

U OF N DEGREE PROGRAMME PLANNING: EXPLANATION OF ACADEMIC REQUIREMENTS

1. Discipleship Training School Prerequisite

The Discipleship Training School (DTS/CDTS) is a prerequisite for all other courses and all degree programmes. All U of N applicants must satisfactorily complete a fully qualified DTS/CDTS, including the field assignment, before being permitted to attend any other course, or being accepted into a degree programme. A fully qualified DTS/CDTS is one which is in conformity with the guidelines established by the Centre for Discipleship Training Schools. (Minimum 11 week lecture phase and minimum 8 week field assignment phase.) Some applicants may not have completed a fully qualified DTS/CDTS, and will be required to complete additional course work as outlined by the International DTS Centre. See paper entitled "Discipleship Training School Prerequisite" and contact directly the International DTS Centre at P.O. Box 1031, Sun Valley 7985, South Africa.

2. Cross-Cultural Requirement

This requirement is only applicable to the BA/BS and MA/MS candidate. See document entitled "Cross-Cultural Requirement" for full details.

The DTS/CDTS may be used to meet in part the Cross-Cultural Requirement for a MA/MS candidate (if it has not already been used in an AA or BA degree). However, the DTS/CDTS credit itself is not counted for the MA/MS degree programme.

3. Core Curriculum Requirement

Courses that fulfill the core curriculum are essential in the U of N and must be completed for the Bachelor's degree and some Associates's degrees. For the Master's candidate a Biblical Studies Course is a prerequisite in addition to an appropriate Bachelor's degree.

The Core Curriculum Requirement gives the student basic skills in Biblical Studies (Bible), Communication Skills (Communication), and Applied Christian Thinking (ACT). Courses that meet these requirements are: Bible: CHR 211, 213, 225, 227, 221/322/323; Communication: CMC 211, 221; CHR 371; CHR/CMC 287; ACT: HMT/SCI 211, 213; HMT 215, 217

For the MA/MS candidate, only one Biblical studies course is required for those students with no previous university-level Bible courses. If a student can document having successfully completed a 12 credit Bible course at another college or university that is equivalent to a U of N Bible Core Curriculum Course, it may fulfill the Master's Core

Curriculum requirement if so approved by the Provost Team Representative, the International Dean of the College/Faculty of Christian Ministries, and the International Dean or Representative of the College/Faculty of the degree programme (see document entitled "General Transfer Credit Policy and Procedure").

4. **Residency Requirement**

A BA/BS candidate must complete a total of at least four courses, and the MA/MS must complete a total of two courses in residence, or directly operated from, one U of N location. The campus of residency is a location where there is frequent College/Faculty interaction among different programmes. This residency requirement provides secure relational and academic continuity for the student pursuing a degree. See document entitled "Residency Requirement" for full details.

5. **Secondary (High) School Graduation or Equivalent Requirement**

This requirement is only applicable to the AA/AS or BA/BS candidate. All students applying for a U of N Associate's or Bachelor's degree programme must satisfy the general requirement of graduation from a secondary (high) school or equivalent as approved by the International Provost. This guarantees that the student will have the skills necessary to obtain the maximum benefit from the U of N's courses. See document entitled "Secondary (High) School Graduation or Equivalent Requirement" for full details.

6. **Bachelor's Degree or Equivalent Requirement**

This requirement is only applicable to the MA/MS candidate.

7. **Language Proficiency**

A degree candidate must provide proof of the ability to handle university-level course work in the language which the degree programme is offered. See document entitled "Language Proficiency Policy and Procedure" for full details.

8. **YWAM/U of N Field Assignment/Outreach Credits**

An approved degree programme must include 12 Field Assignment/Internship credits for the Master's, 16-36 Field Assignment/Internship credit for the Associate's and 24-36 Field Assignment/Internship credits for the Bachelor's degree.

A Field Assignment is designed to enable students to exercise newly knowledge and skills in a supervised setting, usually within a team context, and with a concentrated

missions or ministry focus. A student learning is significantly accelerated and deepened by the integration of “learning” and “doing” in the Field Assignment.

An Internship places a student in a working environment with another organization (or sometimes in another part of the same organization) to gain on the job training and experience under the direct individual supervision of an on sight person coordinating with a U of N Student Advisor, Dean or School Leader. Ideally at the Master’s level, there would be an opportunity to teach or coach or contribute from his/her own learning experience during the internship.

Even though credits for the DTS/CDTS itself are not counted in the MA/MS degree programme, the DTS/CDTS field assignment may be allowed to serve as one of the two required field assignment courses for a MA/MS degree if it has not already been used to fulfill the requirements of a BA/BS degree. An appropriate XXX 396 course may fulfill one of the field assignment/internship requirements for an MA/MS degree, as it reflects the spirit of the policy.

For the candidate pursuing an BA/BS degree, three Field Assignment/Internship, of 8 -12 credits each, for a total of 24-36 credits are required. The DTS/CDTS Field Assignment may be allowed to serve as one of the three required Field Assignments. An appropriate XXX 396 course may fulfil one of the Field Assignment/Internship requirements in the spirit of the policy.

For the candidate pursuing an AA/AS degree, two Field Assignment/Internships of 8 - 12 credits each, for a total of 16 - 24 credits are required. However, the AA/AS allows a total of up to 36 credits in the degree program for Field Assignment/Internships. The DTS/CDTS Field Assignment may be allowed to serve as one of the three required Field Assignments. An appropriate XXX 396 course may fulfil one of the Field Assignment/Internships requirements in the spirit of the policy.

