



COURSE ENROLLMENT MATERIALS

Summer / Fall 2025



901 North Mingo Road, Tulsa, OK 74116-5612

Faculty and Staff Offices: (918) 610-8303

<https://www.ptstulsa.edu/>

When should I register for classes for the Summer/Fall 2025 semesters?

Continuing Phillips degree-seeking students and graduate certificate students must register for Summer, August session and Fall 2025 courses **Monday, March 31 – Friday, April 11**. If you don't register by the designated deadlines, you may inconvenience your adviser and delay your graduation since classes may fill up and close. Further, missing the primary registration period for Fall 2025 means waiting until **August 1, 2025** to enroll. Please note: In all cases, students whose accounts are in arrears must see the [Bursar](#) before they may begin the registration process.

How do I go about registering for classes?

First, make an appointment with your adviser, who will help you select the courses you should take. When a schedule of courses has been decided with your adviser, fill out an enrollment form (including the number of hours), which can be found on Canvas in the Academic Resources Site, Student Resources, Student Forms. Your completed enrollment form must have your adviser's signature. Copies of the enrollment form can also be found in the Student Commons. Return your completed enrollment form to the Registrar by **April 11**.

If I am a new student or audit student, when can I register?

New and audit students may register for August session and Fall 2025 courses beginning **Monday, April 14**. If you are a new student, you will be contacted by the Registrar, who will introduce you to the enrollment process and assign you to an adviser. Your adviser will assist you with course selection and submit your initial enrollment form to the Registrar.

Can I audit a class?

Individuals motivated by a desire for personal growth rather than an accumulation of credit hours may audit selected courses at the cost of \$40.00 per credit hour. If you are interested in auditing a class, please contact the Director of Recruitment and Admissions, Ulysses Allen, at ulysses.allen@ptstulsa.edu.

How many hours should I plan to take?

For every 3-hour course you enroll in, please plan to invest an average of 10 hours a week in reading and writing/posting. Thus, if you plan to take 9 hours for a semester, you will need to engage approximately 30 hours a week in your academic studies.

How do I enroll in independent research?

After consulting with the professor who will lead this course for you, 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, bibliography, and assignments. Enrollment forms will not be processed without the Independent Research Form, found on Canvas in the Academic Resources Site, Student Resources, Student Forms.

When can I expect a book list and syllabus for my classes?

Seminary courses are offered in several formats (in person, synchronous Zoom, asynchronous, and two-weekend or full week concentrated). The grid below provides guidelines for access to book lists and syllabi.

Book List Available to Students	Syllabus Available to Students
August Session - June 1 Fall Semester - June 1 January Session – September 1 Spring Semester – November 1 Summer Session – April 1	All Formats January, August and Summer Sessions
Book lists available in Canvas: Academic Resources Site - Book Lists	First day of the semester Thirty calendar days prior to the first-class meeting*
Students are welcome to purchase eBook versions of textbooks. However, the responsibility for coordinating page numbers and citations rests with the students.	

*Or next business day if it falls on a weekend or holiday

When will my course be turned on in Canvas?

Canvas courses will open no later than the first day of the fall and spring semesters. Canvas courses for the January, August, and Summer sessions will open thirty calendar days prior to the first class meeting. If your course does not show up on the first day, please contact Sharon Russ in the Academic Dean's Office at sharon.russ@ptstulsa.edu.

What do I need to know about coursework for various intensive course formats?

On-Campus Concentrated Week/Weekend Courses

- Regardless of format, courses begin on the first day of the session.
- These courses convene for an intensive week or two weekends during the semester compressing class contact hours into a limited period of time.
- **Students must do reading and work on assignments prior to the first class session.** Normally, students will also be expected to **complete research and writing assignments after the date of the last class session.** Despite the intensive schedule for class meetings, such seminary courses should be understood to require academic work throughout the entire semester.
- During concentrated course weeks, all other courses do not meet.

Hybrid Courses

- Hybrid courses combine a mix of two of the following course formats: asynchronous, synchronous, and on-campus during the semester. When appropriate, **professors will announce dates and times of synchronous components in the course descriptions found at the end of this schedule or in the course syllabus.**
- Please be sure you can participate in all class sessions regardless of format.

Immersion Courses

- These courses convene for an intensive timeframe during the academic semester.
- Professors expect students to begin **reading and working on assignments prior to the first class meeting.** Normally, they will also expect students to **complete research and writing assignments after the date of the last class meeting.** Despite the intensive schedule for class meetings, such seminary courses should be understood to require academic work throughout the entire semester.
- Additional synchronous meetings may be required in preparation for and follow-up to the travel dates. Professors will make such dates available in the course syllabus.

It is the responsibility of all students who register for concentrated week, concentrated weekend, hybrid and/or immersion courses to obtain reading lists and course syllabi when available, as noted in the above grid. **Book lists and syllabi are posted on the Academic Resources Site in Canvas.** Any and all assignments due prior to the first meeting of intensive classes will be described in the course syllabus.

How do I get my textbooks?

PTS has partnered with a local bookstore that we use as the primary provider of textbooks. We have a program in place that allows all our degree-seeking students to receive their required textbooks at no charge to them. When your class schedule is finalized, you will submit a request for your textbooks, and the Business Office will get your books ordered. **Please see the Academic Calendar at the end of this document for deadlines for ordering textbooks.** For more information, contact the Bursar, Michelle Harper, at bursar@ptstulsa.edu.

