

YUIN UNIVERSITY

CATALOG

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LETTER FROM PRESIDENT

Dear Students:

As the book of Galatians Chapter 4 Verse 9 said, "Let us not become weary in doing good, for at the proper time we will reap a harvest if we do not give up." (NIV), there are God's appointed times for sowing, working and reaping. Our Yuin University is no exception.

The Lord wants to lead His children in the pathway of promotion. He has a purpose and destiny for our lives and He wants us to enter into it. Often we may go through the path of trials and tribulations in order to be shaped and refined and prepared to enter into the destiny that God has prepared for us. God leads us through a process of shaking and discipline which can be painful at that time. But later it will prove to be an invaluable and strong foundation for our lives.

As we look forward to achieving our near and long term goals for our Yuin University, we should count all those recent trials and hardships as blessings that will propel us to go farther in improving the lives of those in our communities through academic excellence and acts of love to those in need.

Sincerely,

Andrew Kim, J.D.
President

INSTITUTIONAL PURPOSE

Yuin University is a private institution approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.

Yuin University provides post-baccalaureate education.

Yuin University was established to fulfill the holistic needs of its students, so that they may promote the mental, spiritual, physical, and financial well-being of the communities in which they live.

MISSION

The mission of the School of Theology is to provide higher learning and continuing education, in an independent study format, for church pastors, religious leaders, and missionaries enabling them to remain in the ministries in which they are currently involved.

The mission of the School of Business Administration is to provide effective educational programs, in an independent study format, designed primarily for fully employed, highly motivated men and women who have the sincere desire to increase their job security, to improve their career prospects, and to accelerate their personal development without leaving their present jobs.

OBJECTIVES

The objectives of Yuin University are as follows:

- Each student will be encouraged to achieve the greatest educational level possible in his/her chosen field of study.
- Each student will be helped to utilize his/her educational abilities, personally and for the benefit of the community and society at large.
- Each student will be encouraged and prepared to become actively involved in the professional community of his/her chosen field of study for the purpose of both making professional contributions and seeking continuing education.
- Each student will be provided the opportunity to develop greater cross-cultural awareness as a result of the Yuin University learning experience.
- Each student receiving a master's degree from Yuin University will demonstrate both a mastery of some aspect of the subject matter of his/her chosen field of study and a high level of competence in the application of that subject matter.
- Each student receiving a doctoral degree from Yuin University will demonstrate beyond a master's level of competence, mastery of the subject matter in his/her chosen field of study and the ability to perform creative scholarly research.

EDUCATIONAL PHILOSOPHY

Yuin University is a community of scholars committed to the search for truth and the pursuit of academic excellence. Students of all races, creeds, and cultural backgrounds are welcome to join us in our intellectual quest.

Yuin University seeks to preserve and enrich the dignity of every person who becomes a part of this community. It affords the opportunity for sharing ideas and values from many different traditions. Increased understanding should contribute to the awareness of a serious responsibility toward all humankind.

MODE OF DELIVERY

Yuin University provides classroom-based, traditional instruction.

CAMPUS LOCATION AND FACILITIES

Yuin University is located at 2007 E. Compton Blvd., Compton, CA 90221, twenty miles south of Los Angeles. All courses are taught at this location. The University maintains a library and bookstore for the convenience of its students. The main University building houses classrooms, offices, a lounge, a conference room, record display room. There are two RTD covered bus stops within 1/2 block of the University, as well as ample parking in the front and in back of the facilities. Yuin University and the facilities it occupies fully comply with all federal, state, and local ordinance and regulations, including those requirements regarding fire, building safety, and health.

Equipment includes computers, desks, chairs, whiteboards, office equipment, projector, document camera, and wireless network equipment.

ADMISSIONS

Yuin University seeks mature, capable students who have the preparation and motivation needed to accomplish their academic and professional goals. In addition, it is expected that successful applicants will demonstrate a commitment to and a passion for their chosen field of study.

ADMISSIONS POLICY

Admissions decisions are based upon both objective and subjective criteria. An applicant's previous academic record is an important predictor of his/her ability to succeed at the University. Previous work experience in the selected field of study may also be taken into consideration. Personal and/or professional letters of recommendation are included in the process. Finally, a personal interview with a University administrator is required of all applicants.

