Trinity
School for Ministry
an evangelical seminary in the Anglican tradition

Academic Catalog &
Student Handbook
2017-2018
Legal Disclaimer

The information in this Academic Catalog is current as of August 18, 2017 and it is for the academic year 2017–2018. Any modifications after this date override the content of this document. Trinity School for Ministry reserves the right at all times, at its sole discretion, to review, modify, amend, or alter any provision of this Catalog.
Thy word is a lamp unto my feet,
and a light unto my path.
Ps. 119:105 (KJV)
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GENERAL INFORMATION

Vision, Purpose, and Values

Trinity School for Ministry is an evangelical seminary in the Anglican tradition. In this fractured world, we desire to be a global center for Christian formation, producing outstanding leaders who can plant, renew, and grow churches that make disciples of Jesus Christ. To this end we are forming Christian leaders for mission. The values that undergird this vision are:

1. Evangelical and Anglican identity: We stand in the great Anglican Evangelical tradition that is rooted in the primacy of the scriptures and the doctrine of salvation by grace alone through faith alone, and which is foundationally expressed in the classic Book of Common Prayer.

2. Welcoming evangelical, charismatic and catholic streams: We welcome students and faculty who long for a church that is evangelical in faith, catholic in order, alive in the Holy Spirit and committed to mission. We have a vital commitment to students from the Episcopal Church and from other Anglican jurisdictions both in North America and abroad. We also welcome students from other Christian traditions.

3. Serving the Church: We are committed to serving the Church by preparing men and women to be leaders for its mission, its renewal, the planting and growth of congregations, and the proclamation of the never-changing truth in an ever-changing world.

4. Excellent teaching and scholarship: We hold high standards of excellence in teaching and scholarship, believing that these will further both personal maturity and practical effectiveness in mission.

5. Deep formation in community: We value the deep formation in Christian ministry that is possible in the residential degree programs of the school. In addition, we believe in being flexible and
innovative in providing theological education by extension with a global reach through the internet and off-campus classes and conferences.

6. **Being a school of discipleship:** We believe that the discipleship of the whole person is essential preparation for ministry. We commit to foster in all our seminarians—men, women, single, married, married with children—spiritual and emotional maturity, integrity, grace, and holiness of life.

7. **Lifelong learning:** We are committed to building a life-long community of learning among our graduates and other Christian leaders aimed at constantly improving their knowledge and ability as servants of Jesus Christ and His Church.

8. **Trusting God’s provision:** We believe that “money follows ministry,” and therefore are accountable to our partners in ministry for careful stewardship of God’s money. We prayerfully rely on God’s provision and the generosity of His people in providing quality theological education at a reasonable cost for this and future generations.

**Trinity’s Statement of Faith**

We affirm our belief in historic Christianity as revealed in the Scriptures and summarized in the three Creeds (the Apostles’, the Nicene, and Athanasian) and the Thirty-Nine Articles. We recognize the need today for reaffirming the following beliefs:

**Article I: The Holy Trinity**

The mystery of the Holy Trinity, namely, that the one God exists eternally in the three persons: Father, Son, and Holy Spirit; and has so revealed Himself to us in the Gospel.

**Article II: The Lord Jesus Christ**

The full deity and full humanity of our Lord Jesus Christ, God Incarnate, who by reason of His birth of the Virgin Mary, sinless life, atoning death, bodily resurrection, glorious ascension, and triumphant reign, is the only Mediator between God and man.
Article III: The Holy Scriptures
The trustworthiness of the canonical books of the Old and New Testaments as “God’s Word written,” which contain all things necessary for salvation, teach God’s will for His world, and have supreme authority for faith, life, and the continuous renewal and reform of the Church.

Article IV: Justification and Sanctification
The justification of the repenting and believing sinner as God’s gracious act of declaring him righteous on the ground of the reconciling death of Christ, who suffered in our place and rose again for us; and sanctification as the gracious continuing activity of the Holy Spirit in the justified believer, perfecting his repentance, nurturing the new life implanted within him, transforming him into Christ’s image, and enabling him to do good works in the world.

Article V: The Christian Church
The Church as the Body of Christ, whose members belong to the new humanity, are called to live in the world in the power of the Spirit, worshipping God, confessing His truth, proclaiming Christ, supporting one another in love, and giving themselves in sacrificial service to those in need.

Article VI: Spiritual Gifts and Ministry
The calling of all Christians to exercise their God-given gifts in ministry, and to work, witness, and suffer for Christ; together with the particular call of ordained ministers, who, by preaching, teaching, and pastoral care, are to equip God’s people for His service, and to present them mature in Christ.

Article VII: The Gospel Sacraments
The sacraments of Baptism and Holy Communion as “visible words” which proclaim the gospel, and are means of grace by which faith is quickened and strengthened; in particular, the significance of the Lord’s Supper as a communion in the Body and Blood of Christ, who offers Himself to us in the action of this sacrament, so that by
faith we may feed on Him in our hearts and offer ourselves to Him in gratitude for our salvation through His cross; also, the openness of the Lord’s Table as the place where all baptized believers, being one in Christ, are free to celebrate their common salvation in the Lord, and to express their common devotion to His person and His service.

Article VIII: The Return of Christ
The personal return in glory of our Lord Jesus Christ at the end of this age for the resurrection of the dead, some to life, some to condemnation, for the glorification of His Church, and for the renewal of the whole creation.

The Covenant
We the students, faculty, and staff do covenant to serve the Lord and each other, according to our several callings, in the following ways:

1. Worship. We commit ourselves to the discipline of private and public worship. We will spend a daily time in prayer and Biblical meditation. The students and faculty shall attend the weekly community Eucharist (unless excused), Morning Prayer before morning classes, Evening Prayer after afternoon classes, and as often as possible at other times when present on campus. Staff are also welcome to participate. Students and faculty will also participate in appointed Quiet Days.

2. Family and Community Life. Those of us who are married commit ourselves to spend a responsible amount of time with our spouses and children. Those who are single will establish and maintain a local network of friends for prayer, fellowship, and support. We pledge ourselves to sexual fidelity in marriage, defined as one man and one woman, and chastity in the single state.

As members of Christ’s Body, we will involve ourselves in the community life of the School, so that we may rejoice, laugh, and
weep together. We will attend Leadership Formation Groups or Fellowship Groups as a significant part of this mutual submission to one another. We will seek to love one another as Christ loves us. We will refuse to gossip but instead speak words of encouragement. We will confront one another openly and seek reconciliation when offense has been given.

3. Study. We are gathered as a community of learning. Students will attend assigned classes, Dean’s Hour lectures, Mission Days, and all other requirements of the Academic Catalog. We will take seriously our worship of the Lord with our minds in all our studies.

4. Service to the World. While specially gathered for study, we are also gathered for mission and service to those outside the School. We commit ourselves to devote regular time, talent, and treasure to personal evangelism, neighborly visitation, and public service. We thank God for our common calling in covenant with Him and with each other. We ask help from our closest associates - family members, co-workers and friends - to be faithful to our commitments, and we trust that the Holy Spirit will guard and guide us in this task.

Biblical Theology at Trinity

Biblical Theology provides the central focus of our curriculum and our life together at Trinity. Noting that scholars have used this term in a variety of ways over the years, we provide this brief statement to articulate our basic understanding of Biblical Theology.¹ The writings of the Bible come from a variety of authors who wrote over a large span of time, in different places, using a variety of genres and at different stages of the unfolding drama of redemption. Biblical Theology recognizes this diversity, but affirms that there is an organic unity in the canon amidst this diversity, such that the Scripture does speak with a unified voice regarding God and the divine purposes.

¹ For a fuller expression of Biblical Theology which is in general agreement with our understanding see: T. Desmond Alexander and Brian S.
As Rosner puts it:

...we engage in our task as biblical theologians from within a living tradition of the Christian church. Biblical Theology is principally concerned with the overall theological message of the whole Bible. It seeks to understand the parts in relation to the whole and, to achieve this, it must work with the mutual interaction of the literary, historical, and theological dimensions of the various corpora, and with the inter-relationship of these within the whole canon of Scripture. Only in this way do we take proper account of the fact that God has spoken to us in Scripture.\(^2\)

So we make use of the tools of historical-grammatical exegesis, but we do so from within the Church, with the presuppositions of faith expressed in the canonical texts themselves. We seek to allow each part of Scripture to make its own contribution to the whole, while at the same time, in keeping with classic Anglicanism, we also seek not to, “so expound one place of Scripture, that it be repugnant to another” (Article XX). That is, the diversity is enriching rather than contradictory. In this way, “Biblical Theology explores the Bible’s rich and many-sided presentation of its unified message. It is committed to declaring ‘the whole counsel of God ... [in order] to feed the church of God’ (Acts 20:27-28).”\(^3\)

This approach to the Scriptures is grounded in that of Jesus and the writers of the New Testament. St. Luke tells us that after His resurrection, Jesus, “beginning with Moses and all the Prophets...interpreted to them in all the Scriptures the things concerning himself” (Luke 24:27). The writers of the New Testament continued this same understanding, for, as Rosner notes, “The books of the NT connect Jesus with the OT in a variety of ways, seeing Jesus as the fulfillment of prophecy, the ideal to which individuals and institutions aspired, or the climax of God’s dealings revealed in various types.”\(^4\)

Thus, our understanding of Biblical Theology finds the unity of Scripture in Christ as both the center and the goal of God’s acts of

\(^2\) Alexander and Rosner, *New Dictionary*, 3
\(^3\) Alexander and Rosner, *New Dictionary*, 10
\(^4\) Alexander and Rosner, *New Dictionary*, 10
creation and redemption to which the Bible bears divinely revealed witness.

This view of Scripture is at odds with the teaching of a number of scholars who do not believe there is a unity to Scripture. Many of those in leadership in mainline churches have been trained in the view that the Bible is radically self-contradictory, and, accordingly, they do not believe Scripture can provide authoritative guidance for us. Rather, we are left to pick and choose which bits we find helpful to express what we believe.

In contrast, our understanding of Biblical Theology puts us in line with the Church throughout history, including classic Anglican faith and practice. It also helps guard against misuses of the Bible such as proof-texting, playing off the Old Testament against the New, and moralizing in ways that are at odds with the gospel. This view does not mean that all issues of interpretation become clear; there are a number of topics on which members of the Faculty disagree with one another. But this approach to Scripture does ground and make clear the foundational issues of the gospel, and provides a fruitful context in which to explore disagreements over other issues.

Thus, Biblical Theology plays a vital role in giving the school and our graduates clarity and confidence in the message of the Bible for our lives and ministries, while also helping us recognize the areas in which faithful disagreement and dialog are appropriate. Biblical Theology helps us appropriate and promote through teaching and preaching “the whole counsel of God” (Acts 20:27), and not just our own favorite themes. Biblical Theology provides criteria by which to discern God’s work throughout Church history, as well as in our own day. Biblical Theology enables us to grasp the major themes of Scripture which are essential for doing Systematic Theology and Apologetics. It helps us see the pattern of life to which God calls us in Christ, thereby providing essential content and perspective for pastoral care of individuals and for guidance of communities of believers in their worship, life and mission. Biblical Theology helps us trace out the mission of God from Creation to New Creation,
providing the revelation we need to understand our identity and purpose in life, both as individuals and corporately as the Body of Christ.

Thus, at Trinity, Biblical Theology provides the central focus of our curriculum and our life together through providing the interpretive key to Scripture so that we might be guided by God through its revelation.

**Our Place in the Church**

Trinity is a school established in the Anglican evangelical tradition and firmly rooted in the mainstream of the Anglican Communion. Though Trinity is an Anglican seminary, we seek to serve all those committed to the advance of the gospel.

Our primary calling is to train leaders and ministers who will bring about renewal in individual lives, parishes, dioceses, and the Church as a whole. In addition, we are committed to using the unique resources of a seminary to address the painful and controversial issues before our Church. Our faculty is committed to engaging the needs and concerns of the day and helping the Church discern faithful, biblical answers.

In the diversity of our faculty, staff, and students, we experience the tensions inherent in living with different ways of expressing faithfulness in the world. We strive to live in Christian charity, “agreeing to disagree agreeably” in the service of the gospel and in the expectation that by refusing to let potentially divisive issues separate us, we will be a model for the Church.

**Trinity’s History**

Trinity was born in the renewal movement of the 1960s and 70s. Leaders of that movement saw the need for a school founded upon the authority of the Bible, trusting the leading of the Spirit, and committed to knowing Christ and making Him known. However,
the Episcopal Church was then seriously discussing closing some seminaries—founding another one was a step in faith. John Stott, J.I. Packer, and other Anglican evangelical leaders recommended Alfred Stanway, Bishop of Central Tanganyika from 1951 to 1971, to begin this new venture. In 1975, Bishop Stanway, known for his vision of renewal and his ability to translate that vision into a lively Christian community, came to Pittsburgh, set up an office in his home, and used his garage for a library. He called John Rodgers, a professor and chaplain at Virginia Theological Seminary, to be the senior professor.

Bishop Stanway assembled a small faculty and classes began in September 1976, when 17 students—none with sponsoring bishops—began their studies in rented classrooms in a local business college. Two years later, an empty Presbyterian church and a supermarket across the street were found in Ambridge and were converted into the campus. Bishop Stanway returned to Australia in 1978 and was succeeded by Dr. Rodgers. During Dr. Rodgers’ 12 years as Dean, Trinity grew steadily and established itself as a center for renewal and study within the Episcopal Church. The first class graduated in 1979, and Trinity was accredited by the Association of Theological Schools in 1985.

In 1989, the trustees elected William Frey, the Bishop of Colorado and a leader in the renewal movement, as the third Dean and president. Under Bishop Frey, the school developed its credit-by-extension program and expanded the campus to include the Commons Hall and Administrative Building. In 1996, Peter Moore, a founding board member and noted evangelical leader, became the fourth Dean and President. During the eight years of Dr. Moore’s tenure, the school added the Doctor of Ministry degree, developed an Anglican edition of a popular Bible curriculum for children, began online course offerings, and expanded the Library/Academic Building’s technical capabilities. In August 2004, Paul F. M. Zahl became Trinity’s fifth Dean and President. Dr. Zahl brought years of leadership experience in parish ministry to Trinity and he was instrumental in attracting five new faculty members to Trinity in the summer of 2005. Bishop John Rodgers left retirement to serve as
Interim Dean and President during the 2007-2008 school year.

In May 2008, Justyn Terry was called to be the sixth Dean and President. Dr. Terry joined Trinity’s faculty in 2005 as professor of Systematic Theology, and prior to coming to Trinity he was a rector in London. Trinity began a search for a new Dean/President when the Very Rev. Dr. Justyn Terry announced his plan to return to England. In December 2016, the Rev. Dr. Laurie Thompson was named the seventh dean and president.

Dr. Thompson first came to Trinity in 1997 after spending 19 years in parish ministry. He has led the Doctor of Ministry program since 2001 and has also served as the Dean of Administration and most recently as the Dean of Advancement where he played an important role in the “Reach for the Harvest” campaign which raised $15.4 million for various strategic initiatives.

Trinity has grown to over 400 full and part-time students in our residential, extension, and online programs. Trinity trusted adjunct faculty contribute their expertise to our programs. Currently, more than 1,000 Trinity alumni, both lay and ordained, serve around the country and around the world.

Trinity has a faculty of 12 full-time men and women and has grown to over 400 full and part-time students in our residential, extension, and online programs. Trinity’s trusted adjunct faculty contribute their expertise to our programs. Currently, more than 1,200 Trinity alumni, both lay and ordained, serve around the country and around the world.
General Information

Location
Trinity is located in the Borough of Ambridge, Pennsylvania. Ambridge is a former steel town approximately 18 miles northwest of Pittsburgh, rich with a variety of ethnic and religious traditions. The surrounding region is a mix of urban, suburban, and rural areas. Additionally, downtown Pittsburgh offers the cultural activities, commerce, and energy typical of major American cities.

Trinity’s Accreditations and Memberships
Trinity strives to meet and exceed professional standards in all that we do.

Accreditations
- The Association of Theological Schools in the United States and Canada
- The Pennsylvania Department of Education

Memberships
- Colleges and Universities of the Anglican Communion
- Seminaries of the Episcopal Church
- The International Association for Continuing Education and Training
- The Association of Doctor of Ministry Educators
- The Evangelical Council for Financial Accountability (Charter Member)
- The American Theological Library Association

5 Accredited by the Commission on Accrediting of the Association of Theological Schools in the United States and Canada, and the following degree programs are approved: MDiv, MA in Mission and Evangelism, MA (Religion), DMin, STM. Approved for a Comprehensive Distance Education Program.
Academic Calendar Fall 2017

AUGUST
31 - Sept. 1 Orientation

SEPTEMBER
1 Grades due from STM level Summer Intensives classes
4 Labor Day - No Classes (offices closed)
5 Fall semester begins
6 Opening Convocation/Dean's Hour (mandatory for residential students)
8 Grades due from Summer Online Classes
12 Last Day to Add a Fall Semester Class
12 Last Day to Drop a Fall Semester Class for 100% Refund
12 Last Day to Change from Credit to Audit for Fall Semester Class
13-14 Board of Visitors Meeting
19 Last Day to Drop a Class for a 75% Refund
19 Quiet Day (no classes)
20 Faculty Spotlight (optional)
26 Last Day to Drop a Class for a 50% Refund

OCTOBER
2 Grades due from DMin level Summer Intensive classes
2 Winter Intensive short syllabi due
4 Board Retreat
5-6 Board of Trustees Meeting
16-20 Reading Week (no classes)
25 Dean's Hour (mandatory for residential students)

NOVEMBER
1 Master's Thesis Submission for December graduates
1 Winter Intensive Registration Opens
6 Spring 2018 short syllabi due
7-8 Mission Day
22-24 Thanksgiving Holiday (no classes and offices closed)
29 Dean's Hour (mandatory for residential students)

DECEMBER
6 Spring Registration Opens
12 Last Day to Add a Winter Intensive class
12 Last Day to Drop a Winter Intensive class for a 100% Refund
15 Last Day of Classes for Fall Semester
15, 18-19 Fall Semester Final Exams
15 Faculty Retreat
22 Last Day to Submit Work/Last Day to File Incomplete
25-Jan1 Christmas Break (offices closed)
Academic Calendar Spring 2018

JANUARY
5       Grades Due from Fall Term
8-12   Winter Intensive Week One
14-19  Winter Intensive Week Two
22     Spring Semester Begins
24     **Dean's Hour (mandatory for residential students)**
29     Martin Luther King Day observance (no classes and offices closed)
30     Last Day to Add a Spring Semester class
30         Last Day to Drop a Spring Semester class for a 100% Refund
30         Last Day to Change from Credit to Audit for a Spring Semester class

FEBRUARY
1-2    Board of Trustees Meeting
6       Last Day to Drop a Class for a 75% Refund
7       **Faculty Spotlight (optional)**
13     Last Day to Drop a Class for a 50% Refund
14     Quiet Day - Ash Wednesday (no classes)
21     **Dean's Hour (mandatory for residential students)**

MARCH
2       Grades Due from Master’s Level Winter Intensive classes
5       Summer Intensive & Summer Online short syllabi due
5-9    Reading Week (no classes)
14     **Dean's Hour (mandatory for residential students)**
28     **Bishop’s Visit (mandatory for residential students)**
29-Apr 2 Holy Week (no classes and offices closed)

APRIL
3       No classes - Offices open
4       Master’s Thesis Submission deadline for May graduates
4       Summer Intensive & Summer Online Registration Opens
4       **Faculty Spotlight (optional)**
30     Graduating Senior Course Work Due

MAY
2       Faculty Confer Degrees
3       Last Day to Add a Class for Summer Intensive
3       Last Day to Drop a Summer Intensive class for a 100% Refund
4       Last Day of Classes for Spring Semester
4, 7-8  Spring Semester Final Exams
10-11  Board of Trustees Meeting
11     Last Day to Submit Work/Last Day to File Incomplete
11     Baccalaureate
12     Commencement
16-18  Faculty Retreat
28     Memorial Day (offices closed)
29     Fall 2018 short syllabi due
General Information

**Academic Calendar Summer 2018**

May 29 - August 24: summer online session

**JUNE**

1       Grades Due from Spring Term  
4-8     Summer Intensive Week One  
5       Last Day to Add a Summer Online class  
5       Last Day to Drop a Summer Online class for 100% Refund  
11-15   Summer Intensive Week Two  
18-22   Summer Intensive Week Three  
27      Fall Registration Opens

**JULY**

4       Independence Day (offices closed)

**AUGUST**

3       Grades Due from Master's level Summer Intensive classes
ACADEMIC INFORMATION

Admissions Information
Trinity values the relationship between scholarship and the wise exercise of faith in the world. As Paul said in 1 Corinthians 12.4-5, “There are diversities of gifts but one Spirit, and diversities of service but one Lord.” Ministry today comes in a diversity of forms, including second-career clergy, youth ministers, missionaries, parachurch workers, Christian educators, and church planters. Theological education is a lifelong enterprise. Students bring to seminary knowledge, skills, and gifts they have acquired in a wide variety of ways. They continue to learn after they graduate through formal and informal study. In other words, Trinity gathers the commitment, skills, and knowledge students bring with them, and helps form those elements for ministry. The graduate, then, is someone who is skilled for ministry but who also understands how much more there is to learn.

We are here to help discern a call to ministry, readiness for academic work, and the proper course of study to pursue. Trinity admits persons who have committed their lives to Jesus Christ, who want to serve Him in the fellowship of His Church, and who have demonstrated gifts for Christian ministry. We admit qualified students without discrimination by race, sex, age, handicap, color, or national or ethnic origin.

Application Materials
In applying to Trinity, prospective students are required to submit the following: Application Form, Application Fee, Official Transcripts from all previously attended undergraduate or graduate schools, Spiritual Autobiography Essay, Writing Sample Essay, and two reference letters. Applicants to one of the Masters or Diploma programs should have completed a Bachelor’s Degree in Arts or Sciences. (Exceptions may be made for an otherwise qualified applicant for the Master of Divinity program who is over 35 and who has the endorsement of the appropriate ecclesiastical authority.)
Academic Information

Applicants whose native language is not English are also required to take the TOEFL exam. Additional information may be required by the Admissions Committee. Further details about each of these items are available on our website and in our application materials. Applicants who appear admissible will be invited to Trinity for an interview. Spouses should attend the interview if possible.

Seeking Ordination

If the applicant is seeking ordination through any denominational structure, he or she must submit forms from a bishop, denominational hierarchy, or local church depending upon which is most relevant to the situation. If the applicant is a member of the Episcopal or Anglican Church, he or she must submit a copy of the bishop’s letter granting postulancy status. Those from other denominations should submit a copy of the letter from the denominational governing authority granting permission to study for ordination at Trinity. This letter should also outline any special course requirements or degree expectations.

If the applicant is seeking ordination in the Episcopal Church or the Anglican Communion and is not yet under the official sponsorship of a bishop (i.e. not a postulant), three forms must be completed before enrolling as a residential student: a Rector’s Discernment Form, a Parish Discernment Committee Form, and a Church Endorsement Form. These three forms are available on our website or by contacting the Admissions Office.

Admissions Interview

When an applicant (and spouse) visits Trinity for an interview, the applicant and the Admissions Committee will work together to discern the applicant’s calling and the best course to pursue. The Admissions Committee consists of two staff persons (usually, the Director of Recruitment and the Director of Student Life) and one faculty member. An applicant may also meet with other faculty members as necessary for his or her intended degree.
Learning Outcomes
The following learning outcomes are in place for the degree programs listed below:

Master of Divinity
1. The student will recognize and identify the Biblical Theology evident in the course work.
2. The student will be able to articulate an Anglican understanding of biblical, historical, systematic, and pastoral theology.
3. The student will be able to communicate effectively the Christian message to a diversity of people in order to advance the mission of God.
4. The student will be prepared to effectively lead in a variety of Christian communities.

Master of Arts (Religion)
1. The student will recognize and identify the Biblical Theology evident in the course work.
2. The student will be able to articulate an Anglican understanding of biblical, historical, systematic, and pastoral theology.
3. The student will be able to effectively communicate the Christian faith.
4. The student will be equipped to apply scholarship to the life of the church in his or her chosen theological discipline.

Master of Sacred Theology
1. The student will recognize and identify the Biblical Theology evident in the course work.
2. The student will be able to articulate an Anglican understanding of biblical, historical, systematic, and pastoral theology.
3. The student will demonstrate the ability to carry out research from original sources.
4. The student will be equipped to successfully pursue further independent research and post-graduate study in his or her chosen theological discipline.
Doctor of Ministry
1. The student will recognize and identify the Biblical Theology evident in the course work.
2. The student will demonstrate the ability to reflect biblically and theologically about the identified problem.
3. The student will be able to identify and articulate a distinct ministry problem.
4. The student will demonstrate the ability to apply the learning from the biblical and theological reflections to the identified problem.

Course Delivery Methods

Online Education
Trinity's Office of Online Education serves the student community and the wider Church in a variety of ways. We meet the needs of students studying in places away from the main campus through online courses and partnerships with other institutions and Anglican jurisdictions, bringing the ethos of Trinity within reach for those who choose not to relocate to the Ambridge campus.

