial, state or federal accreditation or recognition are evaluated on a case-by-case basis (see "Policies for transfer of credit from non-accredited institutions" below).
 - d. Transcripts from non-Canadian or U.S. schools are evaluated on a case-by-case basis.
13. Students who find the decisions regarding their transfer credit unsatisfactory have the right to appeal to the Academic Dean. Appeals must be submitted in writing to the Academic Dean within 30 days of receipt of the transfer credit decision.

Policies for transfer of credit from non-accredited institutions:

1. In order for transfer credits from non-accredited institutions to be evaluated¹ ABC may exercise one or more of the following options:
 - a. Evaluation of student competency through the use of comprehensive examinations.

¹ "Policy on Validating Credits Earned at Unaccredited Institutions," *COA Manual* (ABHE Commission on Accreditation, 2020), 74.

- b. Evaluation of course materials submitted by the student requesting the transfer credits, including but not limited to: institution catalogs/calendars; course syllabi; grading standards (especially grading rubrics); faculty credentials; other relevant learning resources provided by the student's prior learning institution.
 - c. Analysis of historic student success exhibited by students transferring from a particular institution.
 - d. Successful completion (minimum GPA of 2.0) of a prescribed amount of study at ABC. This must be negotiated with ABC's Academic Dean and Registrar prior to commencement of study at ABC.
2. For policies regarding transfer from the Royal Conservatory of Music, Performing Arts Schools, Professional in-service training, or Credit by Demonstrated Competency, see the full policy at <https://www.abccampus.ca/admissions/p/athways/transfer-in/>.
3. Policy regarding Discipleship/Mission schools.
Up to 32 credit hours may be transferred in from Discipleship/Mission schools (e.g. YWAM, Capernwray, Venture Teams International, Montana Wilderness School of the Bible, Mount Carmel Bible School, etc.), with a minimum C grade, and receipt of official transcript(s).

Program Change

Students considering changing their Diploma or Degree program must provide formal written notification, on the "Program and Major Change Application Form" (available in Populi) after discussion with either the Registrar or Academic Dean. A \$100 fee applies to changes made in the final year of the program. See the Registrar for details.

Field Experience



Throughout ABC's history, Field Experience (previously known as Christian Service Lab or Practical Ministries Lab) has been a core component of ABC's mission "to equip people for effective service and witness to Christ." Field experience enables students the opportunity to acquire, demonstrate, and integrate the following:

- Knowledge (knowing)
- Christian character and values (being)
- Skills (doing)

Through Field Experience, students experience the church as a community of people who are making a difference in the world. A variety of service and ministry experiences provide opportunities to acknowledge, strengthen, and use their gifts and abilities. Readings, journaling, coaching, and evaluation encourage growth as reflective disciples of Jesus.

ABC students are meaningfully involved in Field Experience from their first semester. Formally structured, Field Experience includes:

- Community service with a variety of organizations
- Fall and Spring Team Ministry Experiences
- Involvement and responsibility in a local church
- The possibility of an international missions trip after the successful completion of the Diploma of Christian Studies

Summer Ministry

Each summer ABC students serve as workers in camps, local churches and other Christian organizations. The Summer Ministry Scholarship is available for students who serve during the summer. See the Field Experience Coordinator or Academic Dean for details.

Internship

The Bachelor of Theology and the Bachelor of Christian Studies both require an eight-month internship, which can focus on a variety of ministry areas. During an internship, intentional supervision by a seasoned ministry practitioner is essential for valuable learning. Congregations and Christian organizations that are willing and able to provide a qualified supervisor are considered as potential host ministries. Through successful completion of an internship, ABC graduates demonstrate competency as servant-leaders.

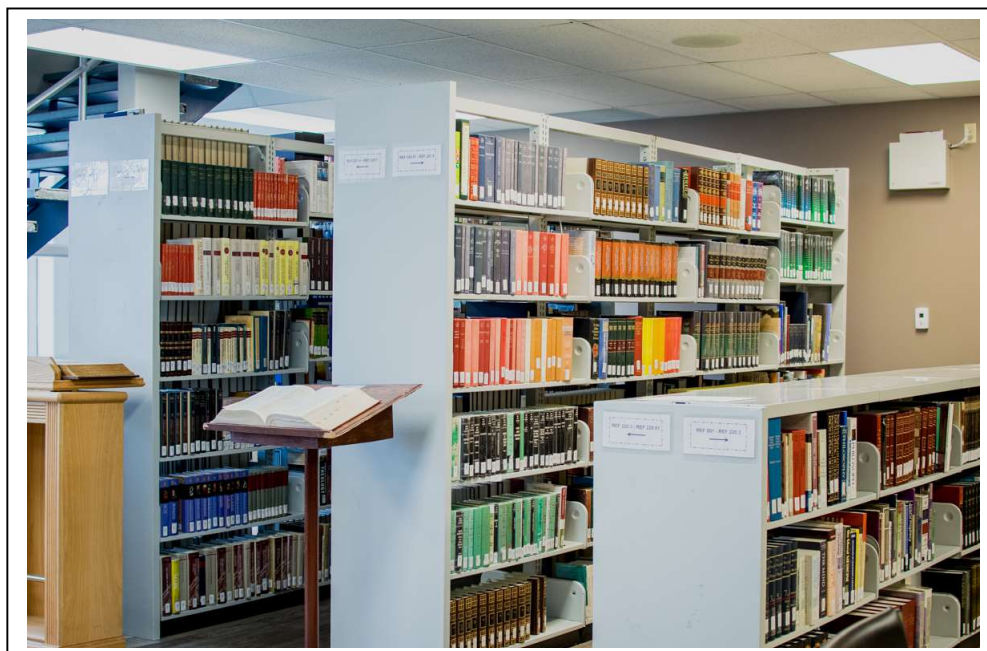
Library

Alberta Bible College's Library is available to help students, staff, faculty, volunteers, and members of the community with their resource needs.

Open from 8-4 every weekday (8-6 on Tuesdays) ABC's librarian is available to help students find what they need for their courses. Drop in to say hello or send the librarian an email at library@abccampus.ca to set up an appointment to learn more about what the library has to offer.

The Library's page on ABC's website can be found at: <https://www.abccampus.ca/current-students/library/>

Library Resources Include:	Library Services Include:
<ul style="list-style-type: none">• Bible Dictionaries	<ul style="list-style-type: none">• Librarian help
<ul style="list-style-type: none">• Commentaries	<ul style="list-style-type: none">• Automatic library account set-up
<ul style="list-style-type: none">• Online Journals	<ul style="list-style-type: none">• Comfortable study space
<ul style="list-style-type: none">• E-books (including Perlego access)	<ul style="list-style-type: none">• Printing (\$0.10 per page)
<ul style="list-style-type: none">• Class textbooks (for in-library use only)	<ul style="list-style-type: none">• Booksale (\$1.00 per book)



The Rock

Certificate of Christian Foundations

This program qualifies for Canada and Alberta Student Loans

C.C.F.

1 Year / 30 Credit Hours

2.00 GPA Minimum

PURPOSE

This program is designed to provide students with foundational knowledge, attitudes, and practices for living faithfully and creatively with God in the world. The Certificate serves as the first year of all other ABC programs.

PROGRAM GOALS

Students in the C.C.F. program will:

- Gain a formative knowledge of Scripture and its context
- Demonstrate growing competency in interpreting and communicating the biblical message
- Develop interpretive thinking skills about how the gospel impacts issues in contemporary culture and consider practical ways to engage culture biblically
- Develop confidence that they have unique contributions to make as co-laborers with God in his redemptive story
- Acquire a foundation for further study, including information literacy

All incoming students will attend orientation events prior to the semester to introduce them to college life.

COURSE REQUIREMENTS

1ST SEMESTER

16

B101 Grasping God's Word	3
B111 Old Testament Literature	3
B122 Life and Teachings of Jesus	3
G101 Communications Theory	3
P101 Spiritual Formation	2
P100 Field Experience	2

2ND SEMESTER

14

B121 New Testament Literature	3
One NT or OT Biblical Course	3
G131 Contemporary Thought	3
P101 Spiritual Formation	2
P100 Field Experience	2
P108 Vocational Seminar	1

Diploma of Christian Studies

This program qualifies for Canada and Alberta Student Loans

D.C.S.

2 Years / 64 Credit Hours

2.00 GPA Minimum

PURPOSE

This diploma is designed for students seeking to develop lives of meaning, purpose, and faith. The goal is spiritual formation that shapes the heart, soul, mind, and body towards missional living that will change the world.

The Diploma builds on the 30-credit-hour Certificate of Christian Foundations and serves as the foundation for the 128-credit-hour Bachelor of Theology, Bachelor of Christian Studies, and Bachelor of Sacred Literature.

PROGRAM GOALS

Students in the D.C.S. program will:

- Demonstrate growing competency in understanding, interpreting, applying, and communicating the biblical message
- Demonstrate an understanding and appreciation of the work of God and the Church throughout history and contemporary culture
- Strengthen their sense of self as they are spiritually formed through participating in study, prayer, and service
- Demonstrate confidence as they make decisions concerning further education or work that will enable them to be servant-leaders in God's redemptive story

COURSE REQUIREMENTS

BIBLE/THEOLOGY 30

Bible: 21

B101 Grasping God's Word	3
B111 Old Testament Literature	3
B121 New Testament Literature	3
B122 Life and Teachings of Jesus	3
B211 Pentateuch (or another OT Course)	3
B221 Acts of the Apostles (or another NT Course)	3
N.T. Elective (must be 300 or 400 level)	3

Theology: 9

B231 Christian Theology	3
B333 Christian Ethics	3
Theology Elective (must be 300 or 400 level)	3

PROFESSIONAL STUDIES 16

P100/200 Field Experience	8
P101 Spiritual Formation	4
P108 Vocational Seminar	1
P206 Thriving in Transition	3

GENERAL EDUCATION 18

Arts: 6

G101 Communications Theory	3
G281 Arts and Culture	3

History: 3

G220 History of Christianity	3
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Philosophy: 3

G131 Contemporary Thought	3
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Science: 3

G234 Science, Technology and Society	3
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Social Science: 3

G245 Psychology of the Family	3
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Bachelor of Christian Studies

CHRISTIAN MINISTRIES MAJOR

This program qualifies for Canada and Alberta Student Loans

B.C.S., Christian Ministries

4 Years / 128 Credit Hours

2.00 GPA Minimum

PURPOSE

This program is designed to prepare individuals for pastoral and educational leadership in Christian communities, as well as providing the basis for continuing higher education.

