



# Academic Calendar

2025-2026

635 Northmount Drive NW Calgary, AB T2K 3J6

Tel. 403.282.2994

[www.abccampus.ca](http://www.abccampus.ca)



ALBERTA BIBLE COLLEGE  
EST 1932

## CAMPUS DIRECTORY

<b>Phone</b>	403.282.2994
<b>E-mail</b>	admissions@abccampus.ca
<b>Web Site</b>	www.abccampus.ca
<b>Toll Free</b>	1.877.542.9492
<b>Fax</b>	403.282.3084

### Campus Extensions & Email

Office	Ext.	E-mail
Enrollment	221	admissions@abccampus.ca
President	222	president@abccampus.ca
Student Development	223	studentdevelopment@abccampus.ca
Operations & Finance	224	finance@abccampus.ca
Registrar	225	registrar@abccampus.ca
Academics	226	academicdean@abccampus.ca
Marketing & Advancement	228	marketing@abccampus.ca
Library	234	library@abccampus.ca



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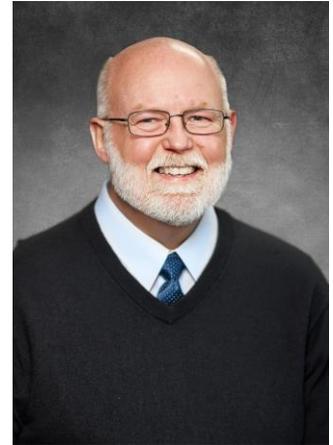


It is the policy of Alberta Bible College in the admission of students and of the hiring of employees not to discriminate on the basis of the applicant's regard to "race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place 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 (ABC) prepares people to lead active Christian lives in whatever field God calls them. The board, administration, faculty, and staff of 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.



**“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. When we speak of soul, we grasp for who we are at the core of our being.
- Body. Body and soul are not separate things in Scripture but are closely intertwined to 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. ABC encourages students to think for themselves, to listen to what came before us and 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, regular chapel, and other spiritual activities. We hope you will join us. We are excited about what God is doing with our students, faculty, staff, and board.

For God’s Mission,

*Stanley N. Helton*

President, Alberta Bible College



## 2025-2026 CALENDAR OF EVENTS

### AUGUST/SEPTEMBER 2025

Aug. 19	PACE 101 – PACE New Student Orientation
Aug. 26	PACE Summer Block Ends
Aug. 26	PACE Fall Block #1 Course Add Deadline
Aug. 26-27	Orientation Week
Sept. 1	Labour Day (ABC Closed)
Sept. 2	Fall Semester College Classes Begin
Sept. 2	Fall Semester College Tuition and Fees Payment Deadline
Sept. 2	ABC 101 – College New Student Orientation
Sept. 2	PACE Fall Block #1 Course Drop Deadline
Sept. 9	ABC 101 – College New Student Orientation
Sept. 9	PACE Fall Block #1 Begins
Sept. 9	PACE Preview Day
Sept. 12	Fall Semester College Course Add/Drop Deadline
Sept. 16	ABC 101 – College New Student Orientation
Sept. 23	ABHE Bible Knowledge Exam (Incoming Students)
Sept. 24	College Preview Day
Sept. 30	National Day for Truth and Reconciliation (ABC Closed)
Sept. 30	PACE Fall Block #1 Course Withdrawal Deadline

### OCTOBER 2025

Oct. 13	Thanksgiving Day (ABC Closed)
Oct. 13	PACE Fall Intensive Course Add Deadline
Oct. 14	PACE Fall Block #1 Ends
Oct. 14	Internship and Practicum Orientation
Oct. 15-26	PACE Fall Reading Break
Oct. 19-26	College Fall Ministry Experience
Oct. 20	PACE Fall Intensive Course Drop Deadline
Oct. 21	PACE Fall Block #2 Course Add Deadline
Oct. 27-31	College Fall Reading Break
Oct. 27-Nov. 1	PACE Fall Intensive Course Week
Oct. 28	PACE Fall Block #2 Course Drop Deadline

### NOVEMBER 2025

Nov. 4	PACE Fall Block #2 Begins
Nov. 7	Fall Semester College Course Withdrawal Deadline
Nov. 11	Remembrance Day (ABC Closed)
Nov. 25	PACE Fall Block #2 Course Withdrawal Deadline

### DECEMBER 2025

Dec. 5	Fall Semester College Last Day of Classes
Dec. 8-12	Fall Semester College Final Exam Week
Dec. 9	PACE Fall Block #2 Ends
Dec. 9	PACE 101 - PACE New Student Orientation
Dec. 10-Jan. 12	PACE Winter Break
Dec. 13-Jan. 12	College Winter Break
Dec. 20-Jan. 4	Christmas Break (ABC Closed)
Dec. 30	PACE Winter Block #1 Course Add Deadline



### **JANUARY 2026**

Jan. 6	PACE Winter Block #1 Course Drop Deadline
Jan. 8	ABC 101 - College New Student Orientation
Jan. 13	Winter Semester College Classes Begin
Jan. 13	Winter Semester College Tuition and Fees Payment Deadline
Jan. 13	ABC 101 - College New Student Orientation
Jan. 13	PACE Winter Block #1 Begins
Jan. 20	ABC 101 - College New Student Orientation
Jan. 21	Prayer Retreat
Jan. 23	Winter Semester College Course Add/Drop Deadline
Jan. 27	ABC 101 - College New Student Orientation

### **FEBRUARY 2026**

Feb. 3	ABHE Bible Knowledge Exam (Incoming Students)
Feb. 3	PACE Winter Block #1 Course Withdrawal Deadline
Feb. 4	College Preview Day
Feb. 10	PACE Winter Block #2 Course Add Deadline
Feb. 16	Family Day (ABC Closed)
Feb. 16-20	College Winter Reading Break
Feb. 17	PACE Winter Block #1 Ends
Feb. 17	PACE Winter Block #2 Course Drop Deadline
Feb. 17	Internship and Practicum Orientation
Feb. 24	PACE Winter Block #2 Begins

### **MARCH 2026**

Mar. 13	Winter Semester College Course Withdrawal Deadline
Mar. 17	PACE Winter Block #2 Course Withdrawal Deadline
Mar. 22-29	College Spring Ministry Experience
Mar. 23	PACE Spring Intensive Course Add Deadline
Mar. 24	PACE 101 – PACE New Student Orientation
Mar. 30	PACE Spring Intensive Course Drop Deadline
Mar. 31	Scholarship Application Deadline (Returning Students)
Mar. 31	ABHE Bible Knowledge Exam (Incoming Students)
Mar. 31	PACE Winter #2 Block Ends
Mar. 31	PACE Spring Block #1 Course Add Deadline



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**APRIL 2026**

Apr. 1-5	PACE Spring Break
Apr. 3	Good Friday (ABC Closed)
Apr. 6-11	PACE Spring Intensive Course Week
Apr. 7	PACE Spring Block #1 Course Drop Deadline
Apr. 14	PACE Spring Block #1 Begins
Apr. 14	PACE Preview Day
Apr. 15	Summer Ministry Program Application Deadline
Apr. 17	Winter Semester College Last Day of Classes
Apr. 20-24	Winter Semester College Final Exam Week
April 27-May 1	College Spring Intensive Course Week
April 28	ABHE Bible Knowledge Exam (Graduating Students)

**MAY 2026**

May 1	Celebration and Recognition Evening
May 5	PACE Spring Block #1 Course Withdrawal Deadline
May 2	Graduation Ceremony
May 4	ABC Closed
May 12	PACE Spring Block #2 Course Add Deadline
May 18	Victoria Day (ABC Closed)
May 19	PACE Spring Block #1 Ends
May 19	PACE Spring Block #2 Course Drop Deadline
May 26	PACE Spring Block #2 Begins

**JUNE/JULY/AUGUST/SEPTEMBER 2026**

June 16	PACE Spring Block #2 Course Withdrawal Deadline
June 30	PACE Spring Block #2 Ends
July 1	Canada Day (ABC Closed)
July 1-27	PACE Summer Break
July 7	PACE Summer Block Course Add Deadline
July 14	PACE Summer Block Course Drop Deadline
July 28	PACE Summer Block Begins
Aug. 1	Scholarship Application Deadline (Incoming Students)
Aug. 3	Heritage Day (ABC Closed)
Aug. 18	PACE Summer Block Course Withdrawal Deadline
Sept. 1	PACE Summer Block Ends



## ABC 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 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 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 does not 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 the Restoration Movement, namely the Christian Churches/Churches of Christ, the Churches of Christ, and the Disciples of Christ, the college exists to prepare all people, 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).