Students are expected to obtain books before the first day of class. The library is not responsible for obtaining an Inter-library book loan (ILL) for course textbooks or for copying or scanning pages from required books for student use. Though textbooks for each course are available on reserve in the library, they cannot be checked out or removed from the premises.

What equipment do I need for online or videoconference 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 laptop or desktop computer, preferably running Windows 10 or Mac 12.X or higher operating system; more memory (RAM) will allow more applications, such as your online course and Microsoft Word, to be open and speed up your computer

- All students are provided Office 365, and it is compatible with both Mac and Windows; students are expected to utilize this software for coursework and should not use older software versions
- Reliable, high-speed Internet, 5 – 15 Mbps. Check your speed at fast.com
- Speakers and a microphone; a combination headset with microphone solution is specifically recommended for all interactive and synchronous videoconference class sessions
- A webcam

Students should be aware that some courses will require social media activities or activities involving other third-party websites and/or apps other than those the Seminary contracts with. If such an assignment is required for the course, it will be noted in the course description.

The Phillips faculty and staff primarily use up-to-date Windows software so your use of compatible software will make things 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.

When attending class via Zoom

Remember to have your video feed turned on (this is for attendance purposes).

- Mute your microphone when you are not speaking
- Turn camera on (unless permission is given by instructor)
- Access your class from a quiet location away from noise and activity that might distract you, your classmates, or your professors (For example, do not access your class while driving in the car!)
- Set your Zoom space up in an area where you can easily access class textbooks and take notes
- Familiarize yourself with [Zoom tools](#) like the “raise your hand” and “chat” features
- Use the chat tool for class-related conversations topics
- Run Zoom program updates weekly

Single Request for Synchronous Videoconferencing

In extenuating circumstances, students may petition for permission to participate via Zoom in a single session of a course offered on-campus by completing the “Synchronous Videoconferencing Registration Form” (available on Canvas in the Student Service Site, Registrar Forms). Submit the completed form to [Sharon Russ](#), Executive Assistant to the Dean and the Faculty, 48 hours, if possible, in advance of the identified class session. The associated fee for the petition will be added to the student’s bill. The petition is subject to approval and is not guaranteed.

Courses Offered through Synchronous Videoconferencing

Up to half of the in-residence hours for each degree can be met by taking courses listed as Synchronous in the Course Listing. Remaining in-residence hours must be fulfilled through courses identified as on-campus, immersion, and hybrid (asynchronous with 51% of contact hours on campus or courses listed as both synchronous and on campus with no asynchronous hours).

Faculty will abide by the format of a class listed in the course listing. **Students may not petition a faculty member to take a course listed as on-campus or asynchronous via Synchronous Videoconferencing.**

For courses offered via synchronous videoconferencing students must complete and return a “Synchronous Videoconferencing Request Form” by the date indicated on the current semester course schedule.

And if I have a disability?

Phillips recognizes disability as an aspect of diversity vital to the seminary community and society. Phillips Theological Seminary strives to identify opportunities for the learning environment to be accessible and inclusive to all members of the Phillips community and make Disability Resources available to qualifying students. Students with disabilities can begin the collaborative process of accessibility by contacting [Anne Carter Walker](#), Associate Dean of Academic and Student Affairs, to develop solutions or to implement reasonable accommodations. (No documentation will result in a waiver of Phillips’ admissions policies, expectations regarding acceptable behavior, or course objectives and requirements, including attendance policy.) Disability Resources include developing a partnership with the student through an interview process, review of medical records, and previous learning history to identify resources and strategies for full participation in the learning community. Accommodation cannot be made for a student who has not completed the steps outlined above. For details, see [Disability Resources](#) on the Phillips Theological Seminary website.

What if I need help with travel expenses?

Any student who is currently enrolled in a degree program at Phillips Theological Seminary and lives at least 100 miles (round trip) from campus (or attends a class located at least 100 miles from their residence) may apply to the Office of 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 \$500 per academic semester per student (not to exceed \$1,500 in an academic year). For more information, contact the Bursar, Michelle Harper at bursar@ptstulsa.edu or (918) 270-6468.

What if I am struggling academically?

The seminary is deeply invested in the academic success of all students. Students facing academic challenges are encouraged to discuss their concerns with their professors and advisors. Additionally, the Writing Program assists students in developing the skills needed to succeed in

seminary, by providing them with writing and research support, including individual tutoring. For more information on the Writing Program, contact Katherine Casey, Assistant Dean of the Library & Instruction Librarian, at katherine.casey@ptstulsa.edu.

What else do I need to know before starting classes?

Students are expected to maintain a 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. **Please note: Security prevents forwarding your Phillips email account to a private email account.** 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 **September 8, 2025**, 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 intended only 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 student handbook which can be accessed in the Academic Resources Canvas course, Handbook, Services, and Resources section. Please contact Virginia Thompson, Registrar, if you have questions about these rights or the Phillips student directory.

Phillips Seminary is guided by the safety protocols and recommendations advocated by the Tulsa Health Department and the CDC. Faculty members reserve the right to mandate masks in their classrooms. Students are required to follow the guidance of the faculty member who is teaching their course.

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, August, or Summer session, courses must be added at least three weeks prior to the beginning of the session.**

What if I need to drop a course (Fall or Spring Semesters)?

