



ALBERTA BIBLE COLLEGE
EST 1932



Academic Calendar

2024-2025

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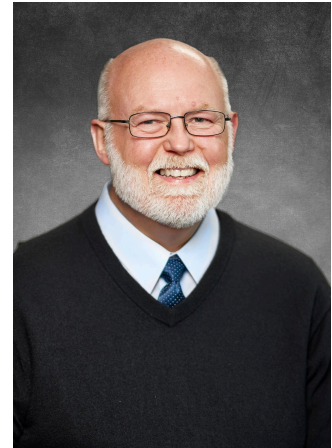


It is the policy of Alberta Bible College in the admission of students and of the hiring of employees not to discriminate on the basis of the applicant's regard to "race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place 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

Alberta Bible College prepares people to lead active Christian lives in whatever field God calls them. To do this the board, administration, faculty, and staff of Alberta Bible College (ABC) is committed to joining God in the formation of the whole person. We care about the kind of people we are becoming. The habits, attitudes, and character we develop are even more important than the skills and expertise we gain during our education. Jesus drew attention to the development of the whole person when he spoke of the greatest commandments. When asked which was the most important, he replied,



“The most important one,” answered Jesus, “is this: ‘Hear, O Israel: The Lord our God, the Lord is one. Love the Lord your God with all your heart and with all your soul and with all your mind and with all your strength.’ The second is this: ‘Love your neighbor as yourself.’ There is no commandment greater than these.” (Mark 10:29–31)

- Heart. When the Scriptures speak of “heart,” the notion of thinking and emotions are blended. One might speak of “desires” as the way to capture this concept. What we do with our desire matters and it can make all the difference.
- Soul. We all need to connect with something transcendent, something bigger than ourselves.
- Body. Body and soul are not separate things in scripture but are closely intertwined to the essence of being human. We take care of our bodies through physical activity but also in regular acts of service.
- Mind. Thinking critically is important to preparing us to work wherever God might call us. At ABC, we encourage students to think for themselves, to listen to what came before us but to formulate thoughts that can serve our world in the here and now. More than ever, we need Christians who are competent, and intellectually honest.

At ABC, we find time for reflection, for contemplation. Each year we participate in retreats, scripture reading, prayer, and regular chapel...

We are excited about what God is doing with our students, faculty, staff, and board.

For God’s Mission,

A handwritten signature in black ink that reads "Stanley N. Helton".

President, Alberta Bible College

CALENDAR OF EVENTS

2024-2025

AUGUST/SEPTEMBER 2024

Aug 20	PACE New Student Orientation
Aug 27	Last day of PACE summer block
Aug 27-28	College Registration and Orientation
Sept 2	Labour Day, College closed
Sept 3	College Classes Begin; tuition deadline
Sept 3, 10, 17	ABC 101
Sept 10	PACE Fall Block 1 Begins
Sept 13	College Course Add/Drop Deadline
Sept 24	ABC 101 Bible Knowledge Exam
Sept 30	National Truth and Reconciliation Day, College Closed

OCTOBER 2024

Oct 14	Thanksgiving Day, College closed
Oct 15	PACE Fall Block 1 Ends
Oct 22	ABC Orientation 2.0
Oct 16-28	PACE Reading Break
Oct 19	PACE Spiritual Retreat
Oct 20-26	College Fall Ministry Experience

NOVEMBER 2024

Oct 28-Nov 1	PACE Fall Intensive Course Week
Oct 28-Nov 1	College Reading Break
Nov 5	PACE Fall Block 2 Begins
Nov 8	College Course Withdrawal Deadline
Nov 11	Remembrance Day, College Closed

DECEMBER 2024

Dec 6	College: Last Day for Winter Semester Registration
Dec 6	College, Last Day of Classes
Dec 10	PACE Fall Block 2 Ends
Dec 10	PACE New Student Orientation
Dec 9-13	College Final Exams
Dec 11-Jan 6	PACE Winter Break
Dec 16-Jan 12	College Winter Break
Dec 23-Jan 1	Campus Closed

JANUARY 2025

Jan 1	New Years Day, College Closed
Jan 7	PACE Winter Block 1 Begins
Jan 9	College New Student Orientation
Jan 13	College Classes Begin; tuition deadline
Jan 14, 21, 28	ABC 101
Jan 17	College Course Add/Drop Deadline
Jan 22	College Prayer Retreat

FEBRUARY 2025

Feb 4	ABC 101 Bible Knowledge Exam
Feb 11	PACE Winter Block 1 Ends
Feb 11	Orientation 2.0
Feb 17	Family Day, College Closed
Feb 18	PACE Winter Block 2 Begins
Feb 17-21	College Reading Break

MARCH 2025

Mar 14	College Course Withdrawal Deadline
Mar 23-29	College Spring Ministry Experience
Mar 25	PACE Winter 2 Block Ends
Mar 26-30	PACE Spring Break
Mar 31	Returning Student Scholarship Application Deadline

APRIL 2025

Mar 31-Apr 4	PACE Winter Intensive Course Week
April 8	PACE Spring Block 1 Begins
April 15	Spring Ministry Program Application Deadline
April 17	College, Last Day of Classes
Apr 18	Good Friday, College closed
April 21-25	College Final Exams
April 29-May 2	College Block/Intensive Course Week

MAY 2025

May 02	Celebration and Recognition Evening
May 03	Graduation Service
May 05	College Closed
May 13	PACE Spring Block 1 Ends
May 19	Victoria Day, College Closed
May 20	PACE Spring Block 2 Begins

JUNE/JULY/AUGUST 2025

June 24	PACE Spring Block 2 Ends
July 1	Canada Day, College Closed
June 25-July 21	PACE Summer Break
July 22	PACE Summer Block Begins
August 4	Heritage Day, College Closed
August 26	PACE Summer Block Ends

GENERAL INFORMATION



Community Rule of Life

- ❖ We love God, the Church, other Christ-followers, our neighbours, and our enemies.
- ❖ We actively participate in the redemptive work of God in the world.
- ❖ 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.
- ❖ We seek a continual awareness of the presence, activity, and voice of God in our lives and in the world.
- ❖ 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.
- ❖ 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.
- ❖ 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.
- ❖ We pursue holiness in all areas of life. This guides our entertainment choices regarding film, television, radio, the internet, theatre, dance, and music.
- ❖ We live chaste lives. That is, we practice sexual purity. We reject pornography or any other objectification of humans.
- ❖ 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.
- ❖ We submit to those in authority, unless their expectations are contrary to biblical truth.
- ❖ 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	TRANSFORMATION	PARTNERSHIP
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 fulfils its mission to advance the Kingdom of God.	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.	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.	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.