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## EDUCATIONAL APPROACH

For over ninety 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.

While we hope students' theological studies, ministry training, and spiritual formation will benefit from being around "like-minded" peers, ABC believes our students' journeys will be enriched by studying, serving, and praying alongside students who believe differently than them. With this in mind, ABC seeks to foster an educational environment where people can disagree and still love one another.

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## EDUCATIONAL MODES OF DELIVERY

ABC offers two modes of educational delivery: semester-based College courses and modular PACE courses.

### College

College courses are designed for individuals who can 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 generally take place Monday to Friday during the day (and occasionally in the evening).

### PACE (Professional Adult Christian Education)

PACE is designed for adults who desire further education and preparation to more effectively serve in churches and parachurch organizations and as Christians in the marketplace. PACE students are often employed full-time and have significant ministry or leadership responsibilities. PACE offers a vibrant adult learning community of people from diverse backgrounds who bring their prior education and experience to their studies.

PACE courses are offered in an accelerated, modular format with classes that meet for four



hours on Tuesday evenings. After classes meet once a week for five consecutive weeks, a take home final is due in the sixth week. Some PACE courses are offered as intensives that meet for four hours Monday-Friday, or as weekend intensives that meet Thursday evening and all day Friday and Saturday.

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## EDUCATIONAL PROGRAMS

ABC offers programs with three levels of certifications:

- Certificates (usually one year in duration)
- Diplomas (usually two years in duration)
- Bachelor's Degrees (usually four years in duration)

Students may choose to progress through certificate, diploma, and degree programs. While these programs may share courses in common, students graduate only once when they complete their terminal certification—unless the major is different. Students who graduate at ABC but later return to complete a higher certification with the same major will be required to surrender the parchment of their lower certification upon graduation.

### College

**Certificate of Christian Foundations** (30 credits)

**Diploma of Christian Studies** (60 credits)

- Specializations (18 credits):
  - Biblical Studies
  - Business
  - Counselling
  - Pastoral Care



### **Bachelor of Christian Studies** (120 credits)

- ❖ General Studies
- ❖ Christian Ministries
  - Specializations (18 credits):
    - Biblical Studies
    - Business
    - Counselling
    - Pastoral Care

### **Bachelor of Theology** (120 credits)

## PACE

### **Professional Studies Certificate** (18 credits)

- Biblical Studies
- Business
- Counselling
- Pastoral Care

### **Diploma of Christian Ministry** (60 credits)

- Specializations (18 credits):
  - Biblical Studies
  - Business
  - Counselling
  - Pastoral Care

### **Bachelor of Christian Ministry** (120 credits)

- Specializations (18 Credits)
  - Biblical Studies
  - Business
  - Counselling
  - Pastoral Care



## INSTITUTIONAL OUTCOMES

INSTITUTIONAL OUTCOMES: ABC GRADUATE COMPLETION RATES (GCR)												
YEAR	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
GCR	91%	92%	67%	50%	50%	85%	63%	100%	80%	78%	78%	80%
# Graduates (all programs)	20	23	12	15	17	16	28	17	15	21	18	15

**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.

INSTITUTIONAL OUTCOMES: ABC GRADUATE PLACEMENT RATES (GPR)												
YEAR	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
GPR	78%	75%	76%	100%	50%	57%	71%	75%	50%	73%	56%	78%
# Bachelors Graduates	9	12	8	7	6	7	14	12	8	11	9	9

**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.

Year	2018	2019	2020	2021	2022	2023	2024
Retention Rate (first-time traditional undergraduate students)	0%	45%	100%	100%	N/A	N/A	N/A
Retention Rate (non-traditional students)	63%	82%	75%	47%	N/A	N/A	N/A
Annualized Retention Rate (new as of 2022)					54.8%	71.1%	47.20%

**Retention Rate (first-time traditional undergraduate students)** = the number of returning traditional students from the previous fall's incoming cohort of students divided by the total number of potential returning traditional undergraduate students from the previous fall's incoming students, expressed as a percent.

**Retention Rate (non-traditional students)** = the number of returning non-traditional students from the previous fall's incoming cohort of students divided by the total number of potential returning non-traditional undergraduate students from the previous fall's incoming students, expressed as a percent.

A traditional student is a student who is full-time (12 credit hours or more/semester for ABHE purposes), enrolled in a degree, diploma or certificate program of study, and who is taking 50% or more of their courses on campus.

**Annualized Retention Rate** = the percentage of new undergraduate students to the institution from 2 years ago who enrolled in any enrollment period in the last academic year.

## 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, which includes the Academic Dean, Student Development Dean, Chief Financial Officer and Operations Director, Enrollment Officer, Advancement and Marketing Director, and Executive Administrator. 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 elders of the Lethbridge Church of Christ 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 students, 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:

NAME	TITLE	YEARS
<b>Dr. C. H. Phillips</b>	Principal	1932-37/1943-49
<b>J. Merlin Hill</b>	Principal	1937-1941
<b>Dr. Melvin L. Breakenridge</b>	Principal	1941-43/1950-62



<b>Roscoe E. Hollister</b>	Interim Principal	1949-1950
<b>Dr. Ernest Hansell</b>	President	1962-1965
<b>Robert Gonyea</b>	Dean	1965-1967
<b>Boyd L. Lammiman</b>	President	1967-1984
<b>Dr. Ronald A. Fraser</b>	President	1984-2010
<b>Rob Pittman</b>	President	2010-2011
<b>Brent Williams</b>	Interim President	2011-2012
<b>Dr. William Raccah</b>	President	2012-2013
<b>Dr. Stan Helton</b>	President	2015-present

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## FINANCIAL STEWARDSHIP

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. 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 principal 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. 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. Both US and Canadian gifts are acknowledged and receipted for income tax purposes.

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## 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 by the Association for Biblical Higher Education Commission on Accreditation (5850 T. G. Lee Blvd., Ste. 130, Orlando, FL 32822, 407.207.0808) to grant certificates and degrees at the Associate and Baccalaureate levels. See [www.abhe.org](http://www.abhe.org).
- In February 2021, 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, Immigration, Refugees, and Citizenship Canada (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.





ALBERTA BIBLE COLLEGE  
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## STAFF AND FACULTY

### **SunYoung Allen** (2024)

Assistant Librarian

Dip. of Library Sci., Mohawk College

### **Kristen Ford** (2020)

Chief Financial officer and Operations Director

B.Ed., University of Alberta, 1990

M.Sc., Walden University, 2004

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

### **Stanley N. Helton** (2015)

President and Professor of New Testament and Christian Ministry

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

### **Andrew Hubbard** (2024)

Advancement and Marketing Director

Field Experience Coordinator

B.A., Rocky Mountain College, 2009

M.Rel., Wycliffe College and the University of Toronto, 2014

### **Hugo Nogueira** (2022)

Enrollment Coordinator

B.Th., Alberta Bible College, (in progress)

**Cory Pytlarz** (2014)

Academic Dean

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

B.R.E., Alberta Bible College, 2011

M.T.S., Wycliffe College and the University of Toronto, 2014

**David Ross** (2025)

Student Development Dean

B. Th., Alberta Bible College, 2020

M.A., Wycliffe College and the University of Toronto, 2022

**Wilauna Usselman** (2022)

Enrollment Coordinator

B.Th., Alberta Bible College, 2024

M.T.S., Tyndale University, (in progress)

**Belinda Wood** (2024)

Registrar

B.C.M., Alberta Bible College, 2024

## Adjunct Faculty

Monetta Bailey, Ph.D.

Pamela Baribeault, M.C.S.

Mathias Bumie, M.Th., M.A.

Kelly Carter, Ph.D.

Carol Dizon, M.A.C.

David Ford, MDiv, PhD (cand.)

Judy Frentz, M.A.

Tyler Graftaas, M.Div.

Dan Hardock, M.C.S.

Chad Hardy, Ph.D.

Marnie Hoetmer, M.A.

Cal Hultgren, M.Div.

Annette Lane, Ph.D.

Val Lieske, B.A.

Rick Love, Th.D.

Billy McMillan, M.Div.

