



Philippine College of Ministry  
**Philippine College of Ministry**

**Catalog**  
**2007-2009**

### **MISSION STATEMENT**

*Philippine College of Ministry serves the church in fulfilling the Great Commission by training Christians to be servant leaders who effectively communicate God's Word in faith and practice for the growth of Christ's church and for his glory.*

### **FOUNDATION PRINCIPLES**

*In harmony with this mission statement, Philippine College of Ministry:*

- (1) Stands for the deity and lordship of Jesus Christ as head of the church;*
- (2) Stands for the divine inspiration and absolute authority of the Bible, both Old and New Testaments;*
- (3) Stands for the unity of all Christians within the church instituted by Christ in the New Testament so the world may believe in Jesus Christ;*
- (4) Seeks to help all students develop spiritual maturity and a Holy Spirit-empowered lifestyle that exemplifies Christ;*
- (5) Seeks to provide all students a thorough knowledge of the Bible and the essentials of biblical doctrine, and to equip all students with Christian character and the vocational and professional skills of productive church leadership; and*
- (6) Seeks to provide degree programs, which cultivate academic excellence and prepare students for professional ministry and graduate education.*

### **AFFILIATIONS**

*The Philippine College of Ministry is affiliated with the restoration movement Churches of Christ and churches listed in the Directory of the Ministry, A Yearbook of Christian Churches and Churches of Christ. PCM is a member of the Association for Theological Education in South East Asia. The College was recognized as a four-year, undergraduate degree granting institution by the Philippine Securities and Exchange Commission in November of 1999.*

### **HISTORY**

*Philippine College of Ministry came into being when the missionaries to the Cordillera Region discovered insufficient indigenous Filipino leadership for the churches being planted in the area. Since the goals of the Philippine Christian Mission favored indigenous leadership, a training institute was needed.*

*Philippine College of Ministry opened on June 2, 1992 with nine students. It grew steadily until today PCM graduates serve in churches throughout the northern Philippines and in Thailand.*

### **GOVERNANCE**

*A Board of Trustees governs PCM and works with the administration, faculty and students to:*

- Establish policy and budget.*
- Grant degrees.*
- Serve as the guarantors of the college.*

### **RACIAL POLICY**

*From its beginnings, Philippine College of Ministry has welcomed and admitted men and women of any race or nationality who wish to take advantage of the educational program of the college. All qualifying Filipinos as well as two foreign students per semester from each nation may attend.*

### **CAMPUS**

*The college presently occupies a spacious campus of six buildings in LamTang. Modern facilities and equipment grace the campus and make it a fine atmosphere for learning.*

### **STUDENT HOUSING**

First year students who are not living with parents or relatives are required to live in college housing. Students may be required to take a minimum of twelve credits of academic work to qualify for housing. Students taking fewer than twelve credits of academic work must have the approval of the President before they may live in college housing. Part-time, non-graduating students must take five (5) or more credits of Bible-related classes. Dorm Fee is P3000 per semester payable in 5 monthly installments of P600 each.

All unmarried students qualify for dorm space. College dwelling space is not available for married students, but can be obtained in the Baguio area.

### **SELF HELP**

It is understood that college is an expensive undertaking and that many students must earn a portion of their expenses through part time work while in school. Students may find work in homes, or at other jobs. Some campus employment is available through work-study programs sponsored by the college.

### **TUITION AND FEES**

The low rate of instruction fees is made possible by Christian individuals and organizations that have contributed generously to Philippine College of Ministry and by the volunteer missionary professors and instructors who teach at PCM. Students and their families must realize their own financial responsibility in undertaking a college education. Although financial assistance is available to students who qualify, it must not be presumed that one's education is free at PCM.

#### **The college does not sponsor students.**

All new students are given a first-year **tuition** scholarship, which may be extended to reward good grades. Tuition and fees are as follows:

- |   |                        |
|---|------------------------|
| • Application fee (one time)  | PhP 100                |
| • Registration fee per semester   | PhP 100                |
| • Meals per semester (15 meals per week)  | PhP5000 *              |
| • Dormitory fee per semester  | PhP3000 *              |
| • Library fee per semester  | PhP 50                 |
| • Computer Lab fee per semester   | PhP 150                |
| • Activity fee per semester   | PhP 100                |
| • Private music lessons per semester  | PhP 250                |
| • Tuition per unit per semester   | PhP 120* (+see page 4) |
| • Yearbook fee (2 <sup>nd</sup> semester)   | PhP 200                |
| • Uniform Fee (1 <sup>st</sup> semester each year)  | PhP 400                |
| • Dormitory Key Fee per semester  | PhP 50                 |
| • Late registration fee (additional per day)<br>(Students who fail to register on registration day) | PhP 100                |

All fees are due and payable on registration day.