Our Promise

TO OUR STUDENTS	TO OUR SUPPORTERS	TO OUR CHURCHES	TO OUR 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 over 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.

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. College program classes take place Monday to Friday during the day.

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, with prior education and experience.

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 take-home final due on Week 6. 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 Bachelor's 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).

College:

Certificate of Christian Foundations (30 hours)

Diploma of Christian Studies (60 hours)

- Concentrations (18 hours):
Business, Pastoral Care, Biblical Studies, or Counselling

Bachelor of Christian Studies (120 hours)

- General Studies Major
- Christian Ministries Major
 - Concentrations (18 hours):
Business, Pastoral Care, Biblical Studies, or Counselling

Bachelor of Theology (120 hours)

PACE:

Certificate (18 hours)

Business
Pastoral Care
Biblical Studies
Counselling

Diploma of Christian Ministry (60 hours)

- Concentrations (18 hours):
Business, Pastoral Care, Biblical Studies, or Counselling

Bachelor of Christian Ministry (120 hours)

- Concentrations (18 hours):
Business, Pastoral Care, Biblical Studies, or Counselling

GRADUATE PLACEMENT AND COMPLETION RATES

INSTITUTIONAL OUTCOMES: ABC GRADUATE PLACEMENT RATES (GPR)											
YEAR	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
GPR	78%	75%	76%	100%	50%	57%	71%	75%	50%	73%	56%
# Bachelors Graduates	9	12	8	7	6	7	14	12	8	11	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.

*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	2023
GCR	91%	92%	67%	50%	50%	85%	63%	100%	80%	78%	78%
# Graduates (all programs)	20	23	12	15	17	16	28	17	15	21	18

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

*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, Dean of Institutional Care, Enrollment Officer, and the Assessment Officer/Librarian. The Board of Trustees' Finance Committee assists the President with financial decisions concerning college operation and development.

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.

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

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 people for service to Christ and his Church.

Alberta Bible College complies with 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 (ABHE)**, an institutional accrediting body recognized by the Council for Higher Education Accreditation, 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>.
- As an accredited higher education institution and a member of the **Alberta Council on Admissions and Transfer (ACAT)**, 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 the [Transfer Alberta website](#) or

with the Registrar's office of the receiving institution. Ultimately, the approval of transfer credit lies with the receiving institution.

- Alberta Bible College's library is a member of **The Alberta Library**, 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.
- The Canada Student Loans Plan, IRCC, and Alberta Advanced Education recognize Alberta Bible College as a **Designated Learning Institution (DLI)**, authorized to receive International Students and with programs eligible for Alberta and Canada Student Aid.



FACULTY AND/OR ADMINISTRATION

SunYoung Allen (2024)

Assistant Librarian

Dip. of Library Sci., Mohawk College, IP

David Ford (2019)

Acting VP of Academics

B.Sc., University of Alberta, 1986

M.Div., Harding School of Theology, 2010

Ph.D., Trinity Evangelical Divinity School (cand.)

Kristen Ford (2020)

Operations Director

B.Ed., University of Alberta, 1990

MSc, Walden University, 2004

Ph.D., Trinity Evangelical Divinity School (2018-present; completing coursework)

Stanley N. Helton (2015)

President; Professor of New Testament and Christian Ministries

B.A., Oklahoma Christian College, 1988

M.S., Abilene Christian University (ACU) 1992

M.Div., ACU, 1999

D.Min., ACU, 2009

Th.M., New Orleans Baptist Theological Seminary, 2012

Ph.D., New Orleans Baptist Theological Seminary, 2014

Hugo Nogueira (2022)

Admissions Representative

BTh, Alberta Bible College, (in progress)

Cory Pytlarz (2014)

Student Development Dean; Assistant Professor of Old Testament and Spiritual Formation

B. App.Com., Mount Royal College, 2003

B.R.E., ABC 2011

M.T.S., Wycliffe College and Seminary 2014

Kim Salcedo (2020)

Enrollment Officer

BTh, Alberta Bible College, 2020

MTS, Wycliffe College and Seminary (in progress)

Wilauna Usselman (2022)

Admissions Representative

BTh, Alberta Bible College, 2024

MTS, Tyndale Seminary, IP

ADJUNCT FACULTY

Pamela Baribeault, MCS

Monetta Bailey, PhD

Mathias Bumie, MTh, MA

Kelly Carter, PhD

Carol Dizon, MAC

David Ford, MDiv, PhD (cand.)

Kris Ford, M.Sc.

Judy Frentz, MA

Tyler Graftaas, MDiv

Dan Hardock, MCS

Chad Hardy, PhD

Rachel Hart, MCS

Stan Helton, PhD, DMin

Ashley Hibbard, PhD

Marnie Hoetmer, MTh

Cal Hultgren, MDiv

Joanna Jewell, MA

Annette Lane, PhD

Val Lieske, BA

Rick Love, ThD

Billy McMillan, MDiv

Steve McMillan, MAR, MDiv

Bob Osborne, MCS

Cory Pytlarz, MTS

Ty Ragan, PsyD

Marlette Reed, MA

David Ross, MATS

Norman Sagarbarria, MTS

Lane Scruggs, PhD

Keith Shields, MCS

Jonathan Straker, MDiv

Wilauna Usselman, MTS (IP)

Oi-Wah Whitbourne, MA

Tony Wong, PhD

Tanya Woo, MA

Jill Zimmer, MA

BOARD OF TRUSTEES

Term 2021-2024

Blair Cameron	Business Executive, Calgary, AB
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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
Duff Crerar	Postsecondary Educator, Retired, Grand Prairie, Alberta

Term 2023-2026

Chris Fong	Executive Director Bow Valley Christian Church, Calgary, AB
Joe Murphy	Self-Employed, Calgary, AB
Sadiku Yesufu	Accountant and Civil Servant, Calgary, AB
Hope Pawlak	Administrator, Calgary, AB

Executive Members

Chris Kobe, Chairperson
Cameron Pelham, Vice Chairperson
Hope Pawlak, Secretary
Blair Cameron, Treasurer

COLLEGE





College Programs of Study

Certificates and Diplomas

Certificate of Christian Foundations (C.C.F.)