Steve McMillan, M.A.R., M.Div.

Marlette Reed, M.A.

Lane Scruggs, Th.D.

Keith Shields, M.C.S.



Jonathan Straker, M.Div.

Tanya Woo, M.A.

Oi-Wah Whitbourne, M.A.

Jillene Zimmer, M.A.

Tony Wong, Ph.D.

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## BOARD OF TRUSTEES

### Term 2021-2024

Blair Cameron Business Executive, Calgary, AB

### Term 2022-2025

John Gerber Vavenby, BC

Chris Kobe Senior Strategy Manager, Calgary, AB

Duff Crerar Postsecondary Educator, Retired, Grande Prairie, AB

### 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

### Term 2024-2027

Mike MacKinnon Senior Finance Manager, Calgary, AB

### Executive Members

Chris Kobe, Chairperson

John Gerber, Vice Chairperson

Hope Pawlak, Secretary

Blair Cameron, Treasurer



## ADMISSION REQUIREMENTS

Admission Requirements are applicable for both College and PACE program applicants. Please contact the Enrollment team for any inquiry at [admissions@abccampus.ca](mailto:admissions@abccampus.ca).

### GENERAL REQUIREMENTS

Our application process for any applicant includes the following requirements:

**Application form.** This form provides basic information about the applicant and their desired program, as well as other required information for the process, and can be found and submitted online at <https://www.abccampus.ca/apply-now/>.

**Application fee.** \$50 CAD for domestic applicants. \$100 CAD for international applicants. This fee is a non-refundable cost.

**Professional Reference.** A person who knows the applicant, who is not a relative, and who is over the age of 25, would be sent an email from our Enrollment Team with information on how to submit a reference form. They may be a work supervisor, teacher, guidance counsellor, or family friend who has known the applicant for at least two years.

**Pastoral Reference.** A person who knows the applicant, who is not a relative, and who is over the age of 25, would be sent an email from our Enrollment Team with information on how to submit a reference form. They may be a youth leader, teacher, church elder, or pastor who has known the applicant for at least two years in a church leadership or mentoring manner.

**Personal Journey Essay.** An essay at least 500 words in length written by the applicant that describes their faith journey, why they are applying to study at Alberta Bible College, and what they want to do once their program is completed.

**Official Transcript.** Official transcripts from previous secondary and post-secondary schools to ABC. If the applicant has previous post-secondary studies from outside Canada that they would like considered for transfer credit, the applicant will need to include an International Qualifications Assessment Service (IQAS) (<https://www.alberta.ca/iqas-overview.aspx>) or World Education Services (WES) (<https://www.wes.org/ca/>) full assessment.

**Proof of English Proficiency.** If the assessment of the transcript includes English courses with sufficient grades, then the applicant may not be required to supply further documentation. Otherwise they will need to provide one of the following:



- Duolingo English Test – 120 overall with no component less than 90  
<https://englishtest.duolingo.com/home>
- Canadian Academic English Language Assessment (CAEL) – 70 with no band less than 60
- Canadian Language Benchmark (CLB): Level 8 in each of Reading, Writing, Listening, and Speaking
- Canadian English Language Proficiency Index Program (CELPIP): Listening, Level 8; Reading, Level 8; Writing, Level 8; Speaking, Level 8
- International English Language Testing System (IELTS) Academic – 6.5 with no band less than 6.0
- 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

Home School applicants must provide official documentation substantiating that they have completed high school. For further information contact the Registrar ([registrar@abccampus.ca](mailto:registrar@abccampus.ca)).

## 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
- See <https://www.abccampus.ca/students/student-life/spiritual-life/>.

## Technology Requirements

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

- Have access to a laptop computer
- Are able to use word processing and presentation software
- Have access to high-speed internet service

## Course Transfer from Another Institution

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 the Academic Policies section for details.

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

- Are at least twenty-one years of age.
- 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. See <https://www.abccampus.ca/students/student-life/spiritual-life/>.

For students admitted under these provisions, their first semester is considered a probationary period. Continuation at ABC is contingent upon attaining a 2.0 G.P.A. in the initial semester. Canadian students under age twenty-one are expected to attain their high school diploma or equivalent prior to receiving a degree or diploma from ABC.

## Conditional Acceptance

Prospective students who do not meet all requirements may have their applications individually considered by the Academic Services Team for a conditional acceptance. Applicants granted conditional acceptance will be encouraged to create an action plan in order to fulfill the necessary requirements, including maintaining a 2.0 G.P.A. (a grade of C or higher) for the first semester (College) or two courses (PACE). Failure to maintain a 2.0 G.P.A. may require the student to work with an Academic Coach in order to continue their studies at ABC. For more information, contact the Registrar ([registrar@abccampus.ca](mailto:registrar@abccampus.ca)).

## 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 only): March 1 (January 1 for International Students)



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

## UNCLASSIFIED STUDENTS

Before declaring a specific College or PACE program, students may take up to a maximum of five courses as a way of sampling a specific course and/or meeting a specific training or interest. For more information, contact [admissions@abccampus.ca](mailto:admissions@abccampus.ca).

## INTERNATIONAL STUDENTS

International students are 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 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 our Bachelor's Degree **may** be eligible for a Post-Graduation Work Permit (PGWP). This may vary according to the current IRCC's policies for PGWP eligibility. More information can be found on IRCC's website (<https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/after-graduation/about.html>).

### Application Deadlines:

- May 1 (for **Fall/September** start)
- September 1 (for **Winter/January** start)

- January 1 (for **Spring/April** start - PACE only)

Note that IRCC usually takes three months or more to process student visa applications.

Applicants should expect that the admissions evaluation process can take up to **six to eight** 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.

## 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 courses. 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 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.

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## 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 the estimated average monthly living expenses for a single student in Alberta might vary between \$1,800-\$2,800. Calgary tends to be on the higher end of this range. However, students may be able to live more economically by sharing accommodation with other students or community members.

Student Development staff 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.

## FINANCES

### Application Fee

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

### Admission Confirmation Fee

The domestic student confirmation fee of \$200 is paid by students when they confirm their attendance after having been admitted and will be applied to their first semester's tuition and fees. It is not refundable if they opt not to attend ABC.

The 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. If an international student's visa application is denied, their confirmation fee will be refunded, minus any administrative fees.

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

### Tuition and Fees

While still offering high quality education, ABC's 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.



**ALBERTA BIBLE COLLEGE**  
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<b>COLLEGE TUITION AND FEES 2025-2026</b>			
<b>TUITION</b>	Tuition (based on 15 credit hours per semester)	Per Year	<b>10,350.00</b>
		Per Semester	5,175.00
		Per Credit Hour	345.00
	<b>Audit Tuition</b>	Per Credit Hour	172.50
<b>FEES</b>	<b>Student Body Fee</b> (program students)	Per Year	240.00
		Per Semester	120.00
	<b>Information Technology Fee</b>	Per Year	300.00
		Per Semester	150.00
		Per Credit Hour	10.00
<b>TOTAL TUITION AND FEES (30 credit hours)</b>		Per Year	<b>10,890.00</b>
<b>ADDITIONAL FEES</b>	<b>Application Fee - One Time</b>	Domestic	50.00
		International	100.00
	<b>Late Payment Fee</b>	Per Semester	10 % of tuition
	<b>Graduation Fee</b>	One Time	100.00

<b>PACE TUITION AND FEES 2025-2026</b>			
<b>TUITION</b>		Per 3 credit course	<b>1,035.00</b>
		Per Credit Hour	<b>345.00</b>
		Per Credit Hour (Audit)	<b>172.50</b>
<b>FEES</b>	<b>Student Fee</b>	Per 3 credit course	<b>40.00</b>
	<b>Information Technology Fee</b>	Per 3 credit course	<b>30.00</b>
<b>TOTAL TUITION AND FEES</b>		Per 3 credit course	<b>1,105.00</b>
<b>ADDITIONAL FEES</b>	<b>Application Fee - One Time</b>	Domestic Applicant	<b>50.00</b>
		International Applicant	<b>100.00</b>
	<b>Credit by Demonstrated Competency (when applicable)</b>	Per Credit Hour	<b>100.00</b>
	<b>Graduation Fee</b>	One Time	<b>100.00</b>

\* ABC reserves the right to increase tuition and fee costs as circumstances may require. Tuition and fees are payable prior to attending class. ABC's full tuition policy can be found at <https://abc.populiweb.com/router/files/e/52790/cbede0c0dbbc2b0e11b1c76ea4d0b1dc>.



