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When should I register for classes in the Fall 2015 semester?

Continuing Phillips students must register for Fall 2015 during the period of Tuesday, April 7-Friday, April 24. If you don’t register for Fall 2015 by the April 24 deadline, you may inconvenience your adviser and delay graduation. Further, missing the primary registration period means you must wait until August 3, 2015 to enroll. Please note: In all cases, students whose accounts are in arrears must see Toni Imbler before they may begin the registration process.

How do I go about registering for classes?

First, decide the number of hours you will carry. This depends on your undergraduate record, your employment during the semester, your commuting time, etc. Normally, Phillips instructors expect you will spend three hours outside of class in reading and working on other assignments for every one hour in class (so 9 hours a week for every 3-hour course you take). Reading assignments in many three-hour classes are approximately 100 pages of text per week.

Then make an appointment with your academic adviser who will help you select the appropriate courses for the semester. If you are in your first year, you will want to continue to enroll in the portal courses. Depending on your educational background and the number of hours that you carry, your first-year program may include some elective hours.

When a schedule of courses has been decided with your adviser, fill out an enrollment form, completely, including the number of hours. If course by-pass forms are necessary, they should be obtained from the registrar’s office, filled out with necessary signatures, and returned to the registrar’s office.

Return your completed enrollment form to the registrar after you have consulted with your adviser by April 24.

What if I really need to enroll in an online course?

You should know that at Phillips that we privilege enrollments in online courses by students who must travel more than 150 miles one-way to campus. Following in order of precedence are students who need a course(s) for some extraordinary circumstance, those who need a course for graduation, and those with the most earned credit hours as determined by the Phillips registrar.

What’s New for Fall 2015:
(If you don’t read anything else before flipping to the course grid, read this!)

For the academic year 2015-16 we are trying something a little different: all on-campus 13-week courses will be offered on Tuesdays, except the biblical language courses. Once again the language classes will be offered both on campus and by synchronous videoconference on Thursdays. In addition, we have added two weeks of intensive courses in August—an “A-Term” for the fall semester just like the “J-Term” for the spring.

The other big news is the arrival of our two new professors to the PTS faculty: Dr. Sharon Jacob in New Testament and Dr. Peter Mena in the History of Christianity! Don’t miss the opportunity to welcome them to our community and participate in the classes they are teaching this fall.

Kurt Gwartney, new Senior Director of External Relations, will be offering a course, Digital Media and the Church” in the new A-Term, August 3-7, which has no prerequisites and satisfies a “Cultures and Contexts” requirement. He has served in a variety of communications and ministry settings including Minister of Communications at St. Luke’s UMC in Oklahoma City and news director at KGOU. He is also one of 20 certified United Methodist Communicators in the nation.

We are also reviving a PTS custom: Gina and Chuck Jackson, our Directors of Worship, are leading a “Worship Practicum.” This .5 hour course, for which students will not pay tuition, is an opportunity for students to work with Chuck and Gina in planning and preparing the weekly Tuesday chapel service.

Finally, Dr. Joe Bessler is on research sabbatical this semester. We wish him all the best as he finishes a book project, Moving Words. His advisees will be temporarily reassigned to other faculty members next fall.
How do I enroll in independent research?

After consulting with your professor, you must file a request to register for an independent study in the seminary registrar’s office with all appropriate signatures by the first day of the semester. Enrollment and Independent Research Forms must include the complete course title. Enrollment forms will not be processed without the Independent Research Form, which is available on the Phillips website.

What do I need to know about coursework for intensive courses?

Because seminary courses that convene on several weekends during the semester or during a concentrated course week focus all class contact hours in a limited period of time, faculty expect students to begin reading and working on other assignments prior to the first class session. Normally, they will also expect students to complete research and writing assignments after the date of the last class session. In other words, despite the intensive schedule for class meetings, such seminary courses should be understood to require academic work throughout the entire semester. It is the responsibility of all students who register for such courses to check the Moodle course site or contact the instructor by the first day of the fall or spring semesters (or at least three weeks before the first class session of a January, August, or summer term course) to obtain a course syllabus, which will specify assignments that must be completed prior to the first class session. Booklists are posted on the Phillips website at http://ptstulsa.edu/CoursesOverview, in the area in which your course is listed.

What equipment do I need for online coursework?

Online education requires particular tools. Our technology philosophy is to use the least bandwidth possible in order to make the education we offer accessible to the broadest number of potential students. Students should plan on having:

- A reliable computer, running an up-to-date operating system (e.g., Apple OS X, Vista or Windows 7 or Windows 8);
- A Word processing program compatible with Microsoft Word 2007 or newer;
- A presentation program compatible with Microsoft Power Point 2007 or newer;
- Apple computer users should plan to export to a Microsoft compatible extension (.docx, .pptx, etc.)
- Broadband internet access, or faster, (strongly preferred, regardless of whether it is delivered by satellite, cable, or DSL);
- Speakers and a microphone; a combination headset with microphone solution is specifically recommended for all interactive and synchronous videoconference class sessions;
- A webcam.