- Bachelor Degree or its equivalent. Applicants must have maintained a minimum overall grade point average of 2.5 in their undergraduate program (on a 4.0 scale) for the Master's Degree Program.
- Master degree or its equivalent for the Doctor of Philosophy Program.
- Applicants are required to take the Test of English as a Foreign Language (TOEFL) examination if the native language is not English. A minimum score of 450 on the TOEFL examination is required for admission.
- 2 of Letters of Recommendation
- Admissions Interview

All foreign transcripts must be evaluated and if necessary, translated to meet U.S. equivalency.

The following is a sample of foreign transcript evaluators. Yuin University does not endorse any evaluators.

- Foreign Consultants: <http://www.foreignconsultants.com/>
- Educational Credential Evaluators: <http://www.ece.org/>

- Educational Perspectives: <http://www.educational-perspectives.org/>
- International Consultants of Delaware: <http://www.icdel.com/>
- International Research Foundation, Inc.: <http://www.ierf.org/>
- World Education Services: <http://www.wes.org/>

ADMISSIONS PROCEDURES

Applications for admission to Yuin University may be submitted at any time. However, the actual start of classes must coincide with the start of each semester.

The prospective student wishing to apply for classes should contact Administration for an application and information concerning enrollment. The prospective student must request that transcripts be sent from all previous colleges attended. These transcripts must be sent to the Registrar, Yuin University, must be official, and must be received directly from the issuing institution. Each applicant is advised that many institutions require several weeks to process a request to issue a transcript.

After the application materials, stated above under Admissions Policy, have been completed and submitted, and transcripts received by Yuin University, the applicant should schedule an interview with the Dean to which he/she is applying. Following the interview, the Evaluation Committee will review the results of the interview and all admissions materials to determine the admissibility of the applicant.

If the applicant is accepted for admission, an acceptance letter will be sent to the applicant with an enrollment date. The student may enroll on that date or after that date and begin study at the University.

If the applicant is not accepted, the Registrar will send a letter to the applicant informing him/her of the decision and stating the reasons for non-acceptance. Admissions materials, including transcripts, are considered documentation of statements made by the prospective student in the interview. Should there be a discrepancy between any prospective student's statements and the documentation received; the Evaluation Committee may choose to deny admission to the prospective student.

INTERNATIONAL STUDENTS

All instruction occurs in English. All international students are required to take the test of English as a Foreign Language (TOEFL) examination in addition to meeting general admission requirements if the native language is not English. A minimum paper based test score of 450 on the TOEFL examination is required for admission.

English language proficiency is documented by:

1. The admissions interview
2. Receipt of prior education documentation as stated in the admission policy
3. Testing scores

ABILITY-TO-BENEFIT

Yuin University does not admit ability to benefit students.

ACCEPTANCE OF CREDIT

Yuin University does not accept hours or credit through challenge examinations, achievement tests, or experiential learning.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Yuin University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Yuin University to determine if your credits or degree will transfer.

TRANSFER CREDIT POLICY

For credit to be transferred into a Yuin University program, it must be credit that was not counted towards a completed degree program or completed at another school concurrently with Yuin University enrollment.

Requests for transfer credit are normally submitted during the admissions process. Additional requests must be filed with the Admissions Office prior to the quarter in which the equivalent Yuin University course is offered.

Credits earned at other institutions may be considered for transfer credit with the following stipulations:

- Official copies of transcripts must be forwarded to Administration for evaluation.
- Only those courses which are substantially comparable to Yuin courses with "C" (2.0 on a 4.0 scale) or higher grade will be accepted.
- Up to a maximum of 20% of the total program credits may be transferred.

ARTICULATION AGREEMENTS

Yuin University has not entered into any transfer or articulation agreements with any other college or university.

INTERNATIONAL STUDENTS

Yuin University is an approved Student Exchange Visitor Program (SEVP) school. SEVP is managed by the United States Immigration and Customs Enforcement. Yuin University has authorization from the SEVP to process the necessary documents for international students so they may receive a F-1 student visa, if eligible.

Yuin University will vouch for student status at no charge.