PROGRAM GOALS

Students in the B.C.S., Christian Ministries will:

- Demonstrate competency in understanding, interpreting, applying, and communicating the biblical message
- Experience located Christian ministry
- Analyse various cultural contexts for Christian ministry with particular emphasis on Canadian culture
- Practice discipline in developing a spiritual life that fosters personal and professional well-being
- Develop the skills and attitudes of a life-long learner

COURSE REQUIREMENTS

Bible/Theology	42
Bible:	27
B101 Grasping God's Word	3
B111 Old Testament Literature	3
B121 New Testament Literature	3
B122 Life and Teachings of Jesus	3
B211 The Pentateuch	3
B221 Acts of the Apostles	3
The following three electives must be 300 or 400 level:	
OT Elective	3
NT Elective #1	3
NT Elective #2	3
Theology:	15
B231 Christian Theology	3
B333 Christian Ethics	3
B334 Mission: Theology and Practice	3
Elective #1	3
Elective #2	3

Professional Studies	47
P100/200/300 Field Experience	12
P101 Spiritual Formation	4
P108 Vocational Seminar	1
P206 Thriving in Transition	3
P245 Worship and the Arts	3
P322 Building Community	3
P331 Administrative Leadership	3
P351 Pastoral Care	3
P327 Creating Learning Experiences	3
OR	
P313 Introduction to Preaching	3
P415 Internship	6
Elective #1	3
Elective #2	3
General Education	30
Arts:	6
G101 Communications Theory	3
G281 Arts and Culture	3
History:	6
G220 History of Christianity	3
G327 North American Christian History	3
Philosophy:	6
G131 Contemporary Thought	3
Philosophy Elective	3
Social Sciences:	9
G251 Canadian Sociology	3
G243 Developmental Psychology	3
G245 Psychology of the Family	3
Technology/Science:	3
G234 Science, Technology and Society	3
Program Electives:	9

Bachelor of Christian Studies

GENERAL STUDIES MAJOR

This program qualifies for Canada and Alberta Student Loans

B.C.S., General

Studies 4 Years / 128

Credit Hours

2.00 GPA Minimum

PURPOSE

This program is designed for individuals who are seeking to complement other post-secondary education with formal biblical studies. The Diploma of Christian Studies serves as the foundation for the B.C.S. General Studies. Students in the program may transfer up to 64 credit hours from other post-secondary institutions.

PROGRAM GOALS

Learners in the B.C.S., General Studies will:

- Demonstrate growing competency in understanding, interpreting, applying, and communicating the biblical message
- Demonstrate an understanding and appreciation of the work of God and the Church throughout history and contemporary culture
- Demonstrate confidence as they make decisions concerning further education or work that will enable them to be servant-leaders in God's redemptive story
- Demonstrate the ability to integrate a Christ-centered worldview with their chosen profession
- Develop the skills and attitudes of a life-long learner

COURSE REQUIREMENTS

Bible/Theology 30

Bible: 21

B101 Grasping God's Word	3
B111 Old Testament Literature	3
B121 New Testament Literature	3
B122 Life and Teachings of Jesus	3
B211 Pentateuch	3
B221 Acts of the Apostles	3
N.T. Elective (must be 300 or 400 level)	3

Theology: 9

B231 Christian Theology	3
B333 Christian Ethics	3
B334 Mission: Theology and Practice	3

Professional Studies 16

P100/200 Field Experience	8
P101 Spiritual Formation	4
P108 Vocational Seminar	1
P206 Thriving in Transition	3

General Education 30

Arts: 3

G101 Communications Theory	3
G281 Arts and Culture	3

Philosophy: 6

G131 Contemporary Thought	3
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History: 3

G220 History of Christianity	3
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Social Science: 3

G245 Psychology of the Family	3
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Technology/Science: 3

G234 Science, Technology and Society	3
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General Education Electives: (potentially by transfer) 12

Program Electives: (potentially by transfer) 52

Bachelor of Sacred Literature

This program qualifies for Canada and Alberta Student Loans

NOTE: 2022-23 IS THE LAST YEAR FOR ENTERING THE BSL PROGRAM OF STUDY

B.S.L.

4 Years / 128 Credit Hours

2.00 GPA Minimum

PURPOSE

This highly flexible degree program is designed to equip a student to serve the Church and promote the gospel. It is designed in the classical English Bible reader tradition, for those who wish to maximize learning in English Bible.

PROGRAM GOALS

Learners in the B.S.L. will:

- Demonstrate competency in understanding, interpreting, applying, and communicating the biblical message
- Demonstrate appreciation and understanding of the work of God and his Church throughout history and contemporary culture
- Desire to reach, teach, and nurture others in the Christian faith
- Practice discipline in developing a spiritual life that fosters personal and professional well-being
- Demonstrate a willingness to love and serve God and people
- Develop the skills and attitudes of a life-long learner

COURSE REQUIREMENTS

Bible/Theology 39

Bible: 18

B101 Grasping God's Word	3
B111 Old Testament Literature	3
B121 New Testament Literature	3
B122 Life and Teachings of Jesus	3
B211 Pentateuch	3
B221 Acts of the Apostles	3

Theology: 9

B231 Christian Theology	3
B233 Christian Ethics	3
B334 Mission: Theology and Practice	3
Bible / Theology Electives	12

Professional Studies: 41

P100/200/300 Field Experience	12
P101 Spiritual Formation	4
P108 Vocational Seminar	1
P206 Living the Story	3
Electives	21

General Education: 48

Arts: 3

G101 Communications Theory	3
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History: 6

G220 History of Christianity	3
G327 North American Christian History	3

Philosophy: 6

G131 Contemporary Thought	3
Philosophy Elective	3

Social Science: 6

G245 Psychology of the Family	3
G251 Canadian Sociology	3

Technology/Science 3

G234 Science, Technology and Society	3
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General Education Electives (potentially by transfer) 24

Bachelor of Theology

This program qualifies for Canada and Alberta Student Loans

B.Th.

4 Years / 128 Credit Hours

2.00 GPA Minimum

PURPOSE		Theology:	15
This program is designed to prepare individuals for pastoral leadership in the local church, or for graduate study at seminary.		B231 Christian Theology	3
		B333 Christian Ethics	3
		B334 Mission: Theology and Practice	3
		Elective #1	3
		Elective #2 (must be 400 level)	3
PROGRAM GOALS		Professional Studies	47
Students in the B.Th. will:		P100/200/300 Field Experience	12
• Demonstrate competency in understanding, interpreting, applying, and communicating the biblical message		P101 Spiritual Formation	4
• Express a Christian worldview		P108 Vocational Seminar	1
• Experience located ministry		P206 Thriving in Transition	3
• Analyse various cultural contexts for ministry with particular emphasis on Canadian culture		P245 Worship and the Arts	3
• Demonstrate a willingness to love and serve God and people		P313 Introduction to Preaching	3
• Demonstrate the basic skills necessary to effectively equip others for service and ministry		P322 Building Community	3
• Practice discipline in developing a spiritual life that fosters personal and professional well-being		P351 Pastoral Care	3
• Develop the skills and attitudes of a life-long learner		P412 Pastoral Work	3
		P413 Advanced Preaching OR Professional Studies Elective	3
		P415 Internship	6
		P416 Adaptive Leadership	3
COURSE REQUIREMENTS		General Education	36
		Arts:	6
		G101 Communications Theory	3
		G281 Arts and Culture	3
		Languages:	6
		G311 Greek I	3
		G312 Greek II	3
		History:	6
		G220 History of Christianity	3
		G327 North American Christian History	3
		Philosophy:	6
		G131 Contemporary Thought	3
		Philosophy Elective	3
		Social Sciences:	9
		G251 Canadian Sociology	3
		G243 Developmental Psychology	3
		G245 Psychology of the Family	3
		Technology/Science:	3
		G234 Science, Technology and Society	3
Bible/Theology	42	Program Electives	3
Bible:	27		
B101 Grasping God's Word	3		
B111 Old Testament Literature	3		
B121 New Testament Literature	3		
B122 Life and Teachings of Jesus	3		
B211 The Pentateuch	3		
B221 Acts of the Apostles	3		
The following three electives must be 300 or 400 level:			
OT Elective	3		
NT Elective #1	3		
NT Elective #2	3		

Course Descriptions

COURSE DESIGNATIONS

- B** BIBLE/THEOLOGY
P PROFESSIONAL STUDIES
G GENERAL EDUCATION

The first number in the course designation indicates the level of instruction. For example, B122 is an introductory Bible course intended for incoming students. P411 is a senior level Professional Studies offering that assumes a certain degree of prior knowledge and/or experience that would be open to third- and fourth-year students.

Normally, students would choose courses from the following levels of courses:

- First Year** 100 level
Second Year 200 and 300 levels
Third Year 200, 300 and 400 levels
Fourth Year 300 and 400 levels

Frequency of Course Offerings

“100” level courses are offered each year. Most other courses are offered every two years. Some courses are offered as required for completion of student programs of study.

BIBLE/THEOLOGY COURSES

Bible

B101 Grasping God’s Word 3

This course examines God’s revelation of himself in the Bible with application to how we live faithfully in today’s world. It includes a study of the formation of the Bible and teaches a method for independent Bible study, including an emphasis on grammatical-historical interpretation of Scripture. Typically offered in the Fall.

B111 Old Testament Literature 3

This course surveys the books of the Hebrew Bible with particular attention paid to the history of the Israelite nation within the context of the Ancient Near East. Typically offered in the Fall.

B121 New Testament Literature 3

This survey of the New Testament literature places these writings within the cultural context of the first century: Greek, Roman, and Jewish. Attention will be

given to the best ways to interpret these documents historically and theologically and how the literature of the New Testament can assist spiritual formation within the life of the church today. Typically offered in the Winter.

B122 Life and Teaching of Jesus 3

The life and teaching of Jesus of Nazareth will be explored according to the material presented in the synoptic gospels. Particular attention will be given to the historical, political, and cultural background of 1st century Palestine. Typically offered in the Winter.

B211 The Pentateuch 3

This course examines the first five books of the Hebrew Bible (Genesis, Exodus, Leviticus, Numbers, Deuteronomy). This course’s exploration will be framed by the books’ literary features, their foundational theology, and the contemporary questions they raise.

