



## **DOCTORAL PROGRAM HANDBOOK**

**Doctoral Office**

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*This manual is a digest of current policies and procedures for all doctoral programs at Midwestern Baptist Theological Seminary. The Doctoral Academic Policies Committee has established the policies and procedures for this program. They are subject to change at any time. For answers to questions not directly addressed in this manual, please contact the Doctoral Studies Office (816-414-3704) or email [docstudies@mbts.edu](mailto:docstudies@mbts.edu).*

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## **MBTS DOCTORAL STUDIES**

From the Doctoral Studies Office to you, welcome! Midwestern exists “For the Church,” and the Doctoral Office plays a part in the greater vision of the institution by serving and equipping you for the ministry context to which you are called. We look forward to the next few years that are in store.

We encourage you to keep the lines of communication open, making us aware of changes in your life—both positive and negative—which may affect you personally and the progress of your study. Those of us in the Doctoral Office are committed to your success and here to assist you. We welcome your questions and requests for assistance. You will also find the MBTS website helpful as well as reference courses in Canvas to use throughout the program including a frequently updated seminar calendar for you to use as you select seminars and enroll each semester. We pray for you and your family and consider it a privilege to assist you on your doctoral journey.

Please refer to the current edition of the MBTS Academic Catalog and Graduate Student Handbook for a complete list of policies and procedures

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## ADMISSION

### 2.0 General Requirements for Admission

Applicants seeking admission to the Doctoral program at MBTS must meet the general criteria for admission to the school as well as the requirements listed below.

1. Master's Degree Requirements: PhD applicants must hold an ATS accredited MDiv degree or a master's degree in a theological or related discipline from an accredited institution, where accreditation is normative. DMin applicants must hold an earned MDiv or equivalent from an accredited institution. EdD and DEdMin applicants must hold an earned MACE, MARE, or MRE degree or equivalent from an accredited institution.
2. GPA Requirements: Applicants must have a 3.0 grade point average or above, on a 4.0 scale, for all graduate level studies.
3. Additional Requirements:
  - PhD – Biblical Studies and Theological Studies applicants must demonstrate a working knowledge of Greek, Hebrew, and one modern research language, normally satisfied prior to beginning doctoral studies (see below 7.7 Language Requirements). The degree of competence required in Greek and/or Hebrew is determined by the student's anticipated area of research emphasis.
  - PhD – Applied Theology applicants are advised to have Greek and Hebrew, but this competency is not required for admission. They will have one modern research language that can be satisfied by (1) taking one of the standard research languages used in Biblical Studies or Theological Studies, (2) demonstrating competence in a language used currently in an international ministry setting, or (3) taking both 34200 Cultural Exegesis and Awareness and 34300 Applied Statistics.
  - DMin applicants must demonstrate significant ministry experience which enables ministry peer engagement at an advanced level.

#### 2.0.1 Admission Procedures for United States Citizens

United States citizens seeking admission into the doctoral program at MBTS must:

1. Complete, and submit an application for doctoral studies;
2. Request and submit official transcripts from all academic institutions previously attended;
3. Provide (a) two academic references (b) one personal and/or professional reference and (c) one pastoral reference;
4. Submit admission essay. The essay should consist of 2800 to 3600 words, which is 8 to 10 double-spaced pages, in Times New Roman, 12-point font, with no extra spacing between paragraphs. It is essential for these basic parameters to be followed, as they will determine whether or not the essay is considered for application purposes. The applicant's name should appear at the top of the essay, and the essay must cover the following topics: (a) an account of the applicant's understanding of salvation, conversion experience, and subsequent call to Christian ministry; (b) a narrative



- description of the various and most important settings in which the applicant has engaged in Christian ministry, with reflections concerning insights drawn from these experiences; (c) an account of the applicant's ongoing journey in spiritual formation and Christian discipleship; and (d) a statement regarding the role that doctoral study at MBTS is expected to play in the applicant's personal and professional development. The essay should be organized according to topics (a) through (d) above, with no numbered or bullet-pointed lists used to replace ordinary prose paragraphs.
5. Provide a completed *Church Endorsement Form* or letter of endorsement from the applicant's governing ministry body.

## 2.0.2 Admission Procedures for International Students

In addition to items 1 to 5, specified above, international students must complete the following steps:

1. Submit TOEFL scores to the Doctoral Studies Office (The minimum score for admission is 550 on the paper test. For the internet-based test [iBT] a minimum total score of 80 is required with a minimum of 20 on each of the Reading, Listening, Speaking, and Writing sub-sections.);
2. Submit a completed International Student Certification of Finances form and required supporting documents;
3. Provide evidence of full compliance with all legal issues set forth in US law as applicable to degree-granting institutions;
4. Provide copies of passports for all immediate family members.

## 2.0.3 Admission Notification

Applicants to the doctoral program are admitted under one of three categories: unconditional, provisional, and non-degree seeking. Once admitted, students are enrolled in the DR00000 Doctoral Orientation (0 hrs) that calls for careful study of essential documents and other requirements relevant to the applicant's intended program. Billing for the program begins the semester in which the first seminar is taken. At this time, unless (a) the student makes prior arrangements in writing with the Doctoral Studies office and (b) such arrangements have been approved by the Doctoral Academic Policies Committee, that student has twelve remaining months in which to enroll in a first seminar.

### 2.0.3.1 Unconditional Admission

Unconditional admission is granted when the applicant meets all application requirements set forth in the catalog.

### 2.0.3.2 Provisional Admission

A student who lacks one or more requirements needed for unconditional admission may be admitted with provisional status, which does not imply a negative evaluation of the

applicant or the applicant's work. However, a student who is admitted on provisional status will normally be required to satisfy any deficiencies within the first year of study and will be evaluated for satisfactory academic progress by the Doctoral Academic Policies Committee.

Students lacking the required level of competency in Greek or Hebrew for the PhD – Biblical Studies and Theological Studies programs may be admitted provisionally, with the understanding that such deficiency will be remedied as soon as possible and no later than the end of the first year of studies. Until such deficiencies are resolved, students admitted provisionally may be restricted in the range of seminars and courses of study that they are allowed to pursue.

An international student admitted to the program with a low TOEFL score may also be admitted with provisional status. A minimum TOEFL score of 550 on the written version, or 80 on the online version is required. However, international students who are admitted to the program with a deficient TOEFL score must retake the TOEFL and pass it with an acceptable score before attempting to enroll in DR30020. Failure to meet this standard will place the student on probationary status the following semester. International students are expected to speak and write English well enough to compose academic papers, to engage in learned dialogue, and to articulate theological ideas with doctoral level sophistication.

#### 2.0.3.3 Non-Degree Seeking Status

Qualified individuals may apply as Non-Degree Seeking (NDS) students. Admission as an NDS student must be approved by the Doctoral Academic Policies Committee. Completion of an NDS application, accompanied by a non-refundable application fee, will be required. With formal approval of the Doctoral Academic Policies Committee, NDS students may enroll in one doctoral seminar per semester (subject to eligibility), with space-available priority given to doctoral students who have been fully admitted.

NDS students may not complete more than 12 hours of seminars without obtaining approval from the Doctoral Academic Policies Committee prior to taking each additional seminar, beyond this 12-hour threshold. Students seeking credit for seminars taken on an NDS basis will pay tuition by credit-hour. Students desiring to receive credit for any seminar must complete all of the latter's requirements as outlined in the course syllabus.

Completion of courses as an NDS student does not guarantee admission to the doctoral program, nor does success in this regard obviate standard admissions requirements. Seminars taken for credit on an NDS basis may be applied toward the student's doctoral degree, provided that each seminar completed satisfies specific program requirements. The doctoral program fee at the time of final admission will be pro-rated, according to a formula set by the Administration and approved by the Trustees.

## 2.0.4 Denial of Admission

Applicants who are denied admission, and who wish to reapply, must wait twelve months before doing so. All requirements not previously met must be satisfied before admission is possible. Decisions to accept or deny an applicant are made by the Doctoral Academic Policies Committee on a confidential basis. It is not the policy of Doctoral Academic Policies Committee to discuss the precise reasons why any applicant has been denied or accepted. This procedure is followed out of respect for the applicant's referees and to protect the members of the DAPC from unwarranted pressure that may come from a denied applicant.

## ENROLLMENT

Registration for the first class, DR30020, and the last class, DR30090, are completed online: [www.mbts.edu/registrar](http://www.mbts.edu/registrar). All other courses can be registered for via the Student Portal.

Course Schedules are updated online: [www.mbts.edu/schedules](http://www.mbts.edu/schedules). A curricular appraisal is completed at the time of registration in DR30090 before moving forward to the dissertation stage.

While the majority of Midwestern's doctoral seminars are designed to be completed in any order, students are required to complete DR30020, Doctoral Studies Colloquium, at the beginning of their program before taking any other seminars. When students complete all their core seminars, concentration seminars, and elective seminars, they will conclude the seminar phase of their program with DR30090, Dissertation Seminar, the capstone course which segues into the Dissertation Project stage. Due to the intensive nature of the courses, students are strongly encouraged not to take seminars concurrently. Students should allow at least six weeks between start dates of the seminars in your chosen track.

All doctoral students must complete at least two seminars per academic year. If a student cannot maintain this standard, written notification including an explanation must be submitted to the Doctoral Studies Office ([docstudies@mbts.edu](mailto:docstudies@mbts.edu)).

## 3.0 Student Portal and Canvas Accounts

The login ID will be formatted as follows: the first initial of the student's first name, last name, and the last five (5) digits of the student ID number (found on the back of a student ID). For example, student John Doe with a student ID of 1001 602 15394 would have a login ID of `jd15394`. This login ID will be used to access the student's account on the Student Portal:

[https://portal.mbts.edu/student\\_portal](https://portal.mbts.edu/student_portal)

and the same login ID provides access to the Canvas system:

<https://mbts.instructure.com>

## **Student E-Mail accounts**

An institutional e-mail account will be created for each student. Using the John Doe example, the e-mail account would be:

jdoe15394@mbts.edu

Student email accounts can be accessed at: <https://www.mbts.edu/current-students/>.

Please note that ALL correspondence between MBTS and the student will be from the student e-mail account exclusively. If a student desires to utilize a secondary e-mail address (i.e., an established personal e-mail account), settings should be created by the student to push MBTS emails to that account. This operation can be done by logging into the Midwestern student e-mail account and forwarding correspondence to the appropriate account. However, all correspondence to faculty and staff of Midwestern must come from the student e-mail account.

## **Student/Campus Wireless Internet Access (Wi-Fi)**

Internet access is provided via a WPA-secured network that allows users to save their settings, allowing access each time students are on-campus without providing credentials. The login information for the new student wireless is:

<b>SSID:</b>	<b>StudentWireless</b>
<b>Password/key:</b>	<b>mbtswireless</b>

Placards are located throughout the campus with this information.