Synchronous Videoconferencing

In certain circumstances, including the weekend portion of an intensive portal course, students may be allowed to participate in a course via synchronous videoconferencing. The credit hours for participating in this way are considered distance hours and do not apply to the required on-campus hours of any given degree. Further, for courses other than the biblical languages (i.e., Hebrew and Greek), there is an additional fee of $150/credit hour (or a portion thereof) to be billed during the semester in which the videoconferencing takes place.

Students may petition for this option by downloading and completing the “Synchronous Videoconferencing Registration Form,” available on the website under “Registrar Forms and Transcripts” and submitting it to the registrar along with the Course Enrollment Form for the designated semester. The deadline for submission of this form for Fall 2015 is August 1.

Please note: Due to a ruling by the University Senate of the United Methodist Church, UMC students may not take advantage of this arrangement.
The Phillips faculty and staff primarily use up-to-date Windows software so your use of compatible software will make things a bit easier for you. Also, you should be aware that connectivity speeds, which affect the quality of your internet connection, vary with your supplier, time of day, and location. No matter how much they want to help you, Phillips staff members cannot fix this.

Can I audit a class?

Individuals motivated by a desire for personal growth rather than an accumulation of credit hours may audit selected credit courses at the greatly reduced cost of $80.00 per credit hour. Auditors are allowed in most courses, with permission of the instructor, if space permits. See the 2014-2015 catalog for audit policies (The 2015-2016 catalog will be available August 1).

And if I have a disability?

Phillips is committed to providing equal access to its programs of graduate professional education for all qualified students with learning, physical, medical, or psychological disabilities and aims to provide reasonable accommodation for qualified individuals with a disability to ensure their access and participation in Seminary programs. Once admitted to Phillips, but at least 6 weeks prior to matriculation, entering students requesting accommodations should petition the Office of Admissions and Student Services for consideration. Current students should petition as early as possible, but at least 6 weeks prior to the beginning of the semester in which accommodations are requested. Later submission of documentation may result in a delay in implementing any accommodation plan. No documentation will result in a waiver of Phillips admissions policies, expectations regarding acceptable behavior, or course objectives and requirements, including the attendance policy. For details, see “Disabilities: Policies and Procedures” in the seminary catalog on the Phillips website (www.ptstulsa.edu).

What are the tuition and fees for Fall 2015?

Tuition (master degree student) .................................................................................................................................................$460.00 per semester hour minus any Phillips tuition aid grant
Tuition (diploma or special student) ..............................................................................................................................................$275.00 per hour (no tuition aid grant awarded)
   For Disciples/UCC students ......................................................................................................................................................$250.00 per hour (no other tuition aid grant awarded)
Audit/Certificate Fee: .................................................................................................................................................................$80.00 per semester hour
General Student Fee per semester for all credit-seeking students ...........................................................................................................$100.00
Late Registration Fee (after first week of semester, if approved) .................................................................................................................$35.00
Change of Enrollment Fee .........................................................................................................................................................$25.00 (August 3-29, 2015; per slip)

How do I pay my tuition and fees?

Tuition and fees are due in full the first week of the semester, although a deferred payment plan may be arranged. Students will be informed of payment options before the beginning of the Fall 2015 term. Students with account balances may not enroll. Students will be responsible for any costs incurred by the seminary in collecting delinquent student accounts.

Please mail payments to: Phillips Theological Seminary, Phillips Student Accounts, 901 North Mingo Road, Tulsa, Oklahoma 74116-5612. Credit card payments can be made at www.ptstulsa.edu (go to “Academics,” “Costs and Scholarships,” then “Student Account Payment”). Cash, check, or credit card payments may also be made in person at the front reception desk.

Financial arrangements should be made before you attend the first class of a term.
**What if I need financial aid?**

Continuing students who apply for financial-need-based seminary tuition aid grants or who plan to apply for federal financial aid must complete the Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and contact Katrina Morrison, financial aid officer, at financialaid@ptstulsa.edu

Seminary tuition aid grants provided by Phillips, whether in the form of an award, a scholarship, or financial-need-based tuition assistance, are renewable each year provided the student:

1. completes FAFSA by the published deadline and completes the PTS Financial Aid Screening Assessment;
2. continues to meet the specific criteria for her/his award as listed in the catalog;
3. writes a thank-you letter to the designated donor(s);
4. maintains satisfactory academic progress by maintaining a 2.50 cumulative GPA, if enrolled in a master’s degree program or 3.0 cumulative GPA, if enrolled in the DMin program. Students whose cumulative GPA falls below this requirement will be placed on academic probation. Students may continue to receive seminary tuition aid grant while on academic probation.

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**The Fine Print Regarding Financial Aid at Phillips:**

Students receiving 100% tuition awards and scholarships must enroll in and complete at least 6 semester hours (excluding hours for which tuition is not charged) per semester, excluding summer. Other tuition awards and scholarships are not subject to this semester-hour minimum.

Seminary tuition aid grants are normally granted for no more than the total number of credit hours required in the degree program in which a student is enrolled. In exceptional circumstances a student may receive up to 3 additional semester hours of a seminary tuition aid grant.