Prerequisite: B111 Old Testament Literature

B221 Acts of the Apostles 3

This class is an in-depth study of the structure and content of Luke’s Acts of the Apostles. Special emphasis will be given to the textual, linguistic, rhetorical, and narrative aspects of Luke’s technique of telling the story of Jesus and the Early Church.

Prerequisite or Corequisite: B121 New Testament Literature

B311 The Books of Poetry and Wisdom 3

This course considers Job, Psalms, Proverbs, Ecclesiastes and the Song of Solomon within the context of ancient Israel’s wisdom tradition. An emphasis is also given to these books’ devotional value in contemporary life.

Prerequisite: B111 Old Testament Literature

B312 Prophetic Literature 3

The message of the Hebrew prophets is examined and placed in the historical context of the exile and eventual return of the Jewish people to Palestine.

Prerequisite: B111 Old Testament Literature

B313 Old Testament Historical Books 3

This course examines the narratives of Joshua, Judges, Ruth, Samuel, Kings, Chronicles, Ezra, Nehemiah, and Esther. Emphasis will be given to the rise and fall of Israel/Judah’s monarchy and the

text's theological reflection upon the nation's history.

Prerequisite: B111 Old Testament Literature

B321 Johannine Literature 3

This course is an exegetical study of the Gospel of John and the Johannine Epistles with attention to historical, social, literary, and cultural contexts, including critical issues and the letters' continuing theological significance.

Prerequisite: B121 New Testament Literature

B322 The Corinthian Letters 3

This course is an exegetical study of 1 and 2 Corinthians with attention to historical, social, literary, and cultural contexts, including critical issues and the letters' continuing theological significance.

Prerequisite: B121 New Testament Literature

B323 The Captivity Epistles 3

This course is an exegetical study of Ephesians, Philippians, Colossians and Philemon with attention to historical, social, literary, and cultural contexts, including critical issues and the letters' continuing theological significance.

Prerequisite: B121 New Testament Literature

B324 The Pastoral Epistles 3

By closely reading 1 and 2 Timothy and Titus, known as the Pastoral Epistles (PE), this class explores the social world of the early Christians as well as the world imagined in the PE. Special attention will be given to the ancient Roman household and its roles in the Christian mission in the first century AD and the urban nature of the earliest Christian mission.

Prerequisite: B121 New Testament Literature

B325 The General Epistles 3

This course is an exegetical study of the letters of James, I and II Peter, and Jude with attention to historical, social, literary, and cultural contexts, including critical issues and the letters' continuing theological significance.

Prerequisite: B121 New Testament Literature

B327 Hebrews 3

The book of Hebrews is examined in its historical context, through the lens of historical interpreters and contemporary exegetes. A primary focus of this study will be on the author's appropriation of the Old Testament and ability to persuade readers/listeners.

Prerequisite: B121 New Testament Literature

B402 Biblical Hermeneutics 3

This course examines principles of interpretation from historical, literary, and thematic perspectives. Prerequisite: B101 Grasping God's Word, and one other 200 or higher NT elective

B421 Romans and Galatians 3

This study of Paul's letters to the Romans and to the Galatians introduces the student to a variety of methods scholars use to understand these letters. This class will also examine the importance that the interpretation of Romans and Galatians has had on the history of Christianity. Prerequisites: B121 New Testament Literature, one other New Testament class

B423 Revelation 3

This course is an exegetical study of the book of Revelation with attention to historical, social, literary, and cultural contexts, including critical issues and the letter's continuing theological significance. Several interpretative models will be explored.

Prerequisites: B121 New Testament Literature, one other New Testament class

B426 Greek Exegesis 3

Selections from the Greek New Testament will be examined with attention to grammar, syntax, vocabulary, and reading in the Greek New Testament.

Prerequisites: B121 New Testament Literature, one other New Testament class, G312 Introductory Greek II

Theology

B231 Christian Theology 3

The course examines the basic approaches to, and foundations for, the study of Christian theology, with an emphasis on the most central key doctrinal teachings: theology, divine revelation, theological anthropology, soteriology, hamartiology, Christology, pneumatology, ecclesiology, eschatology, and missiology.

B333 Christian Ethics 3

This course is a biblical examination of various theological and philosophical approaches to ethics, while working towards the development of a personal and communal Christian ethic. Attention will be given to the teachings of Jesus with representative engagement of contemporary moral issues.

Prerequisite: B231 Christian Theology

B334 Mission: Theology and Practice 3

Working from a perspective that sees God as missional by nature, this course articulates a biblical theology rooted in God's self revelation that inspires particular practices that reflect God's missional identity and activities.

Prerequisite: B231 Christian Theology

B431 Theology of Sin and Salvation 3

This course is an intensive exploration and understanding of sin and the key elements of salvation as found in the Bible in general and the New Testament in particular.

Prerequisite: B231 Christian Theology

B432 Theology of Church and Spirit 3

This course is an intensive exploration of the doctrine of the Church and Holy Spirit as derived from the Bible and specifically the New Testament. Attention will be given to historical and contemporary understandings of each of these doctrines.

Prerequisite: B231 Christian Theology

B433 Theology and Practice of Prayer 3

This course offers a theological exploration of prayer as revealed in Scripture and Christian tradition. It also provides particular emphasis upon the practice of prayer in the Christian life.

Prerequisite: B231 Christian Theology

PROFESSIONAL STUDIES COURSES

P100 | 200 | 300 Field Experience 2/semester

Field experience provides a variety of service and ministry opportunities that enable students to acknowledge, strengthen, and use their gifts and abilities as they experience the local church as a community of people making a difference in the world. May be repeated for credit. Offered annually in fall and winter.

P101 Spiritual Formation 2 /semester

This year-long course explores a practical approach to the Christian vocation of being conformed to the image of Christ. Attention is given to fostering the Spirit's work in our lives through both inward and outward spiritual practices. An introduction to classic and contemporary spiritual writers of the Christian tradition is also offered. Offered annually in fall and winter.

P108 Vocational Seminar 1

This seminar explores a variety of topics surrounding vocation and provides strategies for making decisions and setting goals in order to expand students' abilities

to impact their world with passion and skill. Offered annually in the winter.

P206 Living the Story 3

Within the community and alongside an exploration of their personal narratives, students will consider five themes: transition, work, vocational call, personality theory, and discernment as they seek to find and follow the particular direction and purpose that God intends for them. Prerequisite: P101 Spiritual Formation

P245 Worship and the Arts 3

This course explores the theological foundations as well as the nature and history of the arts within Christian worship. Their practice and significance in contemporary worship is also examined. Prerequisite or Corequisite: B231 Christian Theology

P261 Youth Ministry 3

This course examines Jesus' approach to ministry as a foundation for the exploration of youth ministry theories and methods. Students will form a philosophy of youth ministry.

P313 Introduction to Preaching 3

A course designed to guide the student in constructing and communicating a biblical message based upon a given passage of Scripture using proper expository and presentation skills. Emphasis will be given to researching and articulating a "Big Idea" from selected passages of Scripture.

Prerequisite: G101 Communications Theory

P321 Adult Ministry 3

This course will explore theories and methods of encouraging spiritual formation in congregational settings. Particular focus will be given to the place and practice of spiritual direction.

P322 Building Community 3

An investigation of biblical community, hospitality and belonging that aims to challenge individuals to live lives that welcome the stranger and equips leaders to build community within the 21st century Church. Prerequisite: P101 Spiritual Formation

P327 Creating Learning Experiences 3

This course focuses on curriculum, teaching and learning for spiritual formation by examining and practicing the design, creation, delivery, and assessment of learning experiences.

P331 Administrative Leadership 3

This course explores the administrative tasks and skills that leaders are required to provide in order

to effectively organize and manage local churches and non-profit organizations. A toolbox of skills will be developed.

P351 Pastoral Care 3

This course provides a biblical and theological foundation for pastoral ministry shaped by a family systems perspective. Students will practice being reflective practitioners able to bring a non-anxious presence to day-to-day and crisis ministry situations. Prerequisite: G243 Developmental Psychology

P353 Spiritual Care of Older Adults 3

This course will deal with the challenges of aging and how those who care for them can help meet those obstacles with grit, grace, and growth.

P412 Pastoral Work 3

The place and work of the minister in the local church and community will be explored with concentration on the effective conduct of funerals, weddings, baptisms and other special services.

P413 Advanced Preaching 3

This advanced course in homiletics sharpens the skills in effective sermon preparation and delivery begun in Introduction to Preaching and begins to explore creative and contemporary models of preaching from both the Old and New Testament. Students will deliver at least 3 sermons in various ministry settings and receive both peer and instructor feedback
Prerequisite: P313 Introduction to Preaching

P414 Leadership and Equipping 3

A course designed to explore best leadership practices as an expression of God-given gifts and opportunities. Special attention will be paid to principles and behaviors of effective, reproductive Christian leadership. Prerequisite: Either P416 Adaptive Leadership or P331 Administrative Leadership

P415 Internship 6 (3/semester)

Internship is designed to provide students in the B.Th. and B.C.S. programs with practical field experience under the guidance of qualified leadership. Internships typically require students to serve in a local church or Christian organization for the 8 months of the academic year.
Prerequisite: 12 credits of Field Experience

P416 Adaptive Leadership 3

This course is designed to help students understand and appreciate “adaptive leadership” as a practical

leadership framework that draws upon the relationship among leadership, adaptation, systems, and change. Students will learn to identify and tackle systemic change through a process of confronting the status quo and identifying technical and adaptive challenges.

Arts

G101 Communications Theory 3

This course explores what communication actually is and how to ensure the message that is sent is what is actually perceived and understood, via both verbal and nonverbal communication. Students will develop and deliver oral presentations.

G201 Academic Research and Writing 3

This course develops academic research and writing skills, especially as related to the discipline of theological studies. These include academic referencing in both APA and Turabian style, information literacy skills, the ability to evaluate sources, the ability to construct an academic paper with a strong thesis statement and argument, and the ability to produce various other kinds of academic writing (e.g. reflective, creative).

G281 Arts and Culture 3

This course explores culture as a way of life and considers how the arts impact and promote culture, as well as the influence culture has on art.

G284 Heart of the Artist 3

This course examines “the artist” from a sociological perspective while exploring practical implications.
Prerequisite: G131 Contemporary Thought

Languages

G311 Introductory Greek I 3

Greek I is an introductory study of Koine Greek (the common Greek dialect from approximately 200 BC to 600 AD) of the New Testament. This course emphasizes (1) vocabulary building and (2) declination of nouns and adjectives and (3) concludes with an introduction to verbs (in preparation for G312 Introductory Greek II).