RE-ADMISSION TO THE UNIVERSITY

Former students should consult with a Dean to determine whether curriculum or degree requirements have changed since their last enrollment.

ACADEMIC YEAR

The academic year for the School of Theology and the School of Business Administration begins in the fall of each year according to semester system.

COURSE PREREQUISITES

Special requirements for admission to specific courses are introduced by the word “prerequisite.” Students who have not completed prerequisite courses but believe they have equivalent preparation should request a waiver of the restriction from the Dean. Permission to enroll requires prior approval from the Dean and the faculty member of the course.

GENERAL POLICY ON GRADING

It is an integral part of the teaching responsibility of the faculty to provide careful evaluation and timely assignment of an appropriate grade to each enrolled student. In the absence of compelling reasons, such as mistake, fraud, bad faith, or incompetence, the grade determined by the instructor of record is to be considered final. Final course grades must be submitted by the faculty to the Records Office no later than noon of the second academic day after the end of the Final Examination period.

For purposes of correcting an error, an instructor may change a grade with approval of his/her department dean.

GRADING SYSTEM

Letter Grade	Grade Points	Percent Grade	Explanation
A	4.00	93-100	EXCELLENT
A-	3.67	90-92	
B+	3.33	87-89	
B	3.00	83-86	GOOD
B-	2.67	80-82	
C+	2.33	77-79	
C	2.00	73-76	SATISFACTORY
C-	1.67	70-72	
D+	1.33	67-69	
D	1.00	63-66	POOR
D-	0.67	60-62	
F	0.00	below 60	FAILING

ADMINISTRATIVE GRADING SYMBOLS

GR	GRADE
GP	GRADE POINTS
GPA	GRADE POINT AVERAGE
UT	UNITS
UT ATT	UNITS ATTENDED
UT EARN	UNITS EARNED
SP	SATISFACTORY PROGRESS
I	INCOMPLETE
W	WITHDRAWAL
AU	AUDIT
TC	TRANSFER CREDIT
CR/NC	CREDIT/NO CREDIT
RD	REPORT DELAYED
P	PASS (not included in GPA)

SYSTEM OF GRADING

Any student receiving an "I" grade will be given up to six weeks to complete coursework. Any student receiving a "D" grade point or below is responsible for arranging with the instructor a plan for improving his/her grade.

Student performance will be evaluated by examination, attendance, classroom participation, special projects, and research work, etc.

GRADE REPORTS

At the end of each quarter, notification of the student's academic standing and report of grades achieved while in attendance at the university are mailed or emailed to the requested student only. Grades are normally prepared within one week following the last day of the term. If there are any unpaid charges or other penalties on record against a student, request for transcripts and class grades will be withheld unless arrangements to the contrary have been made in advance with the administration. Questions regarding grade reports, academic credit, or transcripts should be referred to the Office of Admissions and Records. If a student questions a grade he/she received in a course, he/she should attempt to resolve the problem with the instructor. If the student is not satisfied with the instructor's decision, the matter may be taken up with the Dean.

ATTENDANCE

All students are required to attend all classes, except in extreme extenuating circumstances. Excusable circumstances include illness, injury, childbirth, or other serious events. Students must furnish the school with documentation (for example, a note from a physician) following an excusable absence.

Students who are fifteen (15) minutes late for class must wait until a break to join the class. Three (3) instances of tardiness are also counted as an absence. All students must have 75% attendance of all courses, regardless of the nature of the absences. Those students who fail to maintain satisfactory class attendance in any subject will not be permitted to take the final exam in that particular subject.

If attendance fails to improve, the Director, at his/her discretion, may dismiss a student for unsatisfactory attendance. If a student has failed to attend class for 21 calendar days he/she will be withdrawn from the program.

LEAVE OF ABSENCE

Students wishing to take a leave of absence from the University at any time during a quarter must secure approval from the Dean by submitting a written request in person or by certified mail.

A student may be granted a leave of absence not to exceed a total of 180 calendar days in a 12 month period. If a student does not return at the expiration of a leave, the withdrawal policy will apply.

SATISFACTORY PROGRESS

A cumulative GPA of 3.0 or higher (letter grade of B average or better) for Masters and Doctorate degrees (Master of Business Administration, Doctor of Philosophy in Business Administration, Master of Divinity, and Doctor of Philosophy in Theology).