Online Courses
The Office of Online Education offers a range of Trinity’s foundational and upper division courses on a rotating basis each fall, spring, and summer. The courses mirror the residential courses – semester-long classes, weekly reading and assignments, regular interaction with faculty and class members, and at least 8 – 12 hours of study, per week, per course. The coursework is largely asynchronous, meaning students in the class are not required to be online at the same time. Using asynchronous discussion boards and synchronous video chats significantly contributes to the learning and the development of a community. Participation in these discussions, combined with the other assignments, demands an extensive amount of reading and writing.
The Master of Arts (Religion) can be completed through a combination of online and on campus intensive courses. A significant portion of the Master of Divinity may be completed online as well. The Diploma in Anglican Studies and the Diploma in Christian Ministry are both available entirely online. All Certificate programs offered by Trinity are conducted exclusively online.

Partnerships

The Ridley Institute at St. Andrew’s Church in Mt. Pleasant, South Carolina

The aim of the Ridley Institute is to honor Nicholas Ridley’s dying thought, that through God’s grace his labors and suffering might light a Gospel flame that would never be extinguished. The Institute seeks to spread the flame of the Gospel by recruiting, equipping, and deploying the very finest Christian leaders formed in the Gospel centrality of the Anglican Tradition. Through this partnership, students can take classes towards a Master of Arts in Religion degree within a cohort located at the Ridley Institute. Courses at the Ridley Institute are taught by Trinity’s faculty in-person and in online format. Students at the Ridley Institute use the Master of Arts in Religion degree that is designed for the Ridley Institute.

The Coalition for Christian Outreach (CCO)

Staff members at the CCO are committed to calling college students to serve Jesus Christ with their entire lives. Through this partnership, CCO staff can take classes for credit through their regularly scheduled staff-training seminar three times a year. Additionally, CCO staff can participate in any of the Trinity School for Ministry’s standard course offerings. This partnership allows CCO staff to receive high-quality theological education and work towards a graduate degree, while continuing in their campus ministries.
The Pittsburgh Fellows

The Pittsburgh Fellows Program is a post-undergraduate, leadership development program that recruits and trains highly qualified college graduates to be values-driven, ethical business leaders in the city and region of Pittsburgh. The goal of the program is to positively impact the city through current and future business leaders who use their resources for the well-being of the whole community. The Pittsburgh Fellows focus on bringing the best and the brightest college graduates, whose desire is to integrate their Christian faith with their calling to business, back to Pittsburgh. Through this partnership, the Fellows take four courses at Trinity School for Ministry during their fellowship year.

Summer and Winter Intensives

Scheduled during January and June each year, the Trinity Intensives offer credit courses in a conference-like atmosphere, as well as a variety of workshops, symposia and speakers. Students participating in a credit course have assignments both before and after the intensive week. Masters-level work begins one month before and is due 30 days after the end of the Intensive. STM work begins two months before and is due 60 days after the end of the Intensive. DMin work begins three months before and is due 90 days after the end of the Intensive. A hospitality form for transportation and housing during Intensives is posted on the Trinity website. Trinity housing is provided in the homes of students and friends of the school as a bed and breakfast arrangement. It should be noted that the school does not guarantee the availability of housing for students but seeks to do so as a service.

Travel Study

Trinity offers opportunities to tour the lands of the Bible and geographical centers of Church history for personal enrichment or credit study.
PROGRAMS OF STUDY

Academic Programs
Trinity offers a variety of programs designed to equip men and women for their role within the Body of Christ. Whether you are an experienced pastor or new Christian, whether you hold a doctorate or a high school diploma, if God has called you to a time of study with Trinity, the following pages hold a program for you.

Doctor of Ministry (DMin)
To enhance the ministry of those already holding an MDiv.

Master of Sacred Theology (STM)
To provide an opportunity for advanced study to develop more fully an area of expertise in a theological discipline.

Master of Divinity (MDiv)
To prepare persons for ordained ministry.

Master of Arts (Religion) (MAR)
To provide education in a specific theological discipline.

Diploma in Anglican Studies (DAS)
To present the distinctive nature of Anglicanism particularly to those who have a theological degree in another tradition.

Diploma de Posgrado en Estudios Anglicanos
Diseñado para proporcionar formación sólida a nivel deposgrado en lo esencial del Anglicanismo para hispanohablantes, proporcionándoles la formación que necesitan para ser ministros eficaces del Evangelio en un contexto anglicano evangélico. Este programa de dos años incluye siete cursos sobre los distintivos del Anglicanismo.

Diploma in Lutheran Studies (DLS)
To provide preparation for Word and Sacrament Ministry for seminarians who have attended non-Lutheran seminaries and who are now preparing for ordination in the NALC.
Programs of Study

Diploma in Christian Ministry (DCM)
To provide basic training in theological disciplines and the Christian life.

Certificate in Christian Ministry (CCM)
To provide basic training in theological disciplines and the Christian life for those who have not completed a bachelor’s degree.

Certificate of Diaconal Studies (CDS)
To provide academic/theological training for the vocational diaconate in an Episcopal/Anglican jurisdiction.

Certificate of Lutheran Studies (CLS)
To enhance the faith and knowledge of the NALC laity in order to strengthen the mission of local congregations.

Academic Planning
This catalog is your guide to the requirements and policies relating to study at Trinity. The program descriptions on subsequent pages provide the following information for each program:

- **Admission Requirements.** Prerequisites to entering the degree program.
- **Graduation Requirements.** Items to be fulfilled before the degree will be awarded.
- **Degree Specific Requirements.** Academic requirements specific to the degree.
- **Specialization.** Options for more specialized study within the degree program.
- **Core Courses.** Specific courses that must be taken for the degree.
- **Electives.** Other required credits that allow students flexibility to choose between several courses.

Students should take advantage of the recommended course maps that are posted in this catalog and on the Trinity website for their particular course of study to assist in their academic planning.
Those who fail to follow the recommended course maps may find that they must graduate at a later date than they had intended. Residential students may contact the Registrar for academic advising during their time of study at Trinity. Similarly, online students may contact the Director of Online Education for academic advising during their time of study at Trinity.

Workload

The usual course load for any student completing a Masters degree or diploma in the minimal amount of time is 15 credits per semester. Students should anticipate needing two to three times the hours spent in the classroom for study each week. Many students choose to lengthen their program to accommodate their study, employment, ministry, or family needs. Residential students may also use courses offered through Intensives to decrease their regular semester course load. Students wishing to take more than 15 credits in any semester must have approval from the Academic Dean.

Distance students normally take only up to 6 credits per term due to the nature of online study. Students wishing to take more credits per term must have approval from the Academic Dean and the Director of Online Education.

Internet-Based Resources

Studying at Trinity requires the ability to access and navigate the Internet on a regular basis. The computer lab housed in the Library is available for students who do not have a computer and/or Internet access at home. The following is a list of services and resources that you will find useful for your study and planning.

Academic Information

Materials and information related to your course selection are housed in the Academics Resources section of the Trinity website. This includes academic calendars, course schedules, degree work-sheets, recommended course maps, and academic forms.
Programs of Study

Learning Management System (LMS)
The Office of Online Education enables faculty to provide both residential and distance students with online access to course materials through Google Classroom, Trinity’s online learning environment or course management system. Faculty may post syllabi, lecture outlines, audio files, film clips, scanned readings, and web links to Classroom, which students then view or download by signing into classroom.google.com. Faculty may also facilitate group learning through the use of discussion boards, video chat sessions, and other technological means.

Registration via the Student Information System (SIS)
Matriculated students who have received access to the Student Information System (SIS) shall register online using this web-based program. The SIS may be accessed by visiting registration.tsm.edu. Non-matriculated students should send a non-matriculated student registration form to the Registrar via email.

The Program of Liturgical Formation
Trinity School for Ministry takes seriously the preparation of lay and ordained ministers to take up their respective roles in leading God’s people in worship. To that end, the faculty has included a Program of Liturgical Formation (PLF) as a co-curricular requirement for certain degree programs. The PLF is a sequence of workshops on various aspects of worship in the Great Tradition of Christianity.

The workshops are as follows:

LP 100 – Officiating at the Daily Office
LP 101 – Sacristy Team
LP 102 – Understanding the Liturgical Year
LP 103 – Lay Roles in the Sacramental Rites
LP 104 – Basics of Liturgical Planning
LP 200 – Occasional Services of the Church
LP 201 – The Pastoral Offices
LP 202 – Music and the Liturgy
LP 300 – The Role of the Deacon in the Liturgy
LP 301 – Beginning Chant for Presiders

All workshops are required of MDiv and DAS students. MAR students are required to LP 100, 102, and 103, and are welcome to take any of the others they would like. These workshops carry no credit but are recorded on the student’s transcript. They are scheduled throughout the academic year. All first-year MDiv students are placed on a Sacristy Team in either the Fall or Spring semester.
DOCTOR OF MINISTRY
PROGRAM INFORMATION

Doctor of Ministry
The Doctor of Ministry (DMin) provides clergy with advanced-level training in their field of ministry.

Admission Requirements
Those applying for this program must have:
1. An ATS accredited Master of Divinity degree or its equivalent with a grade point average of at least 3.0.
2. Demonstrated competence in ministry for at least three years after the first theological degree.
3. Motivation and ability to pursue further study at the doctoral level.
4. Evidence of theological compatibility with the theological stance of Trinity’s Statement of Faith.
5. When it is deemed appropriate, the Dean of the Doctor of Ministry program may require a personal interview with the applicant to assess readiness for the program or the appropriateness of the program for any given applicant.

International students applying to the Doctor of Ministry program must be in contact with the Dean of the Doctor of Ministry program at least nine months prior to the first day of entry to the United States.

Location and Duration of Study
All or most of the course work shall be completed through residential Intensive courses at the Ambridge campus. Normally, the degree shall require not fewer than three or more than six years to complete. If more than six years are necessary, the student may apply to the Dean of the DMin program for an extension.
Doctor of Ministry

Doctor of Ministry Financial Aid
Complete financial aid information, including information specific to Doctor of Ministry students may be found in this catalog. For more information, contact the Director of Financial Aid.

Graduation Requirements
The Doctor of Ministry degree is a 36-credit program consisting of:

- Nine theological courses, three credits each.
- RW901 Final Project Preparation, three credits total.
- RW999 Final Project, six credits total (see Final Project in the following section).

Of the nine theological courses, four are required and five are electives. Each course will involve three phases:
1. Pre-seminar reading of at least 1,500 pages plus written assignments varying by course.
2. A one week Intensive on campus seminar consisting of at least 37.5 hours of supervised instruction.
3. Post-seminar assignments, some involving critical reflection papers, others involving practical projects in one’s context of ministry.

Electives
Elective courses will be offered which will allow each candidate to give a particular emphasis to his or her program. Areas of concentration include preaching, apologetics, liturgy/worship, spiritual formation/leadership, and evangelism/mission. Students may take a maximum of two independent study courses with the permission of the Dean and the instructor.

Transfer Credits
At the time of admission, a Doctor of Ministry candidate may request to transfer up to 12 credit hours of work from another accredited Doctor of Ministry Program where the grade earned is B or higher. An official transcript and at least the course description, preferably a syllabus should be submitted to the Dean of the Doctor of Ministry program. There is no fee for this evaluation.
Degree Specific Requirements

Candidacy
A student shall advance to the status of “Candidate” when the student satisfies three requirements:

1. Successful completion of 10 courses (30 credits), one of which is RW901.
2. Articulation of a general idea for the Final Project and its methodology.
3. Approval of the Doctor of Ministry Oversight Committee to advance to Candidacy.

Course Sequence and Time Limitations
The Doctor of Ministry Program requires that all work be completed within a six-year period. A minimum of one course per year is obligatory to remain an active student in good standing. The sequence of course participation is flexible, subject to the following requirements:

1. All students are required to take the orientation course DM900 - Listening and Trusting in an Age of Complexity as one of their first two courses (preferably the first course as it sets the foundation for DMin studies) in the first year of their Doctor of Ministry program.

2. Before registering for RW 901- Final Project Preparation, students are required to complete nine courses, including the required core courses (BI900, DM900, ME900, and ST900).

3. Students are expected to register for RW999 - Final Project when they are notified of the successful completion of RW901. Students will be assigned a project supervisor upon registration for RW999.

4. Students are expected to complete their thesis project within one to two years of their completion of RW901. Extensions beyond this may be granted by the Dean for a special cause. Students desiring an extension must apply to the Dean and pay full course tuition for every additional semester beyond the normal two-year time limit. Extension tuition is not an eligible cost for a student loan.
** Please see the DMin Course Planning Chart on the Trinity website (listed under DMin Documents) to aid in planning your participation in the DMin program.

**Final Project, RW999 (6 credits)**
After the student has been accepted as a Candidate by the Doctor of Ministry Oversight Committee, the student will write the Final Project which will serve as the culmination of the program and in which the student will demonstrate competence in both a theological area and a specialized area of ministry related to the student’s interest. The research project will include both biblical and theological reflection and an analysis of an aspect of the practice of ministry. An important criterion for the paper will be the integration of the project’s theological foundation with the practice of ministry as an original contribution to the literature of applied theology. Candidates will plan to devote approximately one to two years for the completion of the Final Project (RW999).

The Doctor of Ministry degree shall be awarded with the approval of the Faculty after the successful completion of the Final Project and its oral defense before the Final Evaluation Committee. This committee shall be comprised of the Candidate’s Final Project supervisor, a faculty reader, and an external reader.

**Other Learning Venues**
Occasionally, courses offered for travel study are available for Doctor of Ministry credit. Also on occasion, online courses are tiered to allow study at the Masters and Doctoral level. Additionally, students may seek opportunities at the Alexander College in Jerusalem.

**Non-Matriculated, Guest, and Alumni Students**
Because the Doctor of Ministry program utilizes the building of collegial relationships among students, and because it is conducted in an Intensive mode, it is not possible to allow for auditing of courses. However, those students who have not yet been accepted into the program (non-matriculated students) may request permission from the Dean of the Doctor of Ministry program to take DMin courses for credit as follows:
1. Any qualified minister who is considering applying for entrance to the program may take up to two courses with the permission of the Dean.

2. Any minister who has already earned a Doctor of Ministry degree may take any course with the permission of the Dean.

3. Any Doctor of Ministry student from another seminary may take up to two courses in the program with the permission of the Dean.

**Parish Support**
Students are encouraged to recruit a support or accountability group from their place of ministry. This group should meet periodically with the student to hear about progress in the program. It is hoped that, if the student is in parish ministry, the lay leadership board and congregation will consider this course of study a benefit both to their pastor and the congregation, as well as to the wider church. As such, the congregation through its lay leadership is strongly encouraged to provide their pastor with financial assistance.

**Finances**
Please refer to the later section on Finances and Auxiliary Services for current tuition, fees, and related policies. Trinity Doctor of Ministry alumni can take further courses at 50% of the tuition. Some special incentives are available for certain denominational groups. Please contact the Dean of the Doctor of Ministry program for information.

**Doctor of Ministry Curriculum (36 credits)**

*Core Courses (21 credits)*

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>BI900</td>
<td>Using the Bible in Ministry and Mission</td>
</tr>
<tr>
<td>DM900</td>
<td>Listening and Trusting in an Age of Complexity</td>
</tr>
<tr>
<td>ME900</td>
<td>Ministry in Missiological Perspective</td>
</tr>
<tr>
<td>ST900</td>
<td>Evangelical Theology for a Pluralistic Age</td>
</tr>
<tr>
<td>RW901</td>
<td>Final Project Preparation</td>
</tr>
<tr>
<td>RW999</td>
<td>Final Project (6 credits)</td>
</tr>
</tbody>
</table>

*Electives (15 credits)*

Five General Elective courses at the DMin level
Doctor of Ministry Course Information

General Information
All courses receive three credits, unless noted otherwise after the title. Courses are normally offered through Intensives. Ask the Dean of the Doctor of Ministry program about a DMin focus in Anglican Reformation Studies, Catechesis and Patristic Studies, or Church Planting.

Courses are numbered according to the criteria listed below:

900-level Doctor of Ministry courses

Courses Available in Every Department

975/976 Special Topics (3 credits)
This course number is reserved for occasional special course offerings within a department. The 975 number is for special topics at the doctoral level. Students are allowed to take multiple special topics courses, provided each is a distinct course.

990 Independent Study (3 credits)
This is a special reading course or tutorial in an area of special interest or need. The 990 number is for independent studies at the doctoral level. Please see the independent study policy under academic policies. Note: this course carries a supplemental tuition charge in addition to the regular tuition.
Doctor of Ministry Required Course Descriptions

BI900 Using the Bible in Ministry and Mission
This course will include a survey of the message in the Old and New Testaments, and the role of hermeneutics and biblical theology as they apply to the Church and ministry today. Students will consider ways in which they can use the Bible in ministry and mission, particularly in preaching, ethics, apologetics, and missiology.

DM900 Listening and Trusting in an Age of Complexity
This orientation course will integrate theology, spirituality, and missiology, and give attention to the practical application of the coursework to the needs and ministerial context of the individual student. The course will also serve to build up a community of learning among the students of the entering DMin class.

ME900 Ministry in Missiological Perspective
This course will survey contemporary missiology for concepts and insights useful for ministry in a variety of contexts. Social science and other cross-cultural materials will be included which hold promise for ministry in urban, multi-class, lifestyle enclave, ethnic, international, and other types of communities.

RW901 Final Project Preparation
This course is designed to prepare students to develop a Doctor of Ministry final project. The course includes interaction with the project advisor and others in developing a topic proposal for the written DMin project including methods of research.

RW999 Final Project (6 credits)
Prerequisite: RW901
The final project will serve as the culmination of the program in which the student will demonstrate competence in both a theological area and a specialized area of ministry related to the student’s personal experience and area of focus. An important criterion for the paper will be the integration of the project’s theological founda-
tion with the practice of ministry as an original contribution to the literature of applied theology.

**ST900 Evangelical Theology for a Pluralistic Age**
This course sets out the essentials of evangelical theology and applies them to Christian ministry in contemporary pluralistic society. It addresses the supreme authority of the Bible, the unique person and work of Jesus Christ, the lordship of the Holy Spirit, the importance of personal conversion and therefore the priority of evangelism, and the vital role of the Church. It also defends these positions from secular critics, both modern and post-modern.
MASTERs DEGREE
PROGRAM INFORMATION

Master of Sacred Theology

The Master of Sacred Theology (STM) is an advanced academic degree designed for those who have earned an MDiv (or its educational equivalent) from an accredited theological school. The STM is designed to provide concentrated and advanced studies in one of the theological disciplines. The degree provides those in ministry further formal theological training to deepen their scholarly understanding in a particular theological area. The STM may also serve to enhance one’s academic qualifications for future doctoral study.

Admissions Requirements

Applications for the program are available through the Admissions Office. Admission to the STM program, according to ATS standards, “shall require the M.Div., or first graduate theological degree providing equivalent theological background, or its educational equivalent, and evidence of aptitude for advanced theological study.”

Additionally, students must have maintained a 3.0 (B) grade average on a scale of 4.0 in their Masters Degree program. Applicants must provide a Masters level research paper [in English] that demonstrates an acceptable level of competency in research and writing. Applicants whose credentials fall outside these criteria are welcome to speak with the Director of Recruitment and/or STM Director about their individual circumstances. Those who have earned a Masters degree at the seminary level may be admitted to a qualifying year in which noted deficiencies in their theological education will be addressed. Students must maintain a 3.0 (B) grade average during the qualifying year.

Admission is on a “rolling” basis, with entrance into the program open year round. All those admitted into the program must speak with the STM Director to discuss their particular area(s) of interest. Based on these conversations, students will be assigned an advisor.
Location and Duration of Study
The STM degree is 30 credit hours. Students typically complete this degree in 1-3 years. At least half of the course work shall be completed at the Ambridge campus. The program shall require one year of full-time study or its equivalent. The maximum time limitation to complete this degree shall be four years. Coursework may be taken during the Fall or Spring semesters or during Winter and Summer Intensives. No more than half of the courses may be taken online. Students may complete a maximum of two independent studies which must be approved by the STM director and the professor supervising the independent study.

Course Requirements
All STM students (both thesis and non-thesis track) must take three 800-level seminar courses in their area of concentration.

Areas of Concentration:
1) Biblical Studies
2) Church History/Theology

Thesis and Non-Thesis Tracks
Those who opt not to write a thesis must complete 27 credits of coursework plus RW 849, a 3 credit capstone. The student and STM Director will discuss potential topics of interest and once a topic is agreed on, a capstone adviser will be assigned. The completed capstone paper is to be between 30-40 pages in length.

Those who opt to write a thesis will complete 15 credits of coursework plus 3 credits of RW801 (Theological Research and Writing and 12 credits of RW 850 (Academic Thesis). The thesis will be between 75-100 pages in length.

Language requirements for the STM Degree include:
Students concentrating in OT studies must demonstrate competency in Biblical Hebrew (at least 9 credit hours [including Hebrew exegesis] or the equivalent) and sufficient knowledge of Greek (at least 6 credit hours or the equivalent) before beginning the program. Students concentrating in NT studies must demonstrate com-
petency in Greek (at least 9 credit hours [including Greek exegesis] or the equivalent) and sufficient knowledge of Biblical Hebrew (at least 6 credit hours or the equivalent). Language requirements must be met before beginning the program.

Students concentrating in Church History must demonstrate competency (at least 6 credit hours or the equivalent) of the primary language needed for the study of the period of concentration (i.e. Greek, Latin or Coptic for the Patristic period; Latin for the Medieval Period, etc.).

Students concentrating in Systematic/Historical Theology may be required to demonstrate competency depending on their area of concentration.

Additionally, all students writing a thesis must demonstrate the ability to use one secondary research language (usually French or German) before registering for and writing a thesis.

Competency is demonstrated by passing a written exam.

Transfer Credits
Up to 6 transfer credits from an accredited graduate theological school may be allowed, but this credit may not replace any of the residential course requirements. Only courses in which a grade of 3.0 (B) or better which were completed after the conferral of the MDiv degree will be eligible for transfer. Transferability of credits is at the discretion of the Academic Dean.

Supervision
Upon entering the program each student will be assigned a faculty advisor. Before finishing the first 15 credits, students should, in consultation with the advisor, approach a member of faculty who will then become the student’s supervisor.
Masters Degree

**Master of Sacred Theology curriculum (30 credits)**

**Courses**

Any 800-level course and courses listed below:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BI640</td>
<td>Biblical Foundations for Mission</td>
</tr>
<tr>
<td>BI680</td>
<td>Biblical Theology</td>
</tr>
<tr>
<td>BI725</td>
<td>Special Topics in Biblical Studies</td>
</tr>
<tr>
<td>CH725</td>
<td>Special Topics in Church History</td>
</tr>
<tr>
<td>ME699</td>
<td>Global Anglicanism</td>
</tr>
<tr>
<td>ME761</td>
<td>Reading the Bible in the Non-Western World</td>
</tr>
<tr>
<td>NT725</td>
<td>Special Topics in NT</td>
</tr>
<tr>
<td>NT7xx</td>
<td>700-level NT course</td>
</tr>
<tr>
<td>OT725</td>
<td>Special Topics in OT</td>
</tr>
<tr>
<td>OT7xx</td>
<td>700-level OT course</td>
</tr>
<tr>
<td>PT641</td>
<td>Prayer Book: An Introduction to Anglican Worship</td>
</tr>
<tr>
<td>PT/ST740</td>
<td>Advanced Church, Ministry and Sacraments</td>
</tr>
<tr>
<td>ST725</td>
<td>Special Topics in Systematic Theology</td>
</tr>
<tr>
<td>ST750</td>
<td>Christian Ethics</td>
</tr>
<tr>
<td>ST760</td>
<td>Christian Social Ethics</td>
</tr>
<tr>
<td>ST770</td>
<td>The Anglican Way of Theology</td>
</tr>
</tbody>
</table>

+ At least one-half of the coursework taken for the STM should be at the 800-level.

Note: students may not take or receive credit for the same course they may have taken for their MDiv degree.

Choose either the Thesis Option or the Non-Thesis Option listed below in conjunction with your courses for a total of 30 credits:

**STM Thesis Option (15 credits)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>RW801</td>
<td>Theological Research and Writing (3 credits)</td>
</tr>
<tr>
<td>RW850</td>
<td>Academic Thesis (12 credits over 2 semesters)</td>
</tr>
</tbody>
</table>

**STM Non-Thesis Option (3 credits)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>RW849</td>
<td>General Summary course (3 credits)</td>
</tr>
</tbody>
</table>
**Master of Divinity**

The Master of Divinity (MDiv) prepares students for ordained ministry or for some other specialized leadership.

**Admission Requirements**

Those applying for this program must have:

1. Completed a bachelor’s degree. (Exceptions may be made for an otherwise qualified applicant for the Master of Divinity program who is over 35 and has the endorsement of an appropriate ecclesiastical authority.)
2. A sense of call to full-time Christian leadership and the gifts needed for the ordained ministry.
3. The capability to benefit from Trinity’s rigorous program.
4. A working knowledge of the Bible.

**Graduation Requirements**

The Master of Divinity degree will be awarded upon successful completion of 90 credits, a cross-cultural mission discipleship trip, a field education experience and with the recommendation of the faculty.

A Master of Divinity student may transfer up to 60 graduate credits from another ATS accredited institution at the discretion of the Registrar and the Academic Dean.