The following special fees will be levied when necessary:

- |                         |          |
|-------------------------|----------|
| • Course add/drop       | PhP25/50 |
| • Removal of incomplete | PhP 50   |
| • Transcript fee        | PhP 50   |
| • Make-up test permit   | PhP 50   |
| • Removal of an F       | PhP 100  |

\*Students taking 12 or more hours may arrange to pay these fees in monthly installments.

All fees for the semester must be paid before final exams may be taken or grades issued to the student and entered on the student's official transcript. Students with remaining balances at graduation time will not receive diplomas until the balance is paid.

### **Refund Schedule**

All withdrawals must be made through the office of the Academic Dean. Refunds are based on the date the withdrawal is received and stamped by the business office. Dormitory rent, meal plan, registration, library, computer and student activity fees are not refundable. No refund of any kind will be given in cases of suspension. Others are eligible for the following refunds:

Withdrawal within the first two weeks of classes	75%
Withdrawal between two and four weeks of classes	50%
Withdrawal after five weeks of classes	no refund

## **STUDENT LIFE**

### **Student Body Officers (SBO)**

The student body elects a council of officers to represent student interests. This council works in harmony with a faculty advisor and organizes many phases of group worship, athletics, social life and the student yearbook. Exemplary Christian conduct is expected of the SBO.

### **Orientation**

At the opening of school, special services and meetings are provided to acquaint new students with college ideals, traditions, rules and program. Attendance at these orientation gatherings is required for all new students. Tests may be given which will allow faculty and staff to give proper placement and counsel.

### **Discipline and Conduct**

The goal of discipline and conduct is to encourage Christian conduct in all of life. We live in a Christian community. Certain guidelines governing relationships between male and female students will be discussed in the orientation sessions. They are printed and will be given to each student and are posted in prominent places on campus.

Crudeness, indecent dress, physical uncleanness, unsightly grooming and lack of respect in any area of life may be looked upon as misconduct. For sanitary reasons, footwear is required at all times. Disciplinary action is covered in the student handbook and will be taken in the following areas:

- Use of alcoholic beverages
- Use of narcotics and other dangerous drugs except those prescribed by a physician
- Use of tobacco
- Any breach of honesty like academic cheating, theft, failing to repay loans and the like
- Any undesirable public display of affection or breach of sexual purity. PCM students may be refused graduation and their degrees denied for severe breaches of sexual purity.
- Profanity, obscene acts and use of pornography
- Ceremonies or acts of brutality, causing personal embarrassment, injury or indecent exposure

A disciplinary committee may be appointed by the Dean of Students consisting of members deemed appropriate.

In the event of serious violation of any area of academic regulation or conduct, the President of the College shall have the power to disqualify any student.

Disqualification shall be interpreted as forfeiture of the individual's right to continue academic work, live in the dormitory or engage in campus life for the period of time specified. Upon recommendation of the faculty, the President of the Philippine College of Ministry or delegated agent shall have the right at all times to determine whether the conduct code has been violated.

Ignorance of conduct regulations is not an acceptable excuse for violation. Christian character is expected of all PCM students.



## **Aid Available to Philippine Citizens**

### **UNIVERSAL STUDENT DISCOUNT**

+**All** Filipino students admitted to PCM receive a 25% tuition discount **before** all other computations.

### **TUITION ASSISTANCE**

All first-year full-time students are granted PhP1500 tuition grant per semester (including second semester students on Academic Probation).

All other eligible students with a preceding semester GPA of 3.00 or above may also receive this grant. They may also apply for other grants and the work-study program.

### **MINISTER'S DISCOUNT**

Ministers (and their families) who rely on a church or parachurch organization for more than half of their income may be eligible for a 50% tuition discount on the remaining balance after the Universal Student Discount.

### **WORK-STUDY**

Full-time students (except those on academic or disciplinary probation) may also apply for Work-Study to assist with dorm fees.

Work is credited at PhP24 per hour for hours worked with a maximum of PhP1200 monthly.

### **FOOD PROGRAM**

Full-time students (except those on academic or disciplinary probation) may also apply for assistance toward the monthly Food Program payment.