Additional information regarding all these services can be found in the Student Technology Services Guide, which is available for viewing and downloading on the Current Students section of the Midwestern website:

[http://www.mbts.edu/current\\_students](http://www.mbts.edu/current_students)

Upon enrollment in the first course, students have access to the student portal. Students must pay close attention when logging in, so that they find the appropriate semester's information as the system will always default to the current term. After login, the student should follow the link at the lower left of the menu titled "My Courses." The syllabus and other resources for the course will be found in Canvas. Doctoral courses only occur in the Fall and Spring terms, regardless of the dates of the seminar.

Further questions about the student portal should be directed to the Midwestern IT department at 816-414-3763 or [helpdesk@mbts.edu](mailto:helpdesk@mbts.edu).

## **3.1 Enrollment Policies and Procedures**

To enroll in a seminar after Doctoral Studies Colloquium, the student must register for each seminar via the Student Portal.

Registration after a seminar start date through the fourteenth day of the seminar will incur a late registration fee. Registration closes after the fourteenth day of a seminar.

Doctoral seminars that meet on campus involve work that occurs both before and after the on-campus week (minimum of 32 hours).

1. Syllabus: Each seminar syllabus and assignment materials are posted on or before the start date-first day-of the seminar on Canvas (generally 60 days before the first day of on campus classroom time).
2. Pre-campus work: In general, each seminar begins 60 days before the first day of the classroom time for the pre-campus work.
3. Post-campus work: In general, each seminar ends six weeks after the last day of classroom time.

### 3.1.1 Course Hours Count

For seminars that meet on campus, tardiness and absences are not permissible. Attendance at all sessions of the on-campus portion of a doctoral seminar is mandatory. Students may not miss more than one hour of the on-campus portion of a doctoral seminar. The schedules of students must be fully cleared to permit uninterrupted participation in the seminar week.

### 3.1.2 Grade Scale

	A 97-100	A- 96-94
B+ 90-93	B 87-89	B- 85-86
C+ 82-84	C 78-81	C- 76-77
D+ 73-75	D 69-72	D- 65-68

### 3.1.3 Interrupted Status

Major life events, loss of ministry setting, or extreme health issues may interfere with the student's normal course of study. Students needing an interruption of their studies for such reasons may request a semester of interrupted status.

Interrupted status is granted per semester. A student may request up to two semesters of interrupted status total. A per semester fee is charged to the student's account if requested before the start of the term. A higher per semester fee is charged to the student's account if requested after the start of the term to be offered by the request. No academic work may be done while the student is on interrupted status, where that work involves contact with faculty

members, supervisory personnel, etc. Interrupted status must be requested no later than April 30 and no later than October 31 for the Spring and Fall terms respectively. The form for interrupted status is available in the Documents for Doctoral Studies course in Canvas.

### 3.1.4 Inactive Status

MBTS acknowledges its gratitude for the service of military and international missionary personnel by making allowances for interruptions of study, based on the requirements of these positions. Students needing an interruption of their studies due to active military or missionary service may submit a request for inactive status on that basis. Inactive status may be granted for up to three years (six semesters) and is only considered for students of service in these two categories. There will be no fee charged to students on inactive status. No academic work may be done while the student is on inactive status where that work calls for ongoing contact with MBTS faculty.

### 3.1.5 Reactivation Process

A student must return from interrupted status or inactive status by enrolling in a seminar/research course for the semester of return.

All students, regardless of status, must remain in regular contact with the Doctoral Studies Office. This contact may be established by (a) matriculating in a seminar or (b) submitting a letter or email confirming the student's current status and mailing address. Failure to maintain the required degree of contact with the Doctoral Studies Office will be interpreted as *de facto* withdrawal from the program.

### 3.1.6 Withdrawal from a Seminar

Students withdrawing from a seminar or changing enrollment status in a seminar must effect this change by completing a Doctoral Drop Form which can be found in the Documents for Doctoral Studies Canvas course. The following fee schedule will apply to each withdrawal request:

1. Withdrawal or Change request received 6 months or less prior to seminar start date will be assessed a Change of Enrollment fee of \$250.00 per seminar dropped or changed;
2. Withdrawal from a seminar that has started will incur a \$500.00 withdrawal fee. To withdraw from a course the student must request the withdrawal through the course professor. The student will also submit the withdrawal form to the Doctoral Studies Office. Withdraw requests are considered only for the first 21 days of a course;
3. If the Doctoral Studies Office and the professor approve the withdrawal, the student will then be assessed a \$500 withdraw fee. A grade of W (Withdrawn) will be issued by the professor if the student has engaged in the course, and the grade of WF will be issued by the professor if the student has failed to engage;

4. All withdrawal requests must be submitted to the course professor using the Seminar Withdrawal Form which can be found in the Documents for Doctoral Study Canvas course;
5. Withdrawal after 21 days following the start date of the seminar is not possible and will result in an FN (Failed, not completed) as a final grade.

*Fees are subject to change by action of the Board of Trustees.*

### 3.1.7 Program Withdrawal

While we strongly encourage students to persevere through the challenging academic rigor of doctoral studies, sometimes unexpected changes occur or the timing is not right. The following stipulations govern the withdrawal of any student from any of the doctoral programs at Midwestern Baptist Theological Seminary.

Students needing to withdraw from the program must submit a letter of intent to this effect. This letter must be emailed to the Doctoral Office. The letter of intent to withdraw is essential if a student is to be given a withdrawal “without prejudice,” an outcome allows for the possibility of subsequent readmission. Students should seek counsel from the Doctoral Studies Office before submitting an intent-to-withdraw letter. A withdrawal form will be supplied to the student at that time from the Doctoral Studies Office.

Students who are allowed to withdraw “without prejudice” may reapply at a later date, should their life-circumstances significantly change in a favorable way. Failure to maintain registration when the student has not been approved for interrupted or inactive status will be interpreted as *de facto* withdrawal from the program.

### 3.1.8 Tuition and Financial Aid

#### 3.1.8.1 Tuition and Fees

Current tuition prices and fee schedules may be viewed on the institution’s website at [www.mbts.edu](http://www.mbts.edu). Students changing denominational status from SBC to non-SBC, or vice versa, will be subject to the relevant increase or discount effective the semester following the change.

#### 3.1.8.2 Financial Aid

The primary purpose of the financial aid program at Midwestern is to assist students who demonstrate financial need. Students with financial need are encouraged to visit with the Financial Aid Coordinator in the Finance Office in order to determine what financial options may be available.

Midwestern will make a limited, one-time financial match for any student whose church contributes to that student’s education, subject to restrictions and regulations available from the Financial Aid Office. A Church Contribution Scholarship form, found on the

website, must be completed and submitted with the church scholarship. Further questions regarding scholarships should be directed to the Financial Aid Office.

### 3.1.9 Matriculation

After admission to the program, students must enroll in DR30020, Doctoral Studies Colloquium, following DR00000 Doctoral Orientation, within one year. A student who registers for a seminar or colloquium satisfies this requirement. Once the student matriculates, two seminars must be completed per academic year until DR30090, Dissertation Seminar, is completed.

Students must maintain enrollment until all degree requirements are satisfied. Failure to maintain enrollment as here described or to apply for Interrupted Status is cause for probationary status or dismissal from the program. All students, regardless of status, must maintain contact with the Doctoral Studies Office by letter or email confirming their current status and contact information.

The Doctoral Academic Policies Committee will consider for mandatory withdrawal any student who fails to communicate responsibly and in a timely manner with the Doctoral Studies Office. Minimum contact is considered to be once per semester. Students enrolled in DR39055 PhD Comprehensive Examination Research & DR40980/DR40981, Dissertation – Ongoing Research, will be required to file a Research Phase Project Report each month. Failure to submit the monthly report in a timely manner constitutes grounds for a failing grade to be submitted by the student's first reader.

### 3.1.10 Transfer of Credits

Students may transfer doctoral level credit hours from other accredited institutions. Arrangements to transfer hours from another doctoral program must be made within six months of initial application and before DR30020, Doctoral Studies Colloquium. Requests for transfer must be submitted in writing to the Doctoral Studies Office, and official transcripts from the 'donor' institution must be sent to the Doctoral Studies Office in support of this request. All requests for transfer of credit will be evaluated individually by the Doctoral Studies Office and confirmed by the Doctoral Academic Policies Committee. Only transfer credits submitted at the time of admission are eligible for proration of tuition.

The hours transferred from another accredited institution are subject to the following ATS-mandated stipulations:

1. No more than two-thirds of the total hours required for a degree program at Midwestern may be satisfied on the basis of transfer;
2. No more than two-thirds of the total hours transferred from an awarded degree earned at another institution, may be used to satisfy degree requirements at Midwestern;
3. Courses transferred must be consistent with the learning objectives of the degree sought by the student;



4. Only courses used to meet Midwestern degree requirements will be transferred and recorded on the student's permanent record/transcript;
5. Only courses in which the student has received a grade of B or higher will transfer;
6. Requests for transfer credit involving non-ATS institutions will be considered by the DAPC and registrar on a case-by-case basis.

### 3.1.11 Directed Studies

A student with a specialized skill, interest, or need in a specific area may submit a request for a directed study to the Doctoral Studies Office. The student will work with the Doctoral Studies Office and a professor-of-record to develop the specific learning contract and consider the professor-of-record for the directed study. A syllabus template will be shared upon request. No more than eight hours of directed studies may be taken by any student. Students who desire to take more than eight hours of coursework by directed study may petition the Doctoral Studies Office to this effect. Requests for additional hours are to be submitted by email to [docstudies@mbts.edu](mailto:docstudies@mbts.edu) with rationale given for the exception.

**Foundational Core Seminars may not be taken by directed study.**

The following protocol is used in preparing for directed studies:

1. The directed study must be conducted at a doctoral level;
2. Requirements (contact hours and workload) must be commensurate with those of Midwestern's seminars, including a minimum of 500 pages of reading per credit hour and a substantial exit assignment;
3. The syllabus and the name of a recommended professor-of-record must be submitted to the doctoral office for review and approval;
4. Additionally, the student is responsible for any costs incurred in completing the study, including the directed study fee billed to the student's account in addition to the normal tuition. The directed study must be designed to require 15 weeks of research and writing. The student will be working closely with a Midwestern professor-of-record through the duration of the directed study, as appointed by the doctoral office. A copy of all work related to the study must be sent to the professor-of-record and to the Doctoral Studies Office for the permanent file, so that it can be reviewed by the Director of Doctoral Studies upon completion.