G312 Introductory Greek II 3

This course is a continuation of Greek I. After a review of nouns and adjectives, this course continues (1) vocabulary building, (2) introduces the Greek verb, and (3) the Greek participle, the infinitive, and specialized construction contributing to a reading of the Greek New Testament.

Prerequisite: G311 Introductory Greek I

History

G220 History of Christianity 3

This course provides an overview of Christianity from the emerging Church to the present day with a focus on critical historical and theological developments. Attention will be paid to movements, monastic orders, major persons, socio-political location, events, and dominant controversies.

G233 History of Christian Spirituality 3

This course provides an in-depth look at the development of Christian spirituality throughout history, with a focus on important spiritual masters, key teachings, social and ecclesial developments, and primary documents.

Prerequisite: G220 History of Christianity

G327 North American Christian History 3

This course looks at the key ideas, people and movements of North American Christianity, along with the social, political, and religious context in which it developed. Special attention will be paid to the heritage of the Stone-Campbell Movement.

Prerequisite: G220 History of Christianity

Philosophy

G131 Contemporary Thought 3

This course seeks to uncover the ideological roots of modern and postmodern society, while engaging significant worldviews, major philosophies, and world religions, in an attempt to better understand reasons for hope in our contemporary world.

G231 Introduction to Philosophy 3

This course is a survey of major philosophers and their contribution to contemporary thought, including basic issues and major positions in the fields of metaphysics, epistemology, aesthetics, ethics, and the philosophy of religion.

Prerequisite: G131 Contemporary Thought

G232 New Religious Movements 3

This course is an introduction to contemporary “alternative” religious movements found in the North American religious landscape. The course will examine the origins and beliefs of both established and emerging movements.

Prerequisite: G131 Contemporary Thought

G333 Introduction to World Religions 3

This course provides an introduction to the history,

beliefs, and sacred writings of the different world religions to encourage understanding, promote interreligious dialogue, and foster peaceful relations in the world.

Prerequisite: G131 Contemporary Thought

G335 Christian Apologetics 3

This course is designed to equip students with understanding and skills so that they can have intelligent and Christ honouring conversations with those who have intellectual problems with the Christian faith. A variety of issues are explored.

Prerequisite: G131 Contemporary Thought

Science

G234 Science, Technology and Society 3

This course provides a historical examination of scientific and technological innovations upon society, with focus on the modern world. Students will be challenged to consider the implication these innovations have on their faith.

Prerequisite: G131 Contemporary Thought

Social Sciences

G241 Introduction to Psychology 3

This course will provide an introduction to the concepts, theories, and practices of North American psychology. Students will be expected to critically examine the strengths and weaknesses of these theories from a Christian perspective.

G243 Developmental Psychology 3

This course explores the relationship between developmental psychology and Christian formation. Learners will critique various developmental psychological theories within a theological framework, and make application to Christian discipleship, education, and counselling.

G245 Psychology of the Family 3

This course will consider individual development, as well as interpersonal and intra-family relationships within family systems. Students will gain understanding of why they may behave differently when they compare their behavior in the presence of their families and their behavior when they are in school or at work.

G251 Canadian Sociology 3

This course introduces sociology and social research methodology. The course also explores and analyzes key elements of contemporary Canadian society with a view to communicating the gospel to our culture.



PACE Program

DIPLOMA OF CHRISTIAN MINISTRY PROGRAMS

Biblical
Studies
Counselling
Leadership
Non-Profit Leadership

BACHELOR OF CHRISTIAN MINISTRY PROGRAMS (FULL OR DEGREE COMPLETION)

Biblical
Studies
Counselling
Leadership
Non-Profit Leadership



Professional Adult Christian Education

PACE is a non-traditional degree, degree completion, and diploma program designed for adult learners.

PROGRAM PURPOSE

Alberta Bible College provides the PACE Degree, Degree Completion, and Diploma Program to meet the unique educational needs of adults who:

- Are highly motivated to finish their degree or diploma or to pursue a new career or ministry path
- Wish to complete their degree or a diploma through a conveniently scheduled and accelerated program
- Are at least 25 years of age or have equivalent experience
- Have the self-discipline to meet the rigorous demands of this program
- Desire to study in an environment with supportive Christian faculty

PROGRAM BENEFITS

Students in the PACE program will be able to:

- Complete a Bachelor's Degree or Diploma
- Attend class one evening per week
- Study in a seminar format that encourages discussion, interaction, and collaborative learning
- Build cohesive community as they attend classes together
- Be eligible, upon successful completion of the degree, to continue in graduate study
- Have the satisfaction that comes from completing a significant educational goal

PROGRAM SPECIALIZATIONS

There are four specializations available in the PACE program:

- Biblical Studies
- Counselling
- Leadership
- Non-Profit Leadership

PROGRAM DESIGN

PACE is unique in many ways. The curriculum contains integrated courses designed to build knowledge, understanding, and skills in the chosen major.

- Courses are scheduled in a way that allows students to fit the program into already busy schedules.
- Classes normally meet from 6:00 p.m. to 10:00 p.m. one night per week.
- Breaks are scheduled within the program.
- Courses are offered in Fall, Winter, Spring and Summer Semesters with no courses offered during July.
- One-week-long course offered in the fall and spring semesters, and weekend-long intensive courses offered for selected specialization courses.
- Detailed study guides clearly lay out assignments.
- No memory-based exams are required.
- PACE instructors have academic preparation and ministry/ work experience in the courses they are invited to teach.
- Significant life experience and non-credit study can be converted into college credit (see ABC's full tuition policy can be found at <https://www.abccampus.ca/wp-content/uploads/2021/08/Tuition-and-Tuition-Refund-Policy.pdf>)

PACE PRACTICUM

Each specialization requires 3 credits of Practicum. The purpose of Practicum is to:

- Develop skills by serving in situations that require application of classroom learning
- Strengthen communication skills
- Explore and develop areas of expertise that will be valuable for personal, career and ministry opportunities

PACE Student Development

PURPOSE

ABC Student Development nurtures a holistic educational environment that encourages students to grow spiritually, physically, intellectually, emotionally, and socially.

CORE VALUES

Diversity and Inclusion

ABC is a rich learning community because of the diversity of its students. Student Development staff are committed to providing services that address diverse student needs, abilities, and cultures. See Student Accommodations below.

Rich Learning, Deep Community

PACE is a unique adult learning. Students from a wide variety of backgrounds gather together one night per week to progress through their educational programs with a small cohort of peers. The PACE format cultivates rich learning experiences and relationships as students share the journey with classmates, instructors, and ABC staff

All instructors, staff, and students adopt ABC's Community Rule of Life, which describes who we are as we relate to God, creation, other people, and ourselves.

Spiritual Formation

We recognize that the PACE students live most of their lives off campus with significant family, employment, and/or ministry commitments already in place. However, ABC desires that PACE students experience much more than classroom learning as part of their student life. We strive to foster an educational experience that is also spiritually formative.

At the beginning of each course, students, instructors, and staff gather for PACE chapel, during which they worship, reflect, and connect over refreshments. These times are often led by PACE students.

An annual one-day spiritual retreat is also organized for PACE students, and this provides an extended time of prayer, solitude, soul care, and community building.

Outside of campus life, all faculty, staff, and students are active participants in a local church community. We also regularly engage in prayer, Scripture reading, and

other spiritual practices.

Physical Well-being

ABC encourages each member of the PACE community to honour God with their bodies as they live out their weekly routine. We do this as we develop healthy eating habits, exercise regularly, allow ourselves adequate sleep, and practice Sabbath.

The ABC campus provides students with opportunities for physical activity through both its full-size gymnasium and fitness centre.

Intellectual Growth

Student Development works in conjunction with the Academic Dean and the Academic Services team to foster student success and offer supports where needed. See Student Accommodations below.

All PACE students also have access to an academic coach provided by the college. This individual is available by appointment (academiccoach@abccampus.ca) and offers tutoring services to PACE students.

Emotional Health

Life as a PACE student can be an emotionally complex journey, and sometimes a listening ear or spiritual friend can breathe life into a weary soul. Each PACE student has access to our Dean of Institutional Care, who provides spiritual care and referrals to community resources as needed. Mental health support is available to PACE students through the college's strategic counselling partnerships.

Social Connection

Orientation events near the beginning of the fall and winter semesters offer an introduction to PACE life. They are also designed to foster community between students and staff as new academic journeys begin. See Orientation below.

Informal connection times between students, faculty, and staff occur each week during break time, where refreshments are served.

PACE students are also invited to participate in social events hosted by the college, such as graduation weekend.

Orientation

We understand that it can be a challenging process for mature learners to make the necessary adjustments to

COMMUNITY LIFE

become students again. To help ease this transition, all new students entering the PACE program in September and January will start with a comprehensive orientation event to help them understand the nature and structure of PACE, as well as the expectations and supports related to an ABC education. Students who enter PACE at a different point of the academic year receive individual support from ABC staff and are encouraged to attend the next orientation event.

Student Fees

PACE students pay student fees per course. These funds go towards supporting various services/events including orientation events, weekly breaktime refreshments, spiritual retreats, academic coaching, mental health supports, and graduation weekend.

PACE program students may opt-in to student body membership in the College program by paying College program student body fees. See Student Body Membership and Fees in the College program's Student Development section.

Vocational Discernment

Thriving in Transition (P3206) is a course designed to help PACE students consider the themes of transition, work, vocational call, personality theory, and discernment.

During their practicums, PACE students will also have opportunities for further vocational discernment as they assume responsibilities with a church, parachurch ministry, or other organization.

Restorative Relationships

ABC faculty and staff are united in a desire to teach, guide, and mentor students in their respective journeys with Christ.

When a student's choices are divergent with ABC's Community Rule of Life, administrative discipline may be put in place. This is done with gentleness and humility and is intended to restore individuals to right relationship with God and the ABC community as needed.

The Policy on Administrative Discipline is available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

Tobacco, Alcohol, and Cannabis

The use of tobacco, the abuse of alcohol, and the recreational usage, possession, and distribution of cannabis is inconsistent with the ABC Community Rule of Life.

With this in mind, the ABC facility is a smoke-free environment. For the convenience and comfort of all campus users, we have created a designated outside smoking area behind the college building. Alcohol and non-medical cannabis are not permitted on campus.