A student may receive three hours of WD without negatively impacting his or her seminary tuition aid grant. Credit hours taken beyond the allowable number of hours of the seminary tuition aid grant will be billed at full tuition.

When a student receives a grade of “F” in a course, any seminary tuition aid granted for that course must be returned to the seminary. The amount of tuition aid grant given for that course will be posted to the student’s account for the term in which the student is next enrolled and must be paid according to the financial agreements for that term.

Students receiving student loans must successfully complete at least six hours per semester and maintain a 2.50 cumulative GPA, if enrolled in a master’s degree program or 3.0 cumulative GPA, if enrolled in the DMin program, in order to maintain satisfactory academic progress for loan eligibility. **According to federal regulations, a student cannot exceed the identified borrowing limits per academic year ($20,500 unsubsidized).**

The first disbursement of federal direct unsubsidized student loans will occur one month after the beginning of classes. This is to avoid over payment of funds, if a student drops below part-time status, which is at least six (6) hours. If you have any questions, please contact the financial aid officer, John Forrest.
What if I need to add a course?

A student may not add a course beyond the first week of a fall or spring semester, regardless of course schedule configuration (e.g., weekly, weekend, concentrated, arranged, online). In a January or August term, courses must be added at least three weeks prior to the beginning of the term, or in a summer term, at least three weeks prior to the beginning of the module in which the course is offered.

What if I need to drop a course?

If you need to drop a course after it starts, here is the policy:

1. During the first three weeks of a fall or spring semester, or within the first 7 class contact hours in a January, August, or summer term, courses may be dropped for any reason. No record appears on the transcript.
2. In the fourth through the eighth week of a fall or spring semester, or between 7 and 14 class contact hours in a January, August, or summer term, courses may be dropped for any reason. The dropped courses will be listed on the transcript with a “WD” indicating withdrawal.
3. After the eighth week of a fall or spring semester, or after 14 class contact hours in a January, August, or summer term, courses may be dropped with a grade of “WD” only for verified extenuating circumstances of a non-academic nature. A written petition, explaining the extenuating circumstances, must be presented to the dean. If that petition is granted, a “WD” will appear on the transcript. If the petition is not granted, the dean will notify both the student and the course instructor of the decision. The course instructor will assess the student’s performance up to the date of the student’s withdrawal, and a grade will be issued and will appear on the transcript. Students may appeal a negative decision by the dean to the Master’s Committee.
4. If you are unable to be on campus, you may use the following drop procedure:
   o To drop a course during the first three weeks of class you may notify the registrar via email at toni.imbler@ptstulsa.edu, or fax a Change of Enrollment form to the registrar, 918-270-6411 or scan and send as email attachment to the registrar. Please include the reason for dropping the course. Requests to drop a course will not be taken over the telephone.
   o To drop a class after the third week, you must fill out a Change of Enrollment form, and return the form to the Registrar’s Office.
   o If you are unable to return for the semester, please notify the registrar and your adviser before classes start.

If I drop a course, will I receive a tuition refund?

Here’s the Tuition Refund Schedule for August Term 2015:
If the completed drop slip is returned (email and faxes are accepted) to the registrar’s office, the refunds are as follows:
   From end of registration through July 24......................................... all but $25 per drop slip
   From July 25 to day prior to the start of class ........................................... 80%

   On the first day of the class ................................................................. 50%
   On or after the second day of the class................................................. 0%

Here’s the Tuition Refund Schedule for the Fall 2015 Semester which applies to drops and withdrawals:
   First week (August 24-29, 2015) .......................................................... 100%
   Second week (August 31-September 5, 2015) .................................... 80%
All fees are non-refundable after the first week. No refund for auditors.

This tuition refund policy applies equally to students enrolled in all courses regardless of schedule configuration (e.g., weekly, weekend, concentrated, arranged, online). Students receiving federal financial aid may be subject to a different refund policy. The refund policy is subject to change upon notification.

What if I need help with travel to class?

Remember, any student who is currently enrolled in a degree program at Phillips Theological Seminary, lives at least 100 miles from campus, and who is in good academic standing, may apply to the Office of Admissions and Student Services for a travel grant to offset transportation and lodging expenses. Funds may be used for travel, lodging, and meal expenses incurred as a direct result of the student’s progress toward completion of a degree at Phillips Theological Seminary. Maximum funding is $200 per academic term (Summer modules I and II count as one term) per student. Contact Judy Deere, Director of Admissions and Student Life, judy.deere@ptstulsa.edu, for more information.

What else do I need to know before starting classes?

Students are expected to maintain a student.ptstulsa.edu email account in order to facilitate communication and to access course information and assignments via the Internet. Students should check regularly for email sent by Phillips faculty and staff.

In addition, Phillips publishes an electronic directory of students every semester that includes name, home address, telephone numbers,Phillips email address, degree information, and a student’s denomination. Students must notify the registrar by August 31, 2015, if they do not wish to have any or all of this information, including denomination, listed in the directory. Changes in contact information must be reported immediately to the office of the registrar.
We do not provide the directory to individuals or organizations outside the seminary. Likewise, Phillips students should respect the fact that directories and the information they contain are only intended to facilitate appropriate communication within the Phillips community.