## ACADEMIC PROBATION

Reasons for placement on academic probation include, but are not limited to:

1. Failing to notify the Doctoral Studies Committee of any significant change in ministry status or location;
2. Earning a grade of B- or lower in any seminar. A grade of B- or lower requires the course to be retaken before enrolling in DR30090, Dissertation Seminar. A grade of B- or lower in DR30020, Doctoral Studies Colloquium, will require that it be retaken before

enrollment in any other seminars. For ThM students a grade of B- or lower in a doctoral level course is considered a failing grade in the ThM program, with the exception for language courses in which a grade of C- is considered failing;

3. Falling one semester behind in financial obligations to MBTS.

Academic probation affects not only the status in the student database but can also affect a student's ability to receive or qualify for financial aid.

## **TERMINATION**

Reasons for termination from doctoral studies include but are not limited to:

1. Being placed on Academic Probation two times;
2. Immoral conduct; Significant or repeat violation of the seminary statement on integrity;
3. Failing two seminars;
4. Failing to enroll in and successfully complete at least two seminars per academic year, unless on interrupted or inactive status;
5. Plagiarism.

## **ADDITIONAL POLICIES**

### **6.0 Doctoral Study Carrel Policy**

Doctoral study carrels on the 2<sup>nd</sup> floor of the library are available for use. Availability, special considerations, and reservations will be maintained by the Research Librarian. For more information regarding the carrels and to make reservations for daily available timeslots, doctoral students should visit <http://mbts.cc/doctoralcarrels>.

### **6.1 MBTS Statement of Integrity and Plagiarism Policy**

The fundamental purpose of the Midwestern Baptist Theological Seminary is to assist the development of Christian ministers who are equipped to make responsible and relevant witness to the redeeming gospel of Jesus Christ in the context of the vastly complex and rapidly changing modern culture in which God has granted us the grace of life. In accordance with this purpose, therefore, the Seminary dearly cherishes and earnestly seeks to foster among all its students the qualities of spiritual dedication, creative imagination, and personal integrity.

Consequently, the administration and faculty of the Seminary expect, as a minimum requirement, that each student shall do his *own work*. That is to say, the student is to let every test and examination reflect *only* the best results of his own disciplined study. Likewise, every term paper and written report must represent the student's own original approach to the task assigned; and it should not contain either direct quotations or paraphrases of any part of any other writer's book or paper, published or unpublished, for which due credit is not given to the original author. *Such credit should be acknowledged by proper citation (in text, footnotes, and bibliography) of the sources employed.*

Unless otherwise instructed by the professor under whose direction the paper is prepared, *Midwestern's Manual of Style* (with such supplements as may be prepared by the faculty) will serve as a guide to correct form in citing all sources.

It cannot be exaggerated how strongly the Seminary deplores plagiarism in all its forms. Dishonesty is incompatible with the very purpose for which a student avails himself of its ministries. It is to be desired that one remains without a degree rather than to obtain it by dishonest means, for Christianity cannot countenance conduct that contradicts its basic tenets.\*

It is further to be hoped that each individual will recognize a responsibility for his brother as well as for himself in all such matters.

“Self-Plagiarism” occurs when an author republishes an article, essay, review, or other written material (in print or electronically) in its entirety or reuses significant portions of previously published text in a new work without proper citation. For purposes of this stipulation, prior work is ‘published’ when it either (a) has appeared in a dissertation or thesis for which a degree has been awarded or (b) has appeared in a journal article, periodical, anthology, or monograph, whether in paper or electronic form. Note that seminar papers and presentations at learned societies (e.g., ETS, SBL) are not considered published material.

MBTS Research and Professional Doctoral students are required to pursue a supportable thesis or project that makes a new, advanced, or contextualized contribution to the scholarship of their chosen fields of study. Republishing a previously published work in its entirety or reusing substantial parts of previously published material in a verbatim fashion, does not constitute a new contribution to a chosen field of study and is therefore not consistent with academic integrity.

Consequently, students are required to adhere to the following policies:

Students may not republish previously published articles, essays, or data and research materials in their entirety or in their previously published forms (in print or electronically) in a dissertation. Essays resulting from this process are not new work, since they have been published or disseminated in some other form prior to the composition of the later essay where they appear.

Students are not allowed to reuse significant portions of previously published text in a dissertation without proper citation. Students must follow appropriate “fair use” guidelines and avoid large and excessive quotation or extensive paraphrasing.

In accordance with established fair use guidelines, students may quote or cite previously published personal work where the citation helps to establish, explain, and otherwise advance the original work of the dissertation. Fair use guidelines follow legal copyright law and require that an author quote from portions of other works with proper citations. Students should not quote more than a few contiguous paragraphs of their own or other's work (*Chicago Manual of Style*, 2010, p. 146). All references must be properly and adequately cited.

In cases where the prospect of self-plagiarism may occur, students are expected to confer with their first readers to ensure that any problems in this area are avoided during the writing of dissertations.

Further, no substantial portion of any previously submitted work may be submitted for a course assignment in a seminar without express permission from the professor. All material previously used should be placed in quotation marks or block format. A substantial portion is considered to be anything that exceeds 150 words.

There is a website we encourage you to explore and reference regarding plagiarism. Plagiarism.org has much to offer in teaching you what plagiarism is and how to cite properly. It is sponsored by the plagiarism checking service we use called Turnitin.

For purposes of this rule, self-plagiarism will be treated as plagiarism, causing it to be subject to policies on plagiarism established by the DAPC.

Cases of plagiarism are Code of Conduct violations and will be referred to the Dean of Students for adjudication.

## 6.2 Dissertation Policy

Following United States copyright law, the copyright to the dissertation is held by its author. By entering a doctoral program at Midwestern Baptist Theological Seminary, the student agrees to grant the seminary a nonexclusive license to retain, reproduce, and disseminate the student's dissertation in any format for purposes chosen by the seminary, including, but not limited to, preservation and research.

Upon successful completion of the dissertation, the student is required to submit a PDF copy of the final, approved, and signed draft to the ProQuest Dissertations and Theses (PQDT) database, following the instructions as located on the PQDT submission website. The Doctoral Studies Office provides the MBTS dissertation submission link to the student.

ProQuest offers the student the option for ProQuest to register the dissertation copyright with the U.S. Copyright Office on the student's behalf for a one-time fee. This service is entirely optional; the student already holds the copyright to the dissertation by authoring it. Copyright registration protects authors from infringement, should the author find it necessary to sue an individual for monetary damages related to profiting from a copyrighted work. In the case of dissertations, the likelihood of such a scenario occurring is remote.

ProQuest also allows students to make their dissertations freely available through Open Access. ProQuest charges the student a one-time fee for this service. Open Access dissertations are freely accessible as full-text documents to everyone, regardless of a subscription to PQDT. Like copyright registration, this service is entirely optional.

### 6.3 Change of Degree Policy

A Change of Degree fee will be assessed for students who request to change from one doctoral degree to another (except for those moving from the ThM degree to another postgraduate degree). The Change of Degree fee is also applicable to those who withdraw from one of Midwestern's doctoral degrees and apply to a different Midwestern doctoral degree within one year.

A grace period, during which the fee is waived, extends from the time of admission to the end date of the Doctoral Studies Colloquium which is to be the first seminar. (If a different first seminar is approved by the Doctoral Studies Office, then the decision needs to be made by the end of that first seminar.) The grace period for a student to change degrees without added fees applies to new students at MBTS and who are beginning postgraduate work at MBTS for the first time. Therefore, transfer students cannot benefit from the grace period here described.

Students who request changes of degree will receive monetary credit for previously completed courses if they have received a letter grade of B or higher for their courses. This credit will not apply to courses that are in progress at the time of the DAPC approval and that are required in the degree to which the student is transferring.

### 6.4 Change of Concentration Policy

Changes of concentration following the end of any student's first seminar will incur a charge or drop fee.

### 6.5 Maintenance Fee Waiver Policy

Any student who defends his or her dissertation prior to the start of the semester (before February 1 or August 1) will not be charged the Maintenance Fee for the following semester while they work to meet the remaining deadlines to graduate the following term. Please note that this waiver *is only applicable to the Maintenance Fee*, and other semester and graduation fees will still apply to the following semester. Furthermore, this waiver is only applicable to students who have fully paid for their doctoral degree and are thereby in the Maintenance Stage of their degree. It is not applicable to students who have not yet fully paid for their doctoral degree.

## DOCTOR OF PHILOSOPHY (PHD)

The Doctor of Philosophy in Biblical Studies, Theological Studies, and Applied Theology degrees, offered through Midwestern Baptist Theological Seminary (MBTS), prepare students professionally and personally to serve the church as teachers, pastors, and leaders at the highest level. These programs inculcate superior abilities in research, writing, and ministry, with emphasis on theological knowledge. As per the vision of Midwestern, recipients of the PhD will be competent and dedicated leaders who are faithful to the teachings of Scripture as they pursue the Great Commission. The Doctor of Philosophy degree is a 52-hour program that normally demands at least four years (eight semesters) of academic study.

The Doctor of Philosophy (PhD) is recognized by the Association of Theological Schools (ATS) and the Higher Learning Commission (HLC) as a theological research degree. As such, it supports vocations of teaching and research in theological schools, colleges, and universities, as well as the scholarly enhancement of ministerial practice.

To be admitted to the PhD program at MBTS, applicants must demonstrate noteworthy academic and/or ministerial achievement, the latter being evidenced by the completion of a Master of Divinity, Master of Arts, or equivalent degree program, coupled with exceptional ministry skill. The required balance of these factors is determined by the applicant's anticipated emphasis.

This section outlines the PhD program with sufficient detail to answer most questions raised at each stage of the program, from admission to dissertation defense; however, as this document cannot address every question or concern, the student is invited to seek particular help from the Doctoral Studies Office (DSO) as needed. Finally, the MBTS website answers many FAQs. The website also offers a regularly updated seminar calendar for planning purposes. The seminary catalog is also available to address finer points in tuition, fees, important dates, and course descriptions.

### 7.0 Introduction to the PhD

Midwestern offers a research doctorate (PhD) in Biblical Studies, Theological Studies, or Applied Theology.

- The PhD in Biblical Studies offers emphases in:
  - Biblical Studies (Standard Program)
  - Biblical Theology
  - Old Testament
  - New Testament
  
- The PhD in Theological Studies offers emphases in:
  - Systematic Theology
  - Historical Theology
  - Ethics
  - Preaching

- The PhD in Applied Theology offers emphases in:
  - Apologetics
  - Biblical Counseling
  - Biblical Spirituality
  - Ecclesiology
  - Leadership
  - Missiology

These programs complement the institution's substantial history of professional doctoral education, as recognized by the Association of Theological Schools (ATS).