Diploma of Christian Studies (D.C.S.)

Bachelor's Degrees

Bachelor of Christian Studies (B.C.S.)

Bachelor of Theology (B.Th.)

Student Development

PURPOSE

ABC Student Development staff nurture 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.

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.


PACE Learning in Hybrid Community

PACE is a unique adult learning community. Students from a wide variety of backgrounds gather on campus or virtually one night per week to pursue their educational goals alongside their peers. The PACE format presents rich learning opportunities as students share the journey with classmates, faculty, and staff.

Spiritual Formation

The calling of each Christian is to be moulded into the image of Christ through the work of the Holy Spirit. As a college community, we intentionally engage in regular spiritual practices through 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 gather to acknowledge our need for redemption, embrace God's forgiveness, praise the Lord through song, hear and respond to scripture, engage in small group conversation, receive 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 helping facilitate various 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, students, staff, and faculty are active participants in a local church community. We also regularly engage in prayer, scripture reading, and other spiritual practices.



PACE Spiritual Formation

We recognize that PACE students live most of their lives off campus—often with significant relationship, employment, and/or ministry commitments already in place. However, ABC desires that PACE students experience 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, local students, faculty, and staff have the opportunity to gather on campus for PACE Community Night, during which they meet classmates in person, connect over a meal, and engage in a spiritual formation experience together.



Physical Health


ABC encourages students, staff, and faculty 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 gymnasium and fitness centre.

Members of the college community can also access the ABC Community Kitchen. Food donations are collected weekly by volunteers. Food items vary but can include non-perishable items (e.g., canned goods, pasta), frozen meat, bread, fruit and vegetables, dairy products, and more. Costs associated with this program are covered by ABC and subsidized by student fees.

Intellectual Growth

Student Development staff work in conjunction with the Academic Dean 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 their tutoring services are covered by ABC and subsidized by student fees.

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. ABC staff are available to provide encouragement and support to students. Referrals to mental health practitioners and other community resources are also available. Contact the Student Development Dean (studentdevelopment@abccampus.ca) for more info.

Social Connection

Orientation events near the beginning of the fall and winter semesters offer a comprehensive introduction to ABC life. All new College program students are enrolled in ABC 101, which is a mandatory, non-credit course designed to help them prepare to begin their studies at ABC. This course must be successfully completed by the end of the student's first semester in order for them to register for subsequent courses.

Orientation events are also designed to foster community between students, staff, and faculty as a new semester begins.



PACE Orientation

We understand that it can be a challenging process for mature learners to make the necessary adjustments to become students again. To help ease this transition, all new PACE students are enrolled in PACE 101, which is a mandatory, non-credit course designed to help them understand the nature and structure of PACE, as well as the expectations and supports related to an ABC education. This course must be successfully completed by the end of the student's first semester in order for them to register for subsequent courses.



After chapel on Wednesdays, we regularly share a complimentary meal together during Community Lunch.

Other ABC social events typically occur around Christmas and graduation weekend.

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

COMMUNITY LIFE

Student Body Membership and Fees

As outlined in the ABC Student Body Constitution, student body members are those students in the College program who have declared a program of study (i.e., certificate, diploma, degree). PACE program students may opt-in to student body membership by paying College program student body fees, which are charged at the beginning of the fall and winter semesters.

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.

PACE Student Fees

PACE students pay student fees at the beginning of each PACE course. These funds go towards supporting various initiatives including orientation events, PACE Community Night meals, prayer retreats, academic coaching, mental health supports, ABC's Community Kitchen, and graduation weekend.

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

ABC does not offer on-campus housing. Some ABC students live with family or friends in the Calgary area, while others rent spaces from local landlords. However, ABC also recognizes the educational value of communal living in developing interdependence and acquiring life skills. Learning how to live in community with a small group of ABC peers can be an important aspect of spiritual formation.

Upon request, Student Development staff are available to support 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 who desire ABC's assistance in finding housing or forming a household must submit a completed Housing Questionnaire by August 1 (fall semester) or December 1

(winter semester). Student Development staff 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 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.


PACE 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 (P4000), PACE students also have opportunities for further vocational discernment as they assume responsibilities with a church or other ministry organization.

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.

ABC's Administrative Discipline Policy is available on Populi and 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 misuse 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 outdoor 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.

*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.

Student Academic 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.

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. Services available to incoming international students include:

Spiritual Formation

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

Physical Health

- Assistance in finding suitable local housing
- Coaching in applying for government-issued documents (e.g., provincial health insurance coverage, Social Insurance Number)
- Information regarding local medical services
- Food support through ABC's Community Kitchen
- On-campus gymnasium and fitness centre for student use

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
- Orientation to living in Canada as needed (e.g., newcomers support agencies, local English as a Second Language resources, public transit system, driving in Canada, food shopping, 9-1-1 emergency services, employment resources, registering children in local schools, filing taxes, banking)
- Nurturing relationships with classroom instructors and peers in a learning environment featuring small class sizes
- Ongoing research support offered through library staff
- Support on assignments from an academic coach

Emotional Health

- Access to staff and faculty who are available for students who want to talk about life
- Information regarding, and referrals to mental health resources, as well as to immigrant and legal support services

Social Connection

- Introduction to ABC student life during new student orientation events
- Complimentary Community Lunches (College program)
- On-campus meals and social connection opportunities once per course (local PACE students)
- Ongoing student activities on and off campus
- See also the general Student Development section above.
- 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>.

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 generous and committed supporters and our commitment to ensure that graduates are not encumbered by large debts.

TUITION AND FEES 2023-2024			
TUITION	Tuition (based on 15 credit hours per semester)	Per Year	9,000.00
		Per Semester	4,500.00
	Audit Tuition	Per Credit Hour	300.00
		Per Credit Hour	150.00
FEES	Student Body Fee Note: For 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
ADDITIONAL FEES	Application Fee - One Time	Domestic	50.00
		International	100.00
	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/2022/12/Tuition-and-Tuition-Refund-Policy-Revision-November-2022.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 Program) 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, or 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 Program) or prior to the commencement of the PACE block (in PACE).

Financial Registration Lock:

If a student is behind on payments and has not made arrangements with the Financial Office, they may be subject to a Financial Registration Lock and unable to register for future classes until it is resolved.