### **NOTES**

- Students receiving full scholarships are not eligible for additional scholarship assistance.
- *Fraud and Deception:* Students not disclosing gifts from sponsors, misrepresenting parents' ability to contribute to college expenses, not performing Work-Study as recorded on the Time Sheet or not serving in a church as indicated in the Ministerial Development Plan Handbook will lose all scholarship assistance for the semester.
- Scholarships, grants, work-study and other benefits received from the PCM scholarship fund may not exceed the cost of the student's education.

## **ADMISSION PROCEDURES**

### **Rules**

*It is understood and agreed that any student who is admitted to Philippine College of Ministry will abide by the rules and regulations established and announced by the President, Faculty and Administration.*

### **Entrance Requirements**

*Philippine College of Ministry is open to men and women who conform to the following requirements:*

- *Apply for admission on the regular form supplied by the College in the Application Packet. Two photographs of the applicant should accompany the application.*
- *A High School transcript must accompany the application for admission. Transfer students may substitute a college transcript for a High School transcript.*
- *National College Examination for Admission scores are requested.*
- *A Php500 application fee must accompany the application for admission.*
- *“Character references provided in the Application Packet which provide evidence of character and Christian purpose in life must be mailed to the college by the appropriate individuals.*
- *Mature students who have a record of Christian service and have shown an aptitude for college studies but have not finished High School may be admitted as special students.*
- *Students transferring to Philippine College of Ministry from another college or university must supply evidence of honorable dismissal from the previous institution as well as a transcript of previous academic record. All records become the property of the Philippine College of Ministry.*
- *Philippine College of Ministry reserves the right to deny admission or readmission to anyone for reasons regarded as adequate by the faculty or administration. \**

### **Academic Load**

*In order to complete requirements for graduation in four years, the student must take 19 semester hours of classes each semester. However, because of variations in scheduling, the student may take fewer or more hours in a given semester. To be classed a full-time student, a student must carry 12 semester hours. In order to carry more than 18 hours, the student must have permission from the Academic Dean.*

***No student may carry more than 19 regular semester hours in his or her first semester at Philippine College of Ministry (not counting block courses).***

### **Classification**

*The number of credit hours earned determines a student’s classification. The classification held by a student at the beginning of the academic year will be continued throughout the year.*

- *First year student                      fewer than 30 semester hours*
- *Second year student                    30 semester hours*
- *Third year student                      60 semester hours*
- *Fourth year student                    90 semester hours*
- *Special                                      a student taking not more than two courses who does not plan to meet the requirements for graduation.*

**Grades and Grade Points** *The following system of determining grade points is observed:*

- *A    four grade points per semester hour*
- *B    three grade points per semester hour*
- *C    two grade points per semester hour*
- *D    one grade point per semester hour*
- *F, W, WF, UWF                        no grade point, no graduation credit.*

- *P* no grade point per semester hour, credit given to graduate
- *NP* no grade point, no credit
- *I (Inc.)* no grade point, no credit—must be finished 2 weeks into following semester to receive credit.

To meet graduation requirements, candidates must have earned one grade point for each hour of work completed. *F* grades **are** included in calculations.

### **Academic Probation and Disqualification**

1. The minimum cumulative grade point average required for graduation for graduation at Philippine College of ministry is 2.00.
2. A student whose grade point average falls below 2.00 for either a semester or cumulative is placed on academic probation.
3. A first year student whose grade point average falls below 2.00 but remains above 1.00 is eligible to continue on academic probation for two consecutive semesters.
4. A student having more than 30 semester hours, whose semester and cumulative grade point average falls below 2.00, is eligible to continue on academic probation for one semester.
5. A student on probation may achieve satisfactory academic standing and be removed from probation by earning a cumulative grade point average of 2.0.
6. A student who is academically disqualified may petition the Academic Dean for reconsideration.

### **Incomplete**

If work in a course for which a grade of **Incomplete** is reported must be completed within two weeks of the following semester or the incomplete will be changed to an “F.” The fee for removal of an incomplete is P20.

### **Withdrawal**

When a student needs to withdraw from school for any reason, arrangements must be made with the Academic Dean. Refunds will be made according to the schedule on page 3. If the student has received a tuition scholarship, no refund will be made. Grades of WP for courses in which the student is passing and WF for courses in which the student is failing will be entered on the transcript. This will allow the student to re-enter college at a later date.