## 7.1 Purpose and Objectives

### 7.1.1 Purpose

The PhD is intended primarily (a) to equip persons for vocations of teaching and research in theological schools, colleges, and universities, and (b) to enhance the practice of ministry through advanced, biblically defined scholarship.

### 7.1.2 Program Objectives

Students graduating from the Doctor of Philosophy program will be able to do the following:

1. Master a discernible field of study within their chosen theological discipline;
2. Understand and demonstrate research methodologies and procedures appropriate to their chosen field of study;
3. Demonstrate theological inquiry and hermeneutical expertise through writing and teaching within their chosen field of study;
4. Exercise the liberty to develop and defend a research dissertation.

## 7.2 Candidacy

The PhD student becomes a 'candidate' through the following, three-stage process:

1. At the conclusion of DR30090, Dissertation Seminar, the student is assigned a First and Second Reader, who will nearly always be identical to the eventual Dissertation Committee.
2. During the semester following the Dissertation Seminar, the student's First and Second Readers supervise efforts to produce the first two chapters of the dissertation, while the student is enrolled in DR39055, PhD Comprehensive Examination Research.
3. When the student has completed chapters 1 and 2 to the satisfaction of the First and Second Readers, the First Reader will send a written notice to the Doctoral Studies Office certifying that the student has identified a course of advanced research that is likely to result in a defensible dissertation and has produced written evidence of readiness to complete the entire dissertation process, as defined by the Comprehensive Examination Rubric.

Once these three steps have been taken, the student becomes a PhD candidate.

### 7.3 Tuition

Current tuition prices and fee schedules may be viewed on the institution's website at [www.mbts.edu](http://www.mbts.edu). Students changing denominational status from SBC to non-SBC, or vice versa, will be subject to the relevant increase or discount effective the semester following the change.

The Doctor of Philosophy program is billed over eight consecutive semesters regardless of course enrollment or in the event of early completion (the remainder of the tuition will be billed prior to graduation). Tuition is billed according to duration in the program, not credit-hours taken to date. Students who have not completed the doctoral program within the prescribed timeframe (eight semesters) will be assessed a maintenance fee for each subsequent semester until they have completed all degree requirements. Upon withdrawal from the program, tuition reimbursement will be determined on a pro-rated schedule per the current catalog.

### 7.4 Residents, Fellows, and Adjunctive Instruction

PhD Residents are doctoral students in good standing who have routine access to the MBTS campus and who have assumed a greater responsibility to attend specialized meetings, assist with campus events, and to serve faculty members as research assistants and graders. Residents are PhD students who are also pursuing the Graduate Certificate of Theological Studies, a 12 credit-hour program that (a) provides additional training in pedagogy and (b) introduces the students to the specifics of academic administration.

Doctoral Fellows are PhD Residents who have been nominated by a faculty member to serve more extensively in the same roles as PhD Residents but with added responsibilities in academic administrative support (e.g., the Library, Institutional Relations, Doctoral Studies). Doctoral Fellows are eligible to serve on a one-year renewable basis, if they remain in good standing academically and otherwise; but as opportunities to serve in this capacity are limited, renewals are not automatic. Fellows must be approved by the Provost.

Some Residents and Fellows may be asked to serve as on-campus adjunct instructors (at the undergraduate level) or as online course facilitators. Qualified instructors will possess an appropriate Master's degree, have essential experience, and otherwise meet all the teaching requirements of the Seminary (e.g., the ability to sign BFM (2000) and the Chicago and Danvers Statements). Students interested in teaching in these capacities should contact the Dean of Online Studies and/or the Provost to secure the appropriate documentation. Hours and remuneration related to service as a fellow are set by the Provost.

### 7.5 Program Prior to Dissertation

#### 7.5.1 Grading and Student Records

To pass any seminar or directed study, the student must earn at least a B for that seminar or study. Grades lower than a B will be seen as equivalent to failure. Students given less than a



B for a course will be placed on academic probation (see section 4.0 regarding academic probation).

To rectify deficiencies calling for probation, students must either (a) retake the failed seminar and/or (b) supplement their work with additional research and writing assignments, as determined by the Doctoral Studies Office. The retaking of a failed seminar, according to option (a) above, is normative in these cases. Students receiving two B- grades (or lower grades) in succession will face termination from the program (see section 4.0 Academic Probation). In general, students must maintain an overall 3.0 GPA in the program.

### 7.5.2. Doctoral Studies Unofficial Audit

An updated list of the student's completed work is available via the Student Portal. Students may also request an unofficial audit from the Doctoral Studies Office by email or phone (816-414-3704). Five business days must be allowed for a response.

## 7.6 Seminar Structure

The standards of the Association of Theological Schools (ATS) mandate that at least half of the coursework for a Doctor of Philosophy degree be completed on the school's main campus (Standard of Accreditation 5.15).

Therefore, all PhD students are required to take the majority of their seminars on campus. Seminars will provide no less than thirty-two hours of classroom time for a 4 credit-hour course. Professors may schedule class time during the day, over mealtimes, or in the evenings of the days scheduled for seminars. Doctoral students must clear their schedules to accommodate these instructional hours, on the understanding that routine contingencies of employment and ministry are not valid reasons to be absent from seminar sessions.

## 7.7 Student Advisement

Prior to the Comprehensive Examination phase of the PhD program, students will be advised in the program by the Doctoral Studies Office. Students are encouraged to consult with faculty concerning their interests and prospects for dissertation research. In the Comprehensive Examination and Dissertation Research phases of the program, students will work with appointed First and Second Readers to meet all required standards.

## 7.8 Language Requirements

Students in the PhD – Biblical Studies and PhD – Theological Studies programs must demonstrate a working knowledge of Greek and Hebrew. Demonstration of competency in these two languages is required prior to admission to the program, unless otherwise approved by the Doctoral Academic Policies Committee. Students lacking the required level of competency in either language may be admitted provisionally, on the understanding that such deficiency is to be remedied as soon as possible and certainly by the end of the first year of PhD studies.

Competency in all required languages must be established and documented prior to enrollment in Dissertation Seminar.

The following table indicates the credit-hour requirements needed for each emphasis in the PhD–Biblical Studies and PhD–Theological Studies programs, with variations being determined by the degree of exegetical sophistication demanded in each case:

<b>PhD – Biblical Studies</b>	<b>Greek</b>	<b>Hebrew</b>
Biblical Studies	12 hours	12 hours
Old Testament	6 hours	12 hours
New Testament	12 hours	6 hours
Biblical Theology	6 hours	6 hours
<b>PhD – Theological Studies</b>	<b>Greek</b>	<b>Hebrew</b>
Systematic Theology	6 hours	6 hours
Historical Theology	6 hours	6 hours
Ethics	6 hours	6 hours
Preaching	6 hours	6 hours

The basis for judging competency in all PhD language requirements is determined by a set number of credit-hours earned in study at the Master’s level or higher.

Students in all PhD programs are also required to demonstrate a reading knowledge of one modern research language. This modern language will be German or French in most (but not all) cases. Students who desire to substitute another modern language—including statistics in some instances—for German or French may direct their requests to the Doctoral Studies Office. For most language programs of MBTS (e.g., HDMIn, HPhD) competency in English is normative as the research language.

The determination of the language to be required will consider the student’s area of specialization, particular needs, and future ministry goals. For example, students enrolling in the Missiology emphasis may demonstrate proficiency in the language requirement of their chosen area of missional engagement. Students desiring to use another language, aside from German and French, for this purpose may submit a request to the DSO to this effort.

Evidence that the student has acquired a working knowledge of an appropriate research language must be produced before taking DR30090, Dissertation Seminar. Failure to satisfy this requirement will result in the student’s being placed on interrupted status for one semester, during which time this deficiency must be remedied. Failure to acquire modern language competency in a timely manner will place the student on probationary status and may result in termination from the program.

Competency in a language may be demonstrated in any one of the following ways:

1. By attending and passing a Master’s level course in the language at MBTS (Greek, Hebrew, Theological German, or Theological French). Tuition for these courses is the responsibility of the student and is not included in the PhD program tuition;

2. By attending and passing a comparable course on a Master’s level at an accredited educational institution (see [www.chea.org](http://www.chea.org)). The student must confirm the completion of the course by submitting an official transcript showing a passing grade. The student may also be required to furnish the syllabus used in the course;
3. By passing an approved examination proctored by an authorized faculty or staff member of MBTS. A fee will be charged for the examination. Applicants may contact the Doctoral Studies Office ([docstudies@mbts.edu](mailto:docstudies@mbts.edu)) for more details;
4. By providing acceptable evidence of proficiency to the Doctoral Academic Policies Committee substantiating the required level of proficiency.

This requirement is not to be seen as a mere formality having no intrinsic connection to the process of dissertation research. On the contrary, the latter process presupposes an effort to understand and evaluate scholarship produced by experts in languages other than English or in languages that differ from the language used to write the dissertation itself; and the doctoral candidate will be expected—in nearly all cases—to interact with such sources in the dissertation phase.

## 7.9 PhD Seminar Requirements

### 7.9.1 Core Seminars

**16 hrs**

DR00000	Doctoral Orientation.....	0 hrs
DR30020	Doctoral Studies Colloquium .....	4 hrs
DR30060	Integrating Christian Faith & Practice (OR)	
DR35090	Advanced Biblical Hermeneutics .....	4 hrs
DR34080	Teaching Principles and Methods in Higher Education .....	4 hrs
DR30090	Dissertation Seminar .....	4 hrs

### 7.9.2 PhD, Biblical Studies Emphasis Seminars

**24 hrs**

#### 7.9.2.1 Biblical Studies (Standard Program)

DR35110	Advanced Hebrew Grammar.....	4 hrs
DR35150	Advanced Greek Grammar.....	4 hrs
Two seminars from the OT emphasis (AND)		
Two seminars from the NT emphasis .....		
		16 hrs

#### 7.9.2.2 Biblical Theology

DR37350	Old Testament Theology .....	4 hrs
DR37360	New Testament Theology .....	4 hrs
DR35600	Ancient Jewish & Greco-Roman Literature .....	4 hrs
DR37340	Advanced Biblical Theology.....	4 hrs
One elective from OT emphasis (AND)		
One elective from NT emphasis .....		8 hrs

### 7.9.2.3 New Testament

DR35150	Advanced Greek Grammar.....	4 hrs
DR35610	Synoptic Gospels and Acts.....	4 hrs
DR35620	Johannine Literature.....	4 hrs
DR35630	Pauline Epistles.....	4 hrs
DR35640	General Epistles.....	4 hrs
One elective: DR35600, DR36260, DR37340, DR37360, DR38460.....		4 hrs