Tuition Refunds

Full refund of tuition is made when a student drops a course before the Add/Drop Date

Tuition is not refunded if the student drops the course after the course Add/Drop Date.

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

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).

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.

ABC Administrative Staff

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

- ABC courses may be audited. Tuition for auditing a course is 50% of the regular tuition for that course.
- No student fees are charged when someone audits an ABC course.
- 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.
- A student may apply to change from taking a course for credit to taking the course for audit.
- If this request is made before the Add/Drop Date, they will receive a refund of 50% of their tuition.
- If this request is made after the Add/Drop Date, they will receive no refund of their tuition.
- ABC adjunct faculty may audit one ABC course per year for free. (Cabinet minutes September 24 and October 2, 2020)

Admission Confirmation Fee

Domestic student Confirmation Fee is paid by students when they confirm their attendance after having been admitted and will be applied to their first semester tuition and fees. It is not refundable if they opt not to attend ABC.

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

Student Loans

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

At graduation, all financial obligations with ABC must be settled prior to release of official transcripts and/or parchments. These documents will only be released once there is no remaining balance on the student's account.

International Students

International students are 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.

International student billing will occur on a semester-by-semester basis (for students in the College Program) or on a block-by-block basis (for students in PACE).

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.

Scholarships for Incoming Students

Scholarships are awarded by the Scholarship Committee. Contact the Enrollment Office for further information. Application deadline for all scholarships for incoming students is August 1st.

Excellence in Academics and Ministry Entrance Scholarship

A tuition scholarship of \$2,000 is available to an incoming student showing superior academic achievement and ministry promise.

Recipient must be enrolled in full-time classes 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.

Camp Scholarship

A \$500 scholarship is available to students who demonstrate exemplary service or leadership in a camp setting.

Camp Administration to nominate in writing (email acceptable). Contact admissions@abccampus.ca.

Scholarships for Incoming or Returning Student

Church Matching Scholarship

A scholarship is available to accepted students (domestic or international) 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. (Examples: \$3000 from the church will be matched by ABC at \$1800; \$1500 from the church will be matched by ABC at \$1500.)

Recommendation and reference letter to be made by appropriate pastoral leadership.

Contact admissions@abccampus.ca for further information.

Center Street Church and One Church Windsor have partnered with ABC to offer members of these congregations a special church match scholarship.

For specific criteria, contact the Enrollment Office at admissions@abccampus.ca.

Scholarships for Returning Students

Scholarship applications are reviewed by the Scholarship Committee after the deadline of March 31st. 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 ministry.

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 of \$1800 (applied over 2 semesters) is awarded to one full-time student each in College and PACE 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 College students (domestic or international) who serve in leadership through the Summer Ministry component of Field Experience in the College. PACE students are not eligible.

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.

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 Discount (Note: This discount can be applied at any time. See page 31, "Tuition Discounts: Referrals" for more information. Please ask the Enrollment Office for the application form).

In addition, many community organizations, banks, businesses, and churches offer scholarships of their own.

If you recently graduated from high school, check with your school guidance counsellor for scholarships, grants, and bursaries in your local community.

Financial Aid

Government Loans and Bursaries Alberta

Alberta Bible College is recognized as an eligible institution under the Canada Student Loans Plan in most provinces and territories. Alberta Bible College students (taking nine hours or more per semester) may qualify for Canada Student Loans. Students should make applications 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: August 1 (May 1 for International Students)
- For the Winter Semester: November 15 (September 1 for International Students)
- For the Spring Semester (PACE): March 1 (January 1 for International Students)

Applicants should expect that the admissions evaluation process can take up to 2-3 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 who confirm their enrollment **at least two weeks** before the application deadline are eligible for early admission scholarships.

APPLICANTS SHOULD BE PEOPLE WHO:

- Are intent on learning more of God 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.E.G.E.P.);
- Meet English language requirements.
- Transfer students should have a minimum CGPA of 2.0 in their last 60 credits of post-secondary study.

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 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.

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 with no band less than 60
- Canadian Language Benchmark: Level 8 in each of Reading, Writing, and Listening
- 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 with no band less than 6.0
- Duolingo English Test - 120 overall with no component less than 90
- Pearson Test of English (PTE) Academic – 60 in all skills
- Test of English as a Foreign Language (TOEFL) iBT – 90 with no section less than 21
- Test of English as a Foreign Language (TOEFL) Paper-based – 560
- WAEC (West African Examinations Council) English Score - C5

Contact the Registrar for further information.

Technology Requirements

Because of the technical nature of modern higher education, ABC students will need:

- To have access to a laptop computer
- Be proficient with word processing and presentation software
- Have access to high-speed internet service (available on campus)

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.

Participation in the Graduation Ceremony requires graduating students to have paid all outstanding tuition. Graduating students who will be completing classes after graduation are subject to tuition deadlines as normal.

ACADEMIC INFORMATION

Academic Year

The academic year for College 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

ABC uses credit hours to measure and record course values. Most courses are valued at 3 credit hours per semester. Class periods for 3-credit-hour courses in the College 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) in value.

In Alberta, full-time students are registered for 9 credit hours or more per semester (18 per Academic Year). 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 case 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 30 and 60
Third	Between 60 and 90
Fourth	More than 90
Unclassified	A student not registered in a program of study, and who has completed 15 credit hours or less

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 higher will be listed as First Class Honours. Honour Roll computation is based solely on work (9 or more credit hours per semester) taken through ABC.

Transcripts

Official transcripts are available after all academic 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 behaviour 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 behaviour 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.
- Undeclared use of any AI platform to complete an assignment, paper, or other academic work is not permitted. Use of electronic/online writing aids like spell-check, thesaurus, or plagiarism-checking tools is permitted (no citation necessary).

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 add/drop deadline for students to make adjustments to their class schedule (by adding or dropping semester-long courses) is usually the second Friday of the semester. Please see the Calendar of Events for the current Academic Year for specific dates.

For PACE courses, the Drop deadline is seven days prior to the start of a course. Students receive a full tuition refund when a course is dropped by the Drop deadline, provided a

Course Change Form has been filed with the Registrar. No refund of tuition is given after the Drop deadline.