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. Notification of these rights is printed annually in the Phillips handbook which can be accessed at the seminary website www.ptstulsa.edu. Please contact Toni Wine Imbler, registrar, if you have questions about these rights or the Phillips student directory.

Students who register for courses taught in the A-Term 2015 should begin looking at the Phillips MoodleRooms site in early July to see if course materials are available. If course information is not available by July 7, students should contact the instructor. Assignments for these courses are normally due prior to the first class session and after the final session. Booklists will be available on the Phillips website under the “Academics” tab.

Students who register for courses taught in intensive and online formats in the Fall 2015 semester should begin looking at the Phillips MoodleRooms site in early August to see if course materials are available. If course information is not available by August 7, 2015, students should contact the instructor. Assignments for these courses are normally due prior to the first class session and after the final session. Booklists will be available on the Phillips website under the “Academics” tab.

Obtaining your books and other appropriate materials well in advance is important. Also, please be aware that most syllabi for online and on-campus courses are not available until the first day of class.

What if I still have questions about procedures? If you’re still not sure what to do after reading this document carefully, or you have additional questions, feel free to contact your adviser; Amy Clark, assistant to the dean, amy.clark@ptstulsa.edu; Toni Wine Imbler, registrar, toni.imbler@ptstulsa.edu; or Nancy Claire Pittman, dean, nancy.pittman@ptstulsa.edu.

THE PHILLIPS ATTENDANCE POLICY

Class attendance and participation are important. All persons in the community are teachers and learners. Any student who misses 20% or more of the class contact hours for a course, for any reason, cannot pass or successfully audit that course. The intention of the policy is not to be punitive, but to recognize that students should retake courses for credit if they miss a significant number of the class contact hours. With regard to online courses, instructors will specify a minimum level of participation each week that will constitute the equivalent minimum number of contact hours required for a passing grade.
PHILLIPS THEOLOGICAL SEMINARY
Fall Semester 2015
Academic Course Offerings: Master’s Level

Notations: Superscript number shows credit hours; an “r” indicates that a course meets a requirement and a “p” that the course has prerequisites.