If you need to drop a course after it starts, the following policy applies:

1. **During the first two weeks** of a semester (Fall or Spring,) a course may be dropped for any reason. **No record appears on the transcript.**

2. In the third through the eighth week of a semester (Fall or Spring,) a course may be withdrawn from for any reason. Course withdrawals will be listed on the transcript with a “WD” indicating withdrawal. Loan students should discuss possible ramifications with [Todd Mantock](#), Financial Aid Officer. *(Please note underlined policy change.)*
3. After the eighth week of a semester (Fall or Spring,) one may withdraw from a course and receive 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 Registrar. If, after a process of review by the Registrar, course instructor, and Academic Dean that petition is approved, a “WD” will appear on the transcript. If the petition is not approved, the course instructor will assess the student’s performance up to the date of the student’s request to withdraw, and a grade will be issued and will appear on the transcript. Students may appeal a negative decision to the Degree Programs Committee.

If you are unable to be on campus, you may use the following drop/withdrawal procedure:

- To drop a course during the first two weeks of the semester you may either notify the Registrar via email or forward a completed copy of the Change of Enrollment Form with adviser’s signature to virginia.thompson@ptstulsa.edu. Include the reason for dropping the course. Requests to drop a course will not be taken over the phone.
- To withdraw from a class after the third week, you must fill out a Change of Enrollment form and return it to the Registrar’s office.
- If you are unable to return for the semester, please notify the Registrar and your adviser.

The Change of Enrollment Form for adding and dropping courses is available in the student commons or on Canvas in the Academic Resources Site. Change of Enrollment forms will be processed the day they are received in the Registrar’s office.

Tuition Refund Policy (Fall or Spring Semesters)

If a completed drop slip is returned to the Registrar’s Office (email and faxes are accepted), tuition refunds are applied as follows:

- | | |
|--|-------|
| • Within the first two weeks of the semester | 100%* |
| • Within the first three weeks of the semester | 80% |
| • Within the first four weeks of the semester | 50% |
| • Beyond the first four weeks of the semester | 0% |

This tuition refund policy applies equally to students enrolled in all courses of a semester regardless of format. The refund policy is subject to change upon notification.

* All fees are non-refundable after the second week.

What if I need to drop a course (Summer, August, January Sessions)?

If you need to drop a course after it starts, the following policy applies:

1. From the end of registration and prior to the first day of class of a session (Summer, August, or January,) a student may drop a course for any reason. No record appears on the transcript.
2. On the first day of class of a session (Summer, August, or January,) a student may withdraw from a course for any reason. Course withdrawals will be listed on the transcript with a “WD” indicating withdrawal. Loan students should discuss possible ramifications with Todd Mantock, Financial Aid Officer, at todd.mantock@ptstulsa.edu. *(Please note underlined policy change.)*
3. On the 2nd day of class of a session (Summer, August, or January,) a student may withdraw from a course and receive 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 Registrar. If, after a process of review by the Registrar, course instructor, and Academic Dean that petition is approved, a “WD” will appear on the transcript. If the petition is not approved, the course instructor will assess the student’s performance up to the date of the student’s request to withdraw, and a grade will be issued and will appear on the transcript. Students may appeal a negative decision to the Degree Programs Committee.

If you are unable to be on campus, you may use the following drop/withdrawal procedure:

- To drop (prior to the end of the first day of class) you may either notify the Registrar via email or forward a completed copy of the Change of Enrollment Form with adviser’s signature to virginia.thompson@ptstulsa.edu. Include the reason for dropping the course. Requests to drop a course will not be taken over the phone.
- To withdraw from a class on the second day or later, you must fill out a Change of Enrollment form and return it to the Registrar’s office.
- If you are unable to return for the semester, please notify the Registrar and your adviser.

Tuition Refund Policy (Summer, August, January Sessions)

If a completed drop slip is returned to the Registrar’s Office (email and faxes are accepted), tuition refunds are applied as follows:

- | | |
|--|-------|
| • From the end of registration and prior to the first day of class | 100%* |
| • On the first day of class | 80% |
| • On the 2 nd day of class | 50% |
| • Beyond the second day of class | 0% |

* All fees are non-refundable after the first day of class.

Incompletes

Students who take an “incomplete” for a course should be aware of this policy. “Incompletes” will render the following registration restrictions.

- | | |
|---------------------|---|
| 1 Incomplete | Student can enroll in no more than 9 hours in the next semester |
| 2 Incompletes | Student can enroll in no more than 6 hours in the next semester |

3 Incompletes Student can enroll in no more than 3 hours in the next semester
 More than 3 Incompletes Student cannot enroll for the next semester until at least 1 incomplete is finished

The maximum number of extensions for an incomplete will be two (90 days). Extensions are not automatic.

The Summer 2025 deadline to request an incomplete is **July 18**. The Fall 2025 deadline to request an incomplete is **December 5**. The request for an incomplete and request for an extension of an incomplete forms are located on the Academic Resources site in Canvas, Registrar Forms. A student is only eligible to request an incomplete if they have met all course attendance requirements.

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, the Registrar, virginia.thompson@ptstulsa.edu, the Executive Assistant to the Dean and Faculty, sharon.russ@ptstulsa.edu, or the Academic Dean, lisa.davison@ptstulsa.edu.

Tuition, Fees, and Billing

What are the tuition and fees for Summer/Fall 2025?

Tuition (master's degree student)	\$480.00 per credit hour
Tuition (diploma, graduate certificate, or special student).....	\$140.00 per hour (no tuition aid awarded)
Audit Fee	\$ 40.00 per credit hour
General Student Fee per semester for all credit-seeking students.....	\$125.00
Change of Enrollment Fee	\$ 25.00
Fee for Incomplete (per course)	\$ 25.00 if filed by deadline; \$ 40.00 if filed after deadline
Videoconference fee per class session	\$ 25.00

For full information concerning student billing and payments, please visit the Student [Billing and Payments](#) page on our website.