Course Withdrawal Deadline

The Course Withdrawal Deadline is 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 Program 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 to the Academic Dean 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 \$100 per credit hour 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 adequately meet 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. Please note that students who elect to travel during a course assume the risks involved with travel and ABC does not expect instructors to grant extensions or adjust course schedules for students who are traveling.

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:

- Transfer credits must be either:
 - a near-equivalent to an ABC program requirement,
 - or they must fit within the allowable number of elective or general education credits in the student's program.
- Transfer credits do not contribute toward the student's GPA at ABC.
- The maximum number of credit hours that may be transferred into ABC programs are:
 - for the Certificate of Christian Foundations: 6 credit-hours;
 - for two-year diplomas: 16 credit-hours;
 - for four-year degrees: 60 credit-hours.
- Up to 48 credit-hours of technical/business trade credits may be transferred to an ABC degree program. Moreover, up to 48 hours from a technical/business/trade institution may be combined with up to 12 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 60 credits for a degree.)
- 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 30 credit hours.
- 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.
- 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.

- It is not academically acceptable to apply credit used to fulfil 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 or qualifies for ABC's After Degree program.
- 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.
- Transfer credits will not be granted for courses taken at private career colleges.
- Students applying for transfer credit from abroad are required to have their degrees assessed by either IQAS or WES, or another equivalent organization.

Alberta Transfer Guide

As ABC is a member of the Alberta Council on Admissions and Transfer (ACAT), [the Alberta Transfer Guide](#) gives an initial listing of courses that have already been approved for transfer between various institutions.

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 ABHE accreditations are qualified sending institutions.

Other institutions that do not have 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).

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:

In order for transfer credits from non-accredited institutions to be evaluated, ABC may exercise one or more of the following options:

- Evaluation of student competency through the use of comprehensive examinations.
- 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.
- Analysis of historic student success exhibited by students transferring from a particular institution.
- 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.
- 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/pathways/transfer-in/>.



Policy regarding Discipleship/Mission schools:

Up to 30 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 program of study (Certificate, Diploma, Degree or specialization) must provide formal written notification, using the “Program 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 has been a core component of ABC's mission "to prepare people to lead active Christian lives in whatever field God calls them." 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 participate in 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.

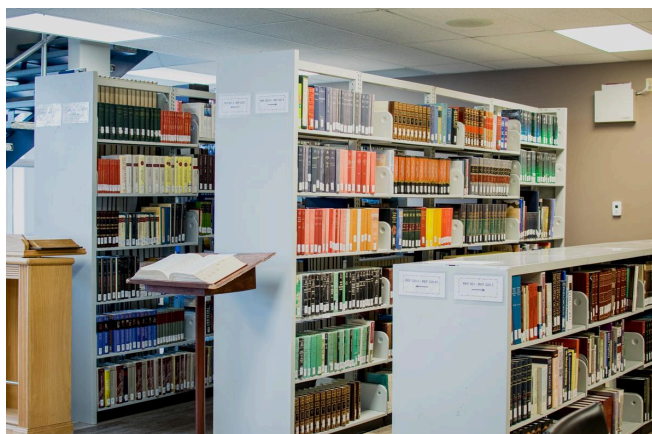
Library

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

Open from 9-4 every weekday (9-6 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)



Certificate of Christian Foundations

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 ABC College programs. This program qualifies for Canada and Alberta Student Loans.

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

FALL SEMESTER 16 credit hours

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

WINTER SEMESTER 14 credit hours

B121 New Testament Literature	3
Old Testament Elective	3
G131 Contemporary Thought	3
P101 Spiritual Formation	2
P100 Field Experience	2
P108 Vocational Seminar	1

Diploma of Christian Studies

D.C.S.

2 Years / 60 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 Studies and serves as the foundation for the 120-credit-hour Bachelor of Theology, Bachelor of Christian Studies, and Bachelor of Sacred Literature.

This program qualifies for Canada and Alberta Student Loans.

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 **18**

B101 Grasping God's Word	3	B122 Life and Teachings of Jesus	3
B111 Old Testament Literature	3	B231 Christian Theology	3
B121 New Testament Literature	3	B333 Christian Ethics	3

GENERAL EDUCATION **15**

G101	Communications Theory	3
G220	History of Christianity	3
G131	Contemporary Thought	3
G234	Science, Tech & Society	3
G245	Psychology of the Family	3

PROFESSIONAL STUDIES **9**

P100	Field Experience	4
P101	Spiritual Formation	4
P108	Vocational Seminar	1

***Professional Studies Specializations**

ABC offers the four areas of specialization shown below. Business and Counselling courses are offered in our PACE program which are modular evening courses that can be taken alongside daytime College courses. See the PACE program (page 68) for more details.

SPECIALIZATION **18**

Biblical Studies
Business*
Counselling*
Pastoral Care

Bachelor of Christian Studies

B.C.S.

4 Years / 120 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.

This program qualifies for Canada and Alberta Student Loans and is Post-Graduation Work Permit (PGWP) eligible for International Students.

PROGRAM GOALS

Students in the B.C.S. 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 **36**

B101 Grasping God's Word	3	Bible Elective	3
B111 Old Testament Literature	3	B231 Christian Theology	3
B121 New Testament Literature	3	B333 Christian Ethics	3
B122 Life and Teachings of Jesus	3	B334 Mission:Theology & Practice	3
OT Elective	3	Theology Elective #1	3
NT Elective	3	Theology Elective #2	3

GENERAL EDUCATION 30

G101 Communications Theory	3	G251 Canadian Sociology	3
G281 Arts and Culture	3	G243 Developmental Psychology	3
G220 History of Christianity	3	G245 Psychology of the Family	3
G327 N. A. Christian History	3	G234 Science, Tech & Society	3
G131 Contemporary Thought	3	General Ed Elective	3

PROFESSIONAL STUDIES 36

P100/200/300 Field Experience	10	P322 Building Community	3
P101 Spiritual Formation	4	P415 Internship	3
P108 Vocational Seminar	1	Professional Studies Electives	12
P206 Living the Story	3		

SPECIALIZATION 18

Biblical Studies
Business*
Counselling*
Pastoral Care

***Professional Studies Specializations**

ABC offers the four areas of specialization shown below. Business and Counselling courses are offered in our PACE program which are modular evening courses that can be taken alongside daytime College courses. See the PACE program (page 68) for more details.