### 7.9.2.4 Old Testament

DR35110	Advanced Hebrew Grammar.....	4 hrs
DR35510	Pentateuch.....	4 hrs
DR35520	Historical Books.....	4 hrs
DR35530	Prophetic Books.....	4 hrs
DR35540	Poetic & Wisdom Books.....	4 hrs
One elective: DR36250, DR37340, DR37350, DR38450.....		4 hrs

## 7.9.3 PhD, Theological Studies Emphasis Seminars 24 hrs

### 7.9.3.1 Systematic Theology

DR37391	Philosophical Theology.....	4 hrs
DR37320	Doctrine of God & Creation.....	4 hrs
DR37330	Christology & Soteriology.....	4 hrs
DR37337	Ecclesiology.....	4 hrs
DR37395	Advanced Systematic Theology.....	4 hrs
One elective from Ethics, Historical Theology, NT, OT, Biblical Theology, or Apologetics.....		4 hrs

### 7.9.3.2 Historical Theology

DR37305	Theology and Culture.....	4 hrs
DR37337	Ecclesiology.....	4 hrs
DR37370	The Early Church.....	4 hrs
DR37375	The Reformation.....	4 hrs
DR37380	The Modern Era.....	4 hrs
DR37385	The Baptist Tradition.....	4 hrs

### 7.9.3.3 Ethics

DR38405	Worldview and Ethical Theory.....	4 hrs
DR38440	Contemporary Issues in Ethics.....	4 hrs
DR38441	Marriage & Sexuality.....	4 hrs
DR38442	Bioethics.....	4 hrs
DR37305	Theology & Culture.....	4 hrs

One elective from Systematic or Biblical Theology emphasis .....4 hrs

7.9.3.4 Preaching

DR36220 Preaching & Ministry Practice .....4 hrs  
DR36250 Preaching from the Old Testament.....4 hrs  
DR36260 Preaching from the New Testament .....4 hrs  
DR36271 Expository Preaching .....4 hrs  
DR36272 Style & Application in Expository Preaching .....4 hrs  
DR36273 Doctrinal & Topical Exposition .....4 hrs

7.9.4 PhD, Applied Theology Emphasis Seminars **24 hrs**

7.9.4.1 Apologetics

DR33330 Missiology .....4 hrs  
DR37001 Science and Origins.....4 hrs  
DR37002 World Religions .....4 hrs  
DR38405 Worldview & Ethical Theory .....4 hrs  
DR37391 Philosophical Theology .....4 hrs  
One elective: DR37360 or DR37350 .....4 hrs

7.9.4.2 Biblical Counseling

DR37337 Ecclesiology .....4 hrs  
DR31280 The Bible and Pastoral Care .....4 hrs  
DR32210 Biblical Counseling Theory & Practice.....4 hrs  
DR32212 Historical & Theological Foundations  
of Biblical Counseling.....4 hrs  
DR32274 Advanced Marriage & Family Counseling .....4 hrs  
One elective: DR32280, 32050, 37305, 36220  
or from Ethics, ST, HT, BT, Missiology emphases .....4 hrs

7.9.4.3 Missiology

DR33330 Missiology .....4 hrs  
DR37305 Theology and Culture.....4 hrs  
DR37337 Ecclesiology .....4 hrs  
DR38405 Worldview and Ethical Theory .....4 hrs  
Two electives from Church Planting/Missions/Revitalization .....8 hrs

7.9.4.4 Ecclesiology

DR37305 Theology and Culture.....4 hrs  
DR31280 The Bible and Pastoral Care .....4 hrs  
DR37337 Ecclesiology .....4 hrs

Three electives from Applied Theology ..... 12 hrs

#### 7.9.4.5 Leadership

DR31020 Developing Christian Leaders ..... 4 hrs  
DR31040 Contemporary Issues in Leadership ..... 4 hrs  
DR31050 Biblical Foundations for Leadership ..... 4 hrs  
DR31060 Organizational Theory and Development ..... 4 hrs  
DR31085 Change and Conflict in Leadership ..... 4 hrs  
One elective from DR31010, 34850, 34892, or 39011 ..... 4 hrs

#### 7.9.4.6 Biblical Spirituality

DR31050 Biblical Foundations for Leadership ..... 4 hrs  
DR31080 Biblical Spirituality ..... 4 hrs  
DR31280 The Bible and Pastoral Care ..... 4 hrs  
DR37337 Ecclesiology ..... 4 hrs  
Two electives from Applied Theology ..... 8 hrs

### 7.10 Sequence of Study

Upon admission, the student will be enrolled in DR00000, Doctoral Orientation, for 0 credit-hours, during which time there is a need to become familiar with the mechanics of doctoral study at Midwestern. Subsequent to DR00000 Doctoral Orientation, students are expected to take DR30020, Doctoral Studies Colloquium. Students should then develop a plan to complete their degrees. This plan should give priority to planning the emphases courses by the rotation of the schedule; and when there are openings in the schedule, the student should seek to complete a core seminar such as Advanced Biblical Hermeneutics, Integrating Christian Faith & Practice or Teaching Principles & Methods of Higher Education.

PhD students in the Biblical Studies and Theological Studies degrees must take DR35090, Advanced Biblical Hermeneutics. Students in the Applied Theology degree must take DR30060, Integrating Christian Faith & Practice.

Students in the language emphases—i.e., NT, OT, and Biblical Studies—are advised to take DR35110, Advanced Hebrew Grammar and/or DR35150, Advanced Greek Grammar (as per emphasis requirements) early in their specialized studies, given that later seminars will presuppose substantial language expertise.

When all other seminars are completed, the student must take DR30090, Dissertation Seminar, to be followed directly by DR39060, Comprehensive Examination and, last of all, DR40980, Dissertation.

### 7.11 Course Rotation

The Doctoral Studies Colloquium and subsequent seminars will normally be offered on a two-year or three-year rotation. This schedule is, however, subject to change. Students must plan to accommodate changes and infrequencies of seminar availability.

## 7.12 Directed Study and Audits

Directed Studies, audits, and alternative study arrangements are to be seen as privileges, not as entitlements, as they impose additional costs on the institution and are less conducive to the community of learning that the institution seeks to foster. Nevertheless, as a service to the student, permission to engage in such alternatives may be granted.

### 7.12.1 Auditing Research Doctoral Seminars

If not already admitted, students seeking to audit a research doctoral course must first apply as an NDS student (see above section 2.0.3.3). Auditing students will pay a per-credit-hour fee, as set by the institution's Finance Office. Written permission to audit by the professor is required, and class discussions and activities of auditing students are at the discretion of the professor. On occasion, highly capable master's students are permitted to audit a doctoral course or to take one for credit, at the discretion of the seminar instructor. Students completing the course for credit are given priority in enrollment; therefore, students auditing the course may be "bumped" from the course to make room for credit seeking students if the course is filled.

Any student who commences a course for credit and then requests to change said enrollment to "Audit" must do so within 2 weeks of the start of the course and be assessed an Audit Fee. The Audit Fee is determined by billing the student one-half the cost per credit hour for the course. (For example: if the course is a 4-credit hour course the SBC student will be assessed a \$500 Audit Fee.)

## 7.13 Comprehensive Examination

### 7.13.1 Overview and Purpose

DR39060, PhD Comprehensive Examination, is an evaluative process that is designed to establish that the prospective candidate is ready to conduct independent doctoral research under supervision, having demonstrated the knowledge and skill needed to assess the current state of research in a chosen field and to identify a point at which some distinctive contribution can be made. Specifically, then, each student must produce written work demonstrating the ability (a) to evaluate prevailing scholarship in a specialized area with advanced, critical awareness, (b) to see points at which this scholarship is incomplete, sub-optimal, and/or defective, and (c) to formulate a plan of investigation that is likely to result in a defensible dissertation that advances the discussion in a chosen field of specialization.

### 7.13.2 Comprehensive Examination Goals and Objectives

Considering its general purpose, the Comprehensive Examination will be informed by the following performance indicators.

Upon successful completion of the Comprehensive Examination process, the student will be able to do the following:

1. Collect, analyze, and synthesize exegetical, historical, and theological evidence related to a chosen field of doctoral study;
2. Identify an area within a chosen field of expertise that calls for additional investigation;
3. Formulate a research question, related to the identified area of need, that is answerable within the structure of supervised doctoral studies;
4. Plan and initiate a course of research designed to answer a general or controlling research question.

From the description and goals indicated above, it will be clear that the evidence produced to pass the Comprehensive Examination would offer a direct basis for the student's subsequent dissertation research and writing. For more details regarding the standards to be met through the Comprehensive Examination, students should consult the related rubric in the Documents for Doctoral Studies Canvas course.

Once students have completed DR30090, Dissertation Seminar, two events occur simultaneously. They are (a) enrolled directly in DR39055 Comprehensive Examination Research and (b) assigned First and Second Readers. The latter two experts supervise the work undertaken during the Comprehensive Examination process and determine whether its requirements have been satisfied. In nearly all cases, the same two scholars serve as the candidate's First and Second Readers for the dissertation and oral defense.

### 7.13.3 Duration

The student's efforts to complete the Comprehensive Examination will continue for at least one semester, and arrangements can be made for this work to continue through additional semesters, at the discretion of the student's First and Second Readers. Extensions of this process beyond two semesters must be sought in writing through the Doctoral Studies Office and will be accepted or rejected by the Doctoral Academic Policies Committee in consultation with the student's First and Second Readers. No more than four semesters will be allowed for completion of the Comprehensive process. Failure to complete the examination process in a timely manner, as determined by the Doctoral Office, may result in termination from the PhD program.

### 7.13.4 Evaluation

The student's First and Second Readers are the sole evaluators of work submitted, both for the Comprehensive Examination and for the entire dissertation. The standards applied in both instances are specified in the Comprehensive Examination Rubric and Dissertation/Defense Rubrics, all of which can be found in the Documents for Doctoral Studies Canvas course.



## MASTER OF THEOLOGY (THM)

The Master of Theology program combines elements of master's and doctoral study, making it a postgraduate degree in essence. Coursework occurs at both levels, with advising offered by the Doctoral Studies Office. All coursework for the ThM may be completed remotely, with no requirement to appear on the MBTS campus.

### 8.0 Goals

Persons admitted to the ThM program will, upon graduation, demonstrate the ability to:

1. Develop an area of theological specialization and relate this work to the larger context of theological study and ministry;
2. Conduct advanced research using standard scholarly tools and methods;
3. Develop advanced knowledge and skill in the task of biblical interpretation.

### 8.1 Admission

Midwestern Baptist Theological Seminary offers the ThM to enable students of substantial ability to continue academic research beyond the MDiv (or an equivalent degree from an accredited institution). The program prepares students for additional graduate study, doctoral work, and other specialized types of ministries, including teaching secondary and postsecondary Christian institutions.