## Tuition Invoicing and Due Dates

Tuition invoices are generated by ABC's Operations Director when a student registers for courses. This happens on a semester-by-semester basis for students in the College program and on a block-by-block basis for students in PACE.

### **PACE Tuition and Fees**

To make things as accessible and convenient as possible, PACE 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.

Tuition invoices are emailed to the student's ABC email account. All tuition and fees are payable at registration. Tuition and fees are due on the first day of class, unless government student loan disbursements are scheduled after the first day of class. 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.

### **International Students**

International students are required to pay 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 (College) or on a block-by-block basis (PACE).

## Tuition Payment

Tuition may be paid via cash, credit card, debit card, electronic funds transfer, or student loan disbursement.

ABC reserves the right to establish payment plans for students in good standing. Such plans must be arranged with ABC's Operations Director 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 Operations Director, they may be subject to a financial registration lock and will be unable to register for future classes until the situation is resolved.

### PACE 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.

## Purchasing Textbooks

Textbooks 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 Perlego subscription, which is covered by student fees.

## Withdrawal from Courses and Tuition Refunds

Students who drop a course prior to the course Drop Deadline will receive a full refund of their tuition. For all refunds to students, including international students, ABC will only remit refunds to the person or entity who originally paid the tuition.

**Students who drop a course after the Drop Deadline forfeit their tuition.** If a student withdraws from a course after this deadline for medical or compassionate reasons (i.e., death in the family or grave illness), they may petition the Operations Director and Academic Dean for an exception to this policy.

Students who withdraw from a course after the Course Withdrawal Deadline will earn an "F" in the course and forfeit their tuition.

See the Calendar of Events for a full list of College and PACE Course Drop and Course Withdrawal dates.

## 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 (College) or block-by-block (PACE) 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 (College) or block-by-block basis (PACE). The family members do not need to be taking the same course.

### ABC Administrative Staff

ABC administrative staff are eligible to receive a 50% tuition discount for any ABC course they take for credit. This discount may be combined with the audit discount for audited courses.

## 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 Drop Deadline, they will receive a refund of 50% of their tuition.
- If this request is made after the Drop Deadline, they will receive no refund of their tuition.
- ABC adjunct faculty may audit one ABC course per year for free.

## Student Loans

Students who apply for and are expecting to receive student loans must remain in contact with ABC's Operations Director at [finance@abccampus.ca](mailto:finance@abccampus.ca) regarding disbursements, allocation of funds, and refunds.

**Students who apply late for their student loans and their loan disbursement is after the tuition payment deadline will incur a late fee, which is 10% of their tuition and fees.**

## Outstanding Tuition and Graduation

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

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## 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, are awarded for the next academic year, and are spread over two semesters.
- Recipients must maintain a minimum 2.0 G.P.A. in both semesters of study (College) or in any course (PACE) to which the scholarship is applied. Failure to maintain a 2.0 G.P.A. requires repayment of scholarship monies received.
- Scholarships must be used within two years of being awarded.
- Scholarships are non-transferable.

## Scholarships for Incoming College Students

Scholarships are awarded by the Scholarship Committee. Contact the Enrollment office ([admissions@abccampus.ca](mailto:admissions@abccampus.ca)) for further information. Application deadline for all scholarships for incoming students is August 1.

### **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 [admissions@abccampus.ca](mailto:admissions@abccampus.ca) for further information.

### **Benoit Leadership Scholarship**

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

### **Leaders in Training (formerly known as the 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](mailto:admissions@abccampus.ca).

## Scholarships for Returning College Students

### **Summer Ministry Scholarship**

This tuition scholarship is available to current ABC College program students (domestic or international) who serve in leadership through the Summer Ministry component of Field Experience in the College. PACE students are not eligible.

The scholarship must be used in the academic year immediately following the period of summer ministry. Application is made through the Field Experience Coordinator by April 15.

## Scholarships for Incoming or Returning College or PACE Students

### **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 \$1,800. \$1,500 from the church will be matched by ABC at \$1,500.)

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

Center Street Church and One Church Windsor have partnered with ABC to offer special church match scholarships.

- Centre Street Church offers a scholarship for students who are members of that congregation. Inquiries can be made at the church office.
- One Church Windsor offers a scholarship for students from the Windsor area, and if no students need this scholarship from Windsor, it can be applied to students from Ontario. For specific criteria, contact [admissions@abccampus.ca](mailto:admissions@abccampus.ca).

See Tuition Discounts > Referrals on pp. 35-36 for more information.

## Scholarships for Returning College or PACE Students

These scholarship applications are reviewed by the Scholarship Committee after the deadline of March 31. Contact the Enrollment office ([admissions@abccampus.ca](mailto:admissions@abccampus.ca)) 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 or area.

### **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 tuition discount equal to two courses to be applied to the student's account over two semesters is awarded annually to one student each in College and PACE who demonstrates balanced commitment to the priorities of study, prayer, service and community. Students do not apply for this scholarship. Selections are made by the President's Cabinet.

## **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 pp. 33-34, "Tuition Discounts: Referrals" for more information. Contact the Enrollment office ([admissions@abccampus.ca](mailto:admissions@abccampus.ca)) 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. College program students taking nine credit hours or more per semester may qualify for Canada Student Loans.

#### Student Loans for PACE Students

Students registered as program students with PACE qualify as full-time students for student loan purposes.

Students should make applications for government loans and bursaries well in advance of registration because tuition must be paid in full prior to beginning each semester (College) or course (PACE). In the case of PACE students applying to start for the Spring semester, student loans may not be applicable for the entire program. Please contact the Admissions Office for more information.

Visit these websites for further information:

- Alberta Student Aid: <https://studentaid.alberta.ca/apply/>
- Canada Student Grants and Loans: <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 access a government loan should apply eight to twenty weeks prior to the beginning of classes.** Also, be sure to ask for information about any other awards that may be granted for post-secondary education.

#### Alberta

Alberta Student Aid

Main Floor, 10155-102 Street

Edmonton, AB T5J 4G8

Free 1-855-606-2096

### **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

<https://studentaidbc.ca/>

### **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

<https://www.edu.gov.mb.ca/msa/>

### **New Brunswick**

Student Financial Services

P.O. Box 6000

Fredericton, NB E3B 5H1

Phone (506) 453-2577; Toll Free 1-800-667-5626

<https://www2.gnb.ca/content/gnb/en/corporate/promo/student-financial-services.html>

### **Newfoundland**

Student Aid, Department of Education

216 Prince Philip Drive

St. John's, NF

Phone (709) 729-5849

<https://www.gov.nl.ca/education/studentaid/>



### **Northwest Territories**

NWT Student Financial Assistance Program

Box 1320, Yellowknife, NT

X1A 1X6

Phone (867) 767-9355; Toll Free 1-800-661-0793

<https://www.ece.gov.nt.ca/en/services/student-financial-assistance>

### **Nova Scotia**

Student Assistance Office

P.O. Box 2290

Halifax Central

Halifax, NS B3J 3C8

Toll Free 1-888-815-4514

<https://novascotia.ca/studentassistance/>

### **Nunavut**

Phone (867) 975-5600

<https://www.gov.nu.ca/en/education-and-schools/financial-assistance-nunavut-students-fans>

### **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

<https://www.ontario.ca/page/osap-ontario-student-assistance-program>



### **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

<https://www.princeedwardisland.ca/en/topic/student-loans-bursaries-grants-and-awards>

### **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

<https://www.quebec.ca/en/education/student-financial-assistance>

### **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

<https://www.saskatchewan.ca/studentloans>

### **Yukon**

Student Financial Assistance, Yukon Education Branch

P.O. Box 2703

Whitehorse, YK Y1A 2C6

Phone (867) 667-5141

<https://yukon.ca/en/education-and-schools/financial-support-for-students>



## 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>.

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## ACADEMIC POLICIES

### GRADUATION REQUIREMENTS

In order to graduate, candidates must:

- Successfully complete their program of study within:
  - College
    - Two years for a one-year certificate
    - Four years for a two-year diploma
    - Eight years for a four-year degree
  - PACE
    - Two years for a one-year certificate
    - Five years for a two-year diploma
    - Eight years for a four-year bachelor's degree
- Achieve a cumulative Grade Point Average (G.P.A.) of 2.0 or higher.
- Fulfil residency requirements (i.e., complete the required number of credits at ABC, as opposed to transfer credits).
- Fulfil financial and business obligations to the college.
  - 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.
  - Degree parchments and transcripts will only be released once there is no remaining balance on the students' account.
- Satisfactorily complete all Field Experience requirements including Internship (College) and Practicum (PACE) as applicable.
- Receive recommendation by ABC administration and approval of the Board of Trustees.