ABC's Policy on Tobacco, Alcohol, and Cannabis is available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

Harassment Policy

ABC is committed to fostering a harassment-free environment. ABC's Harassment Policy is available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

Grievance Policy

ABC's Grievance Policy provides the structure for students, faculty, staff, and volunteers to exercise the right of grievance between and amongst other members of the ABC community. The structure may also be applied to appeal administrative policy of ABC.

ABC's Grievance Policy is available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

Student Accommodations

Guided by the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms*, ABC seeks to foster a supportive learning environment where all students with their unique needs, abilities, and cultures are equipped for effective service and witness for Christ.

Some ABC students may require academic accommodations to complete their programs. Ideally, incoming students should submit a Student Request for Accommodation to the Student Development department (studentdevelopment@abccampus.ca) prior to beginning their studies at ABC. Students may request accommodations at any point of their education. However, more significant requests may require more time for ABC to provide a reasonable accommodation.

ABC's Policy on Student Accommodation is available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

COVID-19 Response

ABC complies with public health measures when they are in effect. The ABC community is also guided by our communicable disease policies, which all members are expected to be familiar with and follow.

ABC's Communicable Disease Prevention Policy and Communicable Disease Rapid Response Plan are available in the *Community Life Guide*, which students receive when they begin their studies at ABC, as well as at the beginning of each new academic year.

PACE Admission Requirements

Attending an Information session is helpful in learning about the PACE program. Check the ABC website (www.abccampus.ca) for dates or make an appointment with Enrollment staff (403.282.2994).

APPLICATION DEADLINES:

- For the fall semester: July 1 (May 1 for International Students)
- For the winter semester: November 1 (September 1 for International Students)
- Applicants should expect that the admissions evaluation process will take 4-6 weeks, especially if they have transfer credits to be evaluated.
- Submitting applications that are complete in every respect will speed up the admissions evaluation process.

NON-ACADEMIC ENTRANCE REQUIREMENTS TO ALBERTA BIBLE COLLEGE

- Agreement with ABC's Commitment to the Christian Faith (see page 9)
- Agreement with ABC's Community Rule of Life (see page 6)

PREREQUISITES FOR PACE PROGRAMS

Diploma Programs

Diploma students will benefit significantly from their growth in practical skills and biblical knowledge.

Requirements for admission into the Diploma Programs are:

- A Grade 12 diploma, its recognized equivalent, or consent of the Enrollment Committee

All applicants must provide proof of English language competency equal to or exceeding a score of one of the following:

- 60% in Alberta English 30-1 or equivalent
- Canadian Academic English Language Assessment (CAEL) - 70
- Canadian Language Benchmark: Listening, Level 8; Reading, Level 8; Writing, Level 8
- Canadian English Language Proficiency Index Program (CELPIP) Level 8 in each of Reading, Writing, Listening and Speaking
- International English Language Testing System (IELTS) Academic - 6.5
- Duolingo English Test - 110
- Pearson Test of English (PTE) Academic - 60

- Test of English as a Foreign Language (TOEFL) iBT - 86
- Test of English as a Foreign Language (TOEFL) Paper-based - 560
- WAEC (West African Examinations Council) English Score - C6 or higher

Contact the Registrar for further information.

Bachelor of Christian Ministry

The requirements for admission into the Bachelor of Christian Ministry program are:

- Up to sixty-eight (68) credit hours from a recognized institution(s), with a grade of "C" or better (GPA of 2.0 or better on 4.0 scale) that fit into the chosen program as transfer credit
- ABC's entire Transfer Credit Policy is posted on ABC's website at <https://www.abccampus.ca/admissions/pathways/transfer-in/>

All applicants must provide proof of English language competency equal to or exceeding a score of one of the following:

- 60% in Alberta English 30-1 or equivalent
- Canadian Academic English Language Assessment (CAEL) - 70
- Canadian Language Benchmark: Listening, Level 8; Reading, Level 8; Writing, Level 8
- Canadian English Language Proficiency Index Program (CELPIP) Level 8 in each of Reading, Writing, Listening and Speaking
- International English Language Testing System (IELTS) Academic - 6.5
- Duolingo English Test - 110
- Pearson Test of English (PTE) Academic - 60
- Test of English as a Foreign Language (TOEFL) iBT - 86
- Test of English as a Foreign Language (TOEFL) Paper-based - 560
- WAEC (West African Examinations Council) English Score - C6 or higher

Contact the Registrar for further information.

UNCLASSIFIED STUDIES

Before declaring a specific PACE specialization, students may take up to a maximum of five courses as a way of sampling PACE and/or meeting a specific training or interest need.

Conditional Acceptance

Applicants without a high school diploma will be

conditionally accepted and must maintain a 2.00 GPA (a grade of C or higher) for the first two courses. Failure to maintain a 2.00 GPA may require work with an academic coach in order to continue studies.

Prospective students that do not meet all requirements may have their applications individually considered by the Academic Services Team. Applicants granted conditional acceptance will be encouraged to create an action plan in order to fulfil the necessary requirements.

For more information, contact the Registrar.

Recommendations for Applicants

Because of the highly technical nature of higher education, ABC recommends, for the best possibility of success, that applicants:

- Have, or have access to, a laptop computer
- Be able to use commonly available word processing and presentation software
- Have, or have access to, high-speed internet service

PACE Finances

TUITION AND FEES 2019-2020			
TUITION		Per 3 credit course	900.00
FEES	Student Fee	Per 3 credit course	40.00
	Information Technology Fee	Per 3 credit course	30.00
TOTAL TUITION AND FEES		Per 3 credit course	970.00
ADDITIONAL FEES	Application Fee	One Time	75.00
	Graduation Fee	One Time	60.00
	Audit Fee	Per credit hour	150.00
	Credit by Demonstrated Competency (when applicable)	Per credit hour received	100.00

Tuition and fees are payable prior to receiving materials and attending class.
 ABC reserves the right to increase tuition and fee costs as circumstances may require.

Application Fee

The non-refundable application fee is due at the time of application.

Tuition Invoicing and Due Dates

To make things as accessible and convenient as possible, tuition and fees are payable on a course-by-course basis at the time of registration. If students are able they may pay for four courses at a time and receive a \$100 package discount. Registration for each of the four courses must still take place at least two weeks prior to the course start date.

See Pages 17-18 above for more information.

ABC's full tuition policy can be found at <https://www.abccampus.ca/wp-content/uploads/>

[2021/08/ Tuition-and-Tuition-Refund-Policy.pdf](#)

Registration Process

Registration and payment for courses takes place no later than two weeks prior to the start of each course to allow adequate time for pre-session study. After course registration and payment is complete, course modules are available through Populi.

ABC's Registrar recommends registering for the entire academic year at the beginning of the fall semester.

Textbooks

Texts required for each course are listed on Populi.

PACE SCHOLARSHIPS AND AWARDS

Unless otherwise stated, all scholarships are listed in Canadian dollars and are awarded as funds are available. Scholarships are administered in compliance with the following scholarship procedures and policies:

- Scholarships apply to tuition only.
- Recipients must maintain a 2.0 GPA in any course to which the scholarship is applied; failure to maintain a 2.0 GPA requires repayment of scholarship monies received.
- Scholarships are awarded for the following academic year.
- Scholarships are non-transferable.
- Students can use scholarships for a maximum of 75% of tuition per semester.

The following scholarships are available to PACE students. See pages 19-20 for individual scholarship descriptions and criteria. Contact the Enrollment Office for more information

Scholarship	Applica- tion Deadline
Student Referral Scholarship*	Any time
Earl Bergman Scholarship	March 31
John and Lillian Bergman Scholarship	March 31
Boyd Lammiman Scholarship	March 31
Dorothy Chapman Scholarship	March 31
Jim Chapman Preaching Scholarship	March 31
Edna Hunt Scholarship	March 31
Gateway Youth Scholarship	March 31
Church Matching Scholarship	March 31

*(Note: this is by far the easiest, most flexible scholarship, and can be applied at any time. See page 18, "Tuition Discounts: a. Referrals" for more information. Please ask the Enrollment Office for the form to apply for this scholarship)

The following scholarships are not available for PACE students:

- Excellence in Academic Entrance Scholarship
- Athletic Scholarship
- Benoit Leadership Scholarship
- Leaders in Training Scholarship
- Summer Ministry Scholarship

PACE FINANCIAL ASSISTANCE

Government Student Loans and Bursaries

Alberta Bible College is recognized as an eligible institution for the Canada Student Loans Plan. Students registered as program students with PACE qualify as full-time students. Begin loan applications early because tuition must be paid in full prior to beginning each course. Loan forms are available online. Visit the following websites for further information:

Alberta Student Aid: <https://studentaid.alberta.ca>

Canada Student Grants and Loans

<https://www.canada.ca/en/services/benefits/education/student-aid.html>

Please note that loans are repayable.

Life Long Learning Program (LLP)

This initiative of the Government of Canada allows students to borrow funds from their RRSPs and apply those funds toward education. For further information check the website:

<http://www.canada.ca/en/revenue-agency/services/tax/individuals/topics/rrsp-related-plans/lifelong-learning-plan.html>

PACE Academic Policies (See Also Pages 28-33 above)

GRADUATION REQUIREMENTS

In order to graduate, candidates must:

- Successfully complete their program of study within: 6 years for a 2-year diploma
8 years for a 4-year degree;
- Achieve a cumulative Grade Point Average (GPA) of 2.0 or higher;
- Fulfil residency requirements;
- Fulfil financial and business obligations to the college;
- Satisfactorily complete all Practicum requirements; and
- Receive recommendation by the Administration and approval of the Board.

ACADEMIC INFORMATION

Academic Year

The academic year is divided into 4 semesters: the Fall semester is September - December, the Winter semester January - April, Spring semester April - June, and Summer semester August. All semesters except the Summer semester include 2 course blocks.

Intensive course blocks occur in the Fall semester (between Fall Blocks 1 and 2) and between the Winter and Spring semesters.

Grades

A student's general standing at the close of each course is computed on the basis of class attendance, attitude and application, class work and assignments, as well as examinations.