There are three sections to the ThM, each one being tailored to the student's vocational objectives:

1. For the ThM Standard, Pedagogy or Research Language
  - a. Theological languages: The languages are offered at the graduate level. Taking French or German is advisable if the student plans to pursue a PhD in the future. Languages take time to learn, so it is advisable to start working on them as soon as one is accepted into the program. The language classes may be taken in an online format or in a traditional classroom setting to complete the requirements for the ThM. Language classes may be completed concurrently as doctoral seminars. The online program traditionally offers Greek I & II in both the spring, summer and fall terms, Hebrew I & II in both spring, summer and fall terms. Theological French is offered in online format each spring. Independent Study format French, German or Latin are also available which begin at the time of enrollment. **Students who earn a C- or lower in a required language course will be considered failing.**
  - b. Applied Theology courses: The applied theology courses are offered at the graduate level. The applied theology courses may be completed in online format or in a traditional classroom setting to complete the requirements for the ThM and can be completed concurrently as doctoral seminars. The following courses are required: Theology I, Theology II, Introduction to Hermeneutics and Introduction

to Pastoral Ministry. **Students who earn a C- or lower in a required applied theology course will be considered failing.**

2. Doctoral seminars: All ThM students are required to take DR30020, Doctoral Colloquium (Orientation), and DR35090, Advanced Biblical Hermeneutics, or DR30060, Integrating Christian Faith & Practice. (Students who plan to pursue a PhD must refer to the PhD audit for the degree program to determine whether the student should complete DR35090 or DR30060.) Students seeking a vocational future in the field of education should also take DR34080, Teaching Principles and Methods in Higher Education. These seminars can be taken during the same years as the languages as the student's schedule allows. DR30020 must be taken before DR35090/DR30060 and DR34080.
3. Comprehensive Examination: As language/applied theology classes and doctoral seminars come to a close, all ThM students are required to complete a comprehensive examination. Six months should be allocated to complete this last stage. ThM graduates may 'walk' in the May or December exercises.

## 8.2 Enrollment

Enrollment into the ThM program will require registration and communication through the registrar's office of the seminary and website. Failure to enroll within the first 12 months after admittance will require reapplying for admission. In addition, inactive enrollment within the past two calendar years (24 consecutive months) will likewise result in termination from the program.

## 8.3 Tuition

Questions about billing for language classes should be directed to the financial services office, as these amounts are subject to change.

## 8.4 Degree Program

### 8.4.1 ThM Standard Core Seminars 12 hrs

DR30020	Doctoral Studies Colloquium .....	4 hrs
DR30060	Integrating Christian Faith & Practice (OR)	
DR35090	Advanced Biblical Hermeneutics .....	4 hrs

#### 8.4.1.1 Language Core

BS2200	Hebrew I .....	3 hrs
BS2201	Hebrew II .....	3 hrs
BS2300	Greek I .....	3 hrs
BS2301	Greek II .....	3 hrs

#### 8.4.1.2 Thesis

DR39050	Comprehensive Examination .....	4 hrs
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**8.4.2 ThM Pedagogy Core Seminars 12 hrs**

DR30020	Doctoral Studies Colloquium .....	4 hrs
DR30060	Integrating Christian Faith & Practice (OR)	
DR35090	Advanced Biblical Hermeneutics .....	4 hrs
DR34080	Teaching Principles and Methods in Higher Education .....	4 hrs

**8.4.2.1 Language Core**

BS2200	Hebrew I.....	3 hrs
BS2201	Hebrew II.....	3 hrs
BS2300	Greek I.....	3 hrs
BS2301	Greek II.....	3 hrs

**8.4.2.2 Thesis**

DR39050	Comprehensive Examination .....	4 hrs
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**8.4.3 ThM Research Language Core Seminars 12 hrs**

DR30020	Doctoral Studies Colloquium .....	4 hrs
DR30060	Integrating Christian Faith & Practice (OR)	
DR35090	Advanced Biblical Hermeneutics .....	4 hrs

**8.4.3.1 Research Language (*choose one*)**

Online Format

3510	Theological German .....	3 hrs
3520	Theological French.....	3 hrs

Independent Study Format

GS1610	French for Reading Knowledge .....	3 hrs
GS1620	German for Reading Knowledge.....	3 hrs
GS1630	Latin for Reading Knowledge .....	3 hrs

**8.4.3.2 Language Core**

BS2200	Hebrew I.....	3 hrs
BS2201	Hebrew II.....	3 hrs
BS2300	Greek I.....	3 hrs
BS2301	Greek II.....	3 hrs

**8.4.3.3 Thesis**

DR39050	Comprehensive Examination .....	4 hrs
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#### 8.4.4 ThM Applied Theology Core Seminars

12 hrs

DR30020	Doctoral Studies Colloquium .....	4 hrs
DR30060	Integrating Christian Faith & Practice.....	4 hrs

##### 8.4.4.1 Applied Theology Master's Level Courses

BS2400	Introduction to Hermeneutics .....	3 hrs
HT3200	Theology I .....	3 hrs
HT3201	Theology II .....	3 hrs
MN5430	Introduction to Pastoral Ministry .....	3 hrs

##### 8.4.4.2 Thesis

DR39050	Comprehensive Examination .....	4 hrs
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### 8.5 Comprehensive Examinations

The ThM degree concentrates on skills related to biblical exegesis and the core competencies of theological research. Therefore, the ThM Comprehensive Examination Essay (TCEE) requires the candidate to demonstrate advanced ability in the theory and methods of biblical exegesis and theology, with application to an anticipated field of subsequent postgraduate research (e.g., Historical Theology, NT, OT, Apologetics, Preaching, and Ministry). Topics for the TCEE are to be chosen in consultation with the candidate's TCEE supervisor. This essay will fall between 15,000 and 20,000 words and will engage all parts of the theological pathway from exegesis to theological reflection. Candidates who do not anticipate subsequent postgraduate research will nevertheless choose an area of specialized concentration for the purposes of this final assessment.

Upon completion of all required doctoral seminars, students will enroll in DR39045, ThM Comprehensive Examination Research. To enroll, students must complete the ThM Registration Form, and enter the date the comprehensive exam research is to begin. At the successful completion of the comprehensive examination the course DR39050, ThM Comprehensive Examination will be recorded on the student's transcript. Withdrawing from the Comprehensive Examination Research follows our standard drop policy (must be dropped in the first 21 days of the course). If enrolled in an additional semester of Comprehensive Exam Research a withdrawal is only allowed in the first 21 days of that semester.

## **PROFESSIONAL DOCTORATE (DMin, EdD, DEdMin)**

The Doctor of Ministry, Doctor of Education, and Doctor of Educational Ministry degrees offered through Midwestern Baptist Theological Seminary are designed for persons seeking a high level of competence and excellence in the development of Christian leadership through doctoral level research, instruction, exegesis, project development, reflection, and evaluation.

The DMin, DEdMin, and EdD are recognized by the Association of Theological Schools (ATS) as professional theological degrees. Like the PhD, professional doctoral degrees are classified as terminal, but they differ in learning outcomes. The PhD contributes to a systematic understanding of reality, including theories of existence, value, and knowledge. The DMin, DEdMin, and EdD seek to enhance academic understanding of the goals and skills needed to apply theoretical results.

Noteworthy academic and/or ministerial achievement is necessary for admission into doctoral studies programs. Thus, only students who have demonstrated significant academic ability and ministry competence are admitted to Midwestern's doctoral programs.

This handbook provides an overview of each professional doctoral program with sufficient details to provide answers to questions as the student considers entering the program and as a guide through the program. When the student completes all seminars and enters the project and dissertation phase of the journey, the student will receive this handbook's companion, "Doctoral Project Dissertation Guide," which provides helpful information about the project dissertation phase.

The student is encouraged to regard all seminars taken as preparation for the dissertation project. Seminar papers and assignments are practice opportunities for writing the dissertation. When writing research papers for seminar course requirements, the student should consider topics that may relate to the future project. While these papers will not become part of the dissertation, the research performed for these papers will assist the student in determining the feasibility of possible project ideas.

**Professional Doctoral Studies Objectives:**

Students graduating from a Professional Doctoral Studies program will be able to do the following:

1. Draw on the resources of the classical area of theological study;
2. Do original field research and needs analysis;
3. Organize and motivate others to carry out such program plans with a high level of competence;
4. Move beyond routinely accepted techniques of ministry toward new dimensions, methods, and outreach.

# **DOCTOR OF MINISTRY (DMin)**

## **10.0 Introduction to the DMIN**

The purpose of the Doctor of Ministry degree program is to develop Christian leaders through doctoral level instruction, research, and practice. The program is divided into three major components: Foundational Seminars, Concentration Seminars, and the Project Dissertation.

## **10.1 Specializations**

Students may specialize with concentration seminars, if desired. The concentration will be indicated on the transcript and the diploma. Directed (independent) studies are available for students seeking advanced training in a particular ministry field. The Doctoral Studies Office (816-414-3755 or docstudies@mbts.edu) can provide additional information.

## **10.2 Duration**

The DMin degree is a 30-hour program designed to be completed in three years.

## **10.3 Military Chaplaincy Program**

Qualified U.S. Army chaplains admitted to Midwestern's DMin program may request the transfer of 20 or fewer credit hours toward the DMin degree for military training in such areas as Chaplaincy Officer Basic Course, Chaplaincy Officer Advanced Course, C4, and/or ILE/CGSC training. Upon admission, the student will be enrolled in DR00000, Doctoral Orientation, for 0 credit hours. At least one third (10 hours) of the 30 hours required for the DMin degree must be completed at the campus of Midwestern. All of the DMin program fees must be paid regardless of the number of transfer hours. The Doctoral Studies Office (816-414-3704 or docstudies@mbts.edu) can provide additional information about the DMin Military Chaplaincy Program.

## **10.4 Degree Program Outcomes**

Students graduating from the Doctor of Ministry degree program will be able to do the following:

1. Demonstrate advanced competence in applying theological convictions to any ministry context to which they are called;
2. Accurately interpret the biblical text according to sound hermeneutical principles and appropriately apply the biblical text to various ministerial contexts;
3. Provide effective biblical leadership that equips the church for faithful obedience to Christ's teachings;
4. Demonstrate exceptional skills in the biblically assigned tasks of proclamation, care, leadership, ethics, missions, or revitalization.

## **10.5 Hermeneutics**

A graduate course in hermeneutics is strongly recommended for all doctoral students. Any student earning a B- or lower in DR30060, Integrating Christian Faith and Practice, may be required to complete a graduate-level course in hermeneutics or biblical interpretation with a grade of B or higher before seeking permission to re-take DR30060.