## ACADEMIC INFORMATION

### Academic Year

The academic year for the College program is divided into two semesters.

- Fall semester (September-December)
- Winter semester (January-April)

Each semester is fifteen weeks long including final exam week. Each semester includes a Field Experience ministry week and a week-long reading break.

### PACE Academic Year

The PACE academic year is divided into four semesters:

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

### Credit Hours

ABC uses credit hours to measure and record course values. Most courses are valued at three credit hours per semester.

Class periods for three-credit-hour courses in the College are seventy-five minutes (two times per week) or 150 minutes (one time per week). A few courses are one-credit-hour (fifty minutes) or two-credit-hours (100 minutes) in value.

In Alberta, full-time students are registered for nine credit hours or more per semester (eighteen per academic year). Students may exceed the normal sixteen or seventeen 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 twenty hours of credit. Each semester hour in class assumes two hours of study and homework outside of class time.



## PACE Credit Hours

Class periods for three-credit-hour courses in the PACE program are 240 minutes, once per week including a break. A full-time student is registered for six credit hours or more per semester (eighteen per academic year). Each semester hour in class assumes three to five 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 (certificate, diploma, degree) and who has completed 15 credit hours or less

## Grades

A student's academic standing at the end of each semester (College) or course block (PACE) is calculated on the basis of assignment completion, 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 moved 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	



D	50-56	1.0	Pass: Marginal performance. Achieved some learning objectives with several deficiencies.
F	Below 50	0	Failing: Unsatisfactory performance. Did not achieve learning objectives.

### 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 G.P.A.
- The lower grade(s) will remain on the transcript but will not be used in calculating the cumulative G.P.A.

### Transcripts

Official transcripts are available for a fee of \$10 payable to [finance@abccampus.ca](mailto:finance@abccampus.ca).

Transcripts Request Forms are available on Populi or by contacting the Registrar ([registrar@abccampus.ca](mailto:registrar@abccampus.ca)). Students can download unofficial transcripts on Populi at any time at no cost.

### Change of Grade Appeals

Students may appeal for a change of an assignment grade or a final course grade. Appeals must be made by submitting a Change of Grade Request Form to the Academic Dean within four weeks (twenty-eight days) of receiving official notification of the grade.

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 (twenty-eight days) of the receipt of the information.

Students are responsible for ensuring the accuracy of transcript information.

For matters related to academic integrity and academic dishonesty, see below.

## Academic Integrity

Students at ABC are expected to complete their academic work with 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](http://www.academicintegrity.org)). ABC expects that these values and commitments will shape the behaviour of ABC’s students, faculty, and staff. These values align with our Christian faith commitments as expressed in ABC’s Community Rule of Life.

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.

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:<sup>1</sup>

- 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.

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<sup>1</sup> Note that this is a partial list. For the complete list see ABC’s full Academic Integrity Policy, which is available on Populi. This policy is not intended to address non-academic breaches in the Community Rule of Life.



- 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, suspension. Expulsion is also possible in extreme cases.
- The student's right to appeal a decision made by faculty and the Academic Dean.

### **Academic Probation and Suspension**

Academic discipline is not intended to serve as punishment for students. Rather, it is a temporary measure ABC puts in place to help students succeed in their academic goals. Academic Probation is implemented when a student's cumulative G.P.A. 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 cumulative G.P.A. rises above 2.0, Academic Probation will no longer be in place. If the student's cumulative work is still below a 2.0 G.P.A. 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 nine credit hours and will be required to work with ABC's Academic Coach. If the student's cumulative G.P.A. remains below 2.0 after the second probationary semester, the student is put on Academic Suspension for one academic year (two semesters) and is limited to no more than three credit hours per semester. After the year of Academic Suspension, the student must visit with the Academic



Dean to request permission to enroll in more than three credit hours per semester for the following year. If permission is granted, the student will resume studies on the status of Academic Probation until their cumulative G.P.A. rises to 2.0 or higher. If a student returning from Academic Suspension has a semester G.P.A. below 2.0, they will be academically expelled.

### **PACE Academic Probation and Suspension**

When a PACE student's cumulative G.P.A. falls below 2.0, the student is placed on Academic Probation and is required to visit with the Academic Dean before registering for further courses to discuss what steps would assist the student to be successful.

When the student's cumulative G.P.A. rises above 2.0, Academic Probation will no longer be in place. 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 and will be unable to register in a course for one PACE block.

After returning from Academic Suspension, the student will be put on Academic Probation until their cumulative G.P.A. rises above 2.0. If the student returning from Academic Suspension receives a final course grade less than a C while still on Academic Probation, they will be academically expelled.

### **Course Add/Drop Deadline**

In the College program, the Course Add/Drop Deadline for students to adjust their class schedule (by adding or dropping semester-long courses) is the second Friday of the semester.



### **PACE Course Add Deadline**

The registration deadline for PACE courses is two weeks (fourteen days) before the first class. This ensures that PACE students have sufficient time to prepare their Week #1 assignments, which are due by the first class.

### **PACE Course Drop Deadline**

Students may drop a course up to one week (seven days) prior to the start date and receive a full refund of tuition and fees. If a course is dropped after this deadline, no refunds will be available.

See the Calendar of Events for a full list of College and PACE Course Add/Drop dates.

### **Course Withdrawal Deadline**

The Course Withdrawal Deadline is the date in the semester before which, if a student withdraws from a course, they forfeit their tuition but earn a "W" on their transcript. This course will not be counted as credit or used in the calculation of the student's G.P.A.

Withdrawal after this date results in a loss of tuition, as well an "F" in the course. This grade will be noted as such on the student's transcript and included in G.P.A. calculation.

On rare occasions a student may apply to the Academic Dean for a course withdrawal for medical or compassionate reasons (i.e., death in the family or grave illness). A designation of "W" will apply in these circumstances.

In the College program, the Course Withdrawal deadlines are in mid-November (Fall semester) and mid-March (Winter semester).



## **PACE Course Withdrawal Deadline**

The Course Withdrawal Deadline for PACE courses is the start of the fourth class session in the course block.

Students who have begun a course but then choose to withdraw 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, prior to the beginning of the fourth class of a course. Tuition, fees, textbooks, and materials are not refundable.

Withdrawal prior to the Course Withdrawal deadline results in a “W” on the student’s transcript. This course will not be counted as credit or used in the calculation of the student’s G.P.A.

Withdrawal after the Course Withdrawal Deadline results in an “F” on the student’s transcript. This grade will be included in G.P.A. calculation.

See the Calendar of Events for a full list of College and PACE Course Withdrawal dates.

## **Auditing**

Individual courses may be audited with approval of the Registrar and the instructor involved. Students in the College program 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 Tuition Policy, which is available on Populi.

## **Class Attendance**

ABC believes that class attendance and participation are required to adequately meet student learning outcomes. Students must attend at least 80% of classes in any course to be eligible to receive a passing grade.

## **PACE Class Attendance**

PACE students must attend four out of the five class sessions in each PACE block to be eligible to pass the course.

Students with more than a 20% absentee rate in a course will receive a failing grade and will be required to repeat the course.

### **Late Assignments and Requests for Extensions**

Assignment due dates are identified in individual course syllabi. If students are unable to meet assignment due dates as specified in the syllabus, they may request an extension. A penalty of 5% per day is applied to all late assignments that have not received an extension. 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, College program students must complete a Request for Extension Form in conversation with the instructor at least one week before the assignment is due. The instructor has the right to grant or refuse the request. The time frame for an extension is one week.

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



## **PACE Late Assignments and Requests for Extensions**

Weekly assignments are due by 6:00 p.m. (Mountain Time) on the day the class meets. Professors are not required to grade late assignments, and a 5% penalty per day will 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. 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 Final.

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, PACE students must complete a Request for Extension Form in conversation with the instructor at least seventy-two hours before the assignment is due. The instructor has the right to grant or refuse the request. The time frame for an extension is one week. If the Take Home Final is not completed by the extension date, the course grade will be finalized based on work done to that point.