Bachelor of Christian Studies: General Studies

B.C.S., General Studies
4 Years / 120 Credit Hours
2.00 GPA Minimum

This program is designed for individuals who are seeking to complement other post-secondary education with formal biblical studies. Students in the program may **transfer up to 60 credit hours** from other post-secondary institutions. This program is designed for Degree Completion or After Degree applicants.

Bachelor of Theology

B.Th.

4 Years / 120 Credit Hours

2.00 GPA Minimum

PURPOSE

This program is designed to prepare individuals for pastoral leadership in the local church, or for graduate study at seminary.

This program qualifies for Canada and Alberta Student Loans and is Post-Graduation Work Permit (PGWP) eligible for International Students..

PROGRAM GOALS

Students in the B.Th. will:

- Demonstrate competency in understanding, interpreting, applying, and communicating the biblical message
- Express a Christian worldview
- Experience located ministry
- Analyse various cultural contexts for ministry with particular emphasis on Canadian culture
- Demonstrate a willingness to love and serve God and people
- Demonstrate the basic skills necessary to effectively equip others for service and ministry
- 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 **36**

B101 Grasping God's Word	3	Bible Elective	3
B111 Old Testament Literature	3	B231 Christian Theology	3
B121 New Testament Literature	3	B333 Christian Ethics	3
B122 Life and Teachings of Jesus	3	B334 Mission:Theology & Practice	3
OT Elective	3	Theology Elective #1	3
NT Elective	3	Theology Elective #2	3

GENERAL EDUCATION 36

G101 Communications Theory	3	G131 Contemporary Thought	3
G281 Arts and Culture	3	G251 Canadian Sociology	3
G220 History of Christianity	3	G243 Developmental Psychology	3
G311 Intro Greek I	3	G245 Psychology of the Family	3
G312 Intro Greek II	3	G234 Science, Tech & Society	3
G327 N. A. Christian History	3	General Ed Elective	3

PROFESSIONAL STUDIES 48

P100/200/300 Field Experience	10	P322 Building Community	3
P101 Spiritual Formation	4	P351 Pastoral Care	3
P108 Vocational Seminar	1	P412 Pastoral Work	3
P206 Living the Story	3	P415 Internship	6
P245 Worship and the Arts	3	P416 Adaptive Leadership	3
P313 Intro to Preaching	3	Program Electives	6

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:

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 learning, remembering, and retelling the overarching narrative of the

Israelite nation within the context of the Ancient Near East.

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 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: 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 OT Historical Books 3

This course examines the books of Joshua, Judges, Ruth, Samuel, Kings, Chronicles, Ezra, Nehemiah, and Esther. Emphasis will be given to the genre of historiography, the tools of narrative criticism, and the biblical text's own theological reflection upon Israel/Judah'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.

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

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

B431 Theology of Sin & 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 & 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 Theo. & 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

B434 Theological Anthropology 3

This course explores the theological dimensions of what it means to be human. It pays special attention to

embodied aspects of human experience, relationality and identity.

Prerequisite: B231 Christian Theology

Professional Studies Courses

P100/200/300 Field Experience 2

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.

P101.1/101.2 Spiritual Formation 2

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 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/G244 Worship & 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 are 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 Intro 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

P328 Education & Formation 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.

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 the aging 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 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.

Professional Studies Courses

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.

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.

G201 Academic Research & 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).

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.

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

G234 Science, Technology & 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

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 behaviour in the presence of their families and their behaviour 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 analyses key elements of contemporary Canadian society with a view to communicating the gospel to our culture.

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.

G311 Introductory Greek I 3

Greek 1 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 vocabulary building, declination of nouns and adjectives, and 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 vocabulary building, introduces the Greek verb, participle, infinitive, and specialized constructions contributing to a reading of the Greek New Testament.

Prerequisite: G311 Introductory Greek I
G327 North American Christ. 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

G333 Intro 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 explores a variety of issues related to questions about Christian faith, evidence for belief in Christianity, and techniques for Christ-honouring conversation with others of differing viewpoints.

Prerequisite: G131 Contemporary Thought





PACE Programs of Study

Certificates & Diplomas

Professional Studies Certificate (C.)

Diploma of Christian Ministry (D.C.M.)

Bachelor's Degree

Bachelor of Christian Ministry (B.C.M.)



Professional Adult Christian Education

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

PROGRAM PURPOSE

Alberta Bible College provides the PACE Degree, Degree Completion, Diploma, and Certificate 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
- 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, Diploma, or Certificate
- 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
- Business
- Counselling
- Pastoral Care

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. MT one night per week.
- Breaks are scheduled within the program.
- Courses are offered in Fall, Winter, and Spring Semesters with no courses offered during July.
- One-week courses 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 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: August 1 (May 1 for International Students)
- For the **Winter** semester: November 15 (September 1 for International Students)
- For the **Spring** Semester: March 1 (January 1 for International Students)

Applicants should expect that the admissions evaluation process can take up to 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

Agreement with ABC's Community Rule of Life

PREREQUISITES FOR PACE PROGRAMS

Requirements for admission into PACE Programs include:

- A Grade 12 diploma, its recognized equivalent, or consent of the Registrar/Academic Dean
- 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 with no band less than 60
 - Canadian Language Benchmark: Level 8 in each of Reading, Writing, and Listening
 - 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 with no band less than 6.0
 - Duolingo English Test - 120 overall with no component less than 90
 - Pearson Test of English (PTE) Academic – 60 in all skills
 - Test of English as a Foreign Language (TOEFL) iBT – 90 with no section less than 21
 - Test of English as a Foreign Language (TOEFL) Paper-based – 560
 - WAEC (West African Examinations Council) English Score - C5



Contact the Registrar for further information.

Conditional Acceptance

Applicants without a high school diploma can 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.

Technology Requirements

Because of the highly technical nature of higher education, ABC recommends that applicants:

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

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. Please see this section on page 45 for details.

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

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.

PACE Finances

TUITION AND FEES 2023-2024			
TUITION		Per 3 credit course	900.00
		Per Credit Hour	300.00
		Per Credit Hour (Audit)	150.00
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	Domestic Applicant	50.00
		International Applicant	100.00
	Credit by Demonstrated Competency (when applicable)	Per Credit Hour	100.00
	Graduation Fee	One Time	60.00

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 29-32 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 is complete, course information including syllabi and required textbooks is available through Populi.

Financial Registration Lock:

If a student is behind on payments and has not made arrangements with the Financial Office, they may be subject to a Financial Registration Lock and unable to register for future classes until it is resolved.