**Location and Duration of Study**

At least one year of full-time academic study (24 credits) must be completed at the Ambridge campus during consecutive Fall and Spring semesters. The remaining 66 credits can be completed in residence, online, or through transfer credits. No more than 66 credits can be done in an online format and at least 24 credits must be done at the Ambridge campus. The program requires a minimum of three academic years of full-time study or its equivalent. The maximum time limitation to complete this degree shall be ten years.
Degree Specific Requirements

Cross-Cultural Mission Discipleship Trip Requirement for MDiv students

With cultural diversity increasing all the time, Christian leaders need to learn how to thrive in a cross-cultural context. Trinity School for Ministry Master of Divinity students are required to go on a Trinity-approved mission discipleship trip as a part of their education and must complete the Cross-Cultural Mission Discipleship Trip Form.

Mission trips are sponsored on a regular basis by the Stanway Institute and by various faculty members during times of the year when classes are not scheduled or as part of January or June Term course offerings. Travel study trips, which are also sponsored by Trinity, are not considered mission trips.

Students must take the initiative to find an appropriate mission trip at some point during their time at Trinity. Suitable mission trips are regularly offered by mission agencies and churches. Trips not sponsored by Trinity may qualify; however, the trip must have the approval of the Director of the Stanway Institute, the Academic Dean and the Director of Student Life. Also, if the trip is not sponsored by Trinity, supporting documentation such as a letter or email from the person leading the trip, must be provided. To be eligible, a trip must last for a minimum of ten days and the student will need to clearly demonstrate that the trip will take place in a cross-cultural context, whether in North America or overseas. On occasion, previous mission trip experience (no more than 12 months prior to enrollment at Trinity) will be considered.

Language Requirements

Students must demonstrate a working knowledge of the Greek and Hebrew languages. Students may demonstrate this through passing the proficiency test given by arrangement with the Biblical Studies Faculty or by successfully completing BL631 and BL632 - Hebrew I and II and BL651 and BL652 - Greek I and II. In addition, all students must pass either OT700, a Hebrew exegesis course or NT700, a Greek exegesis course.
Field Education
Field Education is a crucial part of the preparation for ministry. The primary objective is to provide a context for the integration of theory with practical field experience. Each student enrolled in the MDiv program must complete a Field Education experience. It is recommended that a student participate in a field education experience during his/her second year of study. A supervised Field Education experience should consist of at least 150 contact hours of approved ministry experience. Placement should be discussed with the Pastoral Theology (PT) Department Chair before a Field Education Learning Covenant Form is submitted for approval. Field Education is an academic requirement that will be recorded on the official transcript of the seminary when it is successfully completed by the student. A Field Education Learning Covenant Form must be submitted and approved by the Field Education Site Supervisor and PT Department Chair in order to receive academic credit for the Field Education experience.

Students Seeking Ordination
Students seeking ordination should consult the canons or policies of their ordaining body to ensure that electives are used to meet ordination requirements. Non-Anglican students may be allowed to substitute polity courses from their own tradition in place of distinctly Anglican courses.

Master of Divinity curriculum (90 credits)

Biblical Interpretation and Languages
- BI500 Biblical Interpretation
- BL631 Hebrew I
- BL632 Hebrew II
- BL651 Greek I
- BL652 Greek II

Biblical Studies
- OT500 Introduction to Old Testament
- NT500 Introduction to New Testament
- OT6xx Old Testament Elective
- NT6xx New Testament Elective
- OT700 Hebrew or NT700 Greek Exegesis
Masters Degree

Church History
- CH625 Early Church
- CH635 Medieval & Reformation Church
- CH645 Anglican/Episcopal History

Systematic Theology
- ST625 God the Father: Trinity, Creation and the Fall
- ST635 God the Son: Incarnation, Reconciliation, and Salvation
- ST645 God the Holy Spirit: Church, Ministry, and Sacraments
- ST750 Christian Ethics
- ST770 The Anglican Way of Theology

Mission
- ME500 Intro to World Mission
- ME600 Mission and Evangelism: Church Planting
- ME Elective Choose an ME elective from list below*

Pastoral Theology
- PT550 Homiletics
- PT641 Prayer Book: Introduction to Anglican Worship
- PT650 Advanced Homiletics
- PT700 Spiritual Formation: Catechesis & Discipleship
- PT710 Pastoral Care & Counseling
- PT770 Pastoral Administration & Leadership
- PT Elective Choose a PT elective from list below**

Electives
Two General Electives

* (BI640, ME755, ME699, ME750, ST620, ST735)
** (PT/ST740, PT/ST750, PT645)

All MDiv students are required to complete a Field Education experience and a Cross-Cultural Mission Discipleship trip.
RECOMMENDED COURSE MAP- MDIV (with Greek Exegesis option)

YEAR 1 (JUNIOR)

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<tr>
<th>Fall 2017</th>
<th>Spring 2018</th>
<th>June 2018</th>
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YEAR 2 (MIDDLER)

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YEAR 3 (SENIOR)

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*Eligible ME electives: BI640, ME755, ME699, ME750, ST620, ST735.

_Students who fail to follow the recommended course maps may find that they must graduate at a later date than they had intended._
Masters Degree

**RECOMMENDED COURSE MAP - MDIV (with Hebrew Exegesis option)**

**YEAR 1 (JUNIOR)**

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**YEAR 2 (MIDDLER)**

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<td>PT Elective</td>
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<tr>
<td>BL631</td>
<td>ST635</td>
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**YEAR 3 (SENIOR)**

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*Eligible ME electives: BI640, ME755, ME699, ME750, ST620, ST735.

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Master of Divinity, Lutheran Track (90 credits)*

Biblical Interpretation and Languages

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<thead>
<tr>
<th>Course</th>
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<tr>
<td>BI500</td>
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<td>Hebrew I</td>
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<td>BL632</td>
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<tr>
<td>BL651</td>
<td>Greek I</td>
</tr>
<tr>
<td>BL652</td>
<td>Greek II</td>
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Biblical Studies

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<tr>
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<tr>
<td>OT500</td>
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<tr>
<td>NT500</td>
<td>Introduction to New Testament</td>
</tr>
<tr>
<td>OT6xx</td>
<td>Old Testament Elective</td>
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<tr>
<td>NT6xx</td>
<td>New Testament Elective</td>
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<tr>
<td>OT700</td>
<td>Hebrew or NT700 Greek Exegesis</td>
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Church History

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<tr>
<td>CH625</td>
<td>Early Church</td>
</tr>
<tr>
<td>CH635</td>
<td>Medieval &amp; Reformation Church</td>
</tr>
<tr>
<td>CH670</td>
<td>American Lutheran Church</td>
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<td>CH680</td>
<td>The Theology and Writings of Martin Luther</td>
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Systematic Theology

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<tr>
<td>ST540</td>
<td>Creeds &amp; Catechisms: An Introduction to Theological Thinking</td>
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<td>ST550</td>
<td>Lutheran Confessions</td>
</tr>
<tr>
<td>ST660</td>
<td>Introduction to Theology I (Lutheran Focus)</td>
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<tr>
<td>ST670</td>
<td>Introduction to Theology II (Lutheran Focus)</td>
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<td>ST755</td>
<td>Christian Ethics in the Lutheran Tradition</td>
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### Masters Degree

#### Mission

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<td>ME500</td>
<td>Intro to World Mission</td>
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<tr>
<td>ME600</td>
<td>Evangelism and Church Planting</td>
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#### Pastoral Theology

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<td>PT550</td>
<td>Homiletics</td>
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<tr>
<td>PT650</td>
<td>Advanced Homiletics</td>
</tr>
<tr>
<td>PT670</td>
<td>Introduction to Lutheran Liturgy</td>
</tr>
<tr>
<td>PT700</td>
<td>Spiritual Formation: Catechesis &amp; Discipleship</td>
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<tr>
<td>PT710</td>
<td>Pastoral Care &amp; Counseling</td>
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<tr>
<td>PT770</td>
<td>Pastoral Administration &amp; Leadership</td>
</tr>
<tr>
<td>PT Elective</td>
<td>choose a PT elective from list below**</td>
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#### Elective

- Two General Electives

---

* Please see Trinity website for recommended course map.

**(PT645, PT/ST740, PT/ST750)**

*All MDiv students are required to complete a Field Education experience and a Cross-Cultural Mission Discipleship trip.*

### Master of Divinity, Presbyterian Track (90 credits)**

#### Biblical Interpretation and Languages

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
</tr>
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<tbody>
<tr>
<td>BI500</td>
<td>Biblical Interpretation</td>
</tr>
<tr>
<td>BL631</td>
<td>Hebrew I</td>
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<tr>
<td>BL632</td>
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<tr>
<td>BL651</td>
<td>Greek I</td>
</tr>
<tr>
<td>BL652</td>
<td>Greek II</td>
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</table>
# Masters Degree

## Biblical Studies
- **OT500** Introduction to Old Testament
- **NT500** Introduction to New Testament
- **OT6xx** Old Testament Elective
- **NT6xx** New Testament Elective
- **OT700** Hebrew Exegesis
- **NT700** Greek Exegesis

## Church History
- **CH625** Early Church
- **CH635** Medieval & Reformation Church
- **CH646** Modern Church Presbyterian Track

## Systematic Theology
- **ST620** Christian Apologetics
- **ST625** God the Father: Trinity, Creation and the Fall
- **ST635** God the Son: Incarnation, Reconciliation, and Salvation
- **ST645** God the Holy Spirit: Church, Ministry, and Sacraments
- **ST745** Reformed Theology I
- **ST746** Reformed Theology II
- **ST750** Christian Ethics

## Mission
- **ME500** Intro to World Mission
- **ME600** Evangelism and Church Planting
Masters Degree

*Pastoral Theology*

- PT550 Homiletics
- PT642 Reformed Worship & Polity
- PT650 Advanced Homiletics
- PT700 Spiritual Formation: Catechesis & Discipleship
- PT710 Pastoral Care & Counseling
- PT770 Pastoral Administration & Leadership
- PT elective Choose a PT elective from the list below.*

*(PT645, PT/ST740, PT/ST750)*

**Please see Trinity website for recommended course map.**

*All MDiv students are required to complete a Field Education experience and a Cross-Cultural Mission Discipleship trip.*

**Master of Arts (Religion)**

The Master of Arts (Religion) (MAR) imparts a sound knowledge of theology to prepare the student for lay ministry or further study. Students may choose from three foci. MAR students have the option of writing a thesis.

**Admission Requirements**

Those applying for this program must have:

1. Completed a bachelor’s degree.
2. A sense of call to and the gifts needed for lay leadership in the Church.
3. The capability to benefit from Trinity’s rigorous program.
4. A working knowledge of the Bible.
Graduation Requirements
The Master of Arts (Religion) will be awarded upon successful completion of 52 credits (or 60 credits with a thesis), with the recommendation of the faculty. MAR students may transfer up to 33 graduate credits from another ATS accredited institution, at the discretion of the Registrar and the Academic Dean.

Location and Duration of Study
This degree requires two academic years of full-time study or its equivalent. Coursework may be done on campus, online, and during the Intensives. The maximum time limitation to complete this degree shall be ten years.

Degree Specific Requirements

Language Requirements
MAR – Biblical Studies students must demonstrate a working knowledge of the Greek and Hebrew languages. Students may demonstrate this through passing the proficiency test given by arrangement with the Biblical Studies faculty or by taking BL631 and BL632 - Hebrew I and II and BL651 and BL652 - Greek I and II. In addition, all MAR – Biblical Studies students must pass OT700 and NT700 exegesis courses. Students in the thesis option should make use of these languages in their thesis.

Capstone
All students in the MAR program must choose either the thesis or non-thesis option. Students in the non-thesis option must complete RW749 – Capstone, a concluding exercise that includes additional readings and a paper in the primary area of interest to the student.

Thesis Option
MAR students who desire to write a thesis must apply for that status according to the following procedure:
1. At the end of the first semester of study, the MAR student will meet with the department chairperson in the student’s general subject area of interest. The chairperson will:
   a. Evaluate the candidate’s suitability for thesis work, taking into consideration:
i. writing abilities, based on a sample research paper

ii. general academic performance based on previous coursework, with a B+ average required

iii. the merits of performing research given the candidate’s immediate goals and vocational intentions

b. After this interview, the department chairperson will consult with colleagues in his or her department

c. Approve student to register for RW701 – Theological Research and Writing

2. Student will meet Thesis Advisor and Registrar will enroll the student in RW701.

   a. Contact with the Advisor is crucial to student success

   b. Thesis Advisor will need to sign off on three assignments from RW701:

      i. Thesis statement

      ii. Working outline

      iii. Working bibliography

   c. Thesis Advisor will designate venue for sign-off (email, in-person, meeting)

3. Thesis Advisor determines if student can proceed with writing thesis

   a. Decision made by date Spring term grades are due

   b. Three possible outcomes:

      i. Yes

      ii. Yes with revisions (said revisions to be made according to set time frame)

      iii. No (rare if above procedures are followed but possible)

   c. Students who are turned down through this process may appeal to the Academic Dean

_Thesis second reader responsibilities_

Before the defense, the second reader is to carefully read through
the thesis, noting errors and questions arising from the thesis. During the thesis defense, the second reader is to play the role of the key examiner and should chair the actual session. The goal of the thesis defense is to: [1] ask the student to briefly expound and expand on what problem they were dealing with, [2] ask the student to address any possible weaknesses of deficiencies in their thesis, and [3] help the student articulate what they have learned and what further questions their research has raised.

**MAR Thesis Timeline**

- Ordinarily, the six thesis credits will be taken in consecutive semesters (i.e. fall and spring of the second year of study) during the last semesters of credits. All exceptions will need to be approved by the Academic Dean.
- Students failing to complete thesis by “Defense-ready” date will be charged an out-of-pocket extension fee of $500. No scholarship funds or student loan funds may be applied to this fee.
- If sufficient progress has not been made, Advisor has prerogative to turn the thesis project into a Capstone, or to terminate thesis completely.

For May graduates:

<table>
<thead>
<tr>
<th>Task</th>
<th>Deadline</th>
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</thead>
<tbody>
<tr>
<td>RW 701 with thesis proposal</td>
<td>Spring Semester of 1st year of study</td>
</tr>
<tr>
<td>Chapter 2</td>
<td>December 15</td>
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<td>Chapter 3</td>
<td>January 15</td>
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<tr>
<td>Chapter 4</td>
<td>February 1</td>
</tr>
<tr>
<td>Chapters 1 &amp; 5 (introduction and conclusion)</td>
<td>February 15</td>
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<tr>
<td>Revisions from advisor</td>
<td>March 1</td>
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Masters Degree

For December graduates (assuming spring semester matriculation)

Option 1 - writing thesis Spring and Fall semesters:

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<th>Deadline</th>
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<td>Fall semester of 1st year of study</td>
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<td>March 1</td>
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<td>Chapter 3</td>
<td>April 1</td>
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<td>Chapter 4</td>
<td>May 1</td>
</tr>
<tr>
<td>Chapter 1 &amp; 5 (introduction and conclusion)</td>
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<td>September 15</td>
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Option 2 – writing thesis Summer and Fall semester:

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<td>August 1</td>
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</table>
2. Christian History and Theology - The Christian History & Theology focus enables the student to focus on the central themes and issues of Christian History and Theology. Attention is given to content mastery and historical methodology.

3. Christian Ministry and Missiology - The Christian Ministry and Missiology focus enables the student to focus on concepts, current practices and topics that pertain to Christian Ministries, Church Planting, Formation and Catechesis, and Missiology.

**Master of Arts (Religion), Biblical Studies Focus - Non-Thesis or Thesis option (52 or 60 credits)**

**Biblical Interpretation and Languages**

- BI500  Biblical Interpretation
- BL631  Hebrew I
- BL632  Hebrew II
- BL651  Greek I
- BL652  Greek II
- OT700  Hebrew Exegesis
- NT700  Greek Exegesis

**Old Testament**

- OT500  Introduction to Old Testament
- OT6xx  OT Elective

**New Testament**

- NT500  Introduction to New Testament
- NT6xx  NT Elective

**Non-Thesis Option**

- Six General Electives
- RW749  Capstone (1 credit)
Masters Degree

**Thesis Option**

- Six General Electives
- RW701  Theological Research & Writing Skills
- RW799  Academic Thesis (6 credits)

**RECOMMENDED COURSE MAP- MAR Biblical Studies focus**

**YEAR 1 (JUNIOR)**

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**YEAR 2 (SENIOR)**

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</table>

* Students wishing to enter the thesis track must be approved by the faculty at the end of their first semester in order to register for RW701 (Research & Writing).

**Students in the non-thesis track are expected to take RW749 (Capstone) concurrently with their last term.**

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Masters Degree

Master of Arts (Religion), Christian History and Theology
Focus - Non-Thesis or Thesis option (52 or 60 credits)

Biblical Interpretation
BI500 Biblical Interpretation

Church History
CH625 Early Church
CH635 Medieval and Reformation Church
CH645 Anglican/Episcopal History

Mission
ME699 Global Anglicanism

Systematic Theology
ST625 God the Father: Trinity, Creation, and the Fall
ST635 God the Son: Incarnation, Reconciliation, and Salvation
ST645 God the Holy Spirit: Church, Ministry, and Sacraments
ST770 The Anglican Way of Theology

Non-Thesis Option
Eight General Electives
RW749 Capstone (1 credit)

Thesis Option
Eight General Electives
RW701 Theological Research & Writing Skills
RW799 Academic Thesis (6 credits)
RECOMMENDED COURSE MAP - MAR Christian History & Theology Focus

YEAR 1 (JUNIOR)

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<td>RW799**</td>
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Masters Degree

Master of Arts (Religion), Christian Ministry and Missiology
Focus - Non-Thesis or Thesis option (52 or 60 credits)

**Biblical Interpretation**
BI500  Biblical Interpretation

**Old Testament**
OT500  Introduction to Old Testament
OT6xx  OT Elective
OT6xx  OT Elective

**New Testament**
NT500  Introduction to New Testament
NT6xx  NT Elective
NT6xx  NT Elective

**Church History**
CH635  Medieval and Reformation Church  
      CH645 Anglican/Episcopal History

**Systematic Theology**
ST735  World Religions  
      ST770 The Anglican Way of Theology

**Mission**
ME500  Intro to World Mission
ME600  Evangelism and Church Planting
ME699  Global Anglicanism

**Non-Thesis Option**
Five General Electives
RW749  Capstone (1 credit)
Masters Degree

**Thesis Option**

- Five General Electives
- RW701: Theological Research & Writing Skills
- RW799: Academic Thesis (6 credits)

**RECOMMENDED COURSE MAP - MAR Christian Ministry & Missiology Focus**

**YEAR 1 (JUNIOR)**

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<tr>
<td>Elective</td>
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<td>Elective</td>
<td>RW701*</td>
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**YEAR 2 (SENIOR)**

<table>
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<tr>
<th>Fall 2018</th>
<th>Spring 2019</th>
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<tr>
<td>ME600</td>
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<td>ME699</td>
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<td>ST770</td>
<td>Elective</td>
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<tr>
<td>RW799**</td>
<td>RW799**</td>
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</table>

*Students wishing to enter the thesis track must be approved by the faculty at the end of their first semester in order to register for RW701 (Research & Writing).

**Students in the non-thesis track are expected to take RW749 (Capstone) concurrently with their last term.**

*Students who fail to follow the recommended course maps may find that they must graduate at a later date than they had intended.*
DIPLOMA AND CERTIFICATE
PROGRAM INFORMATION

Diploma in Anglican Studies
The Diploma in Anglican Studies (DAS) is designed to provide the student with a rich understanding of worldwide Anglicanism and the Anglican tradition for those who have already studied the basic theological disciplines. The diploma is an ideal program of study for those transitioning into the Anglican Communion after theological formation and ministry in another Christian denomination. Participation in the DAS program can occur in the regular on-campus community or through a combination of online and Intensive course work. Coursework for the DAS is normally completed over 2-3 years taking into account the student’s work schedule, course rotations, and course offerings.

Admission Requirements
Those applying for this program must have:
1. Completed a bachelor’s degree.
2. Completed preparation in the basic theological disciplines either by receiving a Master of Divinity degree or comparable graduate theological education. [If a student does not hold a graduate theological degree or its equivalent, 15 additional credits are required for the diploma.]
3. Demonstrated gifts for ministry appropriate to the ministry for which they are preparing.
4. The ability to benefit from the program and successfully complete the diploma.

Graduation Requirements
The diploma will be awarded upon the successful completion of 18 credits [33, if no previous graduate theological work] and with the recommendation of the faculty. A DAS student may transfer up to nine graduate credits from another ATS accredited institution at the discretion of the Registrar and the Academic Dean.
**The Curriculum (18 Credits)**
The Diploma in Anglican Studies will be awarded upon the successful completion of 18 credits.

- CH635  Medieval & Reformation Church
- CH645  Anglican/Episcopal History
- ME699  Global Anglicanism
- ST645  God the Holy Spirit: Church, Ministry, and Sacraments
- ST770  The Anglican Way of Theology
- PT641  Prayer Book: Introduction to Anglican Worship

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**Diploma de Posgrado en Estudios Anglicanos (21 créditos)**
Las congregaciones de habla hispana en las Iglesias Anglicanas de Norteamérica y Suramérica son algunas de las que están creciendo con mayor rapidez. Si bien hay muchos programas teológicos excelentes que se ofrecen en Español, muy pocos de ellos vienen de una perspectiva Anglicana. Esto deja lagunas en la educación de los seminaristas Anglicanos de habla hispana, especialmente en temas como la Teología Anglicana, su culto e historia.

El Diploma de Posgrado en Estudios Anglicanos en Español que ofrece Trinity School for Ministry está diseñado para proporcionar formación sólida a nivel posgrado en lo esencial del Anglicanismo para hispanohablantes, proporcionándoles la formación que necesitan para ser ministros eficaces del Evangelio en un contexto anglicano evangélico. Este programa de dos años incluye siete cursos sobre los distintivos del Anglicanismo. Todos los cursos se imparten en via internet, permitiéndole a los estudiantes permanecer en su contexto ministerial mientras estudian.
Diploma & Certificate Programs

**El plan de estudios**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ST770</td>
<td>El Camino Anglicano de Teología</td>
</tr>
<tr>
<td>ST645</td>
<td>Dios el Espíritu Santo: Iglesia, Ministerio, y Sacramentos</td>
</tr>
<tr>
<td>CH635</td>
<td>La Iglesia Medieval y Reformada</td>
</tr>
<tr>
<td>CH645</td>
<td>Historia de la Iglesia Anglicana/Episcopal</td>
</tr>
<tr>
<td>PT770</td>
<td>Liderazgo Pastoral</td>
</tr>
<tr>
<td>ME699</td>
<td>Anglicanismo Global</td>
</tr>
<tr>
<td>PT641</td>
<td>Adoración en la Tradición del Libro de Oración Común</td>
</tr>
</tbody>
</table>

**Diploma in Lutheran Studies (30 credits)**

The Diploma Lutheran Studies (DLS) is designed to provide preparation for Word and Sacrament Ministry for seminarians who have attended non-Lutheran seminaries and who are now preparing for ordination in the NALC. The DLS can be completed in one year through a combination of online and residential components.

The DLS program is 30 credits in the following disciplines:

**Systematics (12 credits)**

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>ST540</td>
<td>Creeds and Catechisms: An Introduction to Theological Thinking</td>
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<td>ST550</td>
<td>Lutheran Confessions</td>
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<tr>
<td>ST660</td>
<td>Intro to Theology I (Lutheran Track)</td>
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<tr>
<td>ST670</td>
<td>Intro to Theology II (Lutheran Track)</td>
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**Ethics (3 credits)**

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<th>Course Code</th>
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<tr>
<td>ST755</td>
<td>Christian Ethics in the Lutheran Tradition</td>
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**Church History (6 credits)**

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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>CH670</td>
<td>Modern Church (Lutheran Track)</td>
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<tr>
<td>CH680</td>
<td>The Theology and Writings of Martin Luther</td>
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Diploma & Certificate Programs

Liturgy and Homiletics (6 credits)
- PT550   Homiletics
- PT670   Introduction to Lutheran Liturgy

Discipleship (3 credits)
- PT700   Spiritual Formation: Catechesis & Discipleship

Diploma in Christian Ministry (24 credits)
The Diploma in Christian Ministry (DCM) builds across the various Christian foundational and Biblical disciplines to form this program.

Admission Requirements
Those applying for this program must have:
1. Completed a bachelor’s degree.
2. Demonstrated gifts for lay ministry.

Graduation Requirements
The diploma will be awarded upon successful completion of 24 credits and with the recommendation of the Faculty. A Diploma in Christian Ministry student may transfer up to six graduate credits from another ATS accredited institution, at the discretion of the Registrar and the Academic Dean. Students may complete this diploma in the Intensive, on campus, or online venues.

The Curriculum (24 credits)
The Diploma in Christian Ministry will be awarded upon the successful completion of 24 credits.
- BI500   Biblical Interpretation
- OT500   Introduction to Old Testament
- NT500   Introduction to New Testament
- CH625   Early Church or CH635 Medieval and Reformation Church or CH645 Anglican/Episcopal History
Diploma & Certificate Programs

ST625 God the Father: Trinity, Creation, and the Fall or ST635 God the Son: Incarnation, Reconciliation, and Salvation or ST645 God the Holy Spirit: Church, Ministry, and Sacraments

PT700 Spiritual Formation: Catechesis & Discipleship

Two General Elective Courses

Certificate in Christian Ministry (CCM)

Admission Requirements
Those applying to this program do not need a bachelor’s degree. They must only demonstrate through the admissions process the ability to complete the program.