How do I pay my tuition and fees?

Tuition and fees are due the first day of the semester, although a deferred payment plan may be arranged. Students will be informed of payment options at the beginning of the semester. Students with account balances should speak to the [Bursar](#) before enrolling. Financial arrangements should be made before you attend the first class of a semester. Students will be responsible for any costs incurred by the seminary in collecting delinquent student accounts.

Please mail payments to: Phillips Theological Seminary, ATTN: Bursar, 901 North Mingo Road, Tulsa, Oklahoma 74116-5612. Credit card payments, ACH payments and 529 plan payments can be made through the Sonis Student Portal (Financial/Billing and Payments/Transact Payments/Make a

Payment). Payments via cash or check may also be made in person with the Bursar or another representative of the Business Office or may be made via check by mail.

Student Financial Responsibility Agreement

In order to align with best practices in higher education and to be more transparent regarding billing policies, the Phillips Theological Seminary business office has developed the attached [Student Financial Responsibility Agreement](#). This form must be reviewed, signed, and returned to the Bursar before you can enroll in future courses. To avoid interruption in enrolling in courses for Summer/Fall 2025, please review, sign, and return before March 28, 2025. The form can be electronically signed and emailed to bursar@ptstulsa.edu.

For more information on student billing, fees, and refunds, visit the Billing and Payments page on the Phillips website at <https://ptstulsa.edu/student-payments/>.

Financial Aid

What if I need financial aid?

As of Spring 2025, Phillips provides increased tuition assistance to degree-seeking students so that no deserving student is denied the opportunity to obtain a theological education because of the cost. Phillips now provides financial assistance on the following scale:

- DOC/UCC students receive tuition aid scholarships that will cover **100%** of their qualifying tuition costs
- Underrepresented groups receive tuition aid scholarships that will cover **100%** of their qualifying tuition costs
- All other students receive tuition aid that will cover **80%** of their qualifying tuition costs

Students who apply for federal loans must complete the Free Application for Federal Student Aid (FAFSA) online at <https://studentaid.gov/h/apply-for-aid/fafsa> and contact Todd Mantock, Financial Aid Officer, at todd.mantock@ptstulsa.edu. Seminary tuition aid scholarships are automatically renewed each year provided the student:

- Writes a thank-you letter to their donor(s) by the deadline specified; (students will receive instructions from the Office of Student Services.)
- Maintains satisfactory academic progress by sustaining a 2.50 cumulative GPA. Students whose cumulative GPA falls below 2.50 will be placed on academic probation.

Students may continue to receive seminary aid while on academic probation, provided they demonstrate satisfactory academic progress, as outlined in the Financial Aid Handbook. Please see the Financial Aid Handbook in the Academic Resources Site in Canvas for a complete guide to our Financial Aid policies and procedures.

The Fine Print Regarding Financial Aid at Phillips Seminary:

Seminary tuition aid scholarships 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 three additional semester hours of tuition aid. In all cases, credit hours taken beyond the six additional hours required for completion of the student's current academic program will not be eligible for tuition aid.

Students are allowed to withdraw from six credit hours with no financial repercussions. If they withdraw from courses once the six credit hour limit has been reached, they will be responsible for repaying the full amount of tuition aid scholarship awarded for the withdrawn courses. Students are also responsible for repaying all tuition aid scholarships awarded for failed courses.

Students receiving Federal Direct student loans must successfully complete at least 6 hours per semester and maintain a 2.50 cumulative GPA 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).

Students who anticipate using any of the various educational veteran benefits programs are reminded to report this information to the financial aid officer at the time of enrollment.

For more information on financial aid, including emergency and financial need scholarships, contact Todd Mantock, Financial Aid Officer at todd.mantock@ptstulsa.edu.

SUMMER SEMESTER 2025

Academic Course Offerings: Master's Programs

SUMMER 2025				
Course #	Title	Format	Details	Professor(s)
HC 880.07 ³ / DM 800.07 ³	Seminar in History of Christianity: History of Hell	On-Campus Concentrated	Jun 9-13	Barnett, Lisa

On-Campus Asynchronous Synchronous

Cross Listed for DMIN

Course Descriptions –Summer 2025

Area III: Historical Studies

HC 880.07³ /DM 800.07³ Seminar in History of Christianity: History of Hell (3 hrs.)

On-Campus (Concentrated Week): June 9-13 (Monday-Friday)

This course will survey the texts and thinkers associated with the Christian doctrine of hell in the Western imagination, especially as it becomes part of the American theological narrative. It will begin with ancient understandings and development of the concept as well as popular texts such as Dante's *Inferno*. However, most of the course will focus on these ideas and theological constructs brought into an American context to show as historian Kathryn Gin Lum argues, "hell was not antithetical to, but rather part and parcel of, the modern nation-building project in the US." This course will explore the multifaceted cultural histories of hell that have shaped different social, political, and theological contexts. **This course will meet on campus June 9-13 8:30 am – 5:00 pm.** No Prerequisites. Instructor: Lisa Barnett, Assistant Professor of American Religious History.