<table>
<thead>
<tr>
<th>TUESDAY</th>
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<tbody>
<tr>
<td><strong>8:30 – 11:15am</strong></td>
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<tr>
<td>PC 500&lt;sup&gt;4&lt;/sup&gt; Interpretation Matters (r) Davison and Jacob</td>
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<tr>
<td>HC 880.01&lt;sup&gt;3&lt;/sup&gt; Early Christianities (p,r) Mena</td>
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<tr>
<td><strong>11:30 am – 12:45pm</strong></td>
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<tr>
<td>Chapel and Lunch</td>
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<td><strong>1:00 – 2:15pm</strong></td>
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<tr>
<td>PC 500&lt;sup&gt;4&lt;/sup&gt; Interpretation Matters (r) Davison and Jacob</td>
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<tr>
<td>SYM 505&lt;sup&gt;2&lt;/sup&gt; Supervised Year in Ministry I (p,r) Turner</td>
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<tr>
<td><strong>2:30 – 5:15pm</strong></td>
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<tr>
<td>PR 535&lt;sup&gt;5&lt;/sup&gt; Preaching as a Communicative Art (p,r) Ward</td>
</tr>
<tr>
<td>PW 700&lt;sup&gt;3&lt;/sup&gt; Worship Practicum Jacksons</td>
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<tr>
<td><strong>4:00 – 5:00pm</strong></td>
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<tr>
<td>TRG 501&lt;sup&gt;5&lt;/sup&gt; Theological Reflection Group (r) TBA</td>
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<td><strong>5:15-6:15pm</strong></td>
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<td><strong>6:15 – 9:00 pm</strong></td>
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<tr>
<td>DS 575&lt;sup&gt;3&lt;/sup&gt; United Methodist Doctrine (p,r) Blue</td>
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<tr>
<th>INTENSIVE COURSES</th>
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<tbody>
<tr>
<td><strong>A-Term Week 1: August 3-7</strong></td>
</tr>
<tr>
<td>AH 880.02&lt;sup&gt;2&lt;/sup&gt; Digital Media and the Church Gwartney</td>
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<tr>
<td><strong>A-Term Week 2: August 17-21</strong></td>
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<tr>
<td>Orientation August 17-19</td>
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<tr>
<td>PC 650&lt;sup&gt;4&lt;/sup&gt; Vocation Matters (r) Thomas and Southard</td>
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<tr>
<td><strong>August 20-21</strong></td>
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<tr>
<td>One Weekend (Fri-Sat) Course</td>
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<tr>
<td>PL 700&lt;sup&gt;1&lt;/sup&gt; Weddings, Funerals and Other Occasions (Sept 18-19) Pittman</td>
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<tr>
<td>Two Weekends (Thur-Fri-Sat) Course</td>
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<tr>
<td>AH 525&lt;sup&gt;3&lt;/sup&gt; The Bible and Contemporary Issues (p,r) (Sept 10-12; Nov 12-14) Davison</td>
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<tr>
<td>PL 675&lt;sup&gt;3&lt;/sup&gt; Issues for Women in Christian Ministry Blue (Sept 24-26; Nov 5-7)</td>
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<tr>
<td>Concentrated Course Week I (October 12-16)</td>
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<tr>
<td>PC 650&lt;sup&gt;4&lt;/sup&gt; Vocation Matters (r) Thomas and Southard</td>
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<tr>
<td>PW 540&lt;sup&gt;3&lt;/sup&gt; Theology and Practice of Public Worship (p,r) Ward</td>
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<tr>
<td>Concentrated Course Week II (October 19-23)</td>
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<tr>
<td>TH 700&lt;sup&gt;3&lt;/sup&gt; Feminist Theology (p,r) Morice Brubaker</td>
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<tr>
<td>TC 900.01&lt;sup&gt;3&lt;/sup&gt; Borderlinks (p,r) (Oct 17-23) McGarrahan Sharp</td>
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<tr>
<th>ONLINE COURSES</th>
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<tbody>
<tr>
<td>PC 600&lt;sup&gt;4&lt;/sup&gt; Conversation Matters (r) Mena and Morice Brubaker</td>
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<tr>
<td>PR 540&lt;sup&gt;3&lt;/sup&gt; Preaching in the Black Church Tradition (p) Thomas</td>
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<tr>
<td>PT 520&lt;sup&gt;3&lt;/sup&gt; Care in Christian Communities (p,r) McGarrahan Sharp</td>
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<tr>
<td>PL 650&lt;sup&gt;3&lt;/sup&gt; The Ministry of Leadership and Administration (p,r) McCallie</td>
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<tr>
<td>TRG 501&lt;sup&gt;5&lt;/sup&gt; Theological Reflection Group (r) Phelps</td>
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<tr>
<td>SYM 505&lt;sup&gt;2&lt;/sup&gt; Supervised Year in Ministry I (p,r) Robinson</td>
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<tr>
<th>BIBLICAL LANGUAGE COURSES</th>
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<tr>
<td>Thursday 8:30-11:15 am and via synchronous videoconferencing</td>
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<tr>
<td>NT 825&lt;sup&gt;3&lt;/sup&gt; New Testament Greek I Jacob</td>
</tr>
<tr>
<td>Thursday 1:00-2:15 pm and via synchronous videoconferencing</td>
</tr>
<tr>
<td>HB 850&lt;sup&gt;3&lt;/sup&gt; Hebrew Readings (p) Davison</td>
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**Course Descriptions for Fall 2015 Courses**

(This listing and classification are based on the master's level programs for students who matriculated after Fall 2013.)

**Area 1: General Theological Studies**

**PC 500 Interpretation Matters – On Campus Tuesdays** (4 hrs)
This course provides an introduction to the practice of interpretation of texts and their communities in history and culture, with a focus on the Hebrew Bible and the New Testament. Attention will be given to learning the content of the Bible, developing skills for responsible interpretation, and exploring ways in which Biblical interpretation is effective in addressing issues in church and world. Instructors: No prerequisites. Lisa W. Davison, Johnnie Eargle Cadieux Professor of Hebrew Bible, PTS, and Sharon Jacob, Assistant Professor of the New Testament, PTS.

**PC 600 Conversation Matters – Online** (4 hrs)
Combining the disciplines of theology and history of Christianity, the Conversation Matters course introduces students to the profound interrelationship (we call it “conversation”) between the studies of history of Christianity and theology. The course will focus on a variety of pivotal historical moments or topics that help students better grasp this conversation between “event” and “discourse.” This course functions as a prerequisite for all upper-level theology courses. No prerequisites. Instructors: Sarah Morice Brubaker, Assistant Professor of Theology, PTS, and Peter Mena, Assistant Professor of the History of Christianity, PTS.

**PC 650 Vocation Matters – Intensive** (4 hrs)
This course provides an introduction to the practices of developing and sustaining vocation, including issues of ministerial identity and professional ethics. We will give attention to historical and contemporary models for ministry, ordination and leadership, spiritual practices, and ethical theories that will enable students to develop their own image for ministry and a professional code of ethics, both of which can serve as a continuing guide for responsible practices of ministerial leadership. This course meets during A-Term Week 2, Aug 20-21; Thurs: 8:30 am – 5:00 pm; Fri: 8:30 am – 2:00 pm and during Concentrated Course Week I, Oct 12-16; 8:30 am – 5:00 pm (Students not preparing for UMC ministry who complete and submit the “Synchronous Videoconferencing Registration Form” by August 1 may participate in the weekend portion of the course from a distance.) No prerequisites. Instructors: John Thomas, Associate Professor of Practical Theology and Director of Supervised Ministries, PTS and Susanna W. Southard, Instructor of Ministry Studies, PTS.

