

Advanced Standing by Examination—Master’s

The Master’s Advanced Standing Program offers qualified, degree-seeking Master of Divinity, Master of Arts in Christian Education, Master of Arts in Church Music, and Master of Arts in Counseling students the opportunity to test out of up to 14 hours of foundational course degree requirements. Credit is not awarded for advanced standing courses rather the courses are no longer considered as requirements for graduation. Advanced standing courses are also generally not transferable to other institutions.

To test out of a foundational course in a Master of Divinity, Master of Arts in Christian Education, Master of Arts in Church Music, and Master of Arts in Counseling degree program, the student is to have met all three of the following criteria as certified by Midwestern’s Registrar:

1. Have taken a comparable course of the same general content at the undergraduate level.
2. Have earned a B grade or higher in the comparable course.
3. Have earned an overall undergraduate GPA of 3.0 or higher on a 4.0 scale.

Degree-seeking students who wish to test out of a course will be charged a \$35 per credit hour testing fee and given a study guide for that course one week before taking the qualifying examination. If the student does not take the examination within eight days of receiving the study guide, the option of testing out of that course is forfeited. The study guide (and copies made of any parts thereof) is to be surrendered at the time of the scheduled examination. The Academic Office will notify the student and the Registrar’s Office of the result. If the student passes the examination, a ‘P’ (passing grade) for that course is noted on the student’s transcript. If the examination is failed, the student will be required to take that course and will not be given the opportunity to retake the qualifying examination. Because courses are offered on a rotating basis, the student is responsible to ensure that the qualifying examination is taken early in the student’s degree program; leaving ample time to take the required course if needed.

Students desiring to take an advanced standing examination are to obtain an Application for Advanced Standing from the Academic Office. A separate form is to be completed for each course for which an application for advanced standing is made. Certification of the student having met the requirements to take an advanced standing examination is to be obtained from the Registrar and the completed form submitted to the Academic Office for the examination to be scheduled.

Qualified students may earn advanced standing for up to 14 credit hours from the following courses:

BS2200 Elementary Hebrew I	3 hrs
BS2201 Elementary Hebrew II	3 hrs
BS2210 Old Testament Survey I	3 hrs
BS2211 Old Testament Survey II	3 hrs
BS2300 Elementary Greek I	3 hrs
BS2301 Elementary Greek II	3 hrs
BS2310 New Testament Survey I	3 hrs
BS2311 New Testament Survey II	3 hrs
BS2400 Introduction to Hermeneutics	2 hrs
HT3100 History of Christianity I	3 hrs
HT3101 History of Christianity II	3 hrs
HT3110 Baptist History	3 hrs
HT3200 Theology I	3 hrs

HT3201 Theology II	3 hrs
HT3300 Introduction to Apologetics	2 hrs
HT3400 Christian Ethics	3 hrs

Course Waiver by EXCEL Examination

Master's level students who believe they are competent in a required seminary course may apply to take an EXCEL exam to have the required course waived and receive entry into upper level course work. To be eligible to take an EXCEL exam, a student is to have earned an overall undergraduate GPA of 3.0 or higher on a 4.0 scale and have earned a grade of B (3.0) or higher in the course under consideration.

Application for an EXCEL exam is made through the Registrar's Office and is to be made at least two weeks prior to the examination date. A nonrefundable fee of \$25 is charged for each exam taken. Payment is due in advance or at the time of the examination. Examinations will be graded on a pass/fail basis.

Applicants to Midwestern and currently enrolled students may schedule to take examinations prior to the first day of classes each semester. Current college students may receive advanced standing prior to admission by sending a letter of proficiency from the college Dean or Department Chair, a transcript, a copy of the final exam from the equivalent course, and a ten-page paper on the subject being considered for advanced standing. The paper is graded pass/fail by a seminary professor in the specific area.

Credit Hour Load

Master's students are classified as full-time when enrolled for nine credit hours or more during the fall or spring semesters or five or more hours during a January or summer term. To complete a M.Div. degree in three years or six semesters, students must take 15 or 16 hours each semester. To complete a MACE, MACM, MACO, or M.A. degree in two years or four semesters, students must take 15 hours each semester. Some programs may require more than this or taking hours during the January or summer terms. Students may not exceed the 18 hour maximum load limit without obtaining approval from the Academic Dean. Students placed on academic probation or making less than satisfactory academic progress may be limited in the number of credit hours they may take and, therefore, require additional semesters to complete graduation requirements.

Cross-Enrollment

Regular enrollment in another ATS accredited theological institution in the Kansas City area qualifies a student for cross-enrollment at Midwestern. Credit on work taken at Midwestern is transferable to the institution in which the student is enrolled.

A student currently enrolled at Midwestern may take work in other institutions to be credited toward a degree from Midwestern, subject to prior approval of the Academic Dean. Normally, a student will take no more than four hours per semester in cross-enrollment. Courses taken must be electives. A student may not take more than eight hours in cross-enrollment toward a degree.

Distance Education

ATS accreditation standards and the Council of Southern Baptist Seminaries permit a maximum of 30 credit hours to be earned toward a degree using distance education courses. A

distance education course is one in which enrolled students and the course professor are not in the same location (e.g., Internet and correspondence courses).

Distance Learning

Students who need to take courses off-campus may apply for Distance Learning courses. Two course options are available: The Computer Assisted Seminary Education (CASE)/Internet courses and Computer-Campus-Computer (CCC) courses.