FALL SEMESTER 2025

Academic Course Offerings: Master's Programs

AUGUST SESSION 2025

Course #	Title	Format	Details	Professor(s)
DS 500	History and Polity of the Disciples of Christ	On Campus Concentrated	Aug 4-8	Barnett
DS 750	History and Polity of the United Church of Christ	On Campus Concentrated	Aug 11-15	McCallie

FALL 2025

PLEASE NOTE: Effective Fall 2025, Tuesday On Campus course times have change as noted below.

Weekly on-campus courses run from August 25 through May 15 (excluding Concentrated Course Weeks and Spring Break)

Course #	Title	Format	Details	Professor(s)
AH 550	Theological Themes in the Contemporary Novel	On Campus	Tues, 6:30 pm – 9:15 pm	Bessler
AH 645	Psychology of Religious Experience, Synchronous	Synchronous	Tuesdays, 3:30 pm – 6:15 pm	Capretto
CE 685 / DM 825.07	Education as a Practice of Freedom	On Campus Concentrated	Oct 20-24	Lockhart-Gilroy/Walker
FDC 501	Invitation to the Seminarian's Journey	Hybrid	On Campus Aug 19-21 and Synchronous Zoom Sessions TBA	Davison
HB 500	Introduction to Hebrew Bible	Asynchronous		TBA
HB 825	Biblical Hebrew I	On Campus / Synchronous	Mon., Thurs., 8:00 – 9:15 am	TBA
HC 502	History of Christianity I	Asynchronous		Barnett

On- Campus Asynchronous Synchronous

Cross Listed for DMIN

FALL 2025 (continued)

PLEASE NOTE: Effective Fall 2025, Tuesday On Campus course times have change as noted below.

Course #	Title	Format	Details	Professor(s)
LC 600	Capstones in Theological Leadership	On Campus Concentrated Weekends	Sept 25-27; Dec 4-6	Bessler
NT 500	Introduction to the New Testament	Synchronous	Tues, 8:00 am – 10:45 am	Carter, W.
NT 600.09	Exegesis: Gospel of Matthew	Asynchronous		Carter, W.
NT 850	Greek Readings	Synchronous	TBA	Carter, W.
PR 500	The Art and Practice of Preaching	On Campus Concentrated	Oct 13-17	Utley
PT 564 / DMIN 800.13	Trauma-Informed Care	On Campus Concentrated	Oct 13-17	Capretto
TC 900.01 / DPLC 731	Immersion Travel: BorderLinks	Hybrid	Oct 18-25 travel dates; required Zoom classes (see course description for dates and times)	McCallie
TFE 505	Theological Field Education I	Hybrid	Synchronous Tuesdays 1:00 pm-2:15 pm with Asynchronous Coursework	Gill
TH 500	Introduction to Theology	On Campus	Tuesdays 12:30pm – 3:15 pm	Dellinger
TH 880.11 DM 800.13	Seminar in Theology: Native American Feminism	On Campus Concentrated Weekends	Sept 11-13; Nov. 6-8	Dellinger

On-Campus

Asynchronous

Synchronous

Cross Listed for DMIN

Course Descriptions – Fall 2025

Area I: General Theological Studies

FDC 501³ Invitation to the Seminarian's Journey (3 hrs.)

Hybrid: On-Campus August 19-21 (Tuesday-Thursday) + Scheduled Synchronous Sessions

In this introductory course, students will engage the essential questions: “What is my embedded theology, where did it come from, and where might it need to change?” and “What does it mean to practice what I believe with integrity?” The intent is to help students understand what theological education entails and introduce them to PTS’s culture. It will introduce students to the learning community of PTS – values and commitments that shape our work. It will provide students with basic skills and strategies needed for academic success, including technology, study/learning approaches, research, and writing. The course is designed to help students participate fully in the seminary journey. This course, graded as pass/fail, is required for all students enrolled in a master’s degree program and first semester students admitted on probation.

No prerequisites. This course will meet on campus August 19-21 from 9:00 am - 5:30 pm CST and January 23 from 9:00 am - 3:30 pm CST and will have additional online synchronous sessions (Mondays @ 2:00 pm as noted in the syllabus). Instructor: Lisa W. Davison, Vice President of Academic Affairs and Dean and Johnnie Eargle Cadieux Professor of Hebrew Bible.

LC 600³ Capstones in Theological Leadership (3 hrs.)

On Campus (Concentrated Weekends): September 25-27; December 4-6

Sustainable and effective theological leadership is built upon three primary strategies: Collaboration, integration, and articulation. In this course students will explore these strategies in light of their theological commitments as they prepare for their next steps in leadership/ministry. This course should be taken in one of the last two semesters of the degree program. Satisfies Launch Course requirement in Phase III. Prerequisite: Completion of Theological Field Education for students in the MDiv or MAMC; completion of 28 hours in the MA(SJ). Instructor: Robert Travis Peake Professor of Theology.

TFE 505³ Theological Field Education I (3 hrs.)

Hybrid: Synchronous Tuesdays 1:00 pm – 2:15 pm + Asynchronous Coursework

The purpose of Theological Field Education is for students to engage in ministry in a supervised context, in pursuit of the development of pastoral identity and toward the identification and crafting of effective ministry practices. During this semester, students will engage in 10-hours-per-week of ministry work in an approved context, for a total of 130 hours (13 weeks). Using case studies arising from the student’s experiences of ministry in context, this course will provide opportunity for integrated reflection focused upon vocational exploration, theological reflection, development of pastoral identity, and identification of effective ministry practices. **Prerequisites:** completion of Phase One courses and submission of requirement paperwork to the Director of Theological Field Education. Read the Theological Field Education Handbook on the seminary’s web site

for further details about program requirement. **This course will meet synchronously on Tuesdays from 1:00 pm – 2:15 pm and will have additional online asynchronous coursework.** Instructor: Eric Gill, Director of Theological Field Education.