Textbooks

Texts required for each course are listed on Populi. Students are responsible for ensuring access to the course textbooks in the format of their choice. Many course textbooks will be accessible online through ABC's agreement with Perlego covered by student fees.

PACE SCHOLARSHIPS AND AWARDS

Unless otherwise stated, all scholarships are listed in Canadian dollars and are awarded 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.

The following scholarships are available to PACE students. See pages 33-35 for individual scholarship descriptions and criteria. Contact the Enrollment Office for more information.

Scholarship	Application Deadline
Student Referral Scholarship*	Ongoing
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	Ongoing

*See page 31, "Tuition Discounts: a. Referrals" for more information

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>

Lifelong 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/rrsps-related-plans/lifelong-learning-plan.html>.

PACE Academic Policies

(See Also Pages 39-50 above)

GRADUATION REQUIREMENTS

In order to graduate, candidates must:

- Successfully complete their program of study within:
 - 2 years for a 1-year certificate
 - 5 years for a 2-year diploma
 - 8 years for a 4-year bachelor's 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.

*Please note that degree parchments and transcript will only be released once there is no remaining balance on the student's account.

ACADEMIC INFORMATION

Academic Year

The PACE academic year is divided into 3 semesters:

- Fall semester (September – December)
- Winter semester (January – April)
- Spring semester (April – August)

All semesters include 3 course blocks including Intensive course blocks. Intensive courses occur in the Fall and Winter semesters.

Credit Hours

ABC uses credit hours to measure and record course values. Most courses are valued at 3 credit hours per semester. Class periods for 3-credit-hour courses in the PACE program are 240 minutes, once per week including a break. A full-time student is registered for 6 credit hours or more per semester (18 per Academic Year). Each semester hour in class assumes 3-5 hours of study and research outside the class.

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. 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 42 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

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 (more than 1 unexcused class session) in a course will 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. Professors are not required to grade late assignments, and a penalty of 3 to 5% per day may be applied. 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. Please note that students who elect to travel during a course assume the risks involved with travel and ABC does not expect instructors to grant extensions or adjust course schedules for students who are traveling.

On rare occasions, extensions may be given for the final project or take-home 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 it to the professor by 6:00 pm on Week 5. 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. Grade reductions, at a rate of 3-5% per day, may apply even when an extension has been granted. 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 and students may not have more than one Incomplete course at a time. Incomplete courses must be finalized within 6 weeks of the end of the course. Students who are granted an Incomplete are advised not to register for the next block because of the required pre-session studies.

Academic Probation

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, before registering for further studies, to discuss what steps would assist the student to be successful. This may include academic coaching, tutoring, English classes, life coaching, or counselling. If a student does not earn a final course grade of C or better while on Academic Probation, they will be placed on Academic Suspension for one PACE block. On rare occasions, students may be advised to take a leave of absence or



discontinue studies. If after returning from Academic Suspension, a student receives a final course grade less than a C, they will be Academically Expelled.

Program Change

Students considering changing their program of study 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)/Prior Learning Assessment & Recognition (PLAR)

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 the Transfer Credit Policy for more information.

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.

PACE Professional Studies Certificates

C. Biblical Studies, Business, Counselling, or Pastoral Care

1 Year / 18 Credit Hours

2.00 GPA Minimum

PURPOSE

This certificate program is designed to provide students with foundational competencies in the fields of biblical studies, business, counselling or pastoral care. With a view towards developing competency for serving in various church ministry settings, non-profit work and faith-informed counselling, each certificate provides a framework for integrating professional identity and faith.

PROGRAM GOALS

Students in the PACE Certificate programs will:

- Gain a formative knowledge of their chosen field of study
- Demonstrate growing competency in their field as well as in their identity as servants of Christ
- Develop interpretive thinking skills about how their faith informs their work
- Acquire a foundation for further study

COURSE REQUIREMENTS

Biblical Studies (18)

B3286 Intro to Paul	3
OT Electives	6
NT Electives	6
Bible/Theology Elective	3

Business (18)

P3315 Intro to Business	3
P3325 The Effective Organization	3
P3335 Prog. Planning & Evaluation	3
P4325 Ess. of Board Governance	3
P4335 Strategic Leadership	3
P3345 Financial Management	3

Counselling (18)

B3327 Theology of Care	3
P3535 Counselling Theory	3
P3545 Counselling Skills	3
P4545 Conflict Resolution	3
Counselling Electives	6

Pastoral Care (18)

B3326 Theo. of Church & Ministry	3
P3135 Intro to Preaching	3
P4125 Pastoral Work	3
P4145 Self-Care in Ministry	3
Counselling/Pastoral Care Electives	6

Diploma of Christian Ministry

This program qualifies for Canada and Alberta Student Loans

D.C.M. Biblical Studies, Business, Counselling, or Pastoral Care

60 Credit Hours

2.00 GPA Minimum

PURPOSE

The Diploma of Christian Ministry: Biblical Studies is designed to provide adult learners with a deeper understanding and appreciation of Scripture.

The Diploma of Christian Ministry: Business is designed to provide adult learners with a biblical foundation and administrative, commercial, and nonprofit leadership skills.

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

The Diploma of Christian Ministry: Pastoral Care is designed to provide adult learners with a biblical foundation and leadership skills.

PROGRAM GOALS

Biblical Studies students 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 ministry
- Faithfulness in stewarding life as a Christian servant-leader

Business students 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
- Integration of biblical, theological, and historical truths into their administrative leadership in a variety of ministry contexts
- Faithfulness in stewarding resources as a mature Christian servant-leader

Counselling students 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

Pastoral Care students 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
- Integration of biblical, theological, and historical truths into their leadership
- Faithfulness in stewarding life as a mature Christian servant-leader

COURSE REQUIREMENTS

BIBLE/THEOLOGY	18	GENERAL EDUCATION	15
B3025 Grasping God's Word	3	G3216 Hist. of Christianity I	3
B3115 Old Testament Literature	3	G3217 Hist. of Christianity II	3
B3275 Life & Teachings of Jesus	3	G3515 Contemporary Thought	3
B3325 Christian Theology	3	G4435 Developmental Psychology	3
Electives	6	G4525 Christian Ethics	3
PROFESSIONAL STUDIES	9	SPECIALIZATION	18
P3206 Thriving in Transition	3	Biblical Studies	
P4000 PACE Practicum	3	Business	
P4425 Spiritual Formation	3	Counselling	
		Pastoral Care	

Bachelor of Christian Ministry

B.C.M., Biblical Studies, Business, Counselling, or Pastoral Care

4 Years / 120 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.

This program qualifies for Canada and Alberta Student Loans and is Post-Graduation Work Permit (PGWP) eligible for International Students.