The Curriculum
The Certificate in Christian Ministry will be awarded upon the successful completion of 30 audit hours in the following 10 courses.

OT 500 Introduction to Old Testament
NT 500 Introduction to New Testament
CH625 Early Church History or CH635 Medieval and Reformation Church History or CH645 Anglican/Episcopal History
ST625 God the Father or ST635 God the Son or ST645 God the Holy Spirit

Six General Elective Courses

Certificate in Diaconal Studies
The Certificate of Diaconal Studies (CDS) is a non-credit, non-degree program of the Office of Online Education. It consists of seven online courses in the theological disciplines delivered entirely online.
Typically, a student registered in the CDS program is a deacon or postulant for the vocational diaconate in an Episcopal/Anglican jurisdiction. Other students, however, are welcome to join as well. When a student is in the program in conjunction with his or her diocese, the diocese provides the practical, pastoral, contextual training for the diaconate, while Trinity provides the academic/theological training. When a student comes to the program without the support of his or her jurisdiction, Trinity is unable, at this time, to provide the pastoral and contextual training.

The Curriculum
The CDS will be awarded upon the successful completion of seven courses:

- History & Theology of the Diaconate
- Survey of the Old Testament
- Survey of the New Testament
- Survey of Church History
- Introduction to Systematic Theology
- The Anglican Tradition
- Introduction to Global Mission

These courses are non-credit and may not be transferred into any degree or diploma program at Trinity.

Certificate in Lutheran Studies
The Certificate in Lutheran Studies (CLS) is a non-credit, non-degree program of Trinity School of Ministry and the North American Lutheran Seminary. It consists of six online courses in the theological disciplines delivered entirely online.

Typically, a student registered in the CLS program is a lay leader in a NALC house church or an established congregation. CLS courses are intended to enhance the faith and knowledge of the NALC laity in order to strengthen the mission of local congregations. CLS students are encouraged to seek out local pastors for mentorship and support.
The Curriculum
The CLS will be awarded upon the successful completion of six courses:

- Survey of the Old Testament
- Survey of the New Testament
- Survey of Church History
- Introduction of Systematic Theology
- The Lutheran Tradition
- Evangelism, Discipleship and the Ministries of Caring

These courses are non-credit and may not be transferred into any degree or diploma program at Trinity.

Master's Level Course Information
General Information
All courses receive three credits, unless noted otherwise after the title. Many of the required courses are offered annually, through various venues -- on campus, online, or intensives. Electives and specialized courses are offered on a rotating or occasional basis. Some courses have prerequisites, which are listed below the title.

Courses are numbered according to the criteria listed below:

- 500-level Introductory course
- 600-level More specific or specialized content, or requiring a 500-level prerequisite
- 700-level Very specialized course, or a language exegesis course, or requiring 600-level prerequisites
- 800-level STM courses
- 900-level DMin Courses

Courses Available in Every Department
675 Special Topics
This course number is reserved for occasional special course offerings within a department. The 675 number is for special topics at
the Masters and diploma level. Students are allowed to take multiple special topics courses, provided each is a distinct course.

725 Special Topics
This course number is reserved for occasional special course offerings within a department. The 725 number is for very specialized topics at the Masters level. Students are allowed to take multiple special topics courses, provided each is a distinct course.

790 Independent Study 1 – 3 credits
A special reading course or tutorial in an area of special need or interest. The 790 number is for independent studies at the Masters level. Please see the independent study policy under academic policies. Note: this course carries a supplemental tuition charge in addition to the regular tuition.

825 Special Topics
This course number is reserved for occasional special course offerings within a department. The 825 number is for very specialized topics at the STM level. Students are allowed to take multiple special topics courses, provided each is a distinct course.

Masters Level Course Descriptions

Biblical Interpretation

BI500 Biblical Interpretation
An essential introduction to the Bible—its overall theology, historical context, and contemporary interpretation. After considering the overall biblical drama (its themes, shape, and historical claims), there will be a significant focus on how to interpret the Bible faithfully. In addition to regular class work focused on particular texts, the course will require individual students to present an exegesis of a text as well as a practical ‘project’ on Biblical Theology. This course seeks to provide the skills necessary for understanding the Bible with a diligent and humble attention to the text and its context.
Biblical Languages Courses

BL630 Basic Hebrew
*Spring 2018 will be the final time this course is offered.*
An introductory study of the basic elements of the Hebrew language. In addition to further work in syntax, the primary focus is on the vocabulary and morphology of the Hebrew Bible and developing translation skills for reading the Hebrew text.

BL631 Hebrew I and BL632 Hebrew II
An introductory study of the basic elements of the Hebrew language. In addition to further work in syntax, the primary focus is on the vocabulary and morphology of the Hebrew Bible and developing translations skills for reading the Hebrew text. By the end of the two course sequence, students will have the rudimentary skills to translate and understand the Hebrew Bible with the aid of a lexicon. Exegesis (OT700, OT6xx, etc.) and Homiletics (PT550, etc.) will hone and sharpen these skills, as will continual work with the text.

BL650 Basic Greek
*Fall 2017 will be the final time this course is offered.*
An introductory study of the basic elements of the Greek language. Along with further work in syntax, the primary focus is on the morphology and vocabulary of the Greek New Testament and beginning to develop skills in reading the Greek text.

BL651 Greek I and BL652 Greek II
This is a two course sequence providing an introduction to Koine Greek. We will use an inductive method that introduces the material to be learned as it occurs in the passages we are reading. The goal is to learn to read Greek, moving toward fluency one passage at a time. This course gives you a chance to gain the knowledge and skills needed to begin reading texts in Greek, especially the Greek New Testament. The training offered in this course has the potential for deepening your understanding of the New Testament, your ability to use the best reference tools, and your encounter with God through His word.
Church History Courses

CH625 Early Church History
This course covers the first two of six topics in the history curriculum at Trinity School for Ministry. First, it introduces historiography, the study of history. Second, it applies insights from this introduction to the study of the life, practice, and doctrine of the early Church. Students are not required to take this course before proceeding to CH635 or CH645, but they are encouraged to do so.

CH635 Medieval and Reformation Church History
This course covers the third and fourth topics in the history curriculum at Trinity School for Ministry. First, it picks up the story of the Church where CH625, The Early Church, left off, with the rise of Islam in the east, and Roman Catholic missions in the west at the beginning of the so-called “Middle Ages.” Second, it follows this story, the story of the Medieval Church, into the modern age, through the study of the Renaissance and Reformation Churches. Students are not required to take this course before proceeding to CH645, but they are encouraged to do so.

CH645 Anglican and Episcopal History
This course covers the fifth and sixth topics in the history curriculum at Trinity School for Ministry. First, it traces the history of the Church of England from the sixteenth century through to the present day. Second, it traces the history of Anglicanism and Episcopaliam in America from the seventeenth century onward. It can be helpful to students to take CH625 and CH635 before taking this course, but they are not required to do so.

CH670 Modern Church (Lutheran Track)
This course surveys the post-Reformation history of the Lutheran Church. Special emphasis will be placed on the history of Lutheranism in North America.

CH680 The Theology and Writings of Martin Luther
A seminar on the life, theology, ministry, and spirituality of Martin Luther. Primary focus will be upon the thematic reading, discussion, and evaluation of selected writings of Luther.
Mission and Evangelism Courses

ME500 Introduction to World Mission
An introduction to the biblical, theological, and historical foundations of world mission. Attention will be given to an examination of issues related to evangelism, mission, mission and dialog, and to the special subjects of persecuted Christians, unreached peoples, cross-cultural communication, justice, spiritual warfare and the place of mission in the local church.

ME600 Mission & Evangelism: Church Planting
Prerequisite: ME500 or permission of the instructor.
This course provides instruction and encouragement in the basics of personal evangelism and evangelism in the local church, including a strong emphasis on the practical application of what is learned in class and through the reading. Each student will participate in a parish evangelism mission weekend or a community evangelistic event as an integral part of the course in addition to other direct witness and gospel sharing ministries. Attention is paid to the intersection of biblical theology and contemporary culture. The goal is to understand how to communicate the gospel effectively through a variety of methods and media according to the cultural norms of the group being reached in order to be effective, lifelong bearers of the Good News.

ME650 and ME651, Cross-Cultural Colloquium
Stanway Scholars Cohort only.
This course will allow students to explore a cultural experience different than their own and begin to study the cultural, economic, social, political, and religious contexts among them. Grading is Pass/Fail.

ME699 Global Anglicanism
A survey of the history of member churches of the Anglican Communion and Anglicans from other jurisdictions in the non-Western world, with opportunity for extended focus on particular geographic regions, groups, or themes.
ME750 Overseas Mission Study  
*Prerequisites: Completion of ME500 is preferred as a prerequisite but not required.*

This course will be a three-week cross-cultural immersion designed to take advantage of the specific geographical, social, economic, and demographic situation of the region studied. Opportunities will be given to study Global South leadership, evangelism, discipleship, church planting, and congregational development in non-Western or post-Christian cultures, the impact of Christianity on post-modern Europe, Christian leadership, the developing middle class in the Global South and issues of extreme poverty.

ME755 Models of Church Planting and Congregational Development  
*Prerequisites: ME500 and ME600*

A survey of church planting methodologies, congregational development strategies, and theology. The course will also include an examination of programs designed to aid the student in developing entry and ministry plans for church planting cross-culturally. Demographic and sociological information useful for building and evaluating these strategies and programs will be reviewed. The course will include critique of parish and community models which have shown some success.

Old Testament Courses

OT500 Introduction to Old Testament

This course is designed to provide the student with an introduction to the history of salvation as expressed in the OT. It explores the major themes and events recorded in the OT with special attention to the relationship of the OT to Jesus Christ.

Our interaction with the OT is intended not only to increase your knowledge, but also encourage spiritual growth and skill in using the OT in ministry.
OT6xx
OT electives are offered annually according to the availability of the professors.

OT637 Hosea
Prerequisites: BI500, OT500, NT500
This course approaches the theological message and historical background of the book of Hosea from the perspective of canonical hermeneutics. It seeks to introduce students to a ruled reading of Hosea in light of its theological context, literary structure, and verbal profile, as well as the history of Hosea’s interpretation and reception in the changing contexts of premodernity, modernity, and postmodernity. The contribution Hosea makes to our understanding of the place of wisdom, providence, and figuration in the interpretation of prophecy will also be explored in light of the exegetical and historical issues raised by the book, as well as its relation to the Book of the Twelve, with a view toward promoting a deeper understanding of the character of Hosea as Christian scripture.

OT638 The Book of Job
Prerequisites: BI500, OT500, NT500
This course seeks to introduce students to a ruled reading of the book of Job in light of its theological context, literary structure, and verbal profile. A critical discussion of the history of Job’s interpretation, both premodern (Gregory, Maimonides, Aquinas, Calvin) and modern (Kafka, Jung), will also form an essential part of the course. Various exegetical and historical issues raised by the book will be discussed, not merely for their own sake, but specifically with a view toward promoting a deeper understanding of the character of Job as Christian scripture. To that end, the book’s outlook on a number of theological and literary issues will be canvassed, for example, the contribution made by wisdom, providence and figuration for assessing Job’s message, as well as the literary and theological significance of conflict and reversal.

OT700 Hebrew Exegesis
Prerequisite: BL630 or BL631 and BL632
Extensive translation work in various genres of the Old Testament
including historical narrative, prophetic speech, and poetry. Students are taught how to use the standard reference grammars and advanced lexicons. The course is designed to prepare students for further exegetical work in the Old Testament.

**New Testament Courses**

**NT500 Introduction to New Testament**
A survey of God’s self-revelation in Jesus Christ and formation of a new covenant people in the Church. The course will emphasize biblical content, knowledge of the historical background to the New Testament events and documents, and acquaintance with basic concepts of New Testament theology.

**NT6xx**
NT electives are offered annually according to the availability of the professors.

**NT628 The Gospel of John**
*Prerequisites: BI500, OT500, NT500*

The purpose of this course is to become better equipped to read the Gospel of John, often called “the Fourth Gospel” in scholarly literature, as Christian Scripture. We will focus on many themes and various historical and theological particularities along the way as we “read, mark, learn, and inwardly digest” this letter, but the overarching aim is to learn to engage with the Gospel of John as a prime canonical witness to the living reality of Jesus Christ and thereby deepen our grasp of the gospel.

**NT638 Romans**
*Prerequisites: BI500, OT500, NT500*

The purpose of this course is to become better equipped to read Paul’s letter to the Romans as Christian Scripture. We will focus on many themes and various historical and theological particularities along the way as we “read, mark, learn, and inwardly digest” this letter, but the overarching aim is to learn to engage with Paul as a prime apostolic witness of Jesus Christ and thereby deepen our grasp of the gospel.
Course Information

**NT639 1 and 2 Thessalonians**  
*Prerequisites: BI500, OT500, NT500*

1 and 2 Thessalonians are among the earliest writings of the New Testament. As such, these two letters, written by the Apostle Paul shortly after his abrupt departure from the fledgling Thessalonian church, give us unique insight into the life and beliefs of the early church. At the heart of Paul’s profoundly pastoral correspondence with the Thessalonian church are the challenges and fears faced by the Thessalonian community—many of which still confront us today—including living out the Christian faith in public, understanding the timing, nature, and hope of the return of Jesus Christ, and the importance of holiness within the Christian community. Through historical and literary study, this course will explore the content and themes of 1 and 2 Thessalonians in order to help us grow in our “work of faith and labor of love and steadfastness of hope in our Lord Jesus Christ” (1:3).

**NT700 Greek Exegesis**  
*Prerequisites: BL650 or BL651 and BL652*

This intermediate course in New Testament exegesis offers students the opportunity to increase their skills in reading, interpreting and applying the text of the Greek New Testament. The course includes focus on selected features of New Testament Greek, introduction to exegetical skills and extensive practice exegeting actual passages.

**Pastoral Theology Courses**

**PT550 Homiletics**

This course combines both the theoretical and the practical to broaden understanding of the theology and practice of preaching. Topics include the role and spiritual life of the preacher, the style and content of presentations, and the mechanics of public speaking. Students will prepare and deliver a variety of presentations, including homilies, in class and receive feedback from the instructor, guests, and fellow students.
PT641 Prayer Book: Introduction to Anglican Worship
This course will equip students to lead and prepare worship in the living Prayer Book Tradition here in North America with pastoral, theological, effective, and missional coherence. The Book of Common Prayer 1979 will be our primary text, read together with the 1662 Book of Common Prayer. We will be looking as well at non-American Anglican sources as they pertain to the topic at hand in order to begin to engage the student in the broader tradition in which they will serve. The shape, rationale and logic of each service in the Prayer Book will be presented in a “hands on” style with an emphasis on clarity of theological proclamation and formation through faithful liturgical practice.

PT645 Field Education
Field Education is structured around a Learning Covenant which the student will write based on areas for growth in the student’s formation as a Christian leader. Theological reflection tools and topical conversation, combined with the work of ministry and relationships in the ministry setting, will provide opportunity to test a sense of call, broaden empirical and experiential knowledge, develop ministry skills, and engage questions of personal identity and spiritual formation.

PT650 Advanced Homiletics
Prerequisite: PT550
Provides practical experience in preaching and critiquing sermons. Students assist one another in sermon preparation and listen to and evaluate one another’s sermons. The course includes advanced work on effective communication of the gospel.

PT670 Introduction to Lutheran Liturgy
The worship of God, Father, Son and Holy Spirit is at the center of our life together as His people. Through Word and Sacrament, God comes to us that we might render glory unto Him. This course will prepare seminarians for pastoral liturgical leadership in Lutheran congregational settings. The Lutheran Book of Worship will serve as a template for practicums in basic liturgical skills.
PT682 History and Theology of the Diaconate
This course is designed to explore the ministry of the threefold ordained ministry and how it has grown and shifted (or failed to shift) to meet the needs of the Church through the ages. The course will examine the biblical perspective on servant-hood; trace the development of the orders of ministry throughout the history of the Church; explore the writings and lives of a few notable deacons, priests, and bishops; and examine the emerging roles of ministry in the contemporary Church. This course will explore the broad range of ministries and encourage students to think theologically about holy orders and how the threefold orders of the Church relate to one another and reflect the ministry of Christ.

PT685 Formation and Catechesis
Spring 2018 will be the final time this course is offered.
This course provides an introduction to the theological and pedagogical principles undergirding the ministry of catechesis by providing a blend of both theoretical and practical skills for cradle to grave discipleship. We will explore five themes: the who, what, why, where, and how of Christian formation. Even the course title reflects how terminology can be quite varied in this arena. The term Christian education may be used by one congregation, whereas another may use the phrase educational ministry. In still other parishes or denominations religious education or spiritual formation, catechesis or discipleship may be used. Throughout this course we will make reference to many of these terms and the paradigms they reflect by critically examining the nature of Christian Religious Education from a broad range of perspectives: biblical, theological, historical, developmental and educational. We will explore these five themes by reflecting on historical and theological texts as well as contemporary and practical works that embody the following five forms of catechetical praxis: koinonia (the curriculum of community), leiturgia (the curriculum of prayer and worship), didache (the curriculum of teaching), kerygma (the curriculum of proclamation), and diakonia (the curriculum of service). This course will consist of various formats: discussions, workshops, lectures, informal fieldwork, lectures, demonstrations, and presentations.
PT700 Spiritual Formation: Catechesis & Discipleship

Beginning Spring 2018

PT710 Pastoral Care & Counseling
This course is an introduction to the theology and vocation of the ministry of Pastoral Care as the Cure of Souls. We will explore the foundational thinking regarding pastoral care and give practical guidelines for the practice of the unique work which we as priests and pastors offer in the panoply of “helping” professions. The bulk of the course will be taken up in fleshing out in practical terms a working theology of each of the sacramental rites as they, together with the Scriptures, are provided for the foundation of pastoral care. The Pastoral Offices of the Prayer Book will serve as the framework for the course.

PT/ST740 Advanced Church Ministry & Sacraments

Prerequisite: ST645
This is an advanced course in the theology of the church, its ministry, and the sacraments. It presupposes the sort of knowledge base you would gain from ST645: The Holy Spirit, Church, Ministry, and Sacraments. We will consider issues in church identity, discipline, and government from an Anglican and ecumenical perspective. Particular attention will be paid to the history and theology of the sacraments of baptism and Eucharist and the orders of ministry. Our course will consist mainly of a close reading of Richard Hooker’s Laws of Ecclesiastical Polity, which will serve as a primary document for a classical Anglican understanding of these issues. With Hooker as our launching point, we will engage with an assortment of other voices: classic and contemporary, Anglican, Catholic, and Protestant. Throughout the course, two animating questions will drive us: how can we best do justice to and embody our Anglican heritage of reformed catholicity?, and how can we best leverage X for the church’s mission to the world today (i.e., how do these aspects of the church inform its missional identity?).
Course Information

**PT770 Pastoral Administration & Leadership**

*PT710 is suggested as preliminary coursework before taking this class.*

A development of the theology of Christian leadership considered in light of the contemporary leadership context in the local church. Emphasis will be given to the character and spiritual qualities of leadership, understanding the emotional system of the congregation, probing the nature and process of change, dealing with conflict and antagonists, and practicing observation of key elements of church culture. Strategies for administration, stewardship, church growth, and renewal will be addressed.

**Research and Writing Courses**

**RW500 Fundamentals of Academic and Theological Writing (non-credit)**

*Required course for Stanway Scholars*

This mini-course will help prepare non-native, English speaking scholars in the preparation and presentation of their research (both oral and written) for a class, a conference or other occasion. Specifically, this course will provide an introduction to the basics of American English grammar and writing. This non-credit course will appear on the student’s transcript after successful completion. Grading is Pass/Fail.

**RW701 Theological Research and Writing Skills**

*Required course for MAR students writing a thesis.*

A weekly seminar offered in the spring semester preparing students to write their thesis (RW799) the following year. Students will learn research methods and skills and develop their writing ability. They will produce a thesis proposal, including a developed statement of the topic, an outline of the contents, a full bibliography for future research, and a written research agreement with a thesis supervisor. Grading is Pass/Fail.

**RW749 Capstone (MAR) (1 credit)**

This course is a concluding exercise for MAR students with the Non-Thesis Option. Before a student’s final term, the Academic Advisor will invite the student to petition the Academic Dean for
a faculty Capstone supervisor. To begin the process, the student should submit the Capstone Form found on Trinity’s website. The student will submit a prospectus, detailing what topic they hope to investigate and how they intend to complete it (paper, project, etc.). The Academic Dean, in consultation with the relevant department chairs, will assign the Capstone supervisor. The student will then have an initial conversation with the supervisor focusing on how to bring together what the student has learned from their coursework. They will also clarify the prospectus, discuss the rubric, and draft a preliminary bibliography (at least 500 pages in books, journals, and monographs). The project/paper should be between 25-35 pages (or its equivalent). The Capstone must be submitted by the term’s last day to submit work (see the Academic Calendar) and will be graded Pass/Fail.

**RW799 Academic Thesis (MAR) (6 credits over two semesters)**
*Prerequisites: RW701 and permission of the Academic Dean and faculty.*
Grading is Pass/Fail. See “Thesis Work” in the academic policies.

**RW849 Summary Course (STM) (3 credits)**
This course is a concluding exercise (for STM students with the Non-Thesis Option) that includes additional guided readings and a substantial final paper in the primary area of interest to the student. Grading is Pass/Fail.

**RW850 Academic Thesis (STM) (12 credits over two semesters)**
*Prerequisites: RW801 (or an equivalent course) and permission of the Academic Dean and Director of the STM program.*
Grading is Pass/Fail. See “Thesis Work” in the academic policies.

**Systematic Theology Courses**

**ST540 Creeds and Catechisms: An Introduction to Theological Thinking (Lutheran Track)**
An introduction to the content and structure of the Christian faith through a close study of the Ecumenical Creeds and Martin Lu-
ther’s Small and Large Catechisms. Historical issues will be considered, but the central focus of the course will be the role of creed and catechism as summary, confession, and rule of the church’s faith, guiding and forming preaching, teaching, and biblical interpretation.

**ST550 The Lutheran Confessions**  
*Prerequisite: ST540*  
A close study of the confessional writings of the Lutheran Church as gathered in the *Book of Concord*. The course will focus on the role of the Confessions as public doctrine of the Lutheran Church. The major theological topics in the Confessions will be studied in relation to the wider Christian tradition with an eye to their ecumenical and pastoral implications. Classic and contemporary Lutheran theologians will be consulted for insight into what it means to be a “confessional Lutheran” in particular places and times.

**ST620 Christian Apologetics**  
A study of the claims of historical biblical Christianity so as to commend the gospel to contemporary people. The course considers the cultural, philosophical, and moral problems of individuals and of society.

**ST625 God the Father: Trinity, Creation, and the Fall**  
This class uses the Bible and major theologians and philosophers to equip students to proclaim God the Father to contemporary society. It includes discussions of divine revelation, the person and work of God the Father, the Trinity, creation, humanity, the fall, providence and civil society. An evangelical Anglican position is developed and defended from secular criticism using the 39 Articles and contemporary authors, and applied to Christian ministry.

**ST635 God the Son: Incarnation, Reconciliation, and Salvation**  
*Prerequisites: BI500 and ST625*  
This class gives an account of the Son of God using the Bible and major theologians, especially Augustine, Luther, Calvin and Barth, to equip students to proclaim Jesus Christ to contemporary society.
It includes discussions of the incarnation, life, death, resurrection, ascension, session and return of Christ at the last day. An evangelical Anglican position is developed and defended from secular criticism using the 39 Articles and contemporary authors, and applied to Christian ministry.

**ST645 God the Holy Spirit: Church, Ministry, and Sacraments**  
*Prerequisites: BI500 and ST625*  
This class uses the Bible and major theologians to equip students to proclaim God the Holy Spirit to contemporary society. It includes discussions of the person and work of the Holy Spirit; the justification, sanctification and glorification of sinful people; and the church and her ministry of word and sacrament for God’s mission to the world. An evangelical Anglican position is developed and defended from secular criticism using the 39 Articles and contemporary authors, and applied to Christian ministry.

**ST660 Introduction to Theology I (Lutheran Track)**  
*Prerequisites: ST540 and ST550*  
An introduction to the practice and tradition of Christian theological reflection from a Lutheran perspective. The goal of the course is that students grow in their ability to articulate Christian teaching and a Christian view of the world clearly, scripturally, and in accord with sound doctrine, in receptive conversation with saints and teachers past and present. This course addresses the nature and norms of Christian theology, the doctrine of God, and the person and work of Christ.

**ST670 Introduction to Theology II (Lutheran Track)**  
*Prerequisite: ST660*  

**ST735 World Religions**  
An introduction to some of the major (non-Christian) living religions of the world. The course will also discuss some methodological questions concerning the study of religion, for example: What
is religion? What, if any, characteristics do all religions share? What are some of the approaches and concerns in the contemporary study of religion? Finally, the course will address some of the specifically Christian theological concerns and different theological approaches raised by the existence of other religions besides Christianity.

**ST740 Modern Theology**  
A reading of primary texts in modern theology (primarily 20th century), beginning with Schleiermacher and including responses by Barth and other Protestant figures, modern Roman Catholic, Orthodox, Evangelical, and Anglican theology, the rise of liberation theology, feminist theology, post-modern theology and post-liberal theologies. Attention will be given to understanding the respective theologians in their context as well as formulating questions and responses from an orthodox Anglican perspective.