### **Class Attendance**

Class attendance is required and is subject to the following guidelines:

1. The professor or instructor may excuse class absences.
  - a. Illness or extenuating circumstances (death in the family) may be the basis for the absence.
  - b. Students participating in official events or promotional assignments or other College requests will be excused through the administrative channel. Do not presume you are excused; check with your professor and the president.
2. The professor will determine penalty for class absences.
3. Absences from music lessons may be made up in the case of illness. Arrangements must be made in advance for makeup lessons.
4. All class work missed because of absence must be made up.
5. Responsibility for clearing absences rests with the student.

### **Transcripts**

Transcripts of the student’s record are not issued to the student, but to the institution to which the transfer is made. One official transcript is issued without charge and duplicates are issued upon payment of the transcript fee of P50. Transcripts shall carry a current academic record and shall be sealed with the seal of the College.

### **Transfer Students**

To qualify for graduation, a student transferring from another college must complete a minimum of 30 semester hours of work in residence at Philippine College of Ministry. During this time, the transfer student must maintain a 2.00 grade point average. Before satisfying the requirements of the Academic committee, proper consideration will be given to granting credit for equivalent academic courses taken in a college, evidenced by an official transcript from the prior attended college or colleges. The decision to accept or reject credit for courses taken at other colleges lies with the Academic Dean. Every effort will be made to allow credit for prior courses.

### **FOREIGN STUDENT ADMITTANCE POLICY**

The Philippine College of Ministry exists to serve God's churches in the Philippines by providing quality education to Christian Filipinos and Filipinas who desire to serve the Lord in Ministry positions.

Our racial policy states that we welcome men and women of any racial background who wish to take classes at Philippine College of Ministry. The college has established the following policy regarding citizens of nations other than the Republic of the Philippines to insure the focus of PCM's goals and our fidelity to our contributors:

1. Each non-Filipino student must be individually approved each semester by faculty before being admitted to any class or college activity.
2. Each non-Filipino student must pay the non-refundable foreign student application fee of P750.
3. Each non-Filipino student must pay the non-refundable foreign student registration fee of P500.
4. Each non-Filipino student must pay the non-refundable foreign student tuition price of P350 per unit, dorm fee of P2500 and meal fee of P8000.
5. Each non-Filipino student must participate in all class requirements including, but not limited to: completion of all homework, exams, papers, in class participation, chapel and small group attendance, and class attendance. Failure to comply with these requirements to the satisfaction of the administration will result in admission termination, and the student will be asked to leave the college.
6. Unsatisfactory work will result in non-admission for the following semester.
7. Each non-Filipino student must abide by all other college rules and regulations established for PCM students.
8. Foreign students are not eligible for any academic scholarships, including the tuition discount for first-year students which are offered by the college to national students. Foreign students are encouraged, however, to apply for and secure scholarship assistance from their own national resources such as awards from churches, religious organizations and foreign study programs.
9. Foreign students must take a minimum of one Bible or theology course per semester in focus with the college policy of training workers for the church.
10. Only two students per nation will be allowed to study at PCM concurrently.

## **COLLEGE FACULTY**

### **Administration**

*Stephen A. Hong, President*  
*James A. Huckaba, Academic Dean*  
*Francisco B Bagni, Dean of Students*  
*Nilda H. Cruz, Business Administrator*

### **Professors**

**Francisco B. Bagni, Professor of Bible, Christian Ministries**

*Degrees: BTh, Aparri Bible Seminary, 1985, M. Min. in progress, Manila Bible Seminary, 2008, Faculty, 2007*

**Marlon T. Benalio, Librarian**

*Degrees: BSEd (Library Science), Benguet State University, 2006. Faculty, 2007*

**Stephen A. Hong, Professor of Bible, Philosophy**

*Degrees: BA, Hope International University, 1990, M.A., Asia Pacific Theological Seminary, 2001. MDiv, Ibid. 2005, Faculty, 1992*

**James A. Huckaba, Professor of Languages, Homiletics**

*Degrees: BTh Northwest Christian College, 1969; MDiv Western Seminary, 1972, ThD Southern Seminary, 1977; Additional academic work at the Univ. of Tel Aviv, 1981; Western Seminary, 1989-90, Faculty, 1997*

**Arnold Pasion, Professor of Christian Ministries**

*Degrees: B.S.L. Aparri Bible Seminary, 1989: M.Min. Manila Bible Seminary, 1997, Faculty, 1993, M.Div in progress, Asia Pacific Theological Seminary*