The following chart explains ABC's grading system:

A+	97-100	4.0	Excellent: displaying superior performance. Achieved learning objectives and is moving beyond them
A	94-96	4.0	
A-	90-93	3.7	
B+	85-89	3.3	Very Good: above average performance. Achieved learning objectives without deficiency
B	80-84	3.0	
B-	75-79	2.7	
C+	70-74	2.3	Satisfactory: average performance. Achieved some learning objectives with few deficiencies
C	65-69	2.0	
C-	60-64	1.7	
D+	57-59	1.3	Conditional Pass: marginal performance. Achieved some learning objectives with several deficiencies
D-	50-56	1.0	
F	Below 50	0	Failing: unsatisfactory performance. Did not achieve learning objectives

Honour Roll

PACE students who obtain a GPA of 3.3 or higher will be listed on the Honour Roll at the end of the Winter semester, providing at least four courses have been completed. Those receiving 3.7 or higher will receive First Class Honours. Honour Roll computation is based solely on work taken through ABC.

Transcripts

Official transcripts are available after all course and business obligations are complete. Contact the Registrar.

Unofficial transcripts are available on Populi at any time.

Change of Grade

- An appeal for a change of final grade or assignment mark must be made in writing to the Academic Dean within four weeks of receiving official notification of the grade/mark.
- The Academic Dean will arrange a meeting with the instructor and the student to discuss the matter and hopefully arrive at a mutual agreement.
- If the student desires to pursue the appeal, an independent and objective arbiter will receive all relevant information and make a final decision within four weeks of the receipt of the information.
- Students are responsible for ensuring the accuracy of transcript information.

Academic Integrity and Academic Dishonesty (See Page 24 above)

Repeating a Course for Credit

A student may repeat a course in which a low grade was received. (Usually only an "F" or "D" grade would cause a student to repeat a class.) The following conditions apply:

- A course may be repeated once without faculty approval. Repeating a course a second time requires the permission of the Academic Dean and instructor.
- The highest grade will be used in calculating the cumulative GPA.
- The lower grade(s) will remain on the transcript but will not be used in calculating the cumulative GPA.

Course

Withdrawals

Students who choose to withdraw from a course must complete a Course Withdrawal Form with the Registrar. This form must be completed and signed by the student, as well as the instructor of the course. Students are responsible for full course tuition and fees unless they withdraw seven (7) days prior to the start date of the course. No refunds are available after that date. Textbooks and materials are not refundable.

Withdrawal with good standing must be done prior to the start of the fourth class of a course. Good standing withdrawal results in a "W" on the transcript, and will not be counted as credit or used in the calculation of the student's GPA. Withdrawal after the start of the fourth class of a course will result in an "F" and will be noted as such on the transcript and will be used in GPA calculation.

Class Attendance

It is expected that students will attend classes regularly and that unexcused absences will be rare. ABC believes that class attendance and participation are required to adequately meet identified learning outcomes. Students are expected to attend at least 80% of the time; for PACE students this means four out of five weeks. Students with more than a 20% absentee rate (2 or more class sessions) in a course may receive a failing grade and will be required to repeat the course.

Late Assignments and Requests for Extensions

Weekly assignments are due by 6:00 p.m. on the day the class meets. A penalty of 3 to 5% per day is applied to all late assignments. Due to the compressed nature of a PACE course, extensions are not given for weekly assignments, except in extenuating circumstances. In those rare circumstances, see the Academic Dean.

On rare occasions, extensions may be given for the final exam. While the initiative to request an extension rests with the student, the approval for granting an extension is at the discretion of the professor. When requesting an extension for a final exam: Complete a Request for Extension Form and give to the professor by 6:00 pm on Week 5. Extensions may be requested, but the professor has the right to grant or refuse the request. When an extension is granted, it ensures that the professor will grade the assignment provided it has been received by the extension deadline. However, grade reductions, at a rate of 3-5% per day, may

apply even when an extension has been granted. The time frame for an extension is one week. When an extension is granted for a final exam, the extended deadline for the final will be at 6:00 pm of Week 7. (One week later than the original due date.) If the final is not completed by the expiry date of the extension, the course grade will be finalized based on work done to that point.

Incompletes

Because of the accelerated nature of the PACE program, Incompletes are not granted except for compassionate reasons. Students who are granted an Incomplete are counselled to not register for the next course because of the required pre-session studies.

Academic Probation and Suspension

Academic probation serves to motivate students to achieve their potential in academic work.

When a PACE student's GPA falls below 2.0, the student is required to visit with the Academic Dean to discuss what steps would assist the student to be successful. This may include academic coaching, tutoring, English classes, life coaching, or counselling. On rare occasions, students may be asked to discontinue studies for a period of time.

Course Transfer from Other Institutions

- See pages 32-33 above.
- ABC's entire Transfer Credit Policy is posted on ABC's website at <https://www.abccampus.ca/admissions/pathways/transfer-in/>

Program Change

Students considering changing their Diploma or Degree program must provide formal written notification after discussion with either the Registrar or Academic Dean. A \$100 fee applies to changes made in the final year of the program. See the Registrar for details.

Credit by Demonstrated Competency (CDC)

For students entering the Bachelor of Christian Ministry program with less than 60 credit hours of transfer credit, additional credit may be received through the Credit by Demonstrated Competency process. CDC requires preparation of a portfolio documenting specific work, activities, and life experience and then describing the learning gained through these experiences. These credits can be from a number of different sources, including workshops, seminars, self-study, non-credit classes, training programs, and work experiences. Please note: the identified learning is evaluated and awarded credit, not the experiences that prompted the learning.

See pages 27-28 above.

The Credit by Demonstrated Competency fee is \$100 per credit hour. Receiving credit is not automatic; a faculty member in the appropriate field will evaluate the submitted work and grant credit accordingly. Contact the Academic Dean for information.

Diploma of Christian Ministry: Biblical Studies

This program qualifies for Canada and Alberta Student Loans

60 Credit Hours

2.00 GPA Minimum

PURPOSE	COURSE REQUIREMENTS	
The Diploma of Christian Ministry: Biblical Studies is designed to provide adult learners with a deeper understanding and appreciation of Scripture.	PACE Courses	60
	All PACE courses are 3-credit-hour courses	
PROGRAM GOALS	Bible/Theology	36
Learners will demonstrate:	B3025 Grasping God's Word	3
• Growing competency in understanding, interpreting, apply- ing, and communicating the biblical message	B3115 Old Testament Literature	3
• Understanding and appreciation for the work of God and the Church throughout history and contemporary culture	B3275 Life and Teachings of Jesus	3
• Commitment to relating biblical, theological and historical truths in their decisions and to those touched by their ministry	B3286 Introduction to Paul	3
• Faithfulness in stewarding life as a Christian servant-leader	B3325 Christian Theology	3
	OT Electives	6
	NT Electives	6
	Bible Electives	9
	Professional Studies	9
	P3206 Thriving in Transition	3
	P4000 Practicum	3
	P4425 Spiritual Formation	3
	General Education	15
	G3216 History of Christianity I	3
	G3217 History of Christianity II	3
	G3515 Introduction to Worldviews	3
	G4435 Developmental Psychology	3
	G4525 Christian Ethics	3

Diploma of Christian Ministry: Counselling

This program qualifies for Canada and Alberta Student Loans

60 Credit Hours
2.00 GPA Minimum

PURPOSE

The Diploma of Christian Ministry: Counselling is designed to provide adult learners with biblical and counselling understanding to develop interpersonal and people-helping skills.

PROGRAM GOALS

Learners will demonstrate:

- Growing competency in understanding, interpreting, applying, and communicating the biblical message
- Understanding and appreciation for the work of God and the Church throughout history and contemporary culture
- Commitment to relating biblical, theological and historical truths in their decisions and to those touched by their care-giving ministry
- Faithfulness in stewarding life as a Christian people-helper and leader

COURSE REQUIREMENTS

PACE Courses

60

All PACE courses are 3-credit-hour courses

Bible/Theology

21

B3025 Grasping God's Word	3
B3115 Old Testament Literature	3
B3275 Life and Teachings of Jesus	3
B3325 Christian Theology	3
B3327 Theology of Care	3
Bible Electives	6

Professional Studies

24

P3206 Thriving in Transition	3
P3535 Counselling Theory	3
P3545 Counselling Skills	3
P4000 Practicum	3
P4425 Spiritual Formation	3
P4545 Conflict Resolution	3
P4515 Crisis Counselling	3
P4555 Family and Marriage Counselling	3
OR	
Professional Studies Elective	

General Education

15

G3216 History of Christianity I	3
G3217 History of Christianity II	3
G3515 Introduction to Worldviews	3
G4435 Developmental Psychology	3
G4525 Christian Ethics	3

Diploma of Christian Ministry: Leadership

This program qualifies for Canada and Alberta Student Loans

60 Credit Hours

2.00 GPA Minimum

PURPOSE	COURSE REQUIREMENTS
The Diploma of Christian Ministry: Leadership is designed to provide adult learners with a biblical foundation and leadership skills.	PACE Courses 60 All PACE courses are 3-credit-hour courses
PROGRAM GOALS Learners will demonstrate: <ul style="list-style-type: none"> • Growing competency in understanding, interpreting, applying, and communicating the biblical message • Understanding and appreciation for the work of God and the Church throughout history and contemporary culture • Integration of biblical, theological and historical truths into their leadership • Faithfulness in stewarding life as a mature Christian servant-leader 	Bible/Theology 21 B3025 Grasping God's Word 3 B3115 Old Testament Literature 3 B3275 Life and Teachings of Jesus 3 B3325 Christian Theology 3 B3326 Theology of Church and Ministry 3 Bible Electives 6 Professional Studies 24 P3135 Introduction to Preaching 3 P3206 Thriving in Transition 3 P4000 Practicum 3 P4125 Pastoral Work 3 P4135 Advanced Preaching OR 3 Counselling Elective P4145 Self-care in Ministry 3 P4425 Spiritual Formation 3 Professional Studies Elective 3 General Education 15 G3216 History of Christianity I 3 G3217 History of Christianity II 3 G3515 Introduction to Worldviews 3 G4435 Developmental Psychology 3 G4525 Christian Ethics 3