**ST745 Reformed Theology I (Presbyterian Track)**  
This course will explore some of the great themes, theologians, and history of Reformed Theology. The Westminster Catechism, Dutch Reformed Theology, Calvin’s Institutes, the theology of significant Puritans, and much more will be examined.

**ST746 Reformed Theology II (Presbyterian Track)**  
*Prerequisite: ST745*  
This course will expand upon the learning of the first course in Reformed Theology. The Westminster Catechism, Dutch Reformed Theology, Calvin’s Institutes, the theology of significant Puritans, and much more will be examined.

**ST750 Christian Ethics**  
An introduction to Christian moral reflection and action. The course will also survey different traditions in ethics and their roots in Scripture. Finally, we will explore from a Christian perspective some contemporary ethical issues to develop confidence in addressing ethical issues.
**ST755 Christian Ethics in the Lutheran Tradition**

*Prerequisite: Students should have taken ST660 or be taking it concurrently.*

A theological study of human agency, created, fallen, and renewed in Christ. The course will focus on the formation and life of the believing moral agent, addressed by God’s commands and promises, called to serve God and neighbor in church, household, and civil community amidst trial and temptation.

**ST760 Christian Social Ethics**

*This is not a required course for the MDiv program.*

A survey of key moral issues facing the Church today. Students will engage a series of topical studies of contemporary issues, such as family ethics, bioethics (beginning and end of life issues), economics, imprisonment, and the environment.

**ST770 The Anglican Way of Theology**

A survey of the core convictions and concerns that have characterized Anglican theology from the Reformation to the present. The course will include reading theologians from the evangelical, Anglo-Catholic, and Broad Church traditions. The course will include a discussion of Anglican identity today.
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Academic Freedom of Inquiry
Trinity is an evangelical school in the Anglican tradition that offers theological education to students of all denominations. As a community of faith and learning, the School strives to be contextually and culturally relevant while holding to the authority of Scripture. The theological curriculum reflects an Anglican tradition yet is sufficiently ecumenical to form students of all Christian faith backgrounds.

Standards of Academic Freedom at Trinity
When faculty members affirm Trinity’s Statement of Faith and Covenant, they do so with a sense of ownership that is free and genuine. Faculty understand and seek to serve the mission of the School as an expression of their faith and their call to serve the Church. At the same time, the Anglican and Episcopal Churches present the School and faculty with occasion to address complex issues, requiring sufficient freedom to pursue critical questions and the practice of critical self-awareness in scholarly pursuits and routine academic work.

Freedom of inquiry and a culture of self-critique are highly valued at Trinity. This value is evidenced in faculty publications. Journal articles, books, and other public communications of a scholarly nature show wide-ranging research interests among faculty, sometimes demonstrating critical engagement with the ecclesiastical tradition served by the School and the moral-ethical concerns arising in contemporary culture. The School is committed to supporting faculty research and publications that bring the evangelical and Anglican commitments of the School to bear upon the issues of the day.

How Academic Freedom is Defined at Trinity
Within the confessional commitments of the School, faculty have academic freedom as generally accepted by institutions of higher
learning. The generally accepted definition of Academic Freedom is developed in the 1940 Statement of Principles on Academic Freedom and Tenure formulated by the Association of American Colleges and the American Association of University Professors (AAUP). This definition, extended in the AAUP Interpretive Comments of 1970 and amended in 1990, includes the freedoms and responsibilities summarized as follows:

- **Freedom in the search for truth**, including research and publication, coupled with the obligation to perform other academic duties faithfully and to deal responsibly with the institution in matters of pecuniary return;
- **Freedom in the classroom** to discuss controversial matters while avoiding content unrelated to the subject; and
- **Freedom to speak or write in the public forum** while maintaining accuracy, restraint, and respect for the opinions of others and with care that one’s opinions are seen as individual and not as representing the institution.

**Academic Probation**

Students who receive a failing grade may be placed on probation or dismissed, and those receiving failing grades for two courses in the same semester must be placed on probation. If a student on probation subsequently receives a failing grade in any course, the student will be administratively withdrawn from the School. Full-time students on academic probation will be permitted to enroll in no more than 9 credits during the semester he/she is on probation. If a full-time student on academic probation passes all courses while on probation, the student will be removed from probation. The faculty will make all decisions on academic probation and reserves the right to make exceptions to the above provisions. The Academic Dean will notify the student in writing with regard to placement on probation or administrative withdrawal.

**Advanced Standing with Credit for the MDiv degree**

Trinity may admit students to the MDiv degree with advanced standing with credit for courses on the basis of prior undergraduate
academic work in biblical studies, church history, systematic theology, pastoral theology and missiology. Students who are granted advanced standing with credit will thereby have a reduced number of credits required for the degree program. The Academic Dean and Registrar shall determine by appropriate means of assessment that students have the knowledge, competence, or skills that would normally be provided by the specific courses for which they have been admitted with advanced standing. Advanced standing with credit cannot be granted on the basis of ministerial or life experience. If advanced standing is granted with credit on the basis of appropriate evaluation, no more than 21 credits required for the MDiv degree may be granted in this way. The student must request to be evaluated for advanced standing with credit before they have completed 30 credits at Trinity. A grade of AS will be recorded on the official transcript for all courses accepted under advanced standing.

**Appeal of Grade Report**
A student who feels that he or she has been unfairly graded may appeal to the faculty member. If the situation is not satisfactorily resolved, the student will then supply a letter of appeal to the Academic Dean who will submit the appeal to the faculty for its consideration. The faculty may authorize a change of the appropriate grade on the grade report.

**Attendance and Workload**
Because learning is a corporate activity, students are expected to attend all class sessions (see “Covenant”). Students who miss more than three class sessions in one term may forfeit credit for the class and may be in danger of failing the course. As a matter of courtesy, students who must miss any classes should notify their professors, ahead of class if possible.

In addition to the hours committed each week to class time and preparation, students are expected to adhere to the Covenant and attend morning chapel (on days when they have classes), Field Education commitments, Dean’s Hour, Leadership Formation Group meetings, special lectures, and Quiet Days. If the composite weight of family, academic, mentored ministry, and other obligations
prove too great, a student should consult with his or her faculty advisor about the possibility of lengthening the program at Trinity. Students desiring to register for more than 15 credits in any one semester must have the permission of the Academic Dean.

**Auditing**

Anyone (with or without a bachelor’s degree) may register to audit up to two courses each semester without applying to the School, provided he or she has taken the prerequisite courses. Audited courses do not receive grades, and no audited courses may be applied to any Trinity program apart from the Certificate in Christian Ministry program. STM and DMin courses may not be audited.

**Change of Enrollment Status (Please also see Refund Policy)**

Students may change status in any course upon submission of a completed Enrollment Status Change Form to the Registrar’s office and meeting these qualifications:

**Regular Semester Format**

*Change from Audit to Credit:* Students may change from audit to credit status only during the first week of the semester. Students who change from audit to credit must pay full tuition for the credits.

*Change from Credit to Audit:* Students may change from credit to audit status only during the first week of the semester. After the eighth week, a student can only change from credit to withdraw with the approval of the Registrar. Any applicable tuition refunds shall follow the Refund Schedule.

*Drop:* Students may drop a course at any point in the semester prior to or on the last day of class. Students must complete an Enrollment Status Change Form. Failure to drop a course formally may result in a Failing grade. Students dropping a course after the eighth week of the semester must obtain the approval of the Registrar. After the eighth week of the semester, a letter grade of W (for withdrawn) is recorded on the student’s transcript.
**Intensive Session Format**

*Change from Audit to Credit:* Students may change from audit to credit status at any time during the class sessions with the instructor’s approval. Students may not change from audit to credit after the last day of the class sessions. Students who change from audit to credit must pay full tuition for the credits.

*Change from Credit to Audit:* Students may change from credit to audit status any time prior to the last day of class. No refund will be given unless the change from credit to audit is filed on or before the Friday preceding the first day of class.

*Withdraw:* Students may withdraw from a course at any time during or before the final course material submission deadline. Students withdrawing from a course after the last class session must obtain the approval of the Registrar or the Academic Dean. After the last class session, a letter grade of W (for withdrawn) is recorded on the student’s transcript.

**Change of Degree Program**

Students wishing to change from one degree program to another must submit a Change of Degree/Program Form to the Director of Student Life. The Director of Student Life will bring the request to the Academic Dean for formal approval. Additional admissions materials may be requested from the student.

**Cheating and Plagiarism**

Students at Trinity are expected to display the highest standards of personal and academic integrity in the development of research papers and other academic projects. Perhaps the most critical issue in exhibiting integrity in academic assignments is student compliance with accepted practices of notation of resources and references used to develop their paper or project.

It is recognized there can be some confusion regarding proper procedures and practices regarding integration of bibliographical references into assignments. The following policy is intended to address both intentional and unintentional plagiarism. The policy also...
Academic Policies

recognizes that there are levels of plagiarism and that consequences must be aligned with the seriousness of the offense. All students are responsible for being familiar with this policy. Ignorance of plagiarism guidelines will not be accepted as a defense or excuse for violating these standards.

Definition of Plagiarism
Plagiarism is an act of “literary theft,” in which the work of another is misrepresented as the original work of the student. This may be done intentionally or unintentionally. When excerpts, thoughts, writings, or statements of others are used in papers, essays, or other projects, they must be acknowledged in a suitable academic form.

Levels and Consequences
Level One: Minimal Plagiarism
Trinity recognizes that there is often no intent to misrepresent borrowed material as one’s own, but the writer has simply been careless in complying with acceptable presentation and reference conventions. In this case, assignments will be returned to students who will be advised by their professors to rewrite assignments in acceptable form. No grade will be assigned until the professor is satisfied that the student has made adequate revisions meeting the standards noted in “Definition of Plagiarism.”

Level Two: Substantial Plagiarism
Substantial plagiarism exists where the writer gives no recognition to sources from which substantial material such as phrases, sentences or even ideas are drawn. The minimum penalty for this offense is the rewriting of the paper, and one letter grade reduction being given to the offending work, (i.e. A to B). Maximum penalty is failure of the course.

Level Three: Complete Plagiarism
Complete plagiarism exists when an entire work is copied from an author or composed by another person, and presented as original work. A failing grade for the course is automatically given. The professor will write a reprimand, a copy of which will be kept in the student’s file. A repeat offense may result in suspension or expulsion.
Other Academic Offenses

- Submission of the same essay, or part of the same essay for credit in more than one course, unless prior approval has been obtained. Minimum penalty: write a new paper with a full letter grade reduction being given to the work. Maximum penalty: failure of the course.

- Cheating on an examination or falsifying material subject to academic evaluation. Penalty is failure of the course.

- Submitting false records or information at the time of admission, i.e., transcripts, letters of reference. Penalty will be appropriate to gravity of the offense, the likelihood being either suspension of studies or expulsion from Trinity.

Any student who is unclear about what is required in writing a research-based assignment should speak with their professor for clarification.

Clinical Pastoral Education (CPE)

Although some ecclesiastical authorities require students to complete Clinical Pastoral Education (CPE), it is not a requirement for the MDiv program. CPE may, however, be eligible to fulfill Field Education requirements. Please contact the PT Department Chair to discuss eligibility.

Complimentary Audit for Full-Time Students

Full-time, matriculated, Trinity students may audit one Trinity School for Ministry class tuition-free per academic year. The student shall seek prior approval from the instructor of the class and the Academic Dean, before informing the Registrar of their desire to enroll in the class for audit. Eligible students may not be on academic probation or have any outstanding Incompletes.

Copyright and Fair Use Guidelines

Trinity School for Ministry is committed to compliance with intellectual property laws but also supports the rights of educators and students to utilize privileges granted with the Fair Use Guidelines for educational purposes. For general copyright questions, please seek assistance in the Library.
See the following websites for further information on copyright:
2. Copyright and Fair Use Guidelines:<http://fairuse.stanford.edu>

Course Evaluations
Near the end of each semester, students have the opportunity to assist in the overall assessment of faculty and courses at the School through course evaluations. Student anonymity is maintained in the distribution of evaluation results to the faculty. Evaluation results are only provided to faculty after all grades for the course have been submitted.

Course Substitutions
Course substitution may happen, either out of necessity or desire, during a student’s time at Trinity. All proposed substitutions must be approved by the professor of the proposed class, the professor of the required class, the Academic Dean, the Registrar, and the Director of Online Education (when applicable). Any proposed substitution must stay within the relevant academic department (i.e., if a student wants to take a class other than BI500, the proposed course must be within the NT/OT electives or a relevant independent study). No more than two course substitutions will be allowed for any student. Any student wishing to substitute a course in place of a required course must complete a Modification of Program Form found on Trinity’s website.

Course Waivers
Students may request the waiver of some of the introductory courses. If a student is granted a course waiver, he or she must complete another course within the same department to fulfill the credit requirements. Final determination for waived credits rests with the Registrar, the chair of the department of the requested course waiver(s), and the Academic Dean.
Credit Hour Policy
In accordance with federal regulations, a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency reasonably approximate to not less than 37.5 hours of classroom instruction or direct faculty instruction per course (and a minimum of two hours out-of-class student work each week for approximately fifteen weeks) to earn three credit hours. In accordance with the federal definition of a credit hour and following the guidelines for a Carnegie unit, in general, the School schedules courses in the following formats: courses meeting for 210 minutes, one time each week for 13 weeks; and courses meeting for 90 minutes, two times each week for 13 weeks. Required chapel attendance is included in the minimum 37.5 hours of instruction. Students are responsible for tracking the required credits necessary for the degree being attempted. Leadership Formation Group Advisors and the Registrar assist students in tracking degree requirements; however, the student is ultimately responsible for the completion of a degree program.

Disabilities
It is the policy and practice of Trinity to comply with Section 504 of the Rehabilitation Act, the Americans with Disabilities Act (ADA), and state and local laws regarding students with disabilities. Under these laws, no disabled, but otherwise qualified student shall be denied access to, or participation in, services, programs, and activities at Trinity. Trinity’s Learning Skills Coordinator is available to assist students with needs relating to disabilities.

Emergency Interruption of an Intensive Course
If an emergency arises in which a student decides he/she must excuse himself/herself from a course during an Intensive, the following standards shall apply:

1. A minimum of three days participation of the five-day course shall be required for the granting of credit.

2. Additional post-seminar work will be assigned to compensate for the lost seminar time.
3. If a student has begun the course but is not able to be in attendance for three full days of the seminar, credit cannot be given for the course and the student must formally drop the course. The student’s refund for tuition and/or housing shall be pro-rated on the basis of the number of seminar days attended.

**Good Standing**
Any matriculated student who is not on academic probation and not classified as inactive is a student in good standing. (Also see policy on “Inactive Student Status”.)

**Grades**

*Pass/Fail Grades*
Several designated courses are graded Pass/Fail. A grade of P or F will be recorded on the official transcript.

*Retroactive Grades*
No retroactive changes to the initial credit level or grade will be made once a course grade is on a student’s academic record. Course work, credits, and grades are for a specific point in time. Course work, credits, and grades may not be altered, amended, or otherwise recognized in any retroactive manner for consideration other than for the degree or diploma program for which the student was enrolled at the time of the course.

*Failing Grades*
Students who receive a failing grade (D or F) for a course may not count that course towards the fulfillment of academic requirements for a degree program. To receive academic credit, students receiving a failing grade must retake the whole course, paying full tuition, and must receive a passing grade. The transcript will reflect both instances that the course was taken, and the grade received. (Please also see the policy on "Academic Probation".)

Academic courses will be given letter grades, from the following grade table:
**Letter Grades**

- **Excellent:** A (95 or above)
  - A- (94 – 90)
- **Good:**
  - B+ (89 – 87)
  - B (86 – 83)
  - B- (82 – 80)
- **Average:**
  - C+ (79 – 77)
  - C (76 – 73)
  - C- (72 – 70)
- **Failure:**
  - D (below 70)
  - F (below 60)
- **Audit:** AU
- **Incomplete:** I (temporary grade during completion of a formal incomplete)
- **In Progress:** IP (satisfactory first semester progress in a thesis course)
- **Pass:** P (above 70)
- **Withdrawal:** W (course dropped after eighth week)
- **Advanced Standing** AS

Faculty will specify on the course syllabus their methods of evaluation that may include quantitative and qualitative measures of performance and growth. Faculty have the right to award a lower grade for late work or poor attendance.

**Graduation and Commencement**

A diploma is awarded when a student has:
1. completed all of the program requirements
2. received the endorsement of the faculty
3. submitted a graduation application
4. paid the graduation fee and paid any outstanding balances due to the school.

Commencement exercises are held in May of each year for those completing their coursework in the Spring Semester. Students who successfully complete all course requirements during the fall
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or summer terms will be awarded a diploma after his/her degree has been conferred by the faculty. Any student who successfully completes coursework in August or December is welcome to participate in the following May’s commencement exercises. All course work must be completed and all degree requirements must be met in order to participate in Commencement.

Academic, Financial or Policy Related Grievance

Any student with a grievance relating to academic policy, program requirements, financial aid, or other area of the School’s functions should submit a written complaint to the Academic Dean within 60 days of the alleged offense. The Academic Dean will review the matter or send it on to the appropriate party for review. A written response will be sent to the student. A record of all such complaints shall be maintained for review by the Association of Theological Schools. (Also see the policy on "Appeal of a Grade").

Inactive Student Status

A student is considered to be inactive if not taking classes for an entire fall or spring semester. Students inactive for a complete academic year shall be considered withdrawn and must follow the reinstatement policy to continue their studies at Trinity.

Incomplete Coursework

All work for a given course, regardless of venue, is to be submitted by the date specified in the course syllabus.

Incompletes are allowed only in the most serious of cases. They are not to be granted as a way to extend the semester due to incomplete work. The process for requesting an Incomplete is as follows:

1. The student will initiate the request by obtaining the necessary form, found online on the Trinity website.
2. The faculty member will list the specific assignments to be completed with the due date(s) on the form.
3. The due date for all Masters and STM students cannot extend beyond six weeks from the last day of class. The due date for DMin students is four weeks beyond the original due date for the assignment(s).
4. The form (and the Incomplete Fee of $200) will be submitted to the Academic Dean for approval before the last day to file an incomplete as stated on the Academic Calendar.

If approved, a letter grade of “I” is recorded on the student’s transcript. At their discretion, professors may award a lower grade for late work. If required work is not submitted by the deadline as established in the Incomplete Contract, the student will receive an F.

Incompletes may only be extended past the normal deadlines with the permission of the Academic Dean and only for documented medical situations or documented learning disabilities. Students may not register for subsequent semesters if there are two outstanding Incompletes.

**Independent Study Course**

An independent study course is designed for students who wish to do advanced work in a particular subject which is not covered by the curriculum. Registration is dependent upon faculty approval and availability.

For a masters-level student to take an Independent Study Course, these requirements must be met:

1. Permission must be obtained from the Academic Dean and the professor(s) involved on an Independent Study Contract Form.
2. The individual must be a matriculated student, accepted for admission into a degree program, and in good standing.
3. It is understood that independent studies do not duplicate existing courses (*see Directed Study*). It is also understood that in seeking substitution of one course for another the student must follow the process explained in the policy on Course Substitutions.
4. The student must have successfully completed 30 credits.
5. The student must have a minimum GPA of 3.0.

There is a maximum of two Independent Study Courses per student for the duration of his or her program. The Independent Study Form is on the Trinity website. Independent Study courses incur a
$100 fee in addition to tuition for the course. DMin students must complete and submit the DMin Independent Study Form with their tuition payment to the DMin office for approval.

**Directed Study**
A directed study is designed the same way as an independent study course, but it is distinguished by the requirement of much closer tutorial work on the part of the instructor. Registration is normally necessitated by a time conflict in the student schedule, and is dependent upon approval from the faculty and Academic Dean. The individual directed study replaces an existing course in the curriculum. A further distinction is that directed study courses may involve more than one student. The Directed Study Contract form is on the Trinity website.

**Leave of Absence**
A student who anticipates the need to suspend study for more than one semester must submit a letter to the Academic Dean requesting a formal leave of absence. Failure to obtain an approved leave of absence will necessitate reinstatement to the degree program. (See policy on "Inactive Student Status").

**Library Policies**
*Book Circulation:* Students, faculty and staff must check out all books taken from the Library, both to preserve our collection and to be responsible to fellow learners. Books that are not checked out cannot be traced for emergency needs and, even with the best of intentions, books are often lost or kept for months. For the same reason, students must check out all books that they intend to keep at their study carrels.

*Reshelving Books:* Please do not reshelve books. A mis-shelved book is a lost book. The Library is also required to count the books that are used. Please return books used in the Library to one of the carts or leave them on one of the Library tables.

*Food and Drink:* Food and drink are not allowed in the Library. Spills and grease ruin books; crumbs may attract insects and rodents. Food and drink containers cannot be left on the Library’s exterior windowsills or surrounding areas as this attracts ants.
**Quiet Space:** The Library is a designated quiet study space. Even whispers carry in the building. Out of consideration for your fellow Library users, please take all conversations, including phone calls, out to the main hallway. Please also set your cell phone to vibrate or silent mode.

Complete Library policies and other information such as hours or loan periods are available through the website.

**Mandatory Withdrawal**
The faculty and Academic Dean reserve the right at any time, after careful evaluation, to administratively withdraw a student who is not making adequate progress, does not observe the rules of our common life, or shows obvious impediments in readiness for ministry.

**Field Education**
Time allocations and guidelines for the Field Education (PT645) experience:

- Students are expected to invest at least 10 hours per week in their ministry site (including prep time).
- One hour per week will be spent one-on-one with the on-site supervisor in reflection around the student’s learning goals.

**Online Course Registration by Residential Students**
Full-time, residential students are permitted to register for online courses on an occasional basis. Should an online course reach its maximum capacity, however, the Registrar and the Director of Online Learning reserve the right to drop residential students when space is needed for an online student.

The following are examples of legitimate reasons for considering the online classroom instead of the on-campus, residential classroom:

1. Unavoidable academic scheduling conflicts that would prevent a student from taking an on-campus course and/or which might create an increase in program length.
2. Life situations that demand increased flexibility in one’s personal schedule, such as a new baby, rotating/irregular work schedule, or prolonged illness.
3. Recognition of a learning style need that would be better met by an online learning environment.

**Prerequisite Waiver Request**
Prerequisite waivers are granted in the rare occasion that a student has no other course option. If the waiver is granted, students must understand that they are not entitled to any considerations due to their lack of prerequisites. If a student is requesting a prerequisite waiver for a required course, it does not exempt the student from completing that course in the future.

All students should contact their faculty advisor for alternative course suggestions prior to completing the Prerequisite Waiver Request Form. Approval to waive the prerequisite is dependent on the student’s academic work and/or experience, thus the student must thoroughly justify the request. The Prerequisite Waiver Request Form must be completed in its entirety in order for a prerequisite waiver request to be considered. The form will be reviewed by the department chair and the instructor of the requested course. If approved, the Registrar will enroll the student in the requested course. Requesting a prerequisite waiver is a process that takes time. There is no guarantee that a decision will be rendered prior to registration ending, especially if the request is made after the term involved has already begun.

**Privacy and Student Records**
In accordance with the Family Educational Rights and Privacy Act (FERPA) of 1974, students are hereby notified that they have the right to inspect and review any and all official records, files, and data pertaining to them, including all materials incorporated in their cumulative record folder, apart from any information for which a student has completed a form to waive their right for review. The process by which a student may review his or her education records is as follows:
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1. The student must submit a written request to the Registrar’s Office.
2. The student will then be given an appointment to review his or her file in the presence of the Registrar or designee during regular office hours.

Students have the opportunity for correction, amendment, or supplementation of any such records. Requests for amendment of material on file must be made in writing and will be reviewed by the Registrar. If further action is necessary, the Registrar will present the request to the Academic Dean.

The only information that will be given out publicly concerning the student will be directory information as defined in the Act, unless the student has specifically waived his/her rights within this Act. Directory information may include the student’s name, address, telephone listing, date and place of birth, major field of study, participation in any recognized club, organization, or activity, church relationship, spouse, academic classification, schedule, degrees, awards, and the most recent previous educational institution attended.

Should students desire that Trinity not disclose any or all of the foregoing information, they must notify the Registrar in writing within seven days of the beginning of the semester they enter Trinity, or within seven days of the beginning of any Fall Semester. Students with questions concerning their rights within this Act are urged to contact the Registrar’s office.