**Crisanta M. Santos, Associate Professor of Christian Education**

*Degrees, AS, Philippine College of Ministry, 2006, BA St. Luis University, 1997, Further studies in Education, 2002, MMin in progress, Philippine Baptist Theological Seminary, Faculty, 2006*

**Roger L. Tare, Associate Professor of Music**

*Degrees, BBA, Saint Michael's College, 1997 BS (Music) Philippine College of Ministry, 2005, MMus in Progress, Philippine Baptist Theological Seminary, Faculty, 2007*

### **Instructors**

**Linda Huckaba, Instructor in Music, Worship**

*Whitworth College, Northwest Christian College, Portland Community College, Reedley College, BS, Philippine College of Ministry, 2000 Faculty, 1998*

### **Adjunct Professors**

**Thomas Fort, Missions**

*Degrees: BTh Northwest Christian College, MA, MMiss, School of World Missions, Fuller Theological Seminary*

**Thomas Huckaba, Life Science**

*Degrees: BA University of Oregon. MA Emmanuel School of Religion, MS East Tennessee State University. MS, Ph.D. Columbia University*

**Gene Stringer, Physical Science**

*Degrees, BS University of Oregon, MS, PhD University of Southern California*

**Barney Wimer, Biblical Studies (Revelation)**

*Degrees: BTh Northwest Christian College, MDiv Emmanuel School of Religion, PhD University of Washington*

**Roland Whittemore, Biblical Studies (New Testament)**

*Degrees: BA Johnson Bible College, MA Emmanuel School of Religion*

## **PROGRAMS OF STUDY**

The program of study offered at Philippine College of Ministry seeks to implement the purpose of the college and prepare workers for the Church. Classes provide students with an acquaintance with the disciplines classified as:

*Biblical and Theological*  
*Humanities and Practical Ministries*

Social and Physical Sciences  
Comparative Religions

All of these disciplines are essential to the academic preparation of Christian leaders.

**Degree Programs**

Philippine College of Ministry offers the following programs of study:

- **The Associate of Theology**—a two-year degree program that prepares the student for an associate ministry or for ministry in the rural setting. (First two years of any degree concentration.)
- **The Bachelor of Theology**—a four-year degree program that prepares the student for the ministry on a professional level. The Bachelor of Theology with language requires two years of language, either two years of Hebrew or two years of Greek or one year each of Greek and Hebrew.

Many church members who are studying at the other colleges and universities in Baguio enjoy taking courses part-time at Philippine College of Ministry to enhance their ability to serve in their own congregations.

\*Philippine College of Ministry believes that its allegiance to the doctrinal and ethical standards of the Bible would be compromised by admitting students whose sexual orientation is directed to members of their own gender. The College therefore reserves the right to refuse admission to or suspend anyone embracing the homosexual lifestyle. Application for admission from a potential student with such an orientation may be considered following an interview with the Dean of Students and a stated willingness to refrain from such a lifestyle.

**Plan**

Philippine College of Ministry gives major emphasis to the offering of courses in Bible, religion, theology, music and preaching not normally offered by the secular university and which can be offered by a Christian college in a manner more conformable to the needs of church workers. The college is in a constant plan of upgrading curriculum and facilities. The following rules apply to each of the three baccalaureate degree concentrations offered at Philippine College of Ministry.

- Passing grades must be received in all classes required for graduation. Any class wherein the student received the grade of "F" may not be used to qualify for graduation.
- Only classes taken at Philippine College of Ministry, another Bible College or university level institution of higher learning may be used for credit toward graduation. Classes may be challenged or the Academic Dean may give credit on the basis of life experience only after examination.
- Credit will be given for classes only after all fees for that semester have been paid. Even if the professor issues a grade to the student, grades will not be entered on the official transcript until all fees are paid.
- Two years of Greek or two years of Hebrew or one year of Greek and one year of Hebrew are required for the BTh degree with language designation. However two years of Biblical language are required for entrance to most graduate theological programs.

Two baccalaureate degree concentrations are offered at Philippine College of Ministry to prepare students for Christian Ministry.

The **Ministry Concentration** is offered to students wishing to concentrate their studies to train for pastoral ministry in the local church. The Ministry track with language also prepares the student for graduate studies in a graduate school of theology.

The **Christian Education Concentration** qualifies the student for ministry in the areas of Christian Education and Youth Ministries. Music and art are included to round out the skills for ministry in this area.