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

## **Course Incompletes**

When students are unable to complete required course work by the end of the semester, they may ask instructors for a Course Incomplete. A Course Incomplete provides an additional three weeks (twenty-one days) after the end of the semester to complete outstanding assignments. Students are responsible to complete, sign, and file the Request for Course Incomplete Form with the instructor and the Registrar.

While the initiative to request a Course Incomplete rests with students, the approval for a Course Incomplete is at the discretion of the instructor. When the remaining assignments are submitted within the three-week (twenty-one-day) period, the instructor marks the assignments without a late penalty. However, if the outstanding assignments are not submitted to the instructor within the three-week (twenty-one-day) period, the student will receive a zero on the outstanding assignments.



## PACE Course Incompletes

Because of the accelerated nature of the PACE program, Course Incompletes are not granted except for medical and compassionate reasons. A PACE Course Incomplete provides six weeks (forty-two days) after the end of the PACE block to complete outstanding assignments. Students are responsible to complete, sign, and file the Request for Course Incomplete form with the instructor and the Registrar. If the outstanding assignments are not submitted to the instructor within the six-week (forty-two-day) period, the student will receive a zero on the outstanding assignments.

Students may not have more than one Course Incomplete at a time. PACE students who are granted a Course Incomplete are advised not to register for the next block because of the required pre-session studies.

## 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 Transfer Credit Policy is available on Populi or by contacting the Registrar ([registrar@abccampus.ca](mailto:registrar@abccampus.ca)).

The following conditions apply:

- Transfer credits must be either:
  - Be a near-equivalent to an ABC program requirement.
  - 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 G.P.A. at ABC.
- The maximum number of credit hours that may be transferred into ABC programs are:
  - Certificate of Christian Foundations: six credit hours

- Two-year diplomas: sixteen credit hours
- Four-year degrees: sixty credit-hours
- Up to forty-eight credit hours of technical/business trade credits may be transferred to an ABC degree program. Moreover, up to forty-eight hours from a technical/business/trade institution may be combined with up to twelve 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 sixty 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 thirty 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 (G.P.A. of 2.0 on a 4.0 scale) are not transferable. If grades are reported in percentages, courses in which a grade of 65% or above was achieved will be considered as transfer. On a nine-point grading system, a course must have a mark of five 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 twenty 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 Alberta's International Qualifications Assessment Service (IQAS) or World Education Services (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 the Association for Biblical Higher Education (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 thirty 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 G.P.A. 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 ABC’s full Transfer Credit Policy at (<https://www.abccampus.ca/admissions/pathways/>).

### **Policy Regarding Discipleship/Mission Schools:**

Up to thirty credit hours may be transferred in from Discipleship/Mission schools (e.g., Youth With A Mission (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).

## Credit by Demonstrated Competency/Prior Learning Assessment & Recognition

For students entering the PACE 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). CDC requires preparation of a portfolio documenting specific work, activities, and life experience and description of 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 ABC's Transfer Credit Policy in Populi for more information.

The CDC 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.

## 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 on Populi after discussion with either the Registrar or Academic Dean. A \$100 fee applies to all program changes. Contact the Registrar ([registrar@abccampus.ca](mailto:registrar@abccampus.ca)) for details.

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## LIBRARY



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

**From September to April**, the library is open weekdays from 8:00 a.m. to 5:00 p.m. **From May to August**, library summer hours are from 8 a.m. to 4:00 p.m. every weekday. **On Tuesdays**, we are open until 6:00 p.m. to support our students enrolled in the PACE program. ABC's library staff are available to help students find what they need for their courses. Drop in to



say hello or email [library@abccampus.ca](mailto: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"><li>• Bible Dictionaries</li></ul>	<ul style="list-style-type: none"><li>• Librarian help (including Reference)</li></ul>
<ul style="list-style-type: none"><li>• Commentaries</li></ul>	<ul style="list-style-type: none"><li>• Automatic library account set-up</li></ul>
<ul style="list-style-type: none"><li>• Online Journals (EBSCO)</li></ul>	<ul style="list-style-type: none"><li>• Comfortable study space</li></ul>
<ul style="list-style-type: none"><li>• E-books (including Perlego access)</li></ul>	<ul style="list-style-type: none"><li>• Printing and copying (\$0.10 per page)</li></ul>
<ul style="list-style-type: none"><li>• Class textbooks (for in-library use only)</li></ul>	<ul style="list-style-type: none"><li>• Booksale (\$1.00 per book)</li></ul>
<ul style="list-style-type: none"><li>• Writing Guidelines</li></ul>	<ul style="list-style-type: none"><li>• Research guidance (by appointment with the Academic Coach)</li><li>• Email: <a href="mailto:academiccoach@abccampus.ca">academiccoach@abccampus.ca</a></li></ul>
<ul style="list-style-type: none"><li>• Online Catalogue (Koha)</li></ul>	<ul style="list-style-type: none"><li>• Academic Coaching (by appointment with the Academic Coach)</li></ul>
<ul style="list-style-type: none"><li>• Special Collections</li></ul>	<ul style="list-style-type: none"><li>• Library activities</li></ul>
<ul style="list-style-type: none"><li>• Canadian Baptist Theological Seminary &amp; College Library's Resources (partnership with the CBT Library)</li></ul>	<ul style="list-style-type: none"><li>• Student study session</li></ul>
<ul style="list-style-type: none"><li>• Archives</li></ul>	<ul style="list-style-type: none"><li>• ILL (Inter-Library Loan)</li></ul>



## 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 facilitates various opportunities for students to acquire, demonstrate, and integrate the following:

- Wisdom and thought (*knowing*)
- Christian character and values (*being*)
- Skills and competence (*doing*)

In Field Experience, ABC students participate in the Church as a community of people who are making a difference in the world. Therefore, Field Experience provides students with a variety of service and ministry experiences in which they will have opportunities to discover, strengthen, and use their gifts and abilities.

ABC students have the opportunity to be 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

As well, growth in discipleship and Christ-likeness is encouraged through readings, regular journal entries, mentor meetings, and thoughtful evaluation.

## Summer Ministry

Each summer ABC students are encouraged to 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 for details.

## Internship

The Bachelor of Theology requires an eight-month internship, while the Bachelor of Christian Studies requires a four-month internship. Internships 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.

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# 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 Community**

PACE is a unique adult learning community. Students from a wide variety of backgrounds gather 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 molded 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 center of our life together. As a witness to this, we reserve time at the heart of our weekly schedule for chapel (Wednesdays, 11:00 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.

On the first Tuesday of each course, students gather for PACE Community Night, during which they meet new classmates, connect over a meal with faculty and staff, 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](mailto: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 (P100/200/300/415) is especially helpful for students exploring different ministry opportunities. Vocational Seminar (P108) is a required one-credit 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 suspension, 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 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.

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.

### **Duty to Report**

Since ABC staff and faculty serve in a position of authority with respect to ABC students, they have a duty to report disclosure of an intent to harm (oneself 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](mailto: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 (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 regard to immigration concerns. Please contact the Government of Canada directly at <https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada.html>.



## 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.)



## CERTIFICATE OF CHRISTIAN FOUNDATIONS

C.C.F.

1 Year / 30 Credit Hours / 2.0 G.P.A. Minimum

This program qualifies for Canada and Alberta Student Loans.

### 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.

### 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-labourers with God in his redemptive story.
- Acquire a foundation for further study, including information literacy.

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

### COURSE REQUIREMENTS

#### **FALL SEMESTER** 14 credit hours

<b>P108</b> Vocational Seminar	1
<b>B111</b> Old Testament Literature	3
<b>B122</b> Life and Teachings of Jesus	3
<b>G201</b> Academic Research & Writing	3
<b>P101</b> Spiritual Formation	2
<b>P100</b> Field Experience	2

#### **WINTER SEMESTER** 13 credit hours

<b>B121</b> New Testament Literature	3
<b>B101</b> Grasping God's Word	3
<b>P101</b> Spiritual Formation	2
<b>P100</b> Field Experience	2
Old Testament Elective	3

#### **SPRING INTENSIVE** 3 credit hours

<b>G131</b> Contemporary Thought	3
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## DIPLOMA OF CHRISTIAN STUDIES

D.C.S.