Area II: Biblical Studies

HB 500³ Introduction to the Hebrew Bible (3 hrs.)

Asynchronous

This course is designed to provide students with an introduction to the Hebrew Bible. Students will learn about the historical backgrounds of these texts as well as the process of their composition and canonization. The biblical materials will be approached from an academic/critical perspective with insights into how they might be used in different contemporary contexts. Successful completion of the course will satisfy one of the basic Bible requirements for the master's degree programs. **No prerequisites.** Instructor: TBA.

HB 825³ Biblical Hebrew I (3 hrs.)

On Campus / Synchronous: Mondays and Thursdays, 8:00 – 9:15 am

An introduction to the basic grammar, syntax, and vocabulary of biblical Hebrew. This course is designed to give students a basic understanding and working knowledge of biblical Hebrew. Since this is an introductory course, emphasis will be placed on the acquiring of vocabulary and basic grammar. Exercises and examinations will be designed to prepare students to translate and exegete texts from the Hebrew Bible. No prior study of Hebrew or any other foreign language is a prerequisite for the course. Instructor: TBA.

NT 500³ Introduction to New Testament (3 hrs.)

Synchronous

An introduction to the writings of the New Testament, to the worlds from which they emerge, and to a range of interpretive methods or questions that interpreters might ask in making meaning of these texts. No Prerequisites. Instructor: Warren Carter, LaDonna Kramer Meinders Professor of New Testament.

NT 600.09³ Exegesis: Gospel of Matthew (3 hrs.)

Asynchronous

This course provides students engagement with the text of the Gospel of Matthew, the contexts from which it emerges, which it engages, and to which it is addressed. It employs a range of approaches or critical methods of interpretation such as historical-critical, literary, imperial-critical, and gender approaches. The course cultivates skills necessary for care-full and informed exegesis or meaning-making of the Gospel involving the worlds behind the text, of the text, and in front of the text. It requires students to become familiar with some of the worthy resources that will sustain and inform ongoing interpretive work in various contemporary ministry/leadership contexts. Class size limited to 15. **Prerequisite:** NT 500. Instructor: Warren Carter, LaDonna Kramer Meinders Professor of New Testament.

NT 850³ Greek Readings (3 hrs.)

Synchronous (TBA)

Selected readings from the Greek New Testament and other Greek literature from the New Testament world. Prerequisite: NT 825 and NT 835 or equivalent. Students may repeat this course with different topics. Instructor: Warren Carter, LaDonna Kramer Meinders Professor of New Testament.

Area III: Historical Studies

DS 500³ History and Polity of the Disciples of Christ (3 hrs.)

On-Campus (Concentrated Week): August 4 - 8 (Monday-Friday)

This course examines the development of the Christian Church (Disciples of Christ) and related groups within the Stone-Campbell Movement. This course will focus on important principles as articulated by the founding generations and re-interpreted by subsequent generations in different contexts of social and religious history. This course also explores the contemporary identify, ethos, and structure of the Christian Church (Disciples of Christ) in North American. Required of all Christian Church (Disciples of Christ) students preparing for ordination and encouraged for United Church of Christ students. **This course will meet on campus August 4 - 8 8:30 am – 5:00 pm.** Recommended Prerequisites: Phase I Courses. Instructor: Lisa Barnett, Assistant Professor of American Religious History.

DS 750³ History and Polity of the United Church of Christ (3 hrs.)

On Campus (Concentrated Week): August 11 – 15 (Monday-Friday)

An exploration of the history, theology, structure, and practice of ministry within the United Church of Christ. Required for all United Church of Christ students preparing for ordination. Enrollment is encouraged for Christian Church (Disciples of Christ) students. **This course will meet on campus August 11 - 15 8:30 am – 5:00 pm.** Recommended Prerequisites: Phase I Courses. Instructor: Kathleen McCallie, Associate Professor of Ministerial Leadership and Ethics.

HC 502³ History of Christianity I (3 hrs.)

Asynchronous

This course is a survey of the development of the Christian church from the second century C.E. through the Middle Ages, examining the institutional history of the church as well as the theological developments in the church. Attention will be given to various theologians, theologies, and movements that shaped the period. The course highlights Christianity's intellectual and cultural history with an emphasis on the church's evolving relationship to political and social structures that allowed Christianity to be both a religion of protest and liberation as well as a religion of empire and conquest. No Prerequisites. Instructor: Lisa Barnett, Assistant Professor of American Religious History.

Area IV: Theology and Ethics

TH 500³ Introduction to Theology (3 hrs.)

On Campus: Tuesdays, 12:30 – 3:15 pm

An introduction to the vocabulary, tasks, aims, and scope of theology, and various contextual methods and approaches to the discipline. Upon successful completion of the course, students will be able to identify, describe, classify, and evaluate influential theological arguments, as well as place those arguments in their historical context. **No Prerequisites.** Instructor: Lisa Dellinger, Visiting Assistant Professor of Constructive Theologies.

TH 880.11³/ DM 800.13³ Seminar in Theology: Native American Feminism (3 hrs.)