**REQUIREMENTS FOR GRADUATION**  
***Bachelor of Science, Bachelor of Arts, MINISTRY Concentration***

***Bachelor of Arts/Bachelor of Science, Christian Education Concentration***

### **Christian Workers Certificate**

OT101 OT Survey and HANE	3	OT102 OT Survey	3
NT101 Life of Christ	3	NT102 Acts	3
NT201 Epistles I	3	NT202 Epistles II	3
TH211 Christian Doctrine	2	TH212 Bib. Bkg.	2
CH201 Restoration Principles	2	CH202 Church Growth	2
LA101 English Grammar I	3	MI202 Intro. to Christ. Min.	3
<i>Six units from the following courses:</i>			
GE112 Intro. to Comm. II	3	MI102 Intro. to Public Worship	2
MI201 Intro. to Christian Ed.	3	MI312 Church Planting	2
MI251 Intro. to Youth Ministry	2	MI332 Personal Evangelism	2
<b>Total of 38 units</b>		MI372 Campus Ministry	3

- *Passing grades must be received in all classes required for graduation. Any class wherein the student receives an "F" grade may not be used to qualify for graduation.*
- *Only classes taken at Philippine College of Ministry, another Bible College or university level institution of higher learning may be used for credit for graduation. Classes may be challenged or the Academic Dean may give credit on the basis of life experience only after examination.*
- *Credit will be given for classes only after all fees for that semester have been paid. Even if the professor issues a grade to the student, grades will not be entered on the official transcript until all fees are paid.*

### **DEPARTMENTS AND COURSE DESCRIPTIONS**

#### **Department of Biblical, Historical and Theological Studies**

**Stephen Hong, Chairman**

**Francisco Bagni, James Huckaba**

*OT 101--Old Testament Survey and History of the Ancient Near East. Acquaints the student with the Old Testament by studying the history and geography of the Bible land and then taking an overview of each book discussing the content, people and events..*

*OT 102--Old Testament Survey and History of the Ancient Near East. A continuation of OT 101. Must be taken in sequence.*

*NT 101--Life of Christ. A survey of Matthew, Mark, Luke and John blended to acquaint the student with the Biblical account of the life of Jesus Christ.*

*NT 102--Acts. A survey of the life of the New Testament Church through the book of Acts. The life of the Apostles and the first century church as well as a comparison to some of the Restoration Movement Church will be made.*

*NT 201--Epistles I. A study of the letters written by the Apostle Paul. Although English Bible is primarily used, the Tagalog Bible will be studied some, as well as the Greek Bible to discern the fine meanings of terms employed in expression.*

*NT 202--Epistles II. A study of the non Pauline letters. A continuation of NT 201*

*NT 491—Revelation. A study of Revelation compared with other apocalyptic literature.*

*BI 1X1-2, 2X1-2,3X1-2,4X1-2--Block Courses. Selected Old and New Testament books will be offered from time to time by visiting and adjunct professors.*

TH 222—*Biblical Backgrounds*—Students will become acquainted with the sciences of Hermeneutics (presuppositions in Biblical interpretation) and Apologetics (Christian evidences).

CH 411,412—*Church History*. Students will become acquainted with the history of the church and its leaders and philosophers between AD 33-4 and the present with special focus on patterns that contributed to strength and weakness of the church throughout its history including the Campbell-Stone Restoration Movement.

TH 401--*Biblical Theology*—A systematic study of Biblical Doctrine.

TH 402—*Theological Issues*—A survey of issues in contemporary theological issues.

**Department of Languages**  
**James Huckaba, Linda Huckaba**

LA 101, 102—*English Grammar*. A study of basic English usage for first year college students. This class seeks to acquaint the first year student with English usage and writing. Must be taken in sequence.

LA 211, 212--*English*. A study of English grammar, composition and comprehension that trains the student to write research papers on the college level. Must be taken in sequence

LA 221, 222—*Principles of Research*. Students will learn proper manners of research and writing of research papers. A proper research paper will be produced each semester in order to pass the class. Must be taken in sequence.

LA 381, 382--*Elementary Greek*. Using W.E. Vine's Grammar, the student will gain an understanding of the Koine Greek in which the New Testament was written and be able to translate easier portions of Johannean writings and do word studies for homiletic preparations. Must be taken in sequence

LA 391, 392--*Elementary Hebrew*. Using T.W. Nakerai's Grammar, the student will gain an understanding of the Hebrew language in which the Old Testament was written and be able to translate easier portions of the Old Testament. Must be taken in sequence

LA 481, 482--*Advanced Greek*. A study of Greek readings and syntax with advanced study and translation of the Greek New Testament, lower criticism, and homiletic preparation. Must be taken in sequence

LA 491, 492--*Advanced Hebrew*. A study of Hebrew readings and syntax with advanced study and translation of the Hebrew Old Testament, lower criticism and homiletic preparation. Must be taken in sequence.