**TRG 501 Theological Reflection Groups – On Campus Tuesdays or Online** (.5 hr)
Small group experience focusing on critical thinking, theological reflection, and the practice of ministry. A total of 2 semester-hours are required (TRG 501 and TRG 502 are to be taken early in program, in Phase One, with no prerequisite. TRG 503 and TRG 504 are to be taken late in program, in Phase Three, after completing the Supervised Year in Ministry in the MDiv program.) No prerequisites. On Campus Instructor: TBA; Online Instructor: Deb Phelps, Senior Pastor, Disciplesnet.org

**Supervised Ministries**

**SYM 505 Supervised Year in Ministry I – On Campus Tuesdays or Online** (2 hrs)
Students will learn the essential habits of paying attention to particular issues within a ministry context. Focusing on self-awareness, disciplined theological reflection, ecclesiology, and effective ministry practices will be examined for their contextual appropriateness. Various methods for theological reflection on contextual issues will be demonstrated. Students will be asked to present written materials demonstrating their growing...
awareness and skill development for contextual ministry. **Prerequisites:** all four portal courses and submission of the required paperwork to the director of supervised ministries. **This is the first of two required Supervised Ministry courses. Class size is limited.** On Campus Instructor: Fred Turner, Senior Minister, East Side Christian Church, Tulsa, OK; Online Instructor: Ron Robinson, Executive Director of the National Unitarian Universalist Christian Fellowship, Tulsa, OK.

**Area II: Biblical Studies**

**Hebrew Bible**

**HB 850 Hebrew Readings – On Campus and Via Videoconference Thursdays** (3 hrs)

Reading of a variety of Hebrew texts with some attention given to advanced syntax. **Prerequisite:** HB 825 and HB 835 or equivalent. If not attending on campus, students must complete and submit “Synchronous Videoconferencing Registration Form” by August 1. Instructor: Lisa W. Davison, Johnnie Eargle Cadieux Professor of Hebrew Bible, PTS.

**New Testament**

**NT 825 New Testament Greek I – On Campus and Via Videoconference Thursdays** (3 hrs)

An introduction to New Testament grammar and exegesis. Emphasis is placed on understanding the Greek text and how the Greek language affects the formation of the biblical message. **No prerequisites.** If not attending on campus, students must complete and submit “Synchronous Videoconferencing Registration Form” by August 1. Instructor: Sharon Jacob, Assistant Professor of New Testament, PTS.

**Area III: Historical Studies**

**History of Christianity**

**HC 880.01 Early Christianities – On Campus Tuesdays** (3 hrs)

Early Christianity, from its beginnings in the first century to its acceptance as a legitimate religion of the Roman Empire in the fourth century, is a complex and variegated phenomenon. This course investigates the diversity of early Christianities in the first four centuries of the common era. We will focus on the demarcation of Christianity from Judaism, the forms of self-definition that emerge in the period of imperial persecution, and the shifts that take place when the movement gains the support of the Roman emperors in the fourth century. Emphasis will be placed on working with ancient texts and situating them in their broader historical and cultural contexts. **Prerequisites:** PC 550 and PC 600. Satisfies History of Christianity requirement or elective. Instructor: Peter Mena, Assistant Professor of the History of Christianity, PTS.

**Denominational and Ecumenical Studies**

**DS 575 United Methodist Doctrine – On Campus Tuesdays** (3 hrs)

This course, required for candidates for ordination in the United Methodist Church, is an introduction to theology in the Wesleyan tradition as practiced in United Methodism. Attention will be paid to John Wesley’s theology, to an historical overview of the persons and movements in United Methodist history, and to the current revival of Wesleyan theology and debate about theological method. **Recommended prerequisites:** PC 500, PC 550, and PC 600. Satisfies denominational requirement for United Methodists. Instructor: Ellen Blue, Mouzon Biggs, Jr., Professor of the History of Christianity and United Methodist Studies, PTS.

**Area IV: Theology and Ethics**

**TH 700 Feminist Theology – Intensive** (3 hrs)

This course is a study of the differences and relationships between sexism, male privilege, misogyny, and patriarchy and how these issues have affected and been affected by Christian theology and practice. Proceeding from an assumption that both women and men are damaged by sexism, the course gives students language and skills to disrupt theologically sexist patterns, without thereby reproducing other forms of oppression. This course meets during Concentrated Course Week II, Oct 19-23; 8:30 am – 5:00 pm **Prerequisites:** PC 550 and PC 600. Satisfies advanced theology requirement. Instructor: Sarah Morice Brubaker, Assistant Professor of Theology, PTS.
Area V: Practical Theology

Preaching

PR 535 Preaching as a Communicative Art – On Campus Tuesdays (3 hrs)
In this course students will study preaching as oral communication, learning principles of both extemporaneous speaking and creative writing in the process of sermon design and development. **Prerequisites:** PC 500 and PC 600, or permission of instructor. Satisfies preaching requirement. **Instructor:** Richard F. Ward, the Fred B. Craddock Professor of Homiletics and Worship, PTS.