## 10.6 Tuition

Current tuition prices and fee schedules may be viewed on the institution’s website at [www.mbts.edu](http://www.mbts.edu). Students changing denominational status from SBC to non-SBC, or vice versa, will be subject to the relevant increase or discount effective the semester following the change.

The Doctor of Ministry program is billed over six consecutive semesters regardless of course enrollment or in the event of early completion (the remainder of the tuition will be billed prior to graduation). Tuition is billed according to duration in the program, not credit-hours taken to date. Students who have not completed the doctoral program within the prescribed timeframe (six semesters) will be assessed a maintenance fee for each subsequent semester until they have completed all degree requirements. Upon withdrawal from the program, tuition reimbursement will be determined on a pro-rated schedule per the current catalog.

## 10.7 Degree Program

The basic DMin degree includes three foundation core courses, three elective courses, plus the project and dissertation. Students admitted to the English language DMin program must declare a concentration upon enrollment. Should students decide to change or drop their concentrations after the end date of their first seminar, they will be charged a Change of Concentration fee. To qualify as a concentration, doctoral students must have 18 hours in an approved area of study. Generally, this will entail three seminars plus a project dissertation written for the area of concentration. The concentration will be indicated on the diploma.

### 10.7.1 Core Seminars *(all are required)* **12 hrs**

DR00000	Doctoral Orientation <sup>1</sup> .....	0 hrs
DR30020	Doctoral Studies Colloquium .....	4 hrs
DR30060	Integrating Christian Faith & Practice.....	4 hrs
DR30090	Dissertation Seminar .....	4 hrs

### 10.7.2 Standard DMin

Foundational Core plus 12 hours from the professional doctoral curriculum. Please note, some courses require proficiency in Biblical Languages or pre-approval by the professor.

### 10.7.3 Concentration Seminars **12 hrs**

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<sup>1</sup> Upon admission, the student will be automatically enrolled in DR00000, Doctoral Orientation, for 0 credit hours.

### 10.7.3.1 Apologetics

DR37001	Science and Origins.....	4 hrs
DR37002	World Religions .....	4 hrs
DR38405	Worldview and Ethical Theory .....	4 hrs

### 10.7.3.2 Biblical Counseling

DR31280	The Bible and Pastoral Care.....	4 hrs
DR32212	Historical and Theological Foundations of Biblical Counseling .....	4 hrs
DR32220	Advanced Marriage and Family Counseling.....	4 hrs

### 10.7.3.3 Church Revitalization (may be taken in any order)

DR33261	CR I: Critical Issues for Congregational Renewal .....	4 hrs
DR33262	CR II: Revital & Renewal Perspectives .....	4 hrs
DR33263	CR III: Contextualized Strategic Planning for Revitalization .....	4 hrs

### 10.7.3.4 Ethics

DR38441	Marriage & Sexuality .....	4 hrs
DR38442	Bioethics.....	4 hrs
DR38405	Worldview and Ethical Theory .....	4 hrs

### 10.7.3.5 Expository Preaching (*select three*)

DR36271	Expository Preaching .....	4 hrs
DR36272	Style & Application in Expository Preaching .....	4 hrs
DR36273	Doctrinal & Topical Exposition .....	4 hrs
DR36220	Preaching & Ministry Practice .....	4 hrs

### 10.7.3.6 Leadership (*select three*)

DR31010	Christian Leadership.....	4 hrs
DR31020	Developing Christian Leaders .....	4 hrs
DR31040	Leadership Issues (topic varies) .....	4 hrs
DR31070	Worship Leadership .....	4 hrs
DR31080	Spiritual Formation.....	4 hrs

### 10.7.3.7 Military Chaplaincy

Transfer hours up to 12 hours.  
Balance of hours may be satisfied with eligible 30000 level courses.

### 10.7.3.8 Missions



DR33330	Missiology .....	4 hrs
DR37305	Theology and Culture .....	4 hrs
DR37002	World Religions .....	4 hrs
	One elective from Missions or Church Revitalization.....	4 hrs

### 10.7.3.9 Worship Ministry

DR31310	A Biblical Theology of Worship .....	4 hrs
DR31077	Worship Ministries Conference Seminar .....	4 hrs
DR31075	Leading and Discipling for the Musician-Theologian .....	4 hrs

### 10.7.4 Dissertation<sup>2</sup> 6 hrs

### 10.7.5 Preaching and Pastoral Leadership Tracks

*In keeping with its commitment to the Baptist Faith and Message, 2000, Midwestern College and Seminary affirms that “while both men and women are gifted for service in the church, the office of pastor is limited to men as qualified by Scripture,” and thus does not admit women to the Preaching & Pastoral Leadership tracks associated with the MDiv, MATS, MTS, DMin (Expository Preaching), and PhD (Ministry and Preaching Emphases) degrees.*

*However, MBTS actively encourages and admits women to pursue specialized training consistent with the wide spectrum of additional and vital roles of ministry service available for them to use their God-given gifts. The many other concentrations and degree programs at Midwestern are designed to equip them for these tasks.*

## 10.8 Program Prior to Dissertation

### 10.8.1. Grading and Student Records

To pass any seminar or directed study, the student must receive at least a B for that course. Any grade lower than a B will be seen as equivalent to failure. Students given less than a B for a course will be placed on academic probation (see section 4.0 Academic Probation).

### 10.8.2. Doctoral Studies Unofficial Audit

An updated list of the student’s completed work is available via the Student Portal. Students may also request an unofficial audit from the Doctoral Studies Office, by email or phone (816-414-3704). Five business days must be allowed for a response.

## 10.9 Student Advisement

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<sup>2</sup>After meeting all the requirements, the student will be registered in DR40981 DMin/DEdMin Dissertation – Ongoing Research for 1 credit hour each semester until the dissertation is completed. When the student is ready for the dissertation defense, the student will be registered in DR40991 Dissertation - DMin for the remaining hours in order to receive a total of 6 credit hours.

Prior to the dissertation phase of the program, students will be advised in the program by the Doctoral Studies Office. Students are encouraged to consult with faculty concerning their interests and prospects for dissertation research. In the Dissertation Research phases of the program, students will work with appointed First and Second Readers to meet all required standards.

### 10.10 Course Rotation

The Doctoral Studies Colloquium and subsequent seminars will normally be offered on a one-year rotation. This schedule is, however, subject to change.

### 10.11 Directed Study and Audits

Directed Studies, audits, and alternative study arrangements are to be seen as privileges, not as entitlements, as they impose additional costs on the institution and are less conducive to the community of learning that the institution seeks to foster. Nevertheless, as a service to the student, permission to engage in these alternatives may be granted.

### 10.12 Auditing Doctoral Seminars

If not already admitted, students seeking to audit a research doctoral course must first apply as an NDS student (see above section 2.0.3.3). Auditing students will pay a per-credit-hour fee, as set by the institution's Finance Office. Written permission to audit by the professor is required, and class discussions and activities of auditing students are at the discretion of the professor. On occasion, highly capable master's students are permitted to audit a doctoral course or to take one for credit, at the discretion of the seminar instructor. Students completing the course for credit are given priority in enrollment; therefore, students auditing the course may be "bumped" from the course to make room for credit seeking students if the course is filled.

Any student who commences a course for credit and then requests to change said enrollment to "Audit" must do so within 2 weeks of the start of the course and be assessed an Audit Fee. The Audit Fee is determined by billing the student one-half the cost per credit hour for the course. (For example: if the course is a 4-credit hour course the SBC student will be assessed a \$500 Audit Fee.)

### 10.13 Dissertation Project Proposal

#### 10.13.1 Overview and Purpose

The Project Proposal is an evaluative process that is designed to establish that the prospective candidate is ready to conduct independent doctoral research under supervision, having demonstrated the knowledge and skill needed to assess the current state of research in a chosen field and to identify a point at which some distinctive contribution can be made. Specifically, then, each student must produce written work demonstrating the ability (a) to evaluate prevailing scholarship in his area with advanced, critical awareness, (b) to see points at which this scholarship is incomplete, sub-optimal, and/or defective, and (c) to formulate a

plan of investigation that is likely to result in a defensible dissertation that advances the discussion in a chosen field.

Once students have completed DR30090 Dissertation Seminar, two events occur simultaneously. They are (a) enrolled directly in DR39065 Professional Doctoral Project Research and (b) assigned First and Second Readers. The latter two supervise the work undertaken during the Project Proposal process and determine whether the latter's requirements have been met.

### 10.13.2 Duration

The student's efforts to complete the Project Proposal will continue for at least one semester, and arrangements can be made for this work to continue through additional semesters, at the discretion of the student's First and Second Readers. Extensions of this process beyond two semesters must be sought in writing through the Doctoral Studies Office and will be accepted or rejected by the Doctoral Academic Policies Committee in consultation with the student's First and Second Readers. No more than four semesters are allowed for the completion of the Project Proposal. Failure to complete the proposal process in a timely manner, as determined by the DSO, may result in the student being terminated from the program.

### 10.13.3 Evaluation

The student's First and Second Readers are the sole evaluators of work submitted, both for the Project Proposal and also for the entire dissertation. The standards applied in both instances are specified in the Project Proposal Rubric and Dissertation Rubric. Both can be found in the Canvas course "Documents for Doctoral Studies."

# DOCTOR OF EDUCATION (EdD)

## 11.0 Introduction to the EdD

The Doctor of Education (EdD) program is designed to provide qualified students a high level of professional excellence in the area of educational leadership and practice. The program is divided into three major components: Professional Doctoral Core Seminars, Advanced Educational Foundational Seminars, and the Project Dissertation. Both online and on-campus seminars are available. The EdD is offered in English and Korean languages.

The theory, relationships, strategy, and practical elements in Christian Education are integrated into each seminar. These then flow into the dissertation project.

## 11.1 Duration

The EdD degree is a 40-hour program designed to be completed in no less than four years.

## 11.2 EdD Degree Outcomes

Students graduating from a Doctor of Education program will be able to do the following:

1. Apply an advanced understanding of the Christian Worldview to the theories and methods of education;
2. Develop advanced research and pedagogical skills within a specialized field of education;
3. Formulate culturally appropriate strategies to identify and address challenges in a specialized educational field;
4. Demonstrate an advanced capacity to implement biblically informed solutions to educational and organizational challenges.

## 11.3 Hermeneutics

A graduate course in hermeneutics is strongly recommended for all doctoral students. Any student earning a B- or lower in DR30060, Integrating Christian Faith and Practice, may be required to complete a graduate-level course in hermeneutics or biblical interpretation with a grade of B or higher prior to petitioning permission to re-take DR30060.