CASE Program. CASE utilizes the computer and the Internet as a means of communication between faculty and students to study key theological and practical issues facing the church. CASE courses are offered each fall and spring semester. After registration, students are given a password to access the video presentation of each class session. These are video recordings of actual on-campus class sessions. The student's computer displays a split screen showing a Power Point presentation of the lecture material along with any notes the professor writes on the board and a small screen video recording of the professor and class members (at four slides per second, not in full motion). Assignments, chat rooms, tests, and papers enable the students and the professor to interact with one another on issues raised during the class.

Students seeking to earn a master's degree may complete up to 30 credit hours toward a degree using CASE courses. Contact Midwestern's Admissions Office for further information about applying for CASE studies or visit Midwestern's website at www.mbts.edu.

CCC Courses. CCC courses begin with preparation by the student at home via the computer and/or email for four weeks, followed by one-week of intensive lectures on-campus in Kansas City. The student then returns home to finish course assignments and/or tests via the computer and/or email for up to the next four weeks. Students are to provide an email address at the time they enroll for a CCC course. Students without email capability may not enroll in CCC courses.

Earning Two Degrees

ATS accreditation standards permit a maximum of one-half of the hours earned in one degree to be transferred into a second degree. In addition, at least one-half of the hours required for the second degree must be completed in addition to the courses completed for the first degree.

Full-time/Half-time/Part-time Classifications

Full-time. Doctoral students are classified as full-time students for the duration of their enrollment at Midwestern. Master's students are full-time students when enrolled for nine or more credit hours during a 15-week semester or five or more credit hours during a January or summer term. Undergraduate students are full-time when enrolled for 12 or more credit hours during a 15-week semester or six or more credit hours during a January or summer term.

Half-time. Master's students are half-time students when enrolled for five to eight credit hours during a 15-week semester or three to five credit hours during a January or summer term. Undergraduate students are half-time when enrolled for six to 11 credit hours during a 15-week semester or three to five credit hours during a January or summer term.

Part-time. Master's students are part-time students when enrolled for less than nine credit hours during a 15-week semester or less than five credit hours during a January or summer term. Undergraduate students are part-time when enrolled for less than 12 credit hours during a 15-week semester or less than six credit hours during a January or summer term.

Independent Studies

The purpose of Independent Studies is to provide a degree-seeking student the opportunity for advanced research in specialized areas of academic pursuit. Independent Studies are not designed as an alternative approach for the completion of courses that are available in the curriculum offerings. A student who wishes to enroll for an Independent Study is to meet the following qualifications:

1. The student has completed at least one-half of the hours required for the student's degree program.
2. The student shall not take more than 6 hours of the degree program as independent study courses without pre-approval from the Academic Policies Committee.
3. The student has a cumulative grade point average of 3.0 or higher or approval of the Academic Policies Committee.
4. The application for taking an independent study course is made no later than 14 days after the first day of classes each semester.

A student interested in taking an independent study course must first complete an application, available in the Academic Dean's Office and acquire the Registrar's signature verifying that the student meets the required qualifications. The student then enlists a professor willing to direct the Independent Study course. If a professor agrees to do so, a learning contract is drafted and attached to the application. The completed application and learning contract, is submitted to the Academic Dean for final approval. If approved, the student submits the approved application to the Registrar's Office to enroll for the course. Students must complete an Independent Study course within one semester. In addition to normal matriculation fees (registration and tuition), the student pays a course fee of \$100 for the first credit hour and \$50 for each additional credit hour for each Independent Study course.

Normally, a required course is not available as an Independent Study course. In cases in which the seminary is responsible for scheduling deficiencies respecting required courses, a student may request permission to take a required course as an Independent Study.

On-Campus Requirement for Completion of a Degree

ATS has established that a comprehensive community of learning is required to achieve the complex goal of the personal, vocational, spiritual, and academic formation of students. To achieve this, at least one year of full-time study or its equivalent (i.e., 30 credit hours) is to be completed at Midwestern's main campus in Kansas City.

These credit hours may be earned through attendance at Computer-Campus-Computer (CCC) courses, inter-term (i.e., January or summer) courses, special courses offered during the week of fall or spring break, on-campus master's workshops, and/or by relocating to the Kansas City campus. On-campus work may be completed at any time the student's is enrolled.

Students without a Baccalaureate Degree Enrolling in Master's level courses

Undergraduate students requesting to enroll in a master's level course must obtain approval using the Undergraduate Student Request to Register for a Master's Level Course form for each master's level course requested and meet the following qualifications:

1. have approval of the Professor of the master's course, the Director of Undergraduate Studies or Academic Advisor, the Academic Dean, and the Registrar.
2. have a minimum cumulative GPA of 3.00.

3. registration may be completed only if space is available in the master's course (i.e., in the event of a space shortage, undergraduate students may be replaced by master's level students) and 80% or more of the registered students are master's level students.
4. master's level credit is awarded, however, master's courses used to meet undergraduate degree requirements may not later be used to meet master's degree requirements.
5. grades awarded are based on the grade and syllabus requirements for the master's level course (i.e., course requirements are not reduced for undergraduate students).

Supervised Ministry

Supervised ministry is a program designed to prepare students for the regular, practical responsibilities of ministry. Whether it is performing a wedding, conducting a business meeting, interviewing with a personnel committee, or a myriad of other duties, supervised ministry is intended to acquaint students with the expectations that accompany these tasks before they enter into full-time ministry.