**Records Retention policy and schedule**

The purpose of this policy is to ensure that necessary academic records and documents are adequately protected and maintained and to ensure that records that are no longer needed or of no value are discarded at the appropriate time. Any record recommended for permanent (archival) retention should be microfilmed for security, even if the originals are retained. The microfilm should be stored and secured in an off-site location. The recommended five-year retention period noted below should begin with the date of graduation, or with the date, or term and year, of last attendance.
# Records Retention Schedule

<table>
<thead>
<tr>
<th>Data/Documents</th>
<th>Retention Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Assessment Records (such as grade rosters)</td>
<td>Permanent</td>
</tr>
<tr>
<td>Admission denial and waitlist notifications</td>
<td>5 years after graduation or non-attendance</td>
</tr>
<tr>
<td>Admission letters (notices of admission)</td>
<td>Permanent</td>
</tr>
<tr>
<td>Advanced standing and transfer credit evaluations</td>
<td>5 years after graduation or last day of attendance</td>
</tr>
<tr>
<td>Applications for Graduation</td>
<td>1 year after graduation or last day of attendance</td>
</tr>
<tr>
<td>Audit applications</td>
<td>1 year after application term</td>
</tr>
<tr>
<td>Character and fitness disclosures/evaluations</td>
<td>Permanent</td>
</tr>
<tr>
<td>Correspondence</td>
<td>5 years after graduation or last day of attendance</td>
</tr>
<tr>
<td>Disciplinary action documents</td>
<td>Permanent</td>
</tr>
<tr>
<td>Faculty grade rosters</td>
<td>Permanent</td>
</tr>
<tr>
<td>Financial aid documents</td>
<td>3 years after annual audit has been accepted by the Department of Education</td>
</tr>
<tr>
<td>Foreign/International Student Forms (I-20, etc.)</td>
<td>Permanent</td>
</tr>
<tr>
<td>Guest student applications</td>
<td>1 year after application term</td>
</tr>
<tr>
<td>Incomplete Contract Forms</td>
<td>5 years after graduation or last day of attendance</td>
</tr>
<tr>
<td>Independent Study &amp; Directed Study Contract Forms</td>
<td>5 years after graduation or last day of attendance</td>
</tr>
<tr>
<td>Letters of recommendation</td>
<td>3 years after application term</td>
</tr>
<tr>
<td>Medical records</td>
<td>1 year after graduation or last day of attendance</td>
</tr>
</tbody>
</table>
### Reinstatement
When a student has withdrawn from the School and desires to be reinstated, the student must petition the faculty in writing for permission to re-enroll and may be required to provide appropriate updated admissions materials. If a student is asked to withdraw for academic or other reasons, the student must reapply through the Admissions Office; the faculty must approve final acceptance. (Also see policies on "Mandatory Withdrawal" and "Inactive Student Status").

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Retention Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Military/VA documents</td>
<td>5 years after graduation or last day of attendance</td>
</tr>
<tr>
<td>Non-matriculated student applications</td>
<td>1 year after application term</td>
</tr>
<tr>
<td>Official transcripts</td>
<td>Permanent</td>
</tr>
<tr>
<td>Personal Data Information Forms</td>
<td>1 year after graduation or last day of attendance</td>
</tr>
<tr>
<td>Registration Forms (capstone, thesis, etc.)</td>
<td>1 year after graduation or last day of attendance</td>
</tr>
<tr>
<td>Resume</td>
<td>3 years after application term</td>
</tr>
<tr>
<td>Signed Statement of Faith</td>
<td>Permanent</td>
</tr>
<tr>
<td>Transcript Request Forms</td>
<td>6 months after request</td>
</tr>
<tr>
<td>Waiver/Change Forms</td>
<td>5 years after graduation or last day of attendance</td>
</tr>
<tr>
<td>Withdrawal authorizations</td>
<td>2 years after graduation or last day of attendance</td>
</tr>
<tr>
<td>Writing sample/Spiritual Autobiography</td>
<td>1 year after graduation or last day of attendance</td>
</tr>
</tbody>
</table>
**Academic Policies**

**Responsibility to Copy All Work**
Students are responsible to make copies of all of their work (pre-seminar and post-seminar) for their own records. Should some portion of a student’s work become lost while being mailed to or from Trinity or while in the possession of faculty, the student will be responsible to provide a replacement copy. If students want papers returned to them by mail, they should include a large, self-addressed, stamped envelope.

**Student Evaluations for MDiv Students**
In the junior year (1st year), the Academic Dean will send letters to bishops and other ecclesiastical authorities as needed. In the middler year (2nd year), a written evaluation is developed in a dialog between a student and his or her Leadership Formation Group Advisor and the rest of the faculty, if needed by the student. The evaluation is signed by the student, his or her faculty advisor, and the Academic Dean. The student must initiate the process for a middler evaluation with their faculty advisor at least two months in advance of the due date. In the senior year (3rd year), the Academic Dean will send letters to bishops and other ecclesiastical authorities upon request of the student. These evaluations apply to students preparing for ordination in any denomination. Students in other degree programs requiring evaluations must initiate the evaluation process with their Leadership Formation Group Advisor at least two months before its submission to an ordaining body is required.

**Transcripts**
Students access their grades through the online Student Information System. An official transcript can be sent to anyone the student designates by submitting a completed Transcript Request Form to the Registrar’s office. The Transcript Request Form may be found on the Trinity website. There is a $5 fee for each official transcript. There is no charge to current students for official transcripts.

**Transfer Credits**
*Masters level*
Students transferring from accredited seminaries or graduate schools may be awarded course credit for prior graduate work.
completed within the last 15 years with a grade of B or higher. The credit given is determined by the Academic Dean and the Registrar after consideration of an official transcript and course syllabi from the previous coursework. Disputes shall be handled by the Academic Dean, Registrar, and a faculty member of the Academic Dean’s choosing. Final determination rests with the Academic Dean.

Limits for potential transfer credits from an accredited institution

<table>
<thead>
<tr>
<th>Degree Program</th>
<th>Potential transfer credits from an incomplete degree</th>
<th>Potential transfer credits from a completed degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>DMin</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>STM</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>MDiv</td>
<td>60</td>
<td>45</td>
</tr>
<tr>
<td>MAR</td>
<td>33</td>
<td>26-30</td>
</tr>
<tr>
<td>DAS/DLS</td>
<td>9</td>
<td>9</td>
</tr>
<tr>
<td>DCM</td>
<td>6</td>
<td>6</td>
</tr>
</tbody>
</table>

Any matriculated, Masters level student who is currently enrolled full time (12 credits or more per semester) may make application through the Registrar to take a course at another accredited institution for transfer into their Trinity program. Permissions for such privileges will be based on:

1. the number of credits (if any) transferred into their Trinity degree program upon matriculation;
2. the limit of nine such transfer credits into an MDiv program and six into an MA program after matriculation;
3. the legitimate rationale for taking a course at another institution. (Dislike of a particular professor, desire to speed up a program, etc., are not acceptable as rationale.) The Registrar and Academic Dean must approve any course taken at another institution before the fact.
Academic Policies

Doctor of Ministry Program
If the student is seeking permission to take a course from another institution, the course description AND syllabus must be submitted to the Dean of the Doctor of Ministry program at least 6 months before the course begins. It is recommended that the student be in email or phone contact with the Dean to discuss any additional expectations or requirements to achieve credit. An official transcript should be sent to the Dean of the DMin Program as soon as it is available.

Shared Credit in Degree Programs
Up to 45 credits from a completed post-baccalaureate theological degree may be transferred to the Trinity MDiv degree program. Similarly, up to 26-30 credits from a completed post-baccalaureate theological degree may be transferred to the Trinity MAR degree program. Up to 60 credits from an uncompleted post-baccalaureate theological degree program may be transferred to the Trinity MDiv degree program. Similarly, up to 33 credits from an uncompleted post-baccalaureate theological degree program may be transferred to the Trinity MAR degree program.

Withdrawals

Institutional Withdrawal
Students wishing to withdraw from Trinity may do so by notifying the Director of Student Life of their intent to withdraw. The student may notify the Director of Student Life in one of the following ways: (1.) A face-to-face meeting, (2.) A letter or email, or (3.) A phone call. The Director of Student Life will then notify the Academic Dean and the Registrar. Students must also complete the Institutional Withdrawal Form signifying that they wish to withdraw from all of their courses. Students failing to attend classes for which a student is registered or failing to notify the Registrar, Academic Dean or faculty of non-attendance is not considered an official withdrawal.

Medical Withdrawal
A medical withdrawal is intended for use only in situations in which a student is medically or psychologically incapacitated such
that he/she cannot continue to be a productive member of the community. All medical withdrawals must be substantiated by a letter from a doctor, submitted to the Registrar, and subsequently approved by the Academic Dean. Return in a subsequent semester requires the approval of the Director of Student Life. Medical withdrawal will apply to cases in which students actually have to withdraw from all their courses during any given semester. It will not apply to circumstances where a student wishes to take an Incomplete with the intention of completing courses. It will only apply where a student withdraws from all courses for medical reasons.

Refunds are to be available for the current semester on a pro-rated (based on number of weeks) basis for tuition and fees given an effective date at the discretion of the Academic Dean and the Registrar. There will be no adjustment made to Title IV aid after the completion of 60% of the term (see Return of Title IV Funds). Withdrawal credits will be counted in the credits attempted but will not be counted as credits passed. Those credits attempted will count toward the student’s total number of credits covered in the tuition-based Trinity scholarship plan. The tuition costs incurred for repeating courses from which the student has medically withdrawn will not be covered by a Trinity scholarship.

**Writing Style and Standards**

All coursework at Trinity requires extensive writing. Trinity courses use *The SBL Handbook of Style: For Ancient Near Eastern, Biblical, and Early Christian Studies*, (Peabody, Mass.: Hendrickson, 1999) and *A Manual for Writers of Research Papers, Theses, and Dissertations*, (Chicago: University of Chicago Press, 2007) which are available in the Library and the Trinity Bookstore. Students should be prepared to write at the graduate level upon enrollment. Trinity offers help with writing skills through the Learning Skills Coordinator. The Library also offers instruction in information gathering and research skills.
ADMINISTRATIVE INFORMATION

Academic Services

The Library
The Trinity Library contains an extensive collection of materials emphasizing biblical studies and Anglican theology. The facility provides study carrels, each with its own network connection, and a computer lab with Internet and printer access. The Library participates in a nationwide inter-library loan system, and our students are welcome to use the libraries of several universities and theological schools in the Pittsburgh area.

The Library’s holdings include 80,000 books, over 350 current periodicals, several hundred visual and audio resources, and 5 electronic databases. Additionally, the Library keeps books and other course materials on reserve at the request of faculty. The Library also maintains archives on the history of Trinity and of the Episcopal renewal movement. The Library’s rare book room holds Anglican historical works and various editions of American and English prayer books. The Library’s Stanway Africa Room contains one of the largest collections of African language Bibles and prayer books in the nation.

G-Suite for Education
One way in which the Office of Online Education serves Trinity is through G-Suite for Education (GSfE), an online learning platform that facilitates community and provides access to a variety of resources. In addition to the online courses provided via Google Classroom, GSfE allows students to interact with their Communities and other groups through discussion boards and GMail, share documents and other files important to the community through Drive, and remain updated on the weekly events happening at Trinity via the Google Calendar and email announcements. GSfE also enables faculty to provide online access to syllabi, lecture outlines, reserve readings, and other supplemental course resources.
Administrative Information

The Bookstore
Located in the campus Commons Hall, Trinity’s Bookstore is a gathering place for students. The Bookstore is the first place students can look for required and recommended textbooks. In addition, the Bookstore has a cultivated collection of theological, missional, and tradition-specific resources as well as Trinity gifts and apparel. A student never needs to worry about having enough money up-front for textbooks, because students can set up an account and make regular payments on textbook purchases. Most titles have a 20-30% discount off of list prices, and the bookstore prices competitively with Amazon. Order online at http://bookstore.tsm.edu or over the phone at 724-385-8038.

Academic Support
The Learning Skills Coordinator assists students who need help writing research papers, including those who speak English as a second language. Students may also receive assistance with writing style requirements and basic (and advanced) writing skills. In addition, help is available for those who are re-entering higher education after a long absence and who need to relearn good study habits. This office also offers disabilities support.

Finances and Auxiliary Services
Tuition and Fees
Trinity seeks to make seminary education as affordable as possible. However, the realities of daily financial obligations do not cease when a student comes to Trinity. Many students choose to lengthen their program of study to allow time for employment. Other students have savings, outside support, or loans to fund their education. We urge every student to come to seminary with a financial plan and, if at all possible, adequate resources to finance at least the first year of school without relying on loans. All fees must be paid in US dollars.
Fee Schedule

Tuition Charges
Masters, Diploma and Certificate per Credit $515
Masters, Diploma and Certificate per Audit Hour $50
Doctor of Ministry per Credit $540

Fees
Application Fee (Masters and Diploma/DMin) $25/$50
Graduation Fee (Masters and Diploma/DMin) $25/$50
Health Insurance Fee per year
(full-time students, min. annual coverage) $550
Housing Fee (per night in Trinity coordinated housing) $30
Incomplete Fee $200
Independent Study Fee (plus regular tuition) $100
Intensives Campus Fee (per week) $42
Late Payment Fee $25
Masters Thesis Extension Fee $500
Program Extension (DMin only) $1620
Student Activities Fee (per credit, per semester) $25
Transcript Fee (official) $5
Transportation Fee (each way) $20

Definitions of Fees

Application Fee: A one-time fee that should accompany the student’s application to any program of study.

Graduation Fee: A one-time fee (per degree) due upon completion of a program of study.

Health Insurance Fee (Residential only): Trinity will make health insurance available, at a cost, for any student who does not have insurance of their own during their course of study.
Administrative Information

Incomplete Fee: Fee submitted with an Incomplete Contract. The Academic Dean may waive the fee in the case of verifiable emergency.

Independent Study Fee: In addition to regular tuition.

Late Payment Fee: Assessed at the discretion of the Billing Department.

Masters Thesis Extension Fee: Applicable each semester a thesis project is extended beyond 2 semesters.

Program Extension Fee (DMin only): Applicable each year a program is extended beyond 6 years.

Student Activities Fee (On Campus students): Charged per credit, per semester, the student activities fee provides support for student lunches, the coffee cart, wireless internet, and other community activities.

Transcript Fee: Applicable for each official transcript requested. A student copy transcript may be requested from the Registrar’s Office for no charge.

Student Billing Policies

Account Payments
Payment for all tuition and fees must be received by the Accounting Office on or before the first day of classes. Payment may be made online or via check or credit card.

Billing Statements
Billing statements are sent to students that have a balance on the first day of each month. If a billing statement has not been received, please contact the Student Billing Administrator in the Accounting Office. Failure to receive a statement does not exempt students from making the required payment or from the assessment of late payment fees.
Holds
Failure to make payments of tuition, fees, Bookstore balances, or Library fines in a timely manner may also cause a hold to be placed on the student account. This hold will prevent future registration and receipt of transcripts or diplomas and may also result in being barred from attending class.

Information Release Form
According to the Federal Privacy Act, as well as Trinity policy, the School will not knowingly release information about a student’s account to anyone who is not the student. Parents, spouses, or children of the student will not be given information without the written consent of the student. If a student wants any information to be given to another party, he or she must obtain a Request Form from the Accounting Office. The student should then mail or deliver the original form to the Accounting Office. A note will be placed on the student account allowing release of information to the person listed on the form.

Late Payment Penalties
Failure to make payments of tuition and fees in a timely manner may cause a student to be assessed late payment penalties. (Also see “Late Payment Fee” in the fee descriptions.)

Non-Payment of Student Accounts
It is important that students communicate with the Accounting Office about the status of their student account. The School will take appropriate steps, including withholding of services and refusal of registration, to collect debts owed to the School.

Payment Arrangements
If a financial hardship prevents a student from making payment in full, he or she may request a formal payment arrangement with the School. Our general policy, however, is not to have payment plans.

Refund of Credit Balances
Students may request a refund of all or part of any credit balance they may have on their account.
Administrative Information

Refund Schedule
Refunds of tuition for dropped courses operate on a refund schedule. The refund schedule for semester long on campus and online classes is as follows:

- Week One or before: 100%
- Week Two: 75%
- Week Three: 50%
- Week Four and later: no refund

The refund schedule for Intensives is published with the registration information and is listed on the Academic Calendar. Please note that drop dates for Intensive courses are well in advance of the beginning of an Intensive course.

Please see the Academic Calendar for specific dates. Fees or other charges connected with a course may be non-refundable.

Returned Payment Charge
In the event of a returned payment, students will be charged a $30 per occurrence. Failure to honor returned payments may result in additional late fees or legal action.

Student Health Insurance Payments
Students purchasing student health insurance will be billed quarterly. Payment may be made monthly or quarterly.

Tuition Waivers for Spouses of Students
Spouses of full-time residential students in a Masters program may have audit tuition waived for an unlimited number of courses. Spouses of full-time residential students can qualify to have up to 30 credit hours of tuition waived under the following circumstance:

1. The full-time student must be matriculated into a degree program of 52 credits or more.
2. The spouse must follow regular admission, academic policies and registration procedures and pay any corresponding fees.

Tuition waivers expire upon graduation of the full-time student.
Financial Aid Policies and Procedures

Introduction
Trinity School for Ministry maintains low tuition relative to other seminaries, and the Ambridge area has a relatively low cost of living, yet many students require financial aid.

Trinity encourages students to apply for scholarships and carefully consider any amount of student loans they acquire. Financial aid at Trinity is available for qualifying matriculated students. Each student will be given careful consideration. Trinity will determine financial assistance based on federal and institutional guidelines and will not discriminate.

The primary goal in awarding financial aid is to help meet the financial need of students to enable them to secure theological and ministerial education, to ensure equity and consistency in packaging aid, equal educational opportunity, and to be in compliance with federal and state regulations. Students should assume primary responsibility for paying educational costs.

Trinity's Masters-Level Academic Year
Trinity is a graduate school with programs offered by credit courses. The Academic Year for Title IV Federal Student Aid purposes is a nine month period from September through May including Fall Semester, Winter Intensives (Jan Term), and Spring Semester. The Academic Year for Trinity Scholarships is the twelve month period of July 1, 2017- June 30, 2018. Winter Intensives (Jan Term) are part of the Spring Semester. Summer Intensives (June Term) are a stand-alone term; it is included for consideration for the Trinity Scholarship Program, but not for the Federal Student Aid Program.

Financial Aid Sources
For Trinity students, the following are potential sources for financial aid:

- Trinity Scholarships (need-based)
- External scholarships from outside organizations
- Veteran’s Affairs Educational Assistance
- Federal Direct Student Loans
- Doctor of Ministry Financial Aid
Trinity Scholarships
Due to the generosity of our donors, Trinity is able to offer scholarships (up to full-tuition) for those who demonstrate need. In order to qualify, students must demonstrate need and apply each year by the deadline posted on Trinity’s website. Applicants must be full-time matriculated residential students working toward a Masters degree. Awards will be made to qualified students as determined by the Trinity Scholarship Committee. Applicants will receive an official award letter. A new Trinity Scholarship Application must be completed each year.

Checklist for a Complete Application for Need-Based Financial Assistance
Students must complete both the Trinity Scholarship Application and file a current FAFSA.

- Trinity Scholarship Application Form
- Free Application for Federal Student Aid (FAFSA) filed at www.fafsa.ed.gov.
  Federal School Code: G22993

Award Levels
Trinity uses the information provided from the applicant’s FAFSA as well as the Trinity Scholarship Application in determining the student’s level of need. Those applicants deemed to have a high need level may be awarded a full-tuition scholarship. Applicants with a medium need level may be awarded a 2/3-tuition scholarship. Those with a relatively low need level may be awarded a 1/3-tuition scholarship. An applicant deemed not to have demonstrated need may be awarded a single token scholarship of one course (3 credits) tuition scholarship. Trinity will award tuition-based scholarship funds for the exact number of credits required to complete the Masters degree program in which the student has matriculated. For example, the MDiv degree is 90 credits; therefore only up to 90 credits may be covered by a Trinity scholarship. If a student changes the program they were admitted into, the Trinity scholarship will then cover the number of credits required for that new program. For example, if a student was admitted into the MDiv program but changes to the MAR program the Trinity scholar-
ship will now cover only 52 credits as opposed to 90 credits. Tuition-based scholarships can only be applied to a student's account after the student has enrolled in his or her courses for the term. Audits will not be covered by the Trinity Scholarship.

Maintaining Eligibility
In order for the scholarship recipient to maintain eligibility to receive these funds, he or she must meet the following criteria:

- remain enrolled as a full-time student (at least 12 credits) for the award semester(s),
- remain in good academic standing as defined in the Academic Catalog,
- attend all Wednesday chapel services and Dean’s Hours
- attend all Leadership Formation Group meetings
- fulfill at least 14 hours of approved community service

Failure to adhere to the above may result in the revocation of the awarded funds and the student may be required to repay these funds.

Summer Scholarship Eligibility
Summer Intensive (June Term) is a stand-alone term which is the last term of the Academic Year. There is no full-time requirement during Summer Intensives (June Term) as such. Trinity Scholarship recipients (who were full-time in the Fall and Spring semesters) will be eligible to receive tuition-based scholarship assistance for summer classes based on their same level of need for the regular school year.

Consequences for Change of Course Status
If the student drops a course during the specified add/drop period (see "Refund Schedule" in the Academic Catalog), the tuition scholarship will be returned to the scholarship fund. The scholarship recipient will be charged the portion of the tuition that was not refundable, as would a student paying full tuition (See "Refund
Schedule” in the Academic Catalog). During the add/drop period, the dropped credits will not count against the total number of credits for the student’s program. After the add/drop period has ended, the student who drops a course forfeits the tuition covered by scholarship; and the credits for the dropped course will count toward the student’s total number of credits for which Trinity is providing scholarship funds.

Similarly, if a student takes an Incomplete for a class, but then fails to complete the class, those credits attempted will count toward the student’s total number of credits covered in the tuition-based scholarship plan. The tuition costs incurred for a repeat course or for a substitute course for any of the following reasons will not be covered by a Trinity Scholarship: a failed course, a dropped course after the add/drop period, or a course changed from credit to audit.

Scholarship at the End of the Student’s Academic Program
A full-time student (and Trinity Scholarship recipient) who will have completed all but 3 or 6 credits toward his or her degree program (no repeated coursework and the student must not have exhausted his or her scholarship credit limit) and plans to take 3 or 6 credits in their last semester to finish, will be eligible for tuition-based scholarship, based on his or her previously determined need-level (high, medium, or low).

Veteran Affairs Educational Assistance Programs
Students who are veterans may apply for VA benefits while they are enrolled in one of Trinity’s programs approved by our State Approving Agency. With regard to VA benefits, Trinity is currently authorized to certify enrollment for our DMin, MDiv, and MAR degrees, and for our diplomas, the DAS, DLS and DCM residential programs. Currently the VA also requires that the majority of the courses for any of our approved programs be taken residentially. Students who qualify to receive VA benefits must apply for this benefit with the VA and contact Trinity’s Director of Financial Aid in order for their school enrollment to be certified.
Federal Direct Student Loans (Title IV)

Trinity’s Eligible Degree Programs for Federal Direct Stafford Loans

- Doctor of Ministry (DMin)
- Master of Sacred Theology (STM)
- Master of Divinity (MDiv)
- Master of Arts (Religion) (MAR)

Students in any of the diploma or certificate programs are not eligible to receive Federal student loan funding.

Direct Unsubsidized Stafford Loan Program

The Federal Direct Stafford Loan Program is available to any student in a Degree Seeking Program enrolled with at least 6 credits (half-time) per semester. The student must be a U.S. citizen or an eligible non-citizen. The current annual fixed interest rate is 6.0%.

Trinity cautions students about excessive reliance on loans which must be repaid starting shortly after graduation at a time when other financial obligations and low starting salaries limit one’s resources. Loans should be considered after other sources of aid have been explored. Students are ultimately responsible for these decisions.

Graduate students may borrow up to a lifetime amount of $138,500 from the Federal Direct Stafford Loan Program (which includes proceeds from any undergraduate loan program). Trinity’s desire is for students to graduate with a minimal amount of indebtedness so that loan repayments do not unduly burden their future ministries.

The Budget Control Act of 2011 made significant changes to the federal student loan program. Congress voted to eliminate the federal student loan subsidies for graduate students. This means that graduate students are only be eligible for unsubsidized federal student loans. An unsubsidized student loan begins to accrue interest from the date of disbursement. Students should keep this in mind when making financial aid decisions for the 2016-2017 academic year and beyond.
Administrative Information

**Unsubsidized Direct Stafford Loan**
- Fixed interest rate of 6.0%.
- Maximum Base amount is $20,500.
- Origination fees deducted before the loan is disbursed into the student's account.
- Entrance interview required for all first time borrowers.
- Funds are sent directly to the school.
- Students are responsible for interest payments while in school.

**How to apply:**

2. Complete online Entrance Counseling. All first-time borrowers are required to complete entrance counseling at <www.studentloans.gov>.

3. Complete and sign a Direct Loan MPN (Master Promissory Note). Visit <www.studentloans.gov> to complete and sign the MPN. Note: Click on the unsubsidized link, not the Graduate PLUS loan link.

4. Submit the Trinity Direct Loan Request Form to the Director of Financial Aid. Please contact the Director of Financial Aid to obtain the Direct Loan Request Form.

**Award Letter**
The student will receive an Award Letter, via email, from the Director of Financial Aid that indicates his or her loan amount(s) and the anticipated disbursement dates. Loan funds are sent directly to the school.
Disbursements
Student loans are released in two disbursements. If the loan is requested and processed before the beginning of the semester, the typical disbursement date is one day after the add/drop date for the Fall and Spring semesters. The student billing administrator notifies the student by email when the student loan funds have been received by the school. Included is the reminder that the student has the right to cancel all or any portion of the loan.

Refund of Credit Balances
Loan funds are first applied against outstanding tuition, fees, and optionally to the student’s Trinity Bookstore balances. A student may request a refund of all or part of any credit balance he or she may have on account. Regarding Stafford Loan funds, the school must return or refund the funds to the student within 14 days of receiving it. The student has the option of receiving them in check form or keeping remaining funds on account. Before the school can perform any of the following activities, the student must complete the appropriate authorization forms in the Student Billing Office (Right to Cancel Notification, Stafford Loan Refund Worksheet, and Permission to Hold Stafford Loan Money).