On Campus (Concentrated Weekends): September 11-13; November 6-8 (Thursday – Saturday)

This course is a survey of Traditional practices pertaining to the role and responsibilities of women within matriarchal, Native American communities and the Contemporary interpretations of feminism from Indigenous perspectives. The oeuvre of Indigenous scholars, leaders, and artist provide insights into the multiplicity found within Native American self-expressions, spirituality, and world views. **This course will meet on campus September 11, 2:30 pm – 6:30 pm, and September 12-13 from 8:30 am – 5:00 pm CST; November 6, 2:30 pm – 6:30 pm, and November 7-8, 8:30 am – 5:00 pm CST.** **No Prerequisites.** Instructor: Lisa Dellinger, Visiting Assistant Professor of Constructive Theologies.

Area V: Practical Theology

CE 685³ / DM 825.07 Education as a Practice of Freedom

On Campus (Concentrated Week): October 20-24 (Monday – Friday)

In order to oppress a group of people, oppressors take control of their education. Oppressors recognize the power of education. So, must those who work for liberation. This course provides the learner with a foundation in theories and methodologies of Christian Education and critical pedagogy. Christian Education is the theory and praxis of nurturing faith for the liberation of all oppressed peoples. The cornerstone notions of the course are freedom and the concept of ubuntu – an African-centric notion meaning, in short, “I am because we are.” This course teaches that education is a practice of freedom and is best accomplished through and with the entire community for the purposes of justice and social transformation. **This course will meet on campus October 20-24 8:30 am – 5:00 pm.** **No Prerequisites.** Instructors: Annie Lockhart-Gilroy, Associate Professor of Christian Education and Practical Theology and Anne Carter Walker, Affiliate Assistant Professor of Practical Theology and Vocational Formation.

PR 500³ The Art and Practice of Preaching (3 hrs.)

On Campus (Concentrated Week): October 13-17

A consideration of the nature of Christian preaching. The course explores the issues and dynamics of preaching, as well as the practices that support preaching. Class size is limited. **This course will meet on campus October 13-17 8:30 am – 5:00 pm. Prerequisites:** HB 500, NT 500 and TH 500. Instructor: Allie Utley, Assistant Professor of Liturgy and Practical Theology.

PT 564³ / DMIN 800.13³ Trauma-Informed Care (3 hrs.)

On Campus (Concentrated Week): October 13-17 (Monday – Friday)

This course introduces students to essential theory and practice for providing trauma-informed spiritual care. Enrolled students will be trained in foundational principles for offering strategic care for establishing safety and fostering recovery within a variety of settings relevant to ministry and social justice labor. This course also challenges students to think theologically and philosophically on the concept of traumatic experience, including how trauma resists definition. Students are expected to formulate basic positions on the relation of theology to trauma. **This course will meet on campus October 13-17 8:30 am – 5:00 pm. Prerequisites:** None. Instructor: Peter Capretto, Assistant Professor of Psychology, Culture, and Religion.

Area VI: Faith and Public Discourse

AH 550³ Theological Themes in the Contemporary Novel

On Campus: Tuesdays, 6:30 – 9:15 pm

An exploration of how contemporary novels pose theological questions about, and prompt theological reflection upon, human and cultural experience in the late 20th and early 21st centuries. A variety of styles and sub-genres will be considered. Instructor: Joe Bessler, Robert Travis Peake Professor of Theology.

AH 645³ Psychology of Religious Experience

Synchronous

This course introduces ministry students to foundational issues surrounding psychological understandings of religious experience. More specifically, it equips students to examine cultural practices and beliefs through the lenses of psychoanalysis, psychology of religion, and the social sciences. Students are encouraged to reflect theologically on the relation between theory and practice in the psychology of religion, with special attention to how race, gender, ability, and subject position shapes philosophical discourse on faith. **No Prerequisites.** Instructor: Peter Capretto, Assistant Professor of Psychology, Culture, and Religion.

TC 900.01³ / DPLC 731³ Immersion Travel: BorderLinks (3 hrs.)

Hybrid: Immersion Experience: Oct. 18-25 with required Zoom sessions

A study trip that investigates the complex situation along the border between the United States and Mexico. This course is offered in cooperation with the BorderLinks organization of Tucson, Arizona. A \$550 immersion fee (non-refundable after travel and housing arrangements have been made) partially covering travel, food and lodging expenses will be assessed. **Students who wish to enroll in this course must fill out and submit an Immersion Course enrollment Form by May 15th.** Required Zoom class sessions will be held before and after travel (Mondays, Sept. 8 and 29; Monday Nov. 10 from 7:00-8:00 pm CST). Passport required. **Prerequisite:** Completion of one introductory course. Satisfies the immersion course requirement. Instructor: Kathy McCallie, Associate Professor of Ministerial Leadership and Ethics.

Projected Courses – Spring 2026

Subject to change. Offered for planning purposes only.