Diploma of Christian Ministry: Non-Profit Leadership

This program qualifies for Canada and Alberta Student Loans

60 Credit Hours
2.00 GPA Minimum

PURPOSE	COURSE REQUIREMENTS	
The Diploma of Ministry: Non-Profit Leadership is designed to provide adult learners with a biblical foundation and nonprofit leadership skills.	PACE Courses	60
	All PACE courses are 3-credit-hour courses	
PROGRAM GOALS	Bible/Theology	18
Learners will demonstrate:	B3025 Grasping God's Word	3
• Growing competency in understanding, interpreting, apply- ing, and communicating the biblical message	B3115 Old Testament Literature	3
• Understanding and appreciation for the work of God and the Church throughout history and contemporary culture	B3275 Life and Teachings of Jesus	3
• Integration of biblical, theological and historical truths into their non-profit leadership	B3325 Christian Theology	3
• Faithfulness in stewarding life as a mature Christian servant- leader	Bible Electives	6
	Professional Studies	27
	P3206 Thriving in Transition	3
	P3315 Introduction to Non-Profit Leadership	3
	P3325 The Effective Organization	3
	P3335 Program Planning and Evaluation	3
	P3345 Non-Profit Financial Management	3
	P4000 Practicum	3
	P4325 Essentials of Board Governance	3
	P4335 Strategic Leadership	3
	P4425 Spiritual Formation	3
	General Education	15
	G3216 History of Christianity I	3
	G3217 History of Christianity II	3
	G3515 Introduction to Worldviews	3
	G4435 Developmental Psychology	3
	G4525 Christian Ethics	3

Bachelor of Christian Ministry (Full Degree or Degree Completion)

Biblical
Studies
Counselling
Leadership
Non-Profit Leadership

To graduate with a Bachelor of Christian Ministry (Degree Completion), candidates must:

- Complete 128 credit hours acceptable to Alberta Bible College with a cumulative GPA of 2.0 or better;
- Complete 60 credit hours in a PACE diploma program;
- Complete or transfer 18 additional credit hours of General Education as follows:
 - Communications/English (3)
 - Natural Sciences or Math (3)
 - General Education Electives (12): additional credits from any of the areas listed above and also including literature, humanities, social sciences, natural sciences, information technology, mathematics, some fine arts, physical education, and college orientation courses;

- Complete or transfer 50 credits of Program Electives. (Biblical Studies majors will require 12 credits of appropriate Professional Studies. Leadership majors will require 9 credits of Bible/Theology;
- Satisfactorily complete the Practicum;
- Fulfill financial and business obligations to the college; and
- Receive recommendation by the Administration and approval of the Board

The hours required for graduation are summarized below:

PACE Degree Completion Program	60
General Education	18
Elective/Professional Studies	50

PACE Course Descriptions

COURSE DESIGNATIONS

- B BIBLE/THEOLOGY
- P PROFESSIONAL STUDIES
- G GENERAL EDUCATION

BIBLE/THEOLOGY COURSES

B3025 Grasping God's Word 3

This course expands students' understanding of God's revelation of himself through Scripture so that they are able to live more faithfully in today's world. The formation of the Bible, and a method for independent Bible study, with an emphasis on grammatical-historical interpretation of Scripture are included.

B3115 Old Testament Literature 3

This course surveys the books of the Hebrew Bible with particular attention paid to the history of the Israelite nation within the context of the Ancient Near East.

B3275 Life and Teachings of Jesus 3

The life and teaching of Jesus of Nazareth will be explored according to the material presented in the synoptic gospels. Particular attention will be given to the historical, political, and cultural background of 1st century Palestine.

B3285 Acts of the Apostles 3

This course is an in-depth study of the structure and content of Luke's Acts of the Apostles. Special emphasis will be given to the textual, linguistic, rhetorical, and narrative aspects of Luke's technique of telling the story of Jesus and the Early Church.

B3286 Introduction to Paul 3

This course provides an introduction to the life and letters of the apostle Paul, including critical issues pertinent to the whole Pauline corpus, as well as detailed reading of several representative letters.

B4114 The Pentateuch 3

This course examines the first five books of the Hebrew Bible (Genesis, Exodus, Leviticus, Numbers, Deuteronomy). This course's exploration will be framed by the books' literary features, their foundational theology, and the contemporary questions they raise. Prerequisite: B3115 Old Testament Literature

B4115 The Books of Poetry & Wisdom 3

This course considers Job, Psalms, Proverbs, Ecclesiastes and the Song of Solomon within the context of ancient Israel's wisdom tradition. An emphasis is also given to these books' devotional

value in contemporary life.

Prerequisite: B3115 Old Testament Literature

B4125 Prophetic Literature 3

The message of the Hebrew prophets is examined and placed in the historical context of the exile and eventual return of the Jewish people to Palestine. Prerequisite: B3115 Old Testament Literature

B4135 Old Testament Historical Books 3

This course examines the narratives of Joshua, Judges, Ruth, Samuel, Kings, Chronicles, Ezra, Nehemiah, and Esther. Emphasis will be given to the rise and fall of Israel/Judah's monarchy and the text's theological reflection upon the nation's history.

Prerequisite: B3115 Old Testament Literature

B4214 Johannine Literature 3

This course is an exegetical study of the Gospel of John and the Johannine Epistles with attention to historical, social, literary, and cultural contexts, including critical issues and the letters' continuing theological significance.

Prerequisite: B3025 Grasping God's Word

B4215 Romans and Galatians 3

This study of Paul's letters to the Romans and to the Galatians introduces the student to a variety of methods scholars use to understand these letters. This class will also examine the importance that the interpretation of Romans and Galatians has had on the history of Christianity.

Prerequisites: One New Testament class; B3025 Grasping God's Word

B4225 The Corinthian Letters 3

This course is an exegetical study of 1 and 2 Corinthians with attention to historical, social, literary, and cultural contexts, including critical issues and the letters' continuing theological significance.

Prerequisite: B3025 Grasping God's Word

B4235 The Captivity Epistles 3

This course is an exegetical study of Ephesians, Philippians, Colossians and Philemon with attention to historical, social, literary, and cultural contexts, including critical issues and the letters' continuing theological significance.

Prerequisite: B3025 Grasping God's Word

B4236 Revelation 3

This course is an exegetical study of the book of Revelation with attention to historical, social, literary,

and cultural contexts, including critical issues and the letter's continuing theological significance. Several interpretative models will be explored.

Prerequisites: One New Testament class; B3025 Grasping God's Word

B4245 The Pastoral Epistles 3

By closely reading 1 and 2 Timothy and Titus, known as the Pastoral Epistles (PE), this class explores the social world of the early Christians as well as the world imagined in the PE. Special attention will be given to the ancient Roman household and its roles in the Christian mission in the first century AD and the urban nature of the earliest Christian mission.

Prerequisite: B3025 Grasping God's Word

B4255 The General Epistles 3

This course is an exegetical study of the letters of James, I and II Peter, and Jude with attention to historical, social, literary, and cultural contexts, including critical issues and the letters' continuing theological significance.

Prerequisite: B3025 Grasping God's Word

B4275 Hebrews 3

The book of Hebrews is examined in its historical context, through the lens of historical interpreters and contemporary exegetes. A primary focus of this study will be on the author's appropriation of the Old Testament and ability to persuade readers/listeners.

Prerequisite: B3025 Grasping God's Word

B3325 Christian Theology 3

Students will study the basic theological concepts related to Scripture, God, Jesus Christ and His work, humankind and their salvation, the Holy Spirit, and the Church. The course will explore the historical development of these doctrines as well as the biblical basis for them.

B3326 Theology of Church and Ministry 3

This course surveys common understandings of the theology of the Church and philosophies of pastoral ministry within the Church. Emphasis will be given to understanding the dynamics of faithful pastoral ministry and how those dynamics relate to the biblical metaphors of the Church. Learners will articulate their own personal calling to, and philosophy of, pastoral ministry.

B3327 Theology of Care 3

This course explores the role of care in the course of ongoing institutional life (congregations, hospitals, nursing homes, etc.). It considers the Biblical text, the historic tradition of Christian care,

as well as recent changes in values and language surrounding care. Narrative theories of care provide the basis for the assumptions and skill development of the course.

PROFESSIONAL STUDIES

P3206 Thriving in Transition 3

Within community and alongside an exploration of their personal narratives, students will consider five themes: transition, work, vocational call, personality theory, and discernment as they seek to find and follow the particular direction and purpose that God intends for them.

P4000 PACE Practicum 3

PACE Practicum is intended to provide an opportunity to connect theology with daily living. Practicum takes place in a ministry or parachurch setting usually over a three-month period, 1 credit per semester. 3 credits of Practicum are required.

Counselling

P3535 Counselling Theory 3

This course provides an overview of major theories in counselling and psychotherapy from a Christian perspective. Students will develop criteria for evaluating theories using a biblical framework and formulate their own philosophy of Christian counselling.

Prerequisite: B3327 Theology of Care

P3545 Counselling Skills 3

This course is designed to blend personal growth and practical experience through developing the understanding, knowledge and skills necessary for effective counselling relationships. Integration of Christian beliefs, faith, and practice is expected.

Prerequisite: B3327 Theology of Care

P3555 Introduction to Addictions 3

This course applies theory of Addiction studies to work within communities and organizations. Students will be able to grow their understanding of the holistic approach to addictions, and how to support individuals and communities.

P3565 Dying, Death & Grief 3

This course explores the needs of individuals going through the mourning process using an integrated psychological and theological lens. Students will learn to facilitate normal grief reactions.

Additionally, students will learn about various impediments to grieving, learn to recognize and help an individual experiencing complicated grief, and learn about special considerations such as medically assisted death (MAiD), suicide, and untimely deaths. From this theoretical framework, students will learn application for use in Christian ministry and counselling.

P4515 Crisis Counselling 3

This course provides students with opportunities to explore the dynamics, components, goals, and process of crisis counselling, and requires practical application, through in-class triads, of strategies and interventions. Emphasis will be on suicide, family dynamics, divorce, and crisis arising out of grief and loss.

Prerequisite: P3545 Counselling Skills

P4545 Conflict Resolution 3

This course provides students with a basic knowledge of conflict theory, as well as an introductory understanding of conflict resolution skills. Students will gain a framework for bringing biblical counsel and resolution to conflict situations at home, work, and the Church.

P4555 Family and Marriage Counselling 3

This course explores the biblical teaching on family and marriage and considers the importance of family as a foundational biblical and social institution. With the goal of building healthy families, students will develop assessment and counselling skills, as well as become familiar with professional resources available when referrals are necessary.

Prerequisite: P3545 Counselling Skills

Leadership

P3135 Introduction to Preaching 3

A course designed to guide the student in constructing and communicating a biblical message based upon a given passage of Scripture using proper expository and presentation skills. Emphasis will be given to researching and articulating a "Big Idea" from selected passages of Scripture.