Exit Interview
When a student completes his or her program studies, drops enrollment below 6 credits per semester, or fails to re-enroll; an exit interview email will be sent.

Graduate PLUS Loans
The Graduate PLUS Loan, which is part of the Direct Loan Program, is also available to Trinity students. However, due to Trinity's relatively low cost of attendance, students may not have the need for Graduate PLUS Loan funding. For information about applying for a Graduate PLUS Loan please contact the Director of Financial Aid.

Medical Withdrawal Policy
A medical withdrawal is intended for use only in situations in which a student is medically or psychologically incapacitated such that he/she cannot continue to be a productive member of the
Administrative Information

community. All medical withdrawals must be substantiated by a letter from a doctor, submitted to the Registrar, and subsequently approved by the Academic Dean. Return in a subsequent semester requires the approval of the Director of Student Life. Medical withdrawal will apply to cases in which students actually have to withdraw from all their courses during any given semester. It will not apply to circumstances where a student wishes to take an incomplete with the intention of completing courses. It will only apply where a student withdraws from all courses for medical reasons.

Refunds are to be available for the current semester on a pro-rated (based on number of weeks) basis for tuition and fees given an effective date at the discretion of the Academic Dean and the Registrar. There will be no adjustment made to Title IV aid after the completion of 60% of the term (see Return of Title IV funds). Withdrawal credits will be counted in the credits attempted but will not be counted as credits passed. Those credits attempted will count toward the student’s total number of credits covered in the tuition-based Trinity scholarship plan. The tuition costs incurred for repeating courses from which the student has medically withdrawn will not be covered by a Trinity scholarship.

Return of Title IV Funds

Trinity’s Refund Policy for Title IV Funds
Students who officially withdraw from Trinity during the semester may be eligible for a refund of a portion of the tuition and fees paid for that term. Title IV aid (Direct Stafford Loans and Graduate PLUS Loans) refunds are based on the official date of withdrawal. Students who do not follow the official withdrawal procedure but who stop attending ALL classes will be considered to have withdrawn at the 50% point of the term unless attendance is documented after that time.

Return of Title IV Funds Formula
A student’s withdrawal and tuition charges will be adjusted in accordance with the official federal “Return of Title IV Aid” formula. The federal formula is applicable to any student receiving federal
aid who withdraws from Trinity during the first 60% of a term. These students will have their federal aid adjusted based on the percent of the term completed. Basically, students will be entitled to retain the same percent of the federal aid received as the percent of the term completed. This percent is calculated by dividing the number of days in the term (excluding breaks of five days of longer) into the number of days completed prior to the withdrawal (excluding breaks of five days or longer). There will be no adjustment to federal financial aid after the completion of 60% of the term.

How Remaining Refunds are Distributed
If any refund remains after the required return of the Title IV aid, the refund will be used to repay Trinity and the student. This will be distributed as long as there was no unpaid balance due at the time of withdrawal. If there is an unpaid balance, then all aid sources will be repaid before any refund is paid to the student.

Repayment of Unearned Financial Aid Assistance
Students who receive a refund from financial aid before withdrawing from Trinity may owe a repayment of federal aid funds. Students will be notified by the Student Billing Office and will be given an opportunity to repay the funds to Trinity. Students who fail to return the unearned portion of federal financial aid funds given to them will have a “hold” placed on their student account.

Satisfactory Academic Progress (SAP) for Federal Student Aid (Title IV Funds)
Title IV Federal Student Aid includes Direct Stafford Loans and Federal Graduate PLUS Loans. Trinity’s financial aid policies and federal regulations require that a student demonstrate Satisfactory Academic Progress (SAP) both qualitatively and quantitatively in order to receive or to continue to receive financial aid. Trinity is required to check academic progress minimally at the end of each year to determine if a student is academically eligible to receive financial aid in the following year. Students who apply for financial aid will receive a letter from the Financial Aid Office at the end of the academic year advising them if they have not achieved satisfactory academic progress.
The Financial Aid Office will reconsider the student’s loan eligibility whenever his or her circumstances improve. If a student feels that he or she has earned the reinstatement after new grades are posted, then it is the student’s responsibility to contact the Financial Aid Office to request a reevaluation.

**Qualitative SAP:** Any student who does not maintain a C grade average is not considered to be making satisfactory academic progress for Title IV aid (Student Loan) eligibility. After one year, financial aid may be awarded again if the cumulative grade average has been raised to at least a C.

**Quantitative SAP:** A full-time masters-level student must successfully complete a minimum of 9 credits each semester in order to be eligible for Title IV aid (Student Loan). A part-time student must successfully complete all credits that were attempted during each semester in order to be eligible for Title IV aid (Student Loan). Those numbers will be prorated for terms that the student was not enrolled.

**Appeal Form for Title IV Federal Student Aid**
If a student has not maintained the academic standards for financial aid, he or she may file an appeal with the Director of Financial Aid for reinstatement of Title IV Federal Student Aid. The appeal will only be considered for special circumstances per federal regulation (e.g. death of a relative, serious injury or illness in which a student required an extended recovery period, or other similar special circumstances). The student may obtain an Academic Progress Appeal Form from the Financial Aid Office. The completed Appeal Form with supporting documentation is to be forwarded to the Financial Aid Office. Appeals will be evaluated by the Director of Financial Aid or the Academic Dean. After a decision has been made, the Director of Financial Aid will contact the student with the outcome.

**Cost of Attendance**
The Cost of Attendance (COA) must be used in determining a student's eligibility for all Title IV funds. The COA is used to calculate
student need for awarding financial aid. The need analysis equation is as follows:

\[
\text{Cost of Attendance (COA)} - \text{Expected Family Contribution (EFC)} = \text{Financial Need}
\]

Please see the Trinity website for current COA.

**Doctor of Ministry Financial Aid**

It is expected that Doctor of Ministry students will continue to work in their ministry settings even as they study and complete their research project culminating in their dissertations. Their parish or church must be supportive of their DMin work and ideally supportive financially as well. Limited financial assistance is available through Trinity in the form of scholarships and student loans. Students who qualify for Veterans’ Affairs Benefits and Vocational Rehabilitation Funds should contact the Director of Financial Aid. The following provides information concerning Financial Aid.

**Doctor of Ministry Scholarships**

Limited scholarship funds and student assistance funds may be available for Doctor of Ministry students with demonstrated need. These funds are for full-time Doctor of Ministry students in good standing. A student is considered full-time in the Doctor of Ministry program when he or she is taking a minimum of two classes per year (one class per term.) Janani Luwum Scholars are not eligible to apply. If you would like to apply for this limited assistance, please complete the Doctor of Ministry Scholarship Application. A new Scholarship Application must be completed each year.

**Student Loans**

The Federal Student Aid Program available to Doctor of Ministry students is the same as the Masters-level students: Direct Stafford Loans and the Graduate PLUS Loan. These programs are outlined under the Masters-level financial aid section. The differences for a
DMin student is in the Cost of Attendance (COA) figures, dates and length of terms, and number of credits per term to be considered a full-time student. Please see the Masters-level section for the loan descriptions, student eligibility requirements, "Steps for the Student to Take to Obtain a Student Loan", and other relevant policies.

**Doctor of Ministry Cost of Attendance (COA) Policy**
Minimal full-time attendance for the year is 6 credits, 3 each term. Tuition for audited courses cannot be included in calculating the student’s COA. A change of enrollment that reduces the student’s credit hours and thereby changing the student’s COA will necessitate a recalculation of the student's loan eligibility. Please see the Trinity website for current COA.

**DMin Academic Terms**
- Nov 16— Apr 30  DMin Winter Term
- May 1— Oct 15  DMin Summer Term

**Trinity Doctor of Ministry Alumni**
Graduates of Trinity’s Doctor of Ministry program can take further courses at 50% of the tuition.
Legal Disclaimer

The information in this Student Handbook is current as of August 18, 2017 and it is for the academic year 2017–2018. Any modifications after this date override the content of this document. Trinity School for Ministry reserves the right at all times, at its sole discretion, to review, modify, amend, or alter any provision of this handbook.
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Vision, Purpose, and Values

Trinity School for Ministry is an evangelical seminary in the Anglican tradition. In this fractured world, we desire to be a global center for Christian formation, producing outstanding leaders who can plant, renew, and grow churches that make disciples of Jesus Christ.

To this end we are forming Christian leaders for mission.

The values that undergird this vision are:

1. **Evangelical and Anglican identity:** We stand in the great Anglican Evangelical tradition that is rooted in the primacy of the scriptures and the doctrine of salvation by grace alone through faith alone, and which is foundationally expressed in the classic Book of Common Prayer.

2. **Welcoming evangelical, charismatic and catholic streams:** We welcome students and faculty who long for a church that is evangelical in faith, catholic in order, alive in the Holy Spirit and committed to mission. We have a vital commitment to students from the Episcopal Church and from other Anglican jurisdictions both in North America and abroad. We also welcome students from other Christian traditions.

3. **Serving the Church:** We are committed to serving the Church by preparing men and women to be leaders for its mission, its renewal, the planting and growth of congregations, and the proclamation of the never-changing truth in an ever-changing world.

4. **Excellent teaching and scholarship:** We hold high standards of excellence in teaching and scholarship, believing that these will further both personal maturity and practical effectiveness in mission.

5. **Deep formation in community:** We value the deep formation in Christian ministry that is possible in the residential degree programs of the school. In addition, we believe in being flexible and
innovative in providing theological education by extension with a
global reach through the internet and off-campus classes and con-
ferences.

6. **Being a school of discipleship**: We believe that the discipleship
of the whole person is essential preparation for ministry. We com-
mit to foster in all our seminarians – men, women, single, married,
married with children – spiritual and emotional maturity, integrity,
grace, and holiness of life.

7. **Lifelong learning**: We are committed to building a lifelong
community of learning among our graduates and other Christian
leaders aimed at constantly improving their knowledge and ability
as servants of Jesus Christ and His Church.

8. **Trusting God’s provision**: We believe that “money follows
ministry,” and therefore are accountable to our partners in minis-
try for careful stewardship of God’s money. We prayerfully rely
on God’s provision and the generosity of His people in providing
quality theological education at a reasonable cost for this and future
generations.

**Trinity's Statement of Faith**

We affirm our belief in historic Christianity as revealed in the
Scriptures and summarized in the three Creeds (the Apostles’, the
Nicene, and Athanasian) and the Thirty-Nine Articles. We recognize
the need today for reaffirming the following beliefs:

**Article I: The Holy Trinity**
The mystery of the Holy Trinity, namely, that the one God exists
everally in the three persons: Father, Son, and Holy Spirit; and has
so revealed Himself to us in the Gospel.

**Article II: The Lord Jesus Christ**
The full deity and full humanity of our Lord Jesus Christ, God In-
carnate, who by reason of His birth of the Virgin Mary, sinless life,
aton ing death, bodily resurrection, glorious ascension, and trium-
phant reign, is the only Mediator between God and man.
Article III: The Holy Scriptures
The trustworthiness of the canonical books of the Old and New Testaments as “God’s Word written,” which contain all things necessary for salvation, teach God’s will for His world, and have supreme authority for faith, life, and the continuous renewal and reform of the Church.

Article IV: Justification and Sanctification
The justification of the repenting and believing sinner as God’s gracious act of declaring him righteous on the ground of the reconciling death of Christ, who suffered in our place and rose again for us; and sanctification as the gracious continuing activity of the Holy Spirit in the justified believer, perfecting his repentance, nurturing the new life implanted within him, transforming him into Christ’s image, and enabling him to do good works in the world.

Article V: The Christian Church
The Church as the Body of Christ, whose members belong to the new humanity, are called to live in the world in the power of the Spirit, worshipping God, confessing His truth, proclaiming Christ, supporting one another in love, and giving themselves in sacrificial service to those in need.

Article VI: Spiritual Gifts and Ministry
The calling of all Christians to exercise their God-given gifts in ministry, and to work, witness, and suffer for Christ; together with the particular call of ordained ministers, who, by preaching, teaching, and pastoral care, are to equip God’s people for His service, and to present them mature in Christ.

Article VII: The Gospel Sacraments
The sacraments of Baptism and Holy Communion as “visible words” which proclaim the gospel, and are means of grace by which faith is quickened and strengthened; in particular, the significance of the Lord’s Supper as a communion in the Body and Blood of Christ, who offers Himself to us in the action of this sacrament, so that by faith we may feed on Him in our hearts and offer ourselves to Him in gratitude for our salvation through His cross; also, the openness
of the Lord’s Table as the place where all baptized believers, being one in Christ, are free to celebrate their common salvation in the Lord, and to express their common devotion to His person and His service.

**Article VIII: The Return of Christ**
The personal return in glory of our Lord Jesus Christ at the end of this age for the resurrection of the dead, some to life, some to condemnation, for the glorification of His Church, and for the renewal of the whole creation.

**The Covenant**
We the students, faculty, and staff do covenant to serve the Lord and each other, according to our several callings, in the following ways:

1. **Worship.** We commit ourselves to the discipline of private and public worship. We will spend a daily time in prayer and Biblical meditation. The students and faculty shall attend the weekly community Eucharist (unless excused), Morning Prayer before morning classes, Evening Prayer after afternoon classes, and as often as possible at other times when present on campus. Staff are also welcome to participate. Students and faculty will also participate in appointed Quiet Days.

2. **Family and Community Life.** Those of us who are married commit ourselves to spend a responsible amount of time with our spouses and children. Those who are single will establish and maintain a local network of friends for prayer, fellowship, and support. We pledge ourselves to sexual fidelity in marriage, defined as one man and one woman, and chastity in the single state.

As members of Christ’s Body, we will involve ourselves in the community life of the School, so that we may rejoice, laugh, and weep together. We will attend Leadership Formation Groups or Fellowship Groups as a significant part of this mutual submission to one another.
We will seek to love one another as Christ loves us. We will refuse to gossip but instead speak words of encouragement. We will confront one another openly and seek reconciliation when offense has been given.

3. **Study.** We are gathered as a community of learning. Students will attend assigned classes, Dean’s Hour lectures, Mission Days, and all other requirements of the Academic Catalog. We will take seriously our worship of the Lord with our minds in all our studies.

4. **Service to the World.** While specially gathered for study, we are also gathered for mission and service to those outside the School. We commit ourselves to devote regular time, talent, and treasure to personal evangelism, neighborly visitation, and public service. We thank God for our common calling in covenant with Him and with each other. We ask help from our closest associates - family members, co-workers and friends - to be faithful to our commitments, and we trust that the Holy Spirit will guard and guide us in this task.

**A Learning Community**

Trinity is an academic institution, but one that defines itself as a “school for ministry.” We believe that scholarship is a ministry and one crucial to the proclamation of the gospel in our day. This view of scholarship pushes our definition of learning beyond mere personal study and into an understanding of the communal nature of theological education and formation.

The Trinity learning community is composed of students and faculty, but also staff, speakers, guests, alumni, trustees, and many others. Trinity encompasses residential, online, intensive, distance learning, Doctor of Ministry, travel study, mission study, lay education and continuing education communities. In all of their studies, students will experience the shared goal of education and formation.

With Jesus as our primary example, Trinity seeks to create a grace-filled, Holy Spirit-dependent, biblical learning community. We
strive to be contextually and culturally relevant, while holding to the authority of Scripture. To work out this goal, Trinity integrates content and action, is intentionally relational through mentoring and modeling, and challenges stagnant beliefs while encouraging reflection and integration of new material.

Our commitment to these endeavors is for the purpose of seeing transformed lives and personal growth in thought, word, and deed, creating mature, empowered disciples of Christ who exercise their call and gifts in establishing and nurturing communities to further the Kingdom of God.

Who are Trinity’s students?

Matriculated Students: Full-time and Part-time
A matriculated student is one who has completed the entire admissions process and has been accepted into a degree, diploma, or certificate program. Students are considered full-time if they take 9 credits or more per semester. Students taking less than 9 credits a semester are considered part-time.

Matriculated students are designated Junior (1st yr.), Middler (2nd yr.) and Senior (3rd yr.) according to these criteria:

<table>
<thead>
<tr>
<th></th>
<th>MDiv</th>
<th>MAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Junior (1st yr.)</td>
<td>0-30 credits</td>
<td>0-30 credits</td>
</tr>
<tr>
<td>Middler (2nd yr.)</td>
<td>31-60 credits</td>
<td>n/a</td>
</tr>
<tr>
<td>Senior (3rd yr.)</td>
<td>61-90 credits</td>
<td>31-60 credits</td>
</tr>
</tbody>
</table>

Non-Matriculated Students
Anyone with a bachelor’s degree may register for one course (three credits) without applying to Trinity, if he or she submits a college transcript, has met the prerequisites as stated in the catalog, has signed the Statement of Faith, and there is space in the class. Those wishing to take further classes must submit a full application.
Transfer Students
Transfer students are students who have begun a course of study at another institution and wish to continue their studies at Trinity. Students transferring from accredited seminaries or graduate schools may be given course credit for prior graduate work completed within the last 10 years with a grade of B or higher. The credit given is determined by the Academic Dean and the Registrar after consideration of an official transcript, the catalog, and course syllabi from the previous coursework.

Auditors
Anyone (with or without a bachelor’s degree) may register to audit up to two courses each semester without applying to the school, if he or she submits a college transcript, has met the prerequisites given in the catalog, has signed the Statement of Faith, and there is space in the class. Audited courses do not receive grades, and no audited courses may be applied to any Trinity program apart from students in certificate programs. DMin and STM courses may not be audited.

Students Without a Baccalaureate Degree
In compliance with ATS Standards, when Trinity admits students (over the age of 30) to graduate courses that lack the baccalaureate degree or its equivalent, Trinity must limit the number of such students in any course or class to 15% or fewer of that course’s enrollees for the MDiv and MAR programs. Within this limitation, all students in a class are included, whether registered for credit or as auditors.

The Doctor of Ministry Community
The Doctor of Ministry program is a collegial process of theological reflection, biblical and practical learning, and clear writing, which has as its purpose to form an individual who is more effectively equipped to serve the Christian church as a transformational leader and who has contributed a project that addresses a ministry problem in a helpful manner. Each student picks one or more of the following areas as a focus for his or her work: Biblical Theology, Pastoral Experience, Collegial Networking, Entrepreneurial Spirit,
Passion for Evangelism, Lifelong Learning, Historic Evangelical Anglicanism, Liturgical Worship. This doctoral program is flexible enough to meet a variety of students’ needs and to plot a course that will help them become more confident leaders, competent communicators, and more integrated disciples of Jesus Christ.

Doctor of Ministry Program students are in residence during the Intensives, in which the curriculum offerings and daily corporate worship provide an intensive immersion in Trinity’s broader learning community. Away from campus, DMin students continue their fellowship through the DMin listserv and contact lists. Additionally, students are expected to recruit a support/accountability group from their current place of ministry to ensure that academic work is grounded in practical ministry.

The Residential Community

Academic Enrichment
Trinity is committed to providing excellent learning resources in and out of the classroom. Guest speakers, discussions, and events of various types expand the learning experience beyond the classroom.

Dean’s Hour
Dean’s Hour on Wednesday morning is a time to hear from guest speakers, our own Dean/President or members of the faculty. Attendance is required for all residential students.

Mission Committee
Each class has an elected representative who sits on the Mission Committee which has oversight responsibility for the Great Commission Fellowship. The Great Commission Fellowship is a student-run organization that provides opportunities for increasing mission awareness within the Trinity community. During monthly meetings, missionary visitors and Trinity students have the opportunity to share about mission work they have been doing. The Mission Committee also plans and prepares for the annual Mission Day.
Mission Day
The Mission Committee, in conjunction with the Stanway Institute, sponsors a Mission Day dedicated to issues and concerns in contemporary mission work.

New Wineskins Conference
All students and faculty must participate in the New Wineskins Conference for Global Mission (in conjunction with the New Wineskins Missionary Network) every three years. This conference provides students with global exposure to contemporary mission issues and challenges. This event has been pivotal for many students in shaping a vision for mission-based congregational development. The Stanway Institute for World Mission and Evangelism partners with New Wineskins Missionary Network in sending students and faculty to participate in the New Wineskins Conference. In particular, the Stanway Institute provides substantial scholarship funding to enable students to attend the conference. The 2019 New Wineskins Conference will be held September 26, 2019 - September 29, 2019.

Quiet Day
Once a semester, Quiet Day provides a time for students and faculty to engage in reflection and prayer. Short teachings and meditations are offered by our faculty or invited speakers.

Reading Week
Once a semester, students are given time for in-depth research and study, uninterrupted by the regular classroom schedule.

Worship
Worship is so essential to formation for ministry that Trinity includes participation in daily chapel services and Quiet Days as part of the Student Covenant. Student and faculty-led initiatives, like contemplative prayer, and the Trinity Healing Fellowship, provide additional opportunities for prayer and worship. There are a number of worship and service opportunities in the greater Pittsburgh area.
Trinity’s chapel is under the authority of the Dean/President, as the Ordinary, and under the oversight of the Head of Chapel. The Head of Chapel maintains the Chapel Policy and Customary.

**Fellowship and Communication**
We recognize that spiritual formation comes not only through study and personal disciplines, but through participation in a community. We believe that our community must be one of love, concern, and self-giving, if those churches to which we send our graduates are to be communities of renewal and reconciliation. Accordingly, training for ministry at Trinity involves being formed as a member of a Christian community, taking responsibility for the community, being a servant to everyone God has placed within one’s care, and learning to be open, vulnerable, and accountable to one’s brothers and sisters.

**Advisors and Leadership Formation Groups**
Each residential matriculated student is assigned to a Faculty Advisor and a Leadership Formation Group. Leadership Formation Groups meet on campus weekly, throughout the semester, to talk and pray with one another. All distance students are placed in a Leadership Formation Group, facilitated by the Director of Online Education. This group communicates by phone calls, email, and through the Communities made available through the Learning Management System (LMS). The group connects to grow together, pray for each other, discuss their progress through the program, and receive academic advising. Additionally, Trinity has student fellowship groups, often connected to shared interests or demographics, which meet at regular intervals during the academic year.

All full-time students will make attendance at their advisee group a priority. Students will normally stay with their assigned group for the duration at Trinity. If a student requests to be reassigned to another group, he or she must first consult with his or her Advisor and then request a transfer from the Director of Student Life. Students are expected to keep careful track of their own academic progress with consultation from their Faculty Advisor. Students should take advantage of the degree worksheets that are posted on the Trinity website for their particular course of study.
Distance Student Identification and Privacy Protection
Trinity utilizes Google services for its online Learning Management System and email platform. For each distance student, a unique user login is created by utilizing the email address provided by the student on the Application for Admission. A tsm.edu email account is created, and the credentials are sent only to the supplied email address. Once students are signed in with their assigned tsm.edu account, Google stores and protects the following:

- Emails sent and received
- Name and password
- Gender
- Contacts
- Calendar events
- Uploaded photos and videos
- Docs, Sheets, and Slides on Drive

Encryption brings a higher level of security and privacy to Google services. When students send an email, visit a website, or store photos, the data created moves between the device, Google services, and their data centers. Google protect this data with multiple layers of security, including leading encryption technology like HTTPS and Transport Layer Security.

Google operates one of the world’s most secure and reliable cloud infrastructures. Tsm.edu email accounts, supported by Google, utilize encrypted connections. Google also warns students about possible security risks, such as when an email is received that was not sent over an encrypted connection. They continuously monitor their services and underlying infrastructure to protect students from threats, including spam, malware,viruses, and other forms of malicious code.

Students are ultimately responsible for maintaining their tsm.edu account. The ‘My Account’ function gives them quick access to tools that can help them to manage and protect their personal information, security and privacy. Google’s privacy policy and procedures can be viewed at privacy.google.com.
Interpersonal Grievances
The School recognizes that, as in any community of sinners, misunderstandings of a non-academic nature may arise from time to time here among students, faculty, and staff. The biblical pattern for resolving conflict is clearly prescribed in Matthew 18:15. A student who senses that an injustice or offense has been committed by a faculty or staff member or another student should seek out the presumed offender first, and openly seek reconciliation. Should an initial conversation fail to resolve the difficulty, the student should write a formal letter of complaint to the Director of Student Life within 60 days. The Director of Student Life may hear the matter and seek reconciliation among the parties, or may elect to bring the matter to the faculty. A written response will be sent to the student. Final authority for resolving the issue rests with the Dean/President and the Board of Trustees.

Robert E. Webber Center
The Robert E. Webber Center for an Ancient Evangelical Future was founded by David Neff and Joanne Webber, widow of Robert Webber. The Center’s purpose is to carry on Dr. Webber’s vision for an evangelical future that is rooted in the consensus of the ancient Church. This vision was outlined in a collaborative document titled "A Call to an Ancient Evangelical Future", which was issued in 2006 and signed by more than 500 evangelical leaders. The goals of the Robert E. Webber Center, as put forth by the Director, The Rev. Dr. Joel Scandrett are: 1) to further Trinity’s vision of being a global center for Christian formation; 2) to develop catechetical materials that inspire and equip Anglican and other evangelical church leaders, as they teach their people to interpret the world according to the biblical story; and 3) to become a premier destination for those seeking an evangelicalism that is rooted in Scripture and formed by ancient Tradition.