PR 540 Preaching in the Black Church Tradition – Online (3 hrs)
A survey course of Black Preaching in its historical, social, and religious context. Attention will be given to defining within such preaching a specific “Black Hermeneutic” that explains its unique style, methodology, theology, and contribution to the general practice of preaching. Through special readings, listening, and experiencing Black preaching, students should be able to identify its essential distinguishing characteristics, describe its historical context, and learn to appreciate its socio-theological methodology. **Prerequisites:** PC 550, PC 600 and PC 650. Elective. **Instructor:** John Thomas, Associate Professor of Practical Theology and Director of Supervised Ministries, PTS.

Public Worship

PW 540 Theology and Practice of Public Worship - Intensive (3 hrs)
An introduction to liturgical theology, or the discipline of theological reflection on the words and actions of the church’s worship, designed for students who will lead worship in communities of faith. While some attention is given to liturgy for occasional services, the primary focus will be on the people of God’s regular Sunday worship. This course meets during Concentrated Course Week I, Oct 12-16; 8:30 am – 5:00 pm. **Prerequisites:** PC 500, PC 550 and PC 600. Satisfies worship requirement. **Instructor:** Richard F. Ward, the Fred B. Craddock Professor of Homiletics and Worship, PTS.

PW 700 Worship Practicum – On Campus Tuesdays (.5 hr)
Students in this class are responsible for planning and evaluating the seminary community’s weekly services of worship. Regular attendance at the class and at worship is required. This class is offered tuition free, is graded pass/fail, and may be repeated. A total of no more than 2 hours may be applied toward a certificate or master’s degree program. **No prerequisites.** **Instructors:** Gina and Chuck Jackson, Directors of Seminary Worship, PTS.

Pastoral Theology and Care

PT 520: Care in Christian Communities – Online (3 hrs)
The purpose of this course is to help students understand in a more comprehensive and dynamic way practices of Christian care within their communities. Students will explore ways to analyze suffering and to identify resources within and outside of the church that contribute to the ability to offer care. **Prerequisites:** PC 550, PC 600, and PC 650. Satisfies Pastoral Care requirement. **Instructor:** Mindy McGarrah Sharp, Assistant Professor of Pastoral Theology and Ethics, PTS.

Pastoral Leadership

PL 650 The Ministry of Leadership and Administration – Online (3 hrs)
A survey of practices involved in leading a congregation or faith-based non-profit organization, with special attention to processes for discerning a particular church’s present and future mission, handling administrative tasks, and carrying out the ongoing integrative work in which such practices are shaped by theology and Christian tradition. **Prerequisites:** PC 550 and 650; satisfies Pastoral Leadership requirement. **Instructor:** Kathleen D. McCallie, Assistant Professor of Ministerial Leadership and Ethics, PTS.
PL 675 Issues for Women in Christian Ministry – Intensive (3 hrs)
This course examines issues often encountered by women performing ministerial functions (e.g., preaching, teaching, counseling, managing conflict) and the gifts of leadership which women commonly bring to the pastoral role. Meets two weekends (Thurs-Fri-Sat), Sep 24-26 and Nov 5-7; Thurs: 2:00 – 6:00 pm; Fri: 8:30 am – 5:00 pm; Sat: 8:30 am – 4:00 pm. No prerequisites. Elective. Instructor: Ellen Blue, Mouzon Biggs, Jr., Professor of the History of Christianity and United Methodist Studies, PTS.

PL 700 Weddings, Funeral and Other Occasions – One Weekend (1 hr)
A consideration of issues surrounding the minister’s role in planning and carrying out weddings, funerals, and other liturgical occasions including baptisms, christenings, reaffirmation of marriage vows, etc. Attention will be given to the pastoral care and liturgical aspects of working with families and congregations in times of crisis and change. Meets one weekend (Fri-Sat), Sep 18-19; Fri: 8:30 am – 4:30 pm; Sat: 8:30 am – 4:30 pm. No prerequisites. Elective. Instructor: Nancy Claire Pittman, Stephen J. England Associate Professor of the Practice of Ministry and Dean, PTS.

Area VI: Cultures and Contexts

Interreligious and Cross-Cultural Immersion and other Educational Travel Courses
TC 900.01: Immersion Travel: BorderLinks – Intensive (3 hrs.)
A study trip that investigates the situation along the border between the United States and Mexico, the only place where the first world meets the third world. This course is offered in cooperation with BorderLinks of Tucson, Arizona. The international immersion fee of $350 to cover (partially) travel, food and lodging expenses will be assessed. In addition, students who wish to enroll in this course must fill out and submit an Immersion Course Enrollment Form available in the registrar’s office or on the Phillips website (under “Registrar/Forms & Transcripts”) by August 1. Pre-trip assignments and a post-trip meeting will be arranged. The group will depart from Tulsa on Oct. 17 and return Oct. 23. Class size is limited to 9 students. Prerequisites: PC 550 and one other portal course. Satisfies the immersion course requirement. Instructor: Mindy McGarrah Sharp, Assistant Professor of Pastoral Theology and Ethics, PTS.