Prerequisite: B3025 Grasping God's Word

P4125 Pastoral Work 3

This course explores the practical dimensions of pastoral ministry, with the goal of equipping students to function effectively as pastoral leaders within the contemporary culture. Issues such as administration, systems development, dealing with the expectations of others, administering the sacraments, performing

weddings and funerals, functioning effectively with a church staff (paid and volunteer), handling conflict and criticism, avoiding burnout, and other day-to-day aspects of the ministry are covered.

Prerequisite: B3326 Theology of Church and Ministry

P4135 Advanced Preaching 3

This advanced course in homiletics sharpens the skills in effective sermon preparation and delivery begun in Introduction to Preaching and begins to explore creative and contemporary models of preaching from both the Old and New Testament. Students will deliver at least 3 sermons in various ministry settings and receive both peer and instructor feedback

Prerequisite: P3135 Introduction to Preaching

P4145 Self-care in Ministry 3

Caring for self is an essential component in caring for others. This course is designed to assist individuals serving in all incarnations of ministry with practical strategies to lead healthy and balanced lives while serving God and others. Attention will be given to identity issues, the use of personality and gifts in ministry, recognizing healthy boundaries, addressing power and control issues, managing stress, conflict management and resolution, ministry transitions, and family dynamics.

P4425 Spiritual Formation 3

This course explores a practical approach to the Christian vocation of being conformed to the image of Christ. Attention is given to fostering the Spirit's work in our lives through both inward and outward spiritual practices. An introduction to classical and contemporary spiritual writers of the Christian tradition is also offered.

P4195 Leadership and Equipping 3

The inauguration of the Kingdom of God by Jesus involved the equipping of twelve people who would continue to do his work. Contemporary Christian leaders follow that pattern of equipping others. This course will examine the kinds of challenges that leaders face, and the attitudes and behaviours essential to helping others grow to maturity in Christ, that they too will learn to equip others.

Prerequisite: B3326 Theology of Church and Ministry

Non-Profit Leadership

P3315 Introduction to Non-Profit Leadership 3

This course introduces key issues for Canadian non-profit organizations, with focus on Alberta. Topics introduced are: leadership, human resources, governance, and financial management.

P3325 The Effective Organization 3
Effective leaders make effective organizations. Accordingly, this course focuses on the nature of effective leaders as they interact and foster effective organizations. The theoretical basis for this course comes from Friedman's concept of a self-differentiated leader and Bolman and Deal's four perspectives for reframing organizations.

P3335 Program Planning and Evaluation 3
This course will focus on program oversight: conceptualizing, building, marketing, managing, staffing, and evaluating (managing risk). Students will apply the steps to a program within a church, charity, or organization.

3345 Non-Profit Financial Management 3
This course applies financial management principles to charities and non-profit organizations. Students will become familiar with accounting essentials, the financial management cycle, budgeting, payroll, and reports and statements.

P4325 Essentials of Board Governance 3
This course focuses on the Carver model as a structure for the fundamentals of board governance, including the role of board members, conceptual thinking and communication, change management principles and best practices for non-profit governance.

P4335 Strategic Leadership 3
Strategic leadership is about getting the right things done and getting them done rightly. This course explores the various strategic postures a leader can take to build efficient and effective organizations or ministries. The most important outcome of the course is that leaders will be able to plan, write, implement, and live out a strategic plan for their organizations.

GENERAL EDUCATION

G2010 Academic Research and Writing 3
This course develops academic research and writing skills, especially as related to the discipline of theological studies. These include academic referencing in both Turabian and APA styles, information literacy skills, the ability to evaluate sources, the ability to construct an academic paper with

a strong thesis statement and argument, and the ability to produce various other kinds of writing (e.g. reflective, creative).

G3515 Introduction to Worldviews 3
This course considers major philosophies and significant religious movements in order to understand the concept of worldview. A Christian worldview, as well as a Christian approach to other worldview perspectives, is presented.

G3216 History of Christianity I 3
This course provides an overview of the global Christian Church from the emerging Church to the Medieval period, with a focus on critical historical and theological developments. Attention will be paid to movements, monastic orders, major persons, socio-political location, events, and dominant controversies.

G3217 History of Christianity II 3
This course provides an overview of the global Christian Church from the Reformation to the present day, with a focus on critical historical and theological developments. Attention will be paid to movements, monastic orders, major persons, socio-political location, events, and dominant controversies.

G4435 Developmental Psychology 3
This course explores the relationship between developmental psychology and Christian formation. Students will critique various developmental psychological theories within a theological framework, and make application to Christian discipleship, education, and counselling.
Prerequisite: G3515 Introduction of Worldviews

G4525 Christian Ethics 3
Using the teaching of Jesus in the New Testament, this course examines various theological and philosophical approaches to ethics in working towards developing a personal and communal Christian ethic. Attention will be given to contemporary moral issues.
Prerequisite: G3515 Introduction of Worldviews

G4001 Credit by Demonstrated Competency TBD
Students with prior non-credit learning and/or ministry experiences may apply for credit. Credit will vary according to learning outcomes identified and documented.



International Students

International Students refers to applicants who require a Study Permit issued by Immigration, Refugees and Citizenship Canada (IRCC) to attend Alberta Bible College.

Any applicant who is not a current Canadian Citizen or does not have Permanent Resident status will require a Study Permit issued by Immigration, Refugees and Citizenship Canada (IRCC).

All potential applicants must provide the following:

- All appropriate legal and official documentation verifying eligibility to attend ABC (i.e., official transcripts, high school verification, English competency test scores, etc.);
- Financial confirmation proving educational costs and living expenses can be covered;
- Transfer Credit Evaluation (mandatory for students who want to transfer credits to ABC). Contact IQAS <https://www.alberta.ca/iqas.aspx> or WES <https://www.wes.org/ca>

For further information, see Government of Canada website regarding studying in Canada: Visas, Work, and Immigration for International Students. <https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada.html>

Applicants who meet ABC admission requirements are conditionally accepted pending receipt of a \$200 reservation fee and 10% of the first year's tuition and fees. These funds are held in trust by Alberta Bible College and are applied to the first semester's costs once students have registered for classes.

Program Options

International Students are eligible to apply for any ABC certificate, diploma, or degree program. However, only bachelor's degrees (4-year programs or 2-year degree completion options) are Post-Graduate Work Permit (PGWP) eligible.

Application Deadlines:

- May 1 (for Fall/September start)
- September 1 (for Winter/January start)
- It is also possible to commence studies in PACE in Spring Block 1, when ABC's entry PACE course, P3206, Thriving in Transition, is typically offered (if there is a sufficient number of students to warrant offering the course)
- Note that Immigration, Refugees and Citizenship Canada (IRCC) can take several months to process student visa applications.
- Applicants should expect that the admissions evaluation process will take 4-6 weeks, especially if they have transfer credits to be evaluated.
- Submitting applications that are complete in every respect will speed up the admissions evaluation process.

Recommendations for Applicants

Because of the highly technical nature of higher education, ABC recommends, for the best possibility of success, that applicants:

- Have, or have access to, a laptop computer
- Be able to use commonly available word processing and presentation software
- Have, or have access to, high-speed internet service

TUITION AND FEES FOR INTERNATIONAL STUDENTS 2019-2020		
COLLEGE PROGRAM	<ul style="list-style-type: none"> • Up to a maximum of 30 credit hours • Textbooks not included 	Tuition and Fees for One Year (for 30 credit-hours) 9,540.00
PACE PROGRAM	<ul style="list-style-type: none"> • Up to a maximum of 30 credit hours • Textbooks not included 	Total Tuition and Fees for One Year (for 30 credit-hours) 9,700.00
APPLICATION FEES Both Programs	International Application Fee	One Time 75.00
	Reservation Fee (Intent to Register)	One Time 200.00
	10% of First Year Tuition and Fees (depends on credits taken)	One Time 970.00

Tuition, fees, and books are payable prior to receiving materials and attending class.

ABC reserves the right to increase tuition and fee costs as circumstances may require.

Please be advised there are no international student scholarships available from Alberta Bible College.

LIVING EXPENSES

Calgary is an expensive city to reside in. Students should budget for living costs—food, rent, utilities, transportation, medical/ dental, clothing, etc.—for the length of the entire estimated study period to complete the degree program [forty-eight (48) months].

Please be advised that the average monthly living expenses could vary between \$1100 and \$2000. However, students may be able to live more economically by sharing accommodations with other students or community members.

Staff at the college will assist international students in locating community residential options, but Alberta Bible College does not offer dorms or on-campus housing, and staff cannot be responsible for vetting housing options for incoming students.

INTERNATIONAL STUDENT DEVELOPMENT

Alberta Bible College is committed to the holistic support and development of its international students, each of whom has unique needs and contributions to make to our multicultural learning community. The following services are available to incoming international students:

Spiritual Formation

- Regular chapel gatherings for worship and encouragement
- Access to spiritual care from ABC's Chaplain
- Assistance in getting engaged in a local community of worship

Physical Well-being

- Assistance in finding suitable housing in Calgary
- Coaching in applying for Alberta Health Care coverage
- Information regarding local medical services
- On-campus gymnasium and fitness centre for student use (when Covid-19 restrictions permit)

Intellectual Growth

- Academic advising from the Registrar and/or Academic Dean to chart a course of study that meets the student's personal goals
- Orientation to ABC's academic life, values (specifically academic integrity), policies, and rhythms
- Nurturing relationships with classroom instructors and peers in a learning environment featuring small class sizes
- Ongoing research support offered through the Library
- Support on assignments from an academic coach

Emotional Health

- Access to faculty/staff who are available to students who want to talk about life
- Information regarding, and referrals to, community resources including psychologists and counsellors, as well as to immigrant and legal support services

Social Connection

- Introduction to ABC student life during student orientation events
- Orientation to living in Calgary at student orientation sessions (e.g. transit system, food purchasing, 9-1-1 emergency services)
- Complimentary Community Lunches (College Program), when Covid-19 restrictions permit
- Weekly refreshments and social connection opportunities at break time (PACE), when Covid-19 restrictions permit
- Ongoing student activities on and off campus

Alberta Bible College operates in compliance to Bill C-35, An Act to Amend the Immigration and Refugee Protection Act.

All questions regarding immigration matters must be directed to Immigration, Refugees and Citizenship Canada (IRCC) and its representatives. Alberta Bible College does not consult nor function in the role of consultant in regards to immigration concerns. Please contact the Government of Canada directly at: <https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada.html>

See also the Student Development sections in this catalog, in the College and PACE Programs.



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