Student Cabinet
Trinity’s Student Cabinet consists of three Class Representatives and six other Cabinet members nominated by their respective classes. Working with the Director of Student Life, the Cabinet seeks to enhance student fellowship and address community concerns. The
Student Cabinet holds monthly meetings during the Fall and Spring Semesters. Additionally, Cabinet members conduct two all-class meetings each semester to hear student concerns.

*Technology Tools*

Good communication is a cornerstone of Trinity’s fellowship. On a basic level, we share important information through a variety of email groups and our online learning management system.

*Facilities*

Three main buildings — the Library/Academic Building, Commons Hall and Administration Building — surround a small quadrangle and are complemented by a modest chapel and several ancillary buildings. Trinity is a smoke-free campus.

The Library/Academic Building houses Trinity’s extensive library collection and the majority of our classrooms, ranging from a 60-seat raised deck auditorium style classroom to flexible 30-seat classrooms that can be rearranged to meet the needs of the faculty and students. In addition, there are six small group rooms that can be used for study, gatherings, and breakout sessions. All of these rooms provide wireless network connections to permit student use of personal laptop computers.

Our multi-purpose Commons Hall houses the Bookstore, a dining area with a kitchen, and an area for coffee breaks and group meetings. The Commons Hall also provides space for conferences, community suppers, student lunches, concerts, and other expressions of our common life.

Trinity owns several buildings in Ambridge, including a few apartments and houses for student housing and an annex that is rented out to locally based ministry organizations.
Information Technology Policies

Information Technology Acceptable Use Policy

Application

Computer and information technology facilities operated by Trinity School for Ministry are available for use by students, faculty, and staff generally without charge. Students, faculty, and staff are encouraged to use Trinity’s computer facilities for research and instruction. School information technology facilities are comprised of numerous components, including such facilities as computer hardware, multimedia hardware, video equipment, software, documentation, communications support, online account administration, support services, Internet access, and instructional materials. The Information Technology Acceptable Use Policy applies to situations where any person or persons utilize the School information technology facilities alone or in combination with other information technology facilities.

Penalties for Violations

Violation of this policy may result in revocation of utilization privileges, administrative discipline, or immediate termination of the violator’s relationship with the School and could lead to criminal and civil prosecution. Trinity is authorized by anyone utilizing its information technology facilities to cooperate with government and civil authorities in the prosecution of any criminal and civil matter against any person who violates this policy, including disclosure of any records, information, data, images, communications, recordings, or other evidence in the custody of, or accessible, by Trinity.

The school is concerned that its future graduates establish and maintain the highest moral standards with regard to the above matters and the issue of pornography. Since such ill practices are particularly damaging in that they degrade fellow members of the body of Christ and the human race in general, any proven cases of computer access to pornography will be addressed by the Director of Student Life. By utilizing any Trinity School for Ministry Information Technology resources, the user agrees to the terms of this Information Technology Acceptable Use Policy. Users acknowledge they have read and understand this Information Technology
Acceptable Use Policy and they shall be personally responsible for their acts or omissions in connection with utilization in derogation of this policy.

**Definition of Obscene**

"Obscene" is understood and defined by Trinity School for Ministry as anything that is offensive or outrageous to accepted standards of decency or modesty. The standard includes, but is not limited to, anything that would be perceived as “wrong” or “evil” by the Trinity Christian Community. Obscene includes anything that incites lustful feelings, is lewd, and/or any display or description of sexual activity in a manner appealing only to “prurient interest,” with no legitimate artistic, literary, or scientific purpose. Anything that is obscene can be described as being obscene by any one or more of the following terms: indecent, dirty, offensive, gross, foul, course, filthy, vile, improper, immoral, pornographic, suggestive, blue, loose, shameless, lewd, depraved, x-rated, bawdy, salacious, prurient, impure, lascivious, smutty, ribald, unwholesome, scabrous, immodest, licentious, indelicate, or unchaste.

**Definition of Pornography**

"Pornography" is understood by Trinity to be sexually explicit material. Pornography that is made, displayed, generated, distributed, forwarded, or stored using Trinity equipment such as the Internet, software packages, email storage devices, or computer hardware is prohibited. The pornographic material may be in the form of cartoons, photographs or images, video files, or written text and may depict for example sexual language, pedophilia, sexual torture, and incest.

**Determination**

If there is a question as to whether or not anything is either “obscene” or “pornographic,” such determination will be made by Trinity’s Dean/President who may consult with the Dean’s Cabinet and/or the Chairman of the Board of Trustees in his/her determination.
**Prohibition**

Anything that is “obscene” or “pornographic” will not be made, displayed, generated, stored, distributed, forwarded, transmitted, transported, or transferred in any fashion using any Trinity School for Ministry property that is owned, leased, contracted, or controlled by Trinity School for Ministry. This prohibition includes, but is not limited to, the Internet, computer software, email, electronic storage devices, computer hardware, telephones, facsimile (fax) machines, copiers, printers, audio equipment, video equipment, photographic equipment, radio or television transmitters, physical storage facilities, paper document files, offices, buildings, motor vehicles, or public acts or statements.

**Authorized Uses**

Authorized uses of the School Information Technology facilities include:

1. Research conducted in support of educational or research programs authorized by the School.
2. Utilization by specifically authorized persons for the administration of the School and its programs.
3. Communications necessary to conduct the purposes of the School and its programs.
4. Communications between faculty, staff, students and others outside the School containing messages or information, the content of which is not in conflict with this policy.

**Unauthorized Uses**

Unauthorized uses of the School Information Technology facilities include:

1. Any utilization infringing on the rights and/or liberties of another.
2. Illegal or criminal use of any kind.
3. Utilization involving communications, materials, information, data or images prohibited by legal authority as obscene, pornographic, threatening, abusive, harassing, discriminatory, or in violation of any other School policies.
4. Tampering with any lab or classroom equipment, including disconnecting or connecting personal computers, could lead to loss of privileges and/or fees for damage.
5. Users may not connect wireless routers to the network.
6. Accessing, viewing, printing, storing, transmitting, disseminating or selling any information protected by law or subject to privilege or an expectation of privacy.
7. Utilization that causes or permits materials protected by copyright, trademark, service mark, trade name, trade secret, confidential or proprietary data and information statutes, or communications of another, to be uploaded to a computer or information system, published, broadcasted, or in any way disseminated without authorization of the owner.
8. Any attempts to access any resources, feature, contents or controls of the Information Technology facilities that are restricted, confidential, privileged, or that you are otherwise not authorized to use.
9. Utilization of resources causing damage to or altering the operation, functions, or design of the Information Technology facilities or content of any other computer system or network granting access to persons not authorized by the School to any School Information Technology facility, either by intentional action such as disclosure of account information or unintentional action such as failure to log off.
10. Commercial, profit-motivated, or partisan political use not related to School programs.

Trinity’s Email Use and IT Department Policies

Application
Trinity’s email system, operated by Google Apps, is a critical component of the communications infrastructure. A Trinity-assigned email account shall be the School’s official means of email communication with any person having a Trinity email account. Students, faculty, and staff are responsible for all information sent via their Trinity-assigned email account.
Inappropriate Use

The email system is a valuable resource. The system is intended for faculty and staff to carry out their duties. The email system is primarily used to conduct School related business and research and to support classroom/instructional activities. The system may be used by students to keep in touch with others and communicate while away from home. Specific instances of prohibited use include:

1. Advertising items for sale or events not associated with the School.
2. Matters unrelated to academic or business activities or for personal gain.
3. Sharing illegal or copyrighted music, video, or computer applications.
4. Sending harassing or threatening communications.
5. Sending unwanted email (spam) to others.
6. Sending unauthorized “bulk” email to TSM or external accounts.
7. Sending any material that is obscene or defamatory.
8. Representing personal opinions as those of the School.
9. Sending confidential or proprietary information to unauthorized parties.

Acknowledgement and Consent to Monitoring

Individuals accessing Trinity technology resources are acknowledging they have read the Acceptable Use Policy as well as other applicable policies. Individuals also acknowledge that the systems being used, as well as the information contained on them and exchanged between them, are the property of Trinity School for Ministry. The School does not routinely monitor email and other electronic communications, but it does have the ability and right to do so without prior notice should the need arise.

Email Maintenance and Limits

Email accounts must be maintained by the account user. Basic maintenance duties may be characterized by but not limited to: removing messages deemed to be “trash,” actively checking the content of new messages, and securing the account password. Email accounts should be kept under 25 GB.
Email Accounts
Trinity email addresses are provided to every student while they are taking classes. Students graduating with a degree, diploma or certificate may maintain their tsm.edu account indefinitely so long as they continue to abide by the Computer Use Policy. Casual, visiting, and auditing student accounts will be activated before classes begin and will be inactivated when the class is completed.

Retrieval of Deleted Email
By default, all messages deleted from an account cannot be retrieved.

Threatening or Harassing Email
Sending threatening or harassing email is strictly prohibited. Cases involving threatening or harassing email communications will be referred immediately to the appropriate authorities and/or school department for action.

Violations of Computer Use Privileges
Participation in the following constitutes a violation of computer use privileges. Students who engage in any of the following may forfeit his/her computer access.

1. Any use of pornography is unacceptable.
2. Children or other unauthorized users are not allowed in the computer rooms or to use school computers or accounts.
3. Illegal installation or downloading of software is not allowed.
4. No food or drink is allowed in the computer labs.
5. Logging into the system for another user could cause you to lose your account.
6. You are responsible for your account. If you leave your account logged in and another person violates policy with your account, you are responsible.
7. Classroom computers are for faculty/teaching use only. Students are not to use these systems without permission from the faculty member of the class.
Waiver of Privacy Expectations
Due to inherent lack of security in some of the Information Technology facilities, and due to the right and need for the School to monitor compliance with this policy, utilization of the School Information Technology facilities that require privacy of any kind for any purpose are not supported and are prohibited. Any persons utilizing any School Information Technology facility understands and agrees they are specifically waiving any expectation or right to privacy in their communications, data, programs or other personal information, stored, displayed, accessed, communicated, published, or transmitted on the facilities.

Trinity’s IT department does not perform diagnostics or repairs on personal computing equipment such as computers, laptops, printers, or other electronic equipment beyond what is necessary to allow personal devices to work on our wireless network and utilize the library printer.

Housing
A few Trinity-owned apartments are available for full-time students. Students may apply for open apartments after acceptance into a program. Ample housing is also available in Ambridge and the surrounding area, for rent or sale at a variety of price levels. More information is available from the Director of Facilities and the Director of Student Life.

Security Policies and Procedures
Relationship with Police
The Director of Facilities has established and is responsible for maintaining a working relationship with the Borough of Ambridge Police Department and the area office of the Pennsylvania State Police.
Policy on Reporting Criminal Incidents to State and Local Police
Students, Staff or Faculty who are victims of, or witness to criminal acts committed on the Trinity campus are expected to report them immediately to local police in order to ensure that officers with enforcement authority are available to make arrests and/or take action which requires or is facilitated by such authority.

Policy on Access to Trinity Facilities by Students, Employees, Guests and Other Individuals
Trinity students have authorized access to the Library/Academic Building, Administration Building, Chapel, Commons Hall, and other parts of the Trinity campus as is appropriate to the educational and spiritual programs for which they are admitted and during the normal hours of operation of such facilities. Usage at other times is subject to the specific approval of one of the Deans or a faculty member, in cooperation with the Director of Facilities. Trinity employees have authorized access to facilities as is necessary for them to fulfill their respective assigned duties. Visitors to Trinity who are not sponsored by a Trinity student or employee shall be directed by whatever student or employee first notices them to report to the receptionist to determine the purpose of their visit and respond to it as appropriate. Visitors sponsored by a Trinity student or employee shall be identified by their sponsor(s) to the Trinity community by introduction at the announcement time immediately following morning chapel service, to the Trinity receptionist, or to one or more Trinity employees, as the circumstances of each visit warrants.

Procedures for Students and Others to Report Criminal Actions or Other Emergencies Occurring on Campus, and Trinity’s Response
Call 911 from school phones to report criminal actions on campus. You will be connected to the Beaver County 911 Dispatch Center. Ask for the Ambridge Police. When prompted, state your location and describe the emergency. In other than emergency situations, the Ambridge Police can be contacted at 724-266-3270 and the Pennsylvania State Police at 724-774-7400. Following such report-
Student Handbook

ing, Trinity students and employees shall report the circumstances of criminal actions, and make first time reports of emergencies, occurring on the Trinity campus to the Director of Facilities, one of the Deans, or staff or faculty member.

Policy Regarding Students or Employees with Criminal Records

No prospective student or employee with a criminal record will be admitted or hired if Trinity judges such a person to be a threat to the public in general and to the students and employees of Trinity in particular. All employees are required to submit to a criminal background check. Any cases of current Trinity students or employees who are charged with or convicted of a criminal offense will be dealt with on a case-by-case basis to determine appropriate action if they are judged to be a threat to others.

Security Considerations Used in Maintaining Campus Facilities

Trinity buildings are to be locked at the close of business hours applicable to them or portions of them which keep different hours and are to remain locked until the beginning of the next day of authorized hours. The Library building is open different hours-- please check the schedule. Landscaping and outdoor lighting at Trinity’s campus shall be maintained so as to enhance safety and to minimize opportunity for concealment. Light-sensor-controlled outdoor lighting is used to illuminate Trinity’s parking lot.

Communications Media Used to Inform the Trinity Community of Security Matters

Security information of pertinent concern will be posted as an email to Campus News and on the Trinity phone, 724-266-3838, voice message or by other means as may be appropriate to the circumstances.

Drug and Alcohol Policy

In accordance with the Drug-Free Schools and Communities Act of 1989, and to provide a safe, healthy, and productive academic and work environment for our students, employees, and others, to
protect Trinity property, and to insure efficient operations, Trinity has adopted a policy of maintaining an environment free from the abuse of drugs and alcohol.

No person shall possess, use, or distribute alcohol on the Trinity Campus. No person shall possess, use, or distribute illegal drugs on Trinity property under any circumstances.

Persons determined to be in violation of the above policies will be subject to disciplinary action up to and including termination or expulsion and/or referral to authorities for prosecution under applicable laws.

In accordance with the Federal Drug Free Workplace Act, notification must be given to Trinity of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. Failure to timely notify Trinity of a conviction for a criminal drug statute violation occurring on campus will be subject to disciplinary action up to and including dismissal.

Trinity has voluntary counseling available for students and a Twelve Step group, which, when required by law for any employee or student, or as determined by the Dean’s Cabinet, will be mandatory.

**Policy Regarding Possession and Use of Weapons by Personnel and Other Persons on Campus**

*No firearms are permitted to be on campus.*

The unauthorized possession of a weapon in or on any premises or property owned or controlled by Trinity is prohibited. A weapon is an item which is primarily designed or intended to be used for the purpose of hurting, harming, threatening or otherwise endangering the personal safety of another. Any person who has a weapon in his/her custody or control is subject to immediate discipline, up to and including dismissal or termination. Any member of the Trinity community who is found guilty (including a plea of no contest) or who has a sentence, fine or other criminal penalty imposed by a court for any offence involving a weapon that occurred in or on
Trinity property must report such action to the Director of Facilities within 24-hours. Regardless of penalties imposed under criminal statutes, community members violating this policy will be subjected to appropriate disciplinary action, up to and including dismissal or termination.

Willful infraction of the prohibitions and requirements herein which apply to students and employees shall be cause for disciplinary action against the offenders as determined by the Dean/President of Trinity.

**Statement of Sexual Assault Prevention Programs**
While Trinity does not currently have its own sexual harassment prevention program, it has used both the Episcopal Diocese of Pittsburgh (TEC) and the Anglican Diocese of Pittsburgh (ACNA) Policies and Procedures Regarding Allegations and Incidents of Sexual Misconduct and Child Abuse prevention training. All regular employees have been required to complete this training and pass a criminal background check. All students (MDiv, DAS) who complete mentored ministry work in the local diocese must complete the Sexual Misconduct and Child Abuse prevention training or show similar certification from their home diocese or other governing denominational body.

**Institutional Policies and Procedures regarding Harassment and Child Abuse**
Trinity has Standards of Conduct including policies regarding Harassment and Child Abuse which are found in the Staff Employee Handbook and the Faculty Handbook. To report child abuse please call Childline at 1-800-932-0313.

**Title IX**
Title IX of the Education Amendments of 1972 protects people from sex discrimination in educational programs and activities at institutions that receive federal financial assistance. Trinity is committed to providing an environment free from discrimination on the basis of sex. The Director of Student Life acts as the Title IX coordinator and provides many resources to students, faculty and staff to ad-
address concerns relating to discrimination on the basis of sex, which includes sexual misconduct. The Director of Student Life also leads the School's efforts in relation to campus climate and gender, oversees education and training campus-wide on sex discrimination and sexual misconduct, and is responsible for compliance reporting.
ADMINISTRATION, FACULTY, AND STAFF
Teaching Faculty

**The Rev. Dr. Don Collett**  
*Associate Professor of Old Testament, Chairman of the Biblical Studies Department*  
BA, Montana State University, 1991  
MDiv, Westminster Seminary (CA), 1997  
PhD, University of St. Andrews, UK, 2007

Don’s research interests are The Book of the Twelve, the history of OT canon and biblical criticism, canonical hermeneutics, sensus literalis and the history of biblical interpretation, literary theory and textual hermeneutics.

**The Rev. Dr. Jack Gabig**  
*Associate Professor of Practical Theology and Director of the Doctor of Ministry Program*  
BA, University of Pittsburgh 1985  
MDiv, Trinity School for Ministry 1995  
PhD, King’s College 2007

His research interests are concerned with issues of ancient creedal faith lived out in contemporary contexts, focusing on catechesis, popular culture and mission in America.

**The Rev. Dr. Rich Herbster**  
*Assistant Professor of Homiletics and Greek, Director of Presbyterian Studies*  
BS cum laude, University of Pittsburgh, 1996  
MDiv summa cum laude, Gordon-Conwell Theological Seminary, 2001  
DMin, Trinity School for Ministry, 2013

Rich’s research interests include Homiletics (particularly the intersection of exegesis and preaching); The Book of Revelation; Christian Apologetics; and Reformed Theology.
Dr. Wesley A. Hill  
Associate Professor of New Testament  
BA, Wheaton College, 2004  
MA, Durham University, 2008  
MA, Bethlehem College and Seminary, 2012  
PhD, Durham University, 2012

Wesley’s research interests are in Pauline theology, biblical hermeneutics, the doctrine of the Trinity, and the theology of Karl Barth.

The Rev. Canon Dr. John A. Macdonald  
Associate Professor of Mission and Evangelism,  
Chairman of the Pastoral Theology Department,  
Director of the Stanway Institute for World Mission and Evangelism  
BA (honors), Dickinson College, 1979  
MDiv, Trinity Episcopal School for Ministry, 1986  
DMiss, Fuller Theological Seminary, 2010

John’s research interests are the growth of progressive secularism in Western Europe and North America, and its impact on the Christian faith; Protestant growth in Latin America; and cultural shifts in American society and their impact on the Christian faith.

Dr. Erika Moore  
Academic Dean, Professor of Old Testament and Hebrew  
STM Program Chair  
BA summa cum laude, Wheaton College, 1979  
MA summa cum laude, Westminster Theological Seminary, 1984  
PhD, Westminster Theological Seminary, 2003

Erika’s research interests include the implications of 20th century archaeological discoveries for the doctrine of Scripture; the implications of apostolic use of Second Temple interpretive methods and traditions for hermeneutics; messianic expectation in Hellenistic Judaism, especially as it relates to the Septuagint; the pastoral implications of Ezekiel’s four visions; and the relationship between Zachariah 9-14 and the synoptic Passion narratives.
The Rev. Dr. David Ney
Assistant Professor of Church History
BA, University of Lethbridge, Canada, 2001
MDiv, Regent College, Canada, 2007
ThM, Regent College, Canada, 2010
ThD, Wycliffe College, University of Toronto, Canada, 2016

David’s primary research area is the history and thought of eighteenth-century Anglicanism. His broader interests include; science and religion; history and philosophy of science; history of biblical interpretation; theological interpretation of Scripture; and Christian apologetics in historical perspective.

The Rev. Dr. Joel Scandrett
Director of the Robert E. Webber Center
Assistant Professor of Systematic Theology
BA, (Philosophy) Wheaton College (IL), 1984
MA, (Theological Studies) Wheaton College Graduate School, 1988
MDiv, Gordon-Conwell Theological Seminary, 1993
PhD, Drew University, 2005

Joel’s research interests include patristic theology, Trinitarian theology, ecclesiology, sanctification, and the theology of TF Torrance.

The Rev. Dr. Amy Schifrin
President of the North American Lutheran Seminary (NALS)
Associate Professor of Liturgy and Homiletics
BMus., Arizona State University, 1975
MMus., Northwestern University, 1976
MDiv., Luther Northwestern Theological Seminary, 1984
PhD, The Graduate Theological Union, 2006

Amy’s research interests are Hymnody and Liturgical Music, 20th-21st Century Homiletic Theories, the Law/Gospel Dialectic, Eucharistic Prayer and Theology, Pastoral formation and Liturgical and Ritual Studies: lexorandi, lex credendi, lex vivendi.
The Very Rev. Dr. Henry L. Thompson III  
*Dean/President*  
*Associate Professor of Liturgy*  
BA, Denison University, 1975  
BCTS, Trinity Seminary, Bristol, England, 1978  
MDiv, General Theological Seminary, 1979  
APS Certificate, Eastern Baptist Seminary, 1986  
DMin, Trinity Episcopal School for Ministry, 2001  

Laurie’s research interests are the history of Anglican liturgy; the interface of Cranmerian theology and the Emergent Church Movement; the theology of Confirmation; leadership in an Emergent environment; biblical theology and worship; and the Collects.

Dr. William G. Witt  
*Associate Professor of Systematic Theology, Chairman of the Church History/Systematic Theology Department*  
BA, Rockmont College, 1977  
MA, summa cum laude, St. Thomas Seminary, 1981  
PhD, University of Notre Dame, 1993  

Bill’s research interests are historical and contemporary theology; the relation between Medieval and Reformation theology; spiritual theology and the history of Christian spirituality; theological methodology; philosophical theology, especially, the transformation of classical epistemology and metaphysics by the uniquely Christian doctrines of creation, incarnation, and grace.

Dr. David Yeago  
*Professor of Systematic Theology*  
BA, The College of William and Mary  
Graduate Study, Catholic University of America  
MDiv, Luther Theological Seminary, Gettysburg  
MA, MPhil, Yale University  
PhD, Yale University  

David’s research interests include the Doctrine of God, Christology, Justification and the Christian Life, Ecumenical Theology, Theological Interpretation of Scripture, Early Christian Thought, History of Christian Spiritual Theology, Theology of Martin Luther and Early Lutheranism, and Modern Lutheran, Roman Catholic and Orthodox theologies.
Administrative Faculty

Mrs. Susanah Hanson

Library Director, Master of Arts (Religion) Program Director

BA, Geneva College, 1998
MAR, Trinity Episcopal School for Ministry, 2004
MLIS, University of Pittsburgh, 2007

Susanah’s research interests are information literacy, reference services, the organization of information, and Old Testament studies.
Staff

Ms. Deanna Briody
Admissions Representative

Mr. Bob Chesky
Director of Facilities

Mrs. Jenn Cepek
Development Assistant

Ms. Barbara Costa
Community Liaison, Health Officer

Mrs. Angel DeChellis
Student Billing Administrator

Ms. Maximillion Elliott-Quinerly
Admissions Administrator

Mrs. Jane Eichenlaub
Assistant Chef

Mrs. Karen Getz
Dean of Administration/ Director of Accounting

Mrs. Mary Lou Harju
Director of Marketing, Communications, and Public Relations

Mr. Justin Hostutler
Assistant Librarian

Mr. Scott Jessel
Communications Assistant

Mrs. Barbara Knecht
DMin Administrator & Online Education Assistant
Mrs. Elaine Lucci
Payroll, Benefits & Human Resources Administrator

Mr. Owen Lyons
Communications Assistant

Mr. Geoffrey Mackey
Director of Student Life, Director of Alumni, Church Relations and Deployment, Director of Chapel

Mrs. Allyson Martin
Assistant to the Robert E. Webber Center and Stanway Institute Directors; Facilitator of Interterms

Mr. John McCoy
Accounting

Ms. Sarah McCurdy
Bookstore Manager

Ms. Alexandra Morra
Communications Assistant

Mr. Jerry Mote
Director of Development

Ms. Toni O'Neill
Administrative Assistant to the NALS President

Mr. Bob Piltz
Assistant to the Facilities Manager

Mrs. Karen Reed
Chef

Mrs. Diane Schell
Assistant Chef
Administration, Faculty, and Staff

Mrs. Carrie Shrewsbury
Development Coordinator

Mr. Steve Sims
IT Manager

The Rev. Aidan Smith
Dean of Advancement, Director of Recruitment and Manager of Partnerships

Dr. Leslie Thyberg
Learning Skills Coordinator

Ms. Lee-Anna Upperman
Executive Assistant to the Dean/President

Mr. Jack Walsh
Director of Planned Giving

Mr. Russell Warren
Director of Online Education

Ms. Amanda Wicker
Communications Assistant

Mrs. Stacey Williard
Registrar & Director of Student Services

Mrs. Debra Yarger
Receptionist
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