**Department of Christian Ministries**  
**Stephen Hong, Chairman**  
**Francisco Bagni, Arnold Pasion**

MI 102--*Introduction to Public Worship*. The student will become acquainted with various styles of worship, skills employed in worship leading and assembly of appropriate worship services.

MI 191,192,291,292,391,392,491,492—*Ministry Development*. The Ministry Development Program is designed to develop student's practical education. Students will apply and supplement class learning with experiences that demonstrate its practical value. They will also

*be encouraged to discover spiritual gifts and gain experience in various areas of ministry, persevering through difficult situations that are common to local churches. (See Handbook)*

*MI 202--Introduction to Christian Ministry. Students will become acquainted with the issues of pastoral ministry, skills, worship, counseling, visitation, personal life and conflict management. Ethics, discipline, responsibilities and moral dilemmas will be examined in the light of Biblical truth.*

*MI 231--Personal Evangelism. A practical consideration of salvation theology, students will examine the Biblical basis for evangelism, methods, models and special concerns in personal evangelism. Students will have experience in more than one context.*

*MI 301, 302--Advanced Homiletics. A continuation of GE 111, 112 Introduction to Communications. The student will learn expository preaching which will allow analysis of the passage from original texts and the development of the passage literally, grammatically, historically and contextually. (Prerequisite, GE 111,112)*

*MI 312--Church Planting and Growth. The student will learn the practice of planting new congregations and making both new and established churches grow. Several models will be studied as well as the strengths and weakness of each model.*

*MI 351—Introduction to Youth Ministry. Students will become acquainted with methods relevant to the cultivation of faith among youth aged 12-high school with attention to planning and administering church based youth programs, parachurch based youth ministry and camps and conferences. Characteristic needs of youth will be examined with the goal of meeting those needs with the Gospel.*

*MI 411--Leadership Development. The student will become acquainted with theories and skills involved in training leaders for churches. The training of both professional and volunteer leadership will be covered.*

*MI 452--Pastoral Counseling. Students will become acquainted with sixteen different areas of counseling and learn to help troubled people resolve conflicts in these areas. Experience through role-play will be given and students will be taught when to refer to professionals.*

*MI 395/495--Practicum. A non-classroom field experience course. Students receive hands-on experience serving with pastors in local churches under the supervision of PCM's director of the internship program. These will be accomplished during the months of April, May and June. (2 required for graduation)*

**Department of Music**  
**Roger L. Tare, Chairman**  
**Linda G. Huckaba**

*MU 101—Music Appreciation. Students will become acquainted with how music is created, produced, employed and enjoyed, as well as different styles of music and the media of delivery.*

*MU 201—Music Theory. Student will become acquainted with how music is constructed, written down and reproduced.*

*MU 202—Music Composition and Directing. Students will become acquainted with skills of praise band coordination, choral direction and arrangement and composition of music for individuals, groups and choirs.*

*MU 111,112, 211,212, 311,312, 411,412 Choir. This class is the rehearsal of the large college choir which may appear at various local events.*

*MU 121,122, 221,222, 321,322, 421,422—Private Piano. One private lesson weekly for one half hour, individual piano instruction. Recital presentation will be required.*

*MU 131,132, 231,232, 331,332, 431,432—Private Voice. One private lesson weekly for one half-hour. Individual voice instruction. Recital presentation will be required.*

*MU 141,142,241,242,341,342,441,442—Private Guitar. One private lesson weekly for one half hour, individual instruction. Recital presentation will be required.*

*MU 151, 152,251,252,351,352,451,452—Ensemble Singing. This class is the rehearsal of the small choir which travels representing the college. One hour of rehearsal as well as up to two weekend journeys monthly are required.*

*MU 302—Music History. This course will acquaint the student with the development of music, instruments and the history of famous musical composers.*

**Department of General and Christian Education**  
**Cristanta Santos, Chairman**  
**Francisco Bagni, Stephen Hong**

*CE 201—Christian Education. Students will become acquainted with planning and building individual lessons and lesson series appropriate to age groups. Consideration will be given to teaching, training and administration of an intentional Sunday School and Bible Study program in the local church and seminar presentations. Must be taken in sequence.*