Also available as Degree Completion and After Degree programs of study.

PROGRAM GOALS

Students in the B.C.M. 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 and foundational competencies in their chosen professional studies specialization

COURSE REQUIREMENTS

BIBLE/THEOLOGY **36**

B3025 Grasping God's Word	3
B3115 Old Testament Literature	3
B3275 Life & Teachings of Jesus	3
B3325 Christian Theology	3
B3285 Acts of the Apostles	3
B3286 Introduction to Paul	3
Electives	18

GENERAL EDUCATION **30**

G2010 Academic Research & Writing	3
G3216 Hist. of Christianity I	3
G3217 Hist. of Christianity II	3
G3515 Contemporary Thought	3
G4435 Developmental Psychology	3
G4525 Christian Ethics	3
G234 Science, Technology, & Society	3
Elective	9

PROFESSIONAL STUDIES	36	SPECIALIZATION	18
P3206 Thriving in Transition	3	Counselling	
P4000 PACE Practicum	3	Business	
P4425 Spiritual Formation	3	Biblical Studies	
Electives	27	Pastoral Care	

BCM Degree Completion

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

- Complete 120 credit hours acceptable to Alberta Bible College with a cumulative GPA of 2.0 or better;
- Including transfer of up to 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;
- Including transfer of up to 42 credits of Program Electives.
- Satisfactorily complete the Practicum;
- Fulfil financial and business obligations to the college; and
- Receive recommendation by the Administration and approval of the Board

BCM After Degree (2-3 year accelerated program)

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

- Already hold a 3 or 4-year postsecondary degree from an accredited institution
- Meet all other admission requirements outlined in the Academic Calendar
- Complete at least 60 credit hours at Alberta Bible College with a cumulative GPA of 2.0 or better; length of the program will depend on the courses presented as the time of admission
- Satisfactorily complete the Practicum;
- Fulfil 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:

- Bible/Theology 30
- Professional Studies 30
- General Education 30
- Program Electives 30

PACE Course Descriptions

COURSE DESIGNATIONS

B BIBLE/THEOLOGY

P PROFESSIONAL STUDIES

G GENERAL EDUCATION

Bible/Theology

B1215 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.

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 learning, remembering, and retelling the overarching narrative 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 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 OT Historical Books 3

This course examines the books of Joshua, Judges, Ruth, Samuel, Kings, Chronicles, Ezra, Nehemiah, and Esther. Emphasis will be given to the genre of historiography, the tools of narrative criticism, and the biblical text's own theological reflection upon Israel/Judah'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: 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: 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 & 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. Can be completed as three 1-credit practicums or

one 3-credit practicum. 3 credits of Practicum are required.

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.

Business

P3315 Intro to Nonprofit 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 & 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.

P3345 NP Financial Management 3

This course applies financial management principles with special attention to charities and non-profit organizations. Students will become familiar with accounting essentials, the financial management cycle, budgeting, payroll, and reports and statements.

P4325 Ess. 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

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.

Counselling

B3327 Theology of Care 3

See listing above under Bible/Theology

P353 Spiritual Care of Older Adults 3

See listing under College Course
Descriptions: Professional Studies

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 Intro 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.

P3566 Toward a Psychology & Theology of Grief 3

This course addresses the theories and concepts of grief, loss, and suffering.

P3567 The Practice of Grief Work 3

This course will cover the nuances of grief work, including putting into practice the different models of grief.

P3575 Intro to Trauma 3

This course investigates factors contributing to trauma, symptoms of trauma, trauma related disorders, and the potential for post-traumatic growth. Interpersonal Neurobiology and Attachment Theory will be emphasized as an organizing framework to understand trauma and how to provide treatment effectively. Students will learn what it means to be a trauma-informed practitioner to both children and adults.

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 & 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

Pastoral Care

P3135 Intro 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 explores 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.

P4195A Leadership & 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

General Education

G2010 Academic Research & Writing 3

This course develops academic research and writing skills, especially in the discipline of theological studies. These include writing 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).

G2345 Science, Technology, & 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.

G3515 Contemporary Thought 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

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

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>

Please note that ABC is not allowed to offer immigration advice as an educational institution. 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 accepted pending receipt of 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 are Post-Graduation Work Permit (PGWP) eligible. In addition, bachelor's program students who start their program in the 2023-24 Academic Year or later must complete at least 50% of their program in-person to be eligible for the PGWP. More information can be found on [IRCC's website](#).

Application Deadlines:

- May 1 (for Fall/September start)
- September 1 (for Winter/January start)
- January 1 (for Spring/April start - PACE only)

Note that Immigration, Refugees and Citizenship Canada (IRCC) usually takes 3 months or more to process student visa applications.



Applicants should expect that the admissions evaluation process can take up to 2-3 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.

Technology Requirements

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 word processing and presentation software
- Have, or have access to, high-speed internet service

Tuition & Fees

International students pay the same tuition and fees as domestic students. Please refer to the tuition information for your program for details. International students pay 10% of their first year's tuition as a confirmation fee in order to register for class. This sum is applied toward tuition once the student is registered. Please note that IRCC may require international applicants to pay more than 10% of the first year's tuition in order to secure a study permit.

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


Please see the Scholarship and Financial Aid information for your respective program to find details on what is available for International Students.

LIVING EXPENSES

Calgary is a city with a relatively high cost-of-living. Students should budget for food, rent, utilities, transportation, medical/dental, clothing, etc. for the length of the entire estimated study period to complete their program.

Please be advised that average monthly living expenses for single students in Alberta vary between \$1255 and \$1505.¹ Calgary tends to be on the higher end of this range, however, students may be able to live more economically by sharing accommodations with other students or community members.

¹ <http://study.alberta.ca/plan-your-stay/cost-of-living-in-alberta/>



Student Development can assist international students in locating community residential options, but Alberta Bible College does not offer dorms or on-campus housing, and staff are not responsible for vetting housing options for incoming students.



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