9. **Seminar Credits**

There will be no more pass/fail seminars as of January 2012; all seminars must be graded as of January 2012. Seminar credits should be directly related to the degree programme. These credits must be approved by the Student Advisor of the College/Faculty. A seminar may receive U of N credit if it is a minimum of one full learning week (five learning days) and is registered properly by the seminar leader and approved through the appropriate College/Faculty or Centre. Students may attend any number of seminars and workshops that offer 1-6 credits each prior to completion of a DTS/CDTS. Only 6 seminar credits may be taken in any one course. Some or all of these credits may be obtained prior to or after the DTS/CDTS. Credit for a full learning week of a seminar and a course cannot be obtained simultaneously. See document entitled "Seminar Policy and Procedure" for full details.

10. **XXX 391/392 Directed Studies Courses**

This point is applicable to all degree candidates. For the BA/BS candidate, Directed Studies courses (XXX 391/392) may be taken in two different Colleges/Faculties for a combined maximum of 24 credits, at the discretion of the International Dean of the degree programme, if it is consistent with the candidate's degree. These credits must be pre approved by the Student Advisor of the College/Faculty of the degree programme. See U of N Reference Guide: "XXX 391 and 392 Directed Studies Policy and Procedure and "XXX 391 and 392 Policy and Procedure for Staff/Student Experience in Pioneer Schools".

11. **Pass/Fail Courses**

This requirement is only applicable to the AA/AS or BA/BS candidate and is related primarily to DTS/CDTSs, past entry level SOEs, and old pass-fail SOEs. No more than 24 pass-fail credits total from these specific courses are allowed in a degree programme. (With the exception of the entry level SOE and the old pass/fail SOE). All other U of N courses and seminars must have a grade from Jan. 2012.

12. **General Transfer Credit**

Approval of the College/Faculty Advisor and Provost is required for all transfer credit. Maximum allowable transfer credits are AA/AS - 24; BA/BS - 72; MA/MS the number of transfer credits allowed in the degree are at the discretion of the Provost. See document entitled "General Transfer Credit Policy and Procedure" for full details.

13. **Thesis**

This requirement is only applicable to the BA/BS or MA/MS candidate. A thesis is not an option for an AA/AS degree due to the brevity of the degree program. See paper entitled "Thesis Policy and Procedure" for full details.

All BS degrees in the College/Faculty of Science and Technology and all BA degrees in the College/Faculty of Humanities and International Studies require a thesis; however, in the other five Colleges/Faculties a thesis is generally not required for a BA/BS candidate unless the student is transferring more than 12 credits. For all students transferring more than 12 credits a thesis is required. In all other situations, a thesis is part of the degree programme only at the discretion of the College/Faculty. Not more than 12 credits are granted for a BA/BS thesis.

A thesis is optional for all MA/MS candidates. Maximum 6 credits are granted for the MA/MS thesis. The work must be done under the direction of a faculty advisor in the

appropriate College/Faculty and must be applicable to the curriculum of the degree programme. During this time the student must be in regular contact with the thesis advisor who evaluates the thesis work. The U of N guidelines for preparation and defense of a thesis are found in the *U of N Reference Guide* and are available through the College/Faculty Advisors and International Deans. A master's degree student is expected to orally defend their thesis as described in the document on thesis guidelines in the U of N Reference Guide.

14. Satisfactory completion of all required courses for the particular degree programme including pre-approved electives

Every College/Faculty has developed several degree programmes. In addition to the general U of N requirements for an AA/AS, BA/BS or MA/MS, each degree programme may have several other courses that are required for that specific degree. See the current U of N Catalogue to understand the additional course requirements of any particular degree programme.

Please note: specific grade point averages are required for all U of N degree students.

AA/AS and BA/BS Degrees: Satisfactory completion of all required courses for the degree programme, including pre-approved electives. The AA/AS and BA/BS degree student must earn at least a “C” grade-point average to successfully complete a U of N degree.

MA/MS Degrees: Satisfactory completion of all required courses for the degree programme, including pre-approved electives. The MA/MS degree student must earn at least a “B” grade-point average to successfully complete a U of N degree.

Some degree programmes may allow for one or more elective courses. These courses should be selected by the student in consultation with an U of N Student Advisor of the College/Faculty of the degree programme in which the student is enrolled. The U of N Student Advisor of the College/Faculty may dissuade a student from taking a particular course as an elective, but must be careful to document their interactions after having laid out the courses for the degree programme in writing, making clear what can or cannot be accepted as part of the official course of the degree programme. The International Dean or U of N Student Advisor representing the Dean can withhold approval of course credits to be counted toward the fulfillment of the degree programme.

15. Total credits fulfilled

This point is applicable to all degree candidates.

A total of 84 credits is necessary for an AA/AS degree. This includes the credits received

from DTS/CDTS lecture and field assignment.

A total of 144 credits is necessary for a BA/BS degree. This also includes the credits received from DTS/CDTS lecture and field assignment.

A total of 48 credits is necessary for a MA/MS. The DTS/CDTS and field assignment are not included in the total of credits applicable to a MA/MS. No 200 level courses can be counted towards an MA/MS. This includes the SOE (CCM221/CHR 231 or CCM 721) and the SOE Field Assignment (CCM 222/CHR 232 or CCM 722). Exceptions will be considered on an individual basis only when the SOE is considered to be an integral part of the degree programme.

Note: A degree student may actually accumulate more than the minimum number of credits required for a degree because of the student's particular degree objectives and due to extra elective courses taken.

16. **Satisfactory clearance of financial accounts** of U of N schools and seminars.
17. A **“U of N Application for Graduation Form”** is to be submitted six months before the conclusion of the degree program; otherwise, we cannot guarantee timely completion of the transcript or the diploma.