*CE 202—Advanced Christian Education. Students will become acquainted with the organization of the Sunday School, teacher training, and congregational education programs in the context of professional ministry.*

*CE 301—Teaching Children. Students will become acquainted with the developmental needs of children and the education of children both in Christian Education and general education. (prerequisite, CE 201,202)*

*CE 302—Philosophy of Christian Education. Students will become acquainted with the contribution of educators to the process of education and the application of six interrogatives to specific educational situations.*

*GE 111, 112—Introduction to Communications. Students will become acquainted with the physiological mechanics of sound production in speech, Bible reading, speech building and elementary presentation of sermons, lessons and Biblical presentations. Must be taken in sequence.*

*GE 121—Study Habits. Time management, note taking, listening skills, use of the library, studying for and taking tests, memory aids and dictionary use compose this first year course designed to help students study more effectively.*

*GE 160—Drama. Students will learn the basics of voice and body language in the presentation of personal and team dramatics using skits and plays to present spiritual messages.*

*PH 201—Critical Thinking. Students will become able to think more clearly. The use of words and principles of valid reasoning are discussed in detail and students are shown how to apply the form and symbols of logic in everyday thinking. Exercises and examples are emphasized.*

*GE 211—Current Affairs. Students will learn the process and value of staying abreast with news and events in the world through use of television, newspapers and magazines and application of this information to daily living, teaching and preaching.*

*GE 212—Life Issues. Designed to assist students in making Biblical decisions in everyday issues in present and future. Areas include self esteem, abuse and healing from abuse, abortion, homosexuality, pornography, purity, courtship, marriage and parenting based on the attributes of God.*

*GE 301—Introduction to Psychology. Students will become acquainted with the function of the human mind and the influence of personality types, birth, social surroundings and personal habits on the formation of character and behavior.*

*GE 302—Introduction to Sociology. Students will become acquainted with social structures and patterns and their influence on individual, family, ecclesiological, financial and governmental functions and structures. Eastern culture will be discussed at length and context established wherein the culture influences the church and wherein the church can influence culture.*

*GE 401—Eastern Philosophy. Filipino, Chinese and Indian Philosophy and their contributions to Asian life, world development and the Critical Asian Principle will be discussed.*

*GE402—Women's Issues. Feminism and women's changing roles in the home, religion, business and politics will be studied and discussed on the five levels of emotional, personal, cultural, ethical and theological.*

**Department of Mathematics and Science**  
**James Huckaba, Chairman**

*MS 101--Introduction to Personal Finance. Students will become acquainted with financial concepts such as budgeting, accounting, banking, and saving and will learn finance strategies for financing education and life. Required of all students who receive financial aid.*

*MS 131—Keyboarding. Computer assisted instruction is used to teach students touch-typing on the computer or terminal keyboard. Competent students will type 30+ wpm at the end of this course.*

*MS 132—Word Processing. An introduction to computer-assisted word processing using Microsoft Word. Students will use skills to produce letters, reports and research papers.*

*MS 142—General Science. Students will receive lecture and laboratory introduction to physical science with emphasis on biology and physiology. Attention to causes, prevention and issues relating to A.I.D.S. will be given in this class*

*MS 342—Life Science. Students will receive lecture and laboratory introduction to applications of physical science to personal and public health. Further A.I.D.S. education is included.*

*MS 302—Introduction to Church Finance. Students will apply the principles taught in MS 101 to responsible management of church finances. Topics include responsible collection, accounting, budgeting and expenditure as well as strategy in program building.*

### **Block Courses**

*Block courses are offered during the first two weeks of the first semester and the last two weeks of second semester, usually by guest professors and lecturers teaching in their major areas. These courses may be used for electives for all degree concentrations offered by Philippine College of Ministry. Credit will be given only for block courses offered by Philippine College of Ministry or such courses pre-authorized by the college for credit. In the case of pre-authorized classes, students are required to pre-register, pay tuition fees and receive a course number from the Academic Dean before the course is taken. No "after the fact" course credit will be given for any class under any circumstances.*

*Block courses offered by other institutions of higher learning may or may not be allowed for credit toward a degree at Philippine College of Ministry. Arrangements may be made with the Academic Dean on an individual and per course basis and will usually entail registering for the course at the college offering the course and transferring credit to PCM through use of an official transcript.*