2 Years / 60 Credit Hours / 2.0 G.P.A. Minimum

This program qualifies for Canada and Alberta Student Loans.

### 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 thirty-credit hour Certificate of Christian Foundations and serves as the foundation for the 120-credit hour Bachelor of Theology and Bachelor of Christian Studies.

### 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 sense of self and be spiritually formed through participating in study, prayer, and service.
- Demonstrate confidence in making decisions concerning further education or work enabling servant- leadership in God’s redemptive story.

### COURSE REQUIREMENTS

<b><u>BIBLE/THEOLOGY</u></b>	<b><u>18</u></b>	<b><u>GENERAL EDUCATION</u></b>	<b><u>15</u></b>
<b>B101</b> Grasping God’s Word	3	<b>G201</b> Academic Research & Writing	3
<b>B111</b> Old Testament Literature	3	<b>G220</b> History of Christianity	3
<b>B121</b> New Testament Literature	3	<b>G131</b> Contemporary Thought	3
<b>B122</b> Life and Teachings of Jesus	3	<b>G234</b> Science, Tech & Society	3
<b>B231</b> Christian Theology	3	<b>G245</b> Psychology of the Family	3
<b>B333</b> Christian Ethics	3		



<b>PROFESSIONAL STUDIES</b>	<b>9</b>	<b>SPECIALIZATION</b>	<b>18</b>
<b>P100</b> Field Experience	4	Biblical Studies	
<b>P101</b> Spiritual Formation	4	Business*	
<b>P108</b> Vocational Seminar	1	Counselling*	
		Pastoral Care	

### **\*Professional Studies Specializations**

ABC offers the four areas of specialization shown above. Business and Counselling courses are only offered in our PACE program, which features modular evening courses that can be taken alongside semester-long College courses. See PACE program (p. 96) for more details.



## BACHELOR OF CHRISTIAN STUDIES

B.C.S.

4 Years / 120 Credit Hours / 2.00 G.P.A. Minimum

This program qualifies for Canada and Alberta Student Loans.

### PURPOSE

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

### PROGRAM GOALS

Students in the B.C.S. will:

- Demonstrate competency in understanding, interpreting, applying, and communicating the biblical message.
- Experience located Christian ministry.
- Analyze 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

<b>BIBLE/THEOLOGY</b>	<b>36</b>	<b>GENERAL EDUCATION</b>	<b>30</b>
<b>B101</b> Grasping God's Word	3	<b>G201</b> Academic Research & Writing	3
<b>B111</b> Old Testament Literature	3	<b>G281</b> Arts and Culture	3
<b>B121</b> New Testament Literature	3	<b>G220</b> History of Christianity	3
<b>B122</b> Life and Teachings of Jesus	3	<b>G327</b> North American Christian History	3
Old Testament Elective	3	<b>G131</b> Contemporary Thought	3
New Testament Elective	3	<b>G251</b> Canadian Sociology	3
Bible Elective	3	<b>G243</b> Developmental Psychology	3
<b>B231</b> Christian Theology	3	<b>G245</b> Psychology of the Family	3
<b>B333</b> Christian Ethics	3	<b>G234</b> Science, Technology and Society	3
<b>B334</b> Theology and Practice of Missions	3	General Education Elective	3
Theology Elective #1	3		
Theology Elective #2	3		



**PROFESSIONAL STUDIES** **36**

**P100/200/300** Field Experience 10

**P101** Spiritual Formation 4

**P108** Vocational Seminar 1

**P206** Living the Story 3

**P322** Building Community 3

**P415** Internship 3

Professional Studies Electives 12

**SPECIALIZATION** **18**

Biblical Studies

Business\*

Counselling\*

Pastoral Care

**\*Professional Studies Specializations**

ABC offers the four areas of specialization shown above. Business and Counselling courses are only offered in our PACE program, which features modular evening courses that can be taken alongside semester-long College courses. See PACE program (p. 96) for more details.



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## BACHELOR OF CHRISTIAN STUDIES: GENERAL STUDIES

B.C.S., General Studies

4 Years / 120 Credit Hours / 2.0 G.P.A. Minimum

This program qualifies for Canada and Alberta Student Loans.

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 / 2.0 G.P.A. Minimum

This program qualifies for Canada and Alberta Student Loans.

### PURPOSE

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

### 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.
- Analyze 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

<b><u>BIBLE/THEOLOGY</u></b>	<b><u>36</u></b>	<b><u>GENERAL EDUCATION</u></b>	<b><u>36</u></b>
<b>B101</b> Grasping God’s Word	3	<b>G201</b> Academic Research and Writing	3
<b>B111</b> Old Testament Literature	3	<b>G281</b> Arts and Culture	3
<b>B121</b> New Testament Literature	3	<b>G220</b> History of Christianity	3
<b>B122</b> Life and Teachings of Jesus	3	<b>G311</b> Introduction to Greek I	3
Old Testament Elective	3	<b>G312</b> Introduction to Greek II	3
New Testament Elective	3	<b>G327</b> North American Christian History	3
Bible Elective	3	<b>G131</b> Contemporary Thought	3
<b>B231</b> Christian Theology	3	<b>G251</b> Canadian Sociology	3
<b>B333</b> Christian Ethics	3	<b>G243</b> Developmental Psychology	3
<b>B334</b> Theology and Practice of Missions	3	<b>G245</b> Psychology of the Family	3
Theology Elective #1	3	<b>G234</b> Science, Technology and Society	3
Theology Elective #2	3	General Education Elective	
<b><u>PROFESSIONAL STUDIES</u></b>	<b><u>48</u></b>		
<b>P100/200/300</b> Field Experience	10		
<b>P101</b> Spiritual Formation	4		
<b>P108</b> Vocational Seminar	1		
<b>P206</b> Living the Story	3		
<b>P245</b> Worship and the Arts	3		
<b>P313</b> Introduction to Preaching	3		
<b>P322</b> Building Community	3		
<b>P351</b> Pastoral Care	3		
<b>P412</b> Pastoral Work	3		
<b>P415</b> Internship	6		
<b>P416</b> Adaptive Leadership	3		
Program Electives	6		



## COLLEGE 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. Other courses are offered on a rotational basis, or as required for completion of student programs of study.

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## 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.



**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.

**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 first century Palestine.

**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 and Wisdom** **3**

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

Prerequisite: B111 Old Testament Literature

**B312 Prophetic Literature**

**3**

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

Prerequisite: B111 Old Testament Literature

**B313 Old Testament Historical Books**

**3**

This course examines the 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, 1 and 2 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 New Testament elective

**B421 Romans and Galatians** **3**

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

**B423 Revelation** **3**

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

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

**B426 Greek Exegesis** **3**

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

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

## Theology

### **B231 Christian Theology** **3**

The course examines the basic approaches to, and foundations for, the study of Christian theology, with an emphasis on the most central 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 Theology and Practice of Missions** **3**

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

Prerequisite: B231 Christian Theology

### **B431 Theology of Sin and Salvation** **3**

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

Prerequisite: B231 Christian Theology

### **B432 Theology of Church and Spirit** **3**

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

Prerequisite: B231 Christian Theology



**B433 Theology and Practice of Prayer** **3**

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

Prerequisite: B231 Christian Theology

**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

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## 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.

**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.

**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 and the Arts 3**

This course explores the theological foundations as well as the nature and history of the arts within Christian worship. Their practice and significance in contemporary worship 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 Introduction to Preaching 3**

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

**P321 Adult Ministry 3**

This course explores 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 and 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 deals 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 three 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

**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.

Prerequisite: 10 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.

## GENERAL EDUCATION 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 and Writing**

**3**

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

### **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 and Society**

**3**

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

Prerequisite: G131 Contemporary Thought

**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 analyzes 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 Christian History** **3**

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

Prerequisite: G220 History of Christianity

**G333 Introduction to World Religions** **3**

This course provides an introduction to the history, beliefs, and sacred writings of the different world religions to encourage understanding, promote interreligious dialogue, and foster peaceful relations in the world.

Prerequisite: G131 Contemporary Thought

**G335 Christian Apologetics** **3**

This course 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.)