Arts and Humanities

AH 525 The Bible and Contemporary Issues – Intensive (3 hrs)
This course is designed to provide students with skills that will be useful in leading their congregations/communities in the study and discussion of the bible and the difficult issues confronting people of faith in the 21st century (e.g., Stem Cell Research, Creationism/Evolution/Intelligent Design, Immigration, Human Sexuality, etc.). Students will gain an appreciation for the influence their particular reading location has on how they interpret texts, and they will begin to develop their own hermeneutical approach for reading/interpreting biblical texts. Through readings and class discussions/lectures, students will struggle with the question of “What is ethical biblical interpretation?” Students will apply this knowledge and awareness to the examination of some contemporary issues in order to determine a responsible way to apply the bible in difficult ethical discussions and decision-making. Each student will choose one difficult issue to focus on for a final project. Prerequisite: PC 500. Satisfies Culture and Contexts requirement. Meets two weekends (Thurs-Fri-Sat), Sep 10-12 and Nov 12-14; Thurs: 2:00 – 6:00 pm; Fri: 8:30 am – 5:00 pm; Sat: 8:30 am – 4:00 pm. Instructor: Lisa W. Davison, Johnnie Eargle Cadieux Professor of Hebrew Bible, PTS

AH 880.02 Digital Media and the Church – Intensive (3 hrs)
Students will consider how the church can use the tools of the connected culture to reach more people than ever before. From the use of computer graphics in worship to the use of online platforms for religious education, learners will be introduced to the tools and techniques for developing compelling media. Learners will also come to understand the positives and pitfalls of using these tools in ministry settings through reading and research. Learners should have good basic computer skills, a multimedia-capable device (computer, tablet, smartphone) and good Internet skills. Online discussions and quizzes will be a part of the coursework. This course meets during the A-Term, Aug 3-7; 8:30 am – 5:00 pm. No prerequisites. Satisfies Culture and Contexts requirement. Instructor: Kurt Gwartney, Senior Director of External Relations, PTS.
And finally, what courses will be offered in Spring 2016?

*Please note: These are projected courses only and subject to change; also, this list is not exhaustive.*

**Area 1: General Theological Studies**
- PC 550 Context Matters, Blue and McGarrah Sharp, on campus
- PC 650 Vocation Matters, TBA, online
- TRG 501-504 (as needed) Theological Reflection groups, TBA, on campus and online
- SYM 510 Supervised Year in Ministry II, TBA, on campus and online

**Area II: Biblical Studies**
- NT 835 New Testament Greek II: Exegesis, Jacob, on campus and videoconference
- HB 550 Psalms, Davison, online
- NT 600 Phase 2 Exegesis of the New Testament, Jacob, format TBA

**Area III: Historical Studies**
- DS 500 History and Polity of the Disciples of Christ, Imbler, format TBA
- DS 550 United Methodist History, Blue, format TBA
- HC 880 Phase 2 Seminar in the History of Christianity, Mena, format TBA

**Area IV: Theology and Ethics**
- TH 625 Constructive Theology, Bessler, online and on campus *(please note: this course will not be taught in Fall 2016)*
- TH 880 Phase 2 Theology, Morice Brubaker, format TBA
- ET 880 Phase 2 Ethics, TBA

**Area V: Practical Theology**
- PR 500 Phase 2 Preaching course, Ward, intensive
- PT 565 Effective Hospital Ministry, Thomas, intensive
- PL 725 The Church and Evangelism, TBA, intensive

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**Academic Calendar**

**Summer 2015**
- Summer term: Jun 1-Jul 31
- DMIn Fortnight: Jun 22-Jul 3
- Summer coursework deadline: Jul 31
- Summer grades due: Aug 14

**Fall 2015**
- A-Term Weeks: Aug 3-7; 17-21
- New Student Orientation: Aug 17-19
- First day of classes: Aug 24
- Concentrated Course Week 1: Oct 12-16
- Withdrawal deadline: Oct 16
- Concentrated course week 2: Oct 19-23
- Thanksgiving Recess: Nov 23-27
- Incomplete request deadline: Dec 4
- Last day of classes: Dec 11
- Grades due: Jan 4

**Spring 2016**
- J-term Weeks: Jan 4-8; 11-15
- DMIn Fortnight: Jan 4-15
- MLK Jr. Day: Jan 18
- (seminary closed)
- First day of classes: Jan 25
- Concentrated Course Week 1: Mar 7-11
- Withdrawal Deadline: Mar 18
- Concentrated Course Week 2: Mar 14-18
- Holy Week Recess: Mar 21-25
- Easter Monday: Mar 28
- (seminary closed)
- Incomplete request deadline: May 6
- Grades due for seniors: May 6
- Awards Day: May 10
- Last day of classes: May 13
- Graduation: May 14
- Grades due: May 28

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**For Fall 2016:**

**Area 1: General Theological Studies**
- PC 550 Context Matters, TBA, online
- PC 600 Conversation Matters, TBA, intensive
- PC 650 Interpretation Matters, TBA, on campus
- LC 700 Integrative Launch Course