JANUARY SESSION 2026

Course #	Title	Format	Details	Professor/s
PR 700 / DPLH 730	Preaching Across Platforms	On-Campus Concentrated	Jan 5-9	TBA

On-Campus Asynchronous Synchronous
 Cross Listed for DMIN

SPRING 2026

Course #	Title	Format	Details	Professor/s
CE 535	Teaching and Learning in the Community of Faith	Synchronous	Tuesdays, 8:00 am – 10:45 am	Lockhart-Gilroy
FDC 501	Introduction to the Seminarian's Journey	Hybrid	Jan 20-22 on campus and synchronous sessions	Davison
FDC 700	Theology and Social Justice: Theories and Methods	Hybrid	On Campus Concentrated Weekend (Feb. 5-7) plus asynchronous work 1/26-3/8 and Zoom sessions 1/29, 2/12, 3/5	McCallie
HB 500	Introduction to Hebrew Bible	On Campus	Tuesdays, 8:00 – 10:45 am (Tentative)	TBA
HB 835	Biblical Hebrew II Exegesis	On-Campus / Synchronous		TBA
HC 504	History of Christianity I	On Campus	Tuesdays, 3:30 – 6:15 pm	Barnett
NT 500	Introduction to the New Testament	Asynchronous		Carter, A.
NT 880.01	Reading Race, Interpreting Scripture	Asynchronous		Carter, A.
PL 650	Pastoral Leadership and Administration	On-Campus	Tuesdays, 12:30 – 3:15 pm	McCallie

SPRING 2026

PR 880.02	Women, Voice, and Preaching (<i>Tentative</i>)	On Campus Concentrated	Mar 9-13	Utley
PW 880.02	Worship and the Arts (<i>Tentative</i>)	Asynchronous		Utley
PT 520	Theory and Practice of Spiritual Care	Asynchronous		Capretto
PT 568	Grief, Loss, and Death	Synchronous	Tuesdays, 3:30 – 6:15 pm	Capretto
TFE 510	Theological Field Education II	Hybrid	Synchronous Tuesdays 1:00 pm-2:15 pm with Asynchronous Coursework	Gill
TH 625	Constructive Theology	Asynchronous		Bessler
TH 880.03	The Historical Jesus and Christs and Faith	On-Campus Concentrated Weekends	Feb 26-28; Apr 9-11	Bessler

On-Campus Asynchronous Synchronous

Cross Listed for DMIN

Academic Calendar

Spring 2025 (Remaining)

Concentrated Course Week 1	Mar 10-14
Concentrated Course Week 2 (no classes)	Mar 17-21
WD Deadline	Mar 21
Registration for Summer/Fall 2025	Mar 31-Apr 11
New Student Registration Summer/Fall	Apr 14
Holy Week Recess (seminary closed Apr 18)	Apr 14-18
Easter Monday (seminary closed)	Apr 21
Tulsa Race Massacre Lecture	April 28
Incomplete Request Deadline	May 09
Senior Grades Due	May 09
Awards Day	May 13
Last day of classes & Senior Banquet	May 16
Graduation	May 17
Memorial Day (seminary closed)	May 26
Masters/DMin Student Grades Due	Jun 02

Summer 2025

Start of the Summer Session	Jun 09
Concentrated Course Week	Jun 09-13
DMin Session	Jun 09-13
DMin Project Courses	Jun 07
Juneteenth Holiday (seminary closed)	Jun 19
Independence Day (seminary closed)	Jul 04
Deadline for Book Orders (Fall)	Jul 14
Summer Incomplete Request Deadline	Jul 18
Summer Coursework Deadline	Jul 25
End of Summer Session	Jul 25
Summer Student Grades Due	Aug 15

Fall 2025

Registration reopens for Fall 2025	Aug 01
August Session Week 1	Aug 04-08
August Session Week 2	Aug 11-15

New Student Orientation	Aug 19-21
First day of classes	Aug 25
Labor Day (seminary closed)	Sep 01
LGBTQIA+ Event	Oct 13
Concentrated Course Week 1	Oct 13-17
DMin Session	Oct 13-17
WD Deadline	Oct 17
Concentrated Course Week 2	Oct 20-24
Registration for Spring 2026	Oct 27-Nov 07
New Student Registration Spring 2026	Nov 10
Indigenous North Americans History & Culture Event	Nov 03
Thanksgiving Recess (seminary closed Nov 26-28)	Nov 24-28
Incomplete Request Deadline	Dec 05
Last Day of Classes	Dec 12
Deadline for Book Orders (January and Spring 26)	Dec 12
BCTAAFL Celebration Dinner	Dec 12
Winter Break (seminary closed)	Dec 25-Dec 31
Masters/DMin Student Grades Due	Jan 02, 2026

Spring 2026

New Year's Day (seminary closed)	Jan 01
Masters/DMin Student Grades Due	Jan 02
Registration reopens for Spring 2026	Jan 02
January Session	Jan 05-09
DMin Session	Jan 05-09
DMin Project Courses	Jan 10
Remind and Renew	Jan 14-16
MLK Jr. Day (seminary closed)	Jan 19
New Student Orientation	Jan 20-22
First Day of Classes	Jan 26
Ash Wednesday	Feb 18
Board of Trustees	Feb 23-24
Concentrated Course Week 1	Mar 09-13

Spring 2026 (continued)

Concentrated Course Week 2	Mar 16-20
WD Deadline	Mar 20
Registration for Summer/Fall 2026	Mar 23-Apr 10
Holy Week Recess (seminary closed Apr 03)	Mar 30-Apr 03
Easter Monday (seminary closed)	Apr 06
New Student Registration Summer/Fall	Apr 13
Tulsa Race Massacre Lecture	Apr 27
Incomplete Request Deadline	May 08
Senior Grades Dues	May 08
Awards Day	May 12
Deadline for Book Orders (Summer and Fall 26)	May 13
Last day of classes & Senior Banquet	May 15
Board of Trustees	May 15-16
Graduation	May 16
Memorial Day (seminary closed)	May 25
Masters/DMin Student Grades Due	Jun 01
Deadline for Book Orders (August and Fall 26)	Jul 13