ALBERTA BIBLE COLLEGE  
EST 1932

## 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 and staff.

### 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 advance to graduate study.

### 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 a 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. (Mountain Time) one night per week.
- Seasonal breaks are scheduled within the program.
- Courses are offered in Fall, Winter, and Spring/Summer semesters.
- One-week intensive courses offered in the Fall and Spring semesters, as well as weekend-long intensive courses offered for selected courses.
- Detailed student guides that clearly lay out assignments.
- No memory-based exams.
- PACE instructors have academic preparation and ministry/work experience in the courses they teach.
- Significant life experience and non-credit study can be converted into academic credit. ABC's Transfer Credit Policy is available on Populi or by contacting the Registrar ([registrar@abccampus.ca](mailto:registrar@abccampus.ca)).

## PACE PRACTICUM

Each PACE specialization requires three credits of practicum. A practicum credit consists of thirty-five hours of practical experience that must be completed within a sixteen-week time limit. Students may choose to complete all three practicum credits together over forty-eight weeks.

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 PROFESSIONAL STUDIES CERTIFICATES

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

1 Year / 18 Credit Hours / 2.0 G.P.A. Minimum

This program qualifies for Canada and Alberta Student Loans.

### 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

<b>Biblical Studies</b>	<b>(18)</b>	<b>Business</b>	<b>(18)</b>
<b>B3286</b> Introduction to Paul	<b>3</b>	<b>P3315</b> Introduction to Business	<b>3</b>
Old Testament Electives	<b>6</b>	<b>P3325</b> The Effective Organization	<b>3</b>
New Testament Electives	<b>6</b>	<b>P3335</b> Program Planning & Evaluation	<b>3</b>
Bible/Theology Elective	<b>3</b>	<b>P4325</b> Essentials of Board Governance	<b>3</b>
		<b>P4335</b> Strategic Leadership	<b>3</b>
		<b>P3345</b> Financial Management	<b>3</b>



<b><u>Counselling</u></b>	<b>(18)</b>	<b><u>Pastoral Care</u></b>	<b>(18)</b>
<b>B3327</b> Theology of Care	<b>3</b>	<b>B3326</b> Theology of Church and Ministry	<b>3</b>
<b>P3535</b> Counselling Theory	<b>3</b>	<b>P3135</b> Introduction to Preaching	
<b>P3545</b> Counselling Skills	<b>3</b>	<b>P4125</b> Pastoral Work	<b>3</b>
<b>P4545</b> Conflict Resolution	<b>3</b>	<b>P4145</b> Self-Care in Ministry	<b>3</b>
Counselling Electives	<b>6</b>	Counselling/Pastoral Care Electives	<b>6</b>



## DIPLOMA OF CHRISTIAN MINISTRY

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

2 Year / 60 Credit Hours / 2.0 G.P.A. Minimum

This program qualifies for Canada and Alberta Student Loans.

### 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 non-profit 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**

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



## BACHELOR OF CHRISTIAN MINISTRY

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

4 Years / 120 Credit Hours / 2.0 G.P.A. Minimum

This program is also available as Degree Completion and After Degree programs of study and qualifies for Canada and Alberta Student Loans.

### PURPOSE

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

### PROGRAM GOALS

Students in the B.C.M. will:

- Demonstrate competency in understanding, interpreting, applying, and communicating the biblical message.
- Experience located Christian ministry.
- Analyze 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

<b>BIBLE/THEOLOGY</b>	<b>36</b>	<b>GENERAL EDUCATION</b>	<b>30</b>
<b>B3025</b> Grasping God's Word	<b>3</b>	<b>G2010</b> Academic Research & Writing	<b>3</b>
<b>B3115</b> Old Testament Literature	<b>3</b>	<b>G3216</b> History of Christianity I	<b>3</b>
<b>B3275</b> Life and Teachings of Jesus	<b>3</b>	<b>G3217</b> History of Christianity II	<b>3</b>
<b>B3325</b> Christian Theology	<b>3</b>	<b>G3515</b> Contemporary Thought	<b>3</b>
<b>B3285</b> Acts of the Apostles	<b>3</b>	<b>G4435</b> Developmental Psychology	<b>3</b>
<b>B3286</b> Introduction to Paul	<b>3</b>	<b>G4525</b> Christian Ethics	<b>3</b>
Electives	<b>18</b>	<b>G234</b> Science, Technology and Society	<b>3</b>
		Elective	<b>9</b>



<b>PROFESSIONAL STUDIES</b>	<b>36</b>	<b>SPECIALIZATION</b>	<b>18</b>
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 G.P.A. of 2.0 or higher.
- 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 course
- Including transfer of up to 42 credits of Program Electives.
- Fulfil residency requirements (i.e., complete the required number of credits at ABC, as opposed to transfer credits).
- Fulfil financial and business obligations to the college.
- Satisfactorily complete Practicum.
- Receive recommendation by ABC administration and approval of the Board of Trustees.

## BCM After Degree (2-3 year accelerated program)

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

- Already hold a three or four-year post-secondary 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 G.P.A. of 2.0 or higher. Length of the program will depend on the courses presented as the time of admission.
- Fulfil financial and business obligations to the college.
- Satisfactorily complete Practicum.
- Receive recommendation by ABC administration and approval of the Board of Trustees.

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

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### 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 first-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 and Wisdom** **3**

This course considers Job, Psalms, Proverbs, Ecclesiastes, and the Song of Songs 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, 2 Peter, and Jude with attention to historical, social, literary, and cultural contexts, including critical issues and the letters' continuing theological significance.

Prerequisite: B3025 Grasping God's Word

**B4275 Hebrews** **3**

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

Prerequisite: B3025 Grasping God's Word

**B3325 Christian Theology** **3**

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

**B3326 Theology of Church and Ministry** **3**

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

Prerequisite: B3325 Christian Theology

**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.

Prerequisite: B3325 Christian Theology



## 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 provides an opportunity to connect theology with daily living. Practicum takes place in a ministry or parachurch setting. The PACE Practicum can be completed as three one-credit practicums (of thirty-five hours each) or one three-credit practicum of 105 hours.

### **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 classic and contemporary spiritual writers of the Christian tradition is also offered.

## Business

### **P3315 Introduction to Non-Profit Leadership**

**3**

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

### **P3325 The Effective Organization**

**3**

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



**P3335 Program Planning and Evaluation 3**

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

**P3345 Non-Profit 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 Essentials of Board Governance 3**

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

**P4335 Strategic Leadership 3**

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 organization.

## Counselling

**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.

Prerequisite: B3325 Christian Theology

**P353 Spiritual Care of Older Adults 3**

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

**P3535 Counselling Theory**

**3**

This course provides an overview of major theories in counselling and psychotherapy from a Christian perspective. Students will develop criteria for evaluating theories using a biblical framework and formulate their own philosophy of Christian counselling. Prerequisite: B3327 Theology of Care

**P3545 Counselling Skills**

**3**

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

Prerequisite: B3327 Theology of Care

**P3555 Introduction to Addictions**

**3**

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

**P3566 Toward a Psychology and 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 Introduction 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 and Marriage Counselling** **3**

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

Prerequisite: P3545 Counselling Skills

## Pastoral Care

**P3135 Introduction to Preaching** **3**

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

Prerequisite: B3025 Grasping God’s Word

**P4125 Pastoral Work** **3**

This course explores the practical dimensions of pastoral ministry, with the goal of equipping students to function effectively as pastoral leaders within the contemporary culture. Issues such as administration, systems development, dealing with the expectations of others, administering the sacraments, performing weddings and funerals, functioning effectively with a church staff (paid and volunteer), handling conflict and criticism, avoiding burnout, and other day-to-day aspects of the ministry are covered.

Prerequisite: B3326 Theology of Church and Ministry

**P4135 Advanced Preaching** **3**

This advanced course in homiletics sharpens the skills in effective sermon preparation and delivery begun in Introduction to Preaching and explores creative and contemporary models of preaching from both the Old and New Testament. Students will deliver at least

three 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.

**P4195 Leadership and Equipping** **3**

The inauguration of the Kingdom of God by Jesus involved the equipping of twelve people who would continue to do his work. Contemporary Christian leaders follow that pattern of equipping others. This course will examine the kinds of challenges that leaders face, and the attitudes and behaviours essential to helping others grow to maturity in Christ, that they too will learn to equip others. Prerequisite: B3326 Theology of Church and Ministry

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## GENERAL EDUCATION

**G2010 Academic Research and 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, and Society** **3**

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

**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.

Prerequisite: G3217 History of Christianity I

**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 Contemporary Thought

**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 Contemporary Thought

**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.