## 11.4 Tuition

Current tuition prices and fee schedules may be viewed on the institution's website at [www.mbts.edu](http://www.mbts.edu). Students changing denominational status from SBC to non-SBC, or vice versa, will be subject to the relevant increase or discount effective the semester following the change.

The Doctor of Education program is billed for 8 consecutive semesters regardless of course enrollment or in the event of early completion (the remainder of the tuition will be billed prior to graduation). Tuition is billed based on time in the program, not credit hours taken. Students who have not completed the doctoral program within the prescribed timeframe (eight semesters) will

be assessed a maintenance fee each subsequent semester. Upon withdrawal from the program, tuition reimbursement will be determined on a pro-rated schedule per the current catalog.

## 11.5 Seminar Structure

The EdD program can be completed fully online or with some options for courses in a modular format that involves the student coming to campus for a portion of the course. Fully online EdD seminars will interact through Canvas for all seminar engagement.

## 11.6 Degree Program

### 11.6.1 Core Seminars (all required) 12 hrs

DR00000	Doctoral Orientation <sup>3</sup> .....	0 hrs
DR30020	Doctoral Studies Colloquium .....	4 hrs
DR30060	Integrating Christian Faith & Practice .....	4 hrs
DR30090	Dissertation Seminar .....	4 hrs

### 11.6.2 Advanced Educational Foundations 24 hrs

DR34080	Teaching Principles and Methods for Higher Education .....	4 hrs
DR34200	Cultural Exegesis & Awareness .....	2 hrs
DR34300	Applied Statistics.....	2 hrs
DR34810	Educational Theory & Ministry Practice.....	4 hrs
DR34850	Educational Leadership .....	4 hrs
DR34860	Educational Organization & Administration.....	4 hrs
DR34893	Advanced Research, Reading & Report* .....	4 hrs

\*or another education elective as noted in catalog

### 11.6.3 Dissertation<sup>4</sup> 4 hrs

## 11.7 Dissertation Project Proposal

### 11.7.1 Overview and Purpose

The Project Proposal is an evaluative process that is designed to establish that the prospective candidate is ready to conduct independent doctoral research under supervision, having demonstrated the knowledge and skill needed to assess the current state of research in a chosen field and identify a point at which some distinctive contribution can be made. Specifically, then, each student must produce written work demonstrating the ability (a) to evaluate prevailing scholarship in a specialty area with advanced, critical awareness, (b) to

<sup>3</sup> Upon admission, the student will be automatically enrolled in DR00000, Doctoral Orientation, for 0 credit hours.

<sup>4</sup> After meeting all the requirements, the student will be registered in DR40981 DMin/EdD Dissertation – Ongoing Research for 1 credit hour each semester until the dissertation is completed. When the student is ready for the dissertation defense, the student will be registered in DR40992 Dissertation-EdD for the remaining hours to receive a total of 4 credit hours.

see points at which this scholarship is incomplete, sub-optimal, and/or defective, and (c) to formulate a plan of investigation that is likely to result in a defensible dissertation that advances the discussion in a chosen field.

Students in the EdD program can pursue with a project or research-based dissertation. The student will want to consult with the Doctoral Office on this decision.

Once students have completed DR30090, Dissertation Seminar, two events occur simultaneously. They are (a) enrolled directly in DR39065, Professional Doctoral Project Research, and (b) assigned First and Second Readers. The latter two supervise the work undertaken during the Project Proposal process and determine whether the latter's requirements have been met.

### 11.7.2 Duration

The student's efforts to complete the Project Proposal will continue for at least one semester, and arrangements can be made for this work to continue through additional semesters, at the discretion of the student's First and Second Readers. Extensions of this process beyond two semesters must be sought in writing through the Doctoral Studies Office and will be accepted or rejected by the Doctoral Academic Policies Committee in consultation with the student's First and Second Readers. No more than four semesters are allowed for the completion of the Project Proposal. Failure to complete the proposal process in a timely manner, as determined by the DSO, may result in the student being terminated from the program by the Doctoral Academic Policies Committee.

### 11.7.3 Evaluation

The student's First and Second Readers are the sole evaluators of his work both for the Project Proposal and also for the entire dissertation. The standards applied in both instances are specified in the Project Proposal Rubric and Dissertation/Oral Defense Rubric. Both can be found in the Canvas course "Documents for Doctoral Studies."

# **DOCTOR OF EDUCATIONAL MINISTRY (DEdMin)**

## **12.0 Introduction to the DEdMin**

The Doctor of Educational Ministry program is designed to provide qualified students a high level of professional excellence in the practice of educational ministry. The program is divided into four major components: Professional Doctoral Core Seminars, Advanced Educational Foundational Seminars, Advanced Educational Focus Seminars, and the Ministry Project Dissertation. Both online and on-campus seminars are available.

The theory, relationships, strategy, and practical elements in Christian Education are integrated into each Foundation and Focus Seminar. These then flow into the ministry project.

## **12.1 Duration**

The DEdMin degree is a 38-hour program designed to be completed in no less than four years.

## **12.2 Degree Program Outcomes**

Students graduating from a Professional Doctoral Studies program will be able to do the following:

1. Integrate and articulate advanced educational theory, philosophy, and practice within a biblical worldview;
2. Equip and assess teachers and leaders in educational theory and practice;
3. Organize and equip others to carry out ministry strategies with a high level of competence;
4. Move beyond routinely accepted ministry processes towards new dimensions, methods, and approaches to mobilization and discipleship;
5. Move beyond routinely accepted techniques of ministry toward new dimensions, methods, and outreach;
6. Integrate and articulate educational philosophy, educational theory, and a biblical worldview;
7. Train other teachers and leaders in educational theory and practice.

## **12.3 Hermeneutics**

A graduate course in hermeneutics is strongly recommended for all doctoral students. Any student earning a B- or lower in DR30060, Integrating Christian Faith and Practice, may be required to complete a graduate-level course in hermeneutics or biblical interpretation with a grade of B or higher prior to petitioning permission to re-take DR30060.

## **12.4 Tuition**

Current tuition prices and fee schedules may be viewed on the institution’s website at [www.mbts.edu](http://www.mbts.edu). Students changing denominational status from SBC to non-SBC, or vice versa, will be subject to the relevant increase or discount effective the semester following the change.

The Doctor of Educational Ministry program is billed for 8 consecutive semesters regardless of course enrollment or in the event of early completion (the remainder of the tuition will be billed prior to graduation). Tuition is billed based on time in the program, not credit hours. Students who have not completed the doctoral program within the prescribed timeframe (eight semesters) will be assessed a maintenance fee each subsequent semester. Upon withdrawal from the program, tuition reimbursement will be determined on a pro-rated schedule per the current catalog.

## 12.5 Seminar Structure

The DEdMin program can be completed fully online or with some options for courses in a modular format that involves the student coming to campus for a portion of the course. Fully online DEdMin seminars will interact through Canvas for all seminar engagement.

## 12.6 Degree Program<sup>5</sup>

### 12.6.1 Core Seminars (*all required*) **12 hrs**

DR00000	Doctoral Orientation <sup>6</sup> .....	0 hrs
DR30020	Doctoral Studies Colloquium .....	4 hrs
DR30060	Integrating Christian Faith & Practice.....	4 hrs
DR30090	Dissertation Seminar .....	4 hrs

### 12.6.2 Advanced Educational Foundations (*select two*) **12 hrs**

DR34810	Educational Theory & Ministry Practice.....	4 hrs
DR34820	Life Span Development & Educational Practice.....	4 hrs
DR34850	Educational Leadership .....	4 hrs

### 12.6.3 Standard Program (*choose three*) **12 hrs**

DR34080	Teaching Principles and Methods for Higher Education .....	4 hrs
DR34860	Educational Organization & Administration.....	4 hrs
DR34891	Current Issues in Christian Education .....	4 hrs
DR34892	Conference, Research & Report*#.....	4 hrs
DR34893	Advanced Research, Reading & Report* .....	4 hrs
DR39011	Directed Study*#.....	4 hrs

<sup>5</sup> The Doctor of Educational Ministry program includes a total of eight seminars plus the project & dissertation.

<sup>6</sup> Upon admission, the student will be automatically enrolled in DR00000, Doctoral Orientation, for 0 credit hours.

\* Directed Study Fee applies

# May be taken twice



**12.6.4 Worship Ministry** **12 hrs**

DR31310	A Biblical Theology of Worship .....	4 hrs
DR31077	Worship Ministries Conference Seminar .....	4 hrs
DR31075	Leading and Discipling for the Musician-Theologian .....	4 hrs

**12.6.5 Dissertation<sup>7</sup>** **6 hrs**

**12.7 Dissertation Project Proposal**

**12.7.1 Overview and Purpose**

The Project Proposal is an evaluative process that is designed to establish that the prospective candidate is ready to conduct independent doctoral research under supervision, having demonstrated the knowledge and skill needed to assess the current state of research in a chosen field and identify a point at which some distinctive contribution can be made. Specifically, then, each student must produce written work demonstrating the ability (a) to evaluate prevailing scholarship in a specialty area with advanced, critical awareness, (b) to see points at which this scholarship is incomplete, sub-optimal, and/or defective, and (c) to formulate a plan of investigation that is likely to result in a defensible dissertation that advances the discussion in a chosen field.

Once students have completed DR30090 Dissertation Seminar, two events occur simultaneously. They are (a) enrolled directly in DR39065, Professional Doctoral Project Research, and (b) assigned First and Second Readers. The latter two supervise the work undertaken during the Project Proposal process and determine whether the latter's requirements have been met.

**12.7.2 Duration**

The student's efforts to complete the Project Proposal will continue for at least one semester, and arrangements can be made for this work to continue through additional semesters, at the discretion of the student's First and Second Readers. Extensions of this process beyond two semesters must be sought in writing through the Doctoral Studies Office and will be accepted or rejected by the Doctoral Academic Policies Committee in consultation with the student's First and Second Readers. No more than four semesters are allowed for the completion of the Project Proposal. Failure to complete the proposal process in a timely manner, as determined by the DSO, may result in the student being terminated from the program by the Doctoral Academic Policies Committee.

**12.7.3 Evaluation**

The student's First and Second Readers are the sole evaluators of the candidate's work both for the Project Proposal and also for the entire dissertation. The standards applied in both

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<sup>7</sup> After meeting all the requirements, the student will be registered in DR40981 DMin/DEdMin Dissertation – Ongoing Research for 1 credit hour each semester until the dissertation is completed. When the student is ready for the dissertation defense, the student will be registered in 40992 Dissertation-DEdMin for the remaining hours in order to receive a total of 6 credit hours.

instances are specified in the Project Proposal Rubric and Dissertation/Oral Defense Rubric. Both can be found in the Canvas course “Documents for Doctoral Studies.”