A cumulative GPA of 2.0 or higher (letter grade of C average or better) for Bachelor of Arts in Business Administration and Bachelor of Arts in Theology.

ACADEMIC PROBATION AND SUSPENSION

Academic probation is an identification of students whose scholastic performance is below University standards. Academic suspension is an identification of students whose scholastic performance remains below University standards for two consecutive quarters. Below is a general classification of students based on credit hours with the standard grade point average for the quarter.

A student who fails to meet minimum satisfactory progress standards for one quarter is placed on academic probation.

A student on academic probation may continue at the University pending improvement in his/her academic standing.

If the student fails to meet these minimum standards for two consecutive quarters, he/she is placed on academic suspension.

A student on academic suspension is required to leave the University for one quarter. His/her record will be noted as academic suspension.

Once a student is suspended or dismissed for academic reasons, the student may apply for re-admission after being out for one quarter.

WITHDRAWAL

A student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class for 21 calendar days.
- Failure to return from a leave of absence

GRADUATION REQUIREMENTS

- A passing grade in all coursework required
- The successful completion of a comprehensive examination.
- The successful completion of a dissertation and a successful oral defense of the dissertation, if applicable
- Fulfillment of all financial obligations to Yuin University

Students who fail to meet graduation requirements within seven (7) years from the date of their first admission must meet the requirements in effect at the time of their graduation date rather than those that were effective at the time of their entrance. A student readmitted to Yuin University after withdrawal must meet the graduation requirements in effect at the time of his/her readmission.

GRADUATION WITH HONORS

Candidates for graduation whose work has been of superior quality are honored at commencement as follows:

- With Honors – for candidates who have an average of 3.00 to 3.49
- With Great Honors – for candidates who have an average of 3.50 to 3.79
- With Greatest Honors – for candidates who have an average of 3.80 to 4.00

AUDITING COURSES

Persons who do not wish to register for credit may be permitted to register as auditors under the following conditions: that they pay the regular audit fee, \$100.00 per course (no additional fee for students registered for a full-time credit load); obtain the consent of the faculty member; audit only courses for which there are adequate classroom facilities; and, in the case of full-time students, obtain the consent of the Dean. Skill and laboratory courses are not open for auditors. All registrations for auditing courses shall be filed in the Office of the Registrar. Regular registration procedures are to be followed after permission has been granted. The privileges of an auditor in a course are limited to attending and listening. The auditor assumes no obligation to do any work of the course, and he/she is not expected to take any of the faculty member's time. He/she does not submit any work and is not eligible to take any tests or examinations nor to receive grades for any part of the course. A student is permitted to change a course from credit to audit or audit to credit during the first three weeks of a course.

STUDENT EVALUATION OF INSTRUCTION

In order to sustain the high quality of instruction at the University, each student is expected to evaluate each class in which he or she is enrolled as the final assignment in that class. Anonymous evaluation forms are distributed during the last class session of each term or quarter/semester and must be completed and returned to the Administration Office immediately.

CONDUCT AND DISCIPLINE

Students enrolling at Yuin University assume an obligation to conduct themselves in a manner compatible with the University's function as an educational institution and suitable to a member of an academic community. The University, therefore, expects its students to conduct themselves as responsible individuals,

considerate and respectful of the rights and interests of others. The University reserves the right to exclude at any time students whose conduct is deemed undesirable or prejudicial to the University community's best interests.

At the discretion of the Dean, a student may be dismissed from school for a serious incident or repeated incidents of an intoxicated or drugged state of behavior, possession of drugs or alcohol upon the school premises, behavior creating a safety hazard to other students at school, disobedient or disrespectful behavior to another student, Registrar, or faculty member, or any other stated or determined infraction of conduct.

If, in the judgment of the administration a student's conduct does not conform to the standards, the University, may, after following such procedures as they consider appropriate, with due regard to the rights of the individual, impose such penalties as they may determine the circumstances justify, including dismissal from the University, dismissal from a course, suspension, or disciplinary probation.

Disciplinary probation indicates that the student's relationship with the University is tenuous and that his or her record will be reviewed periodically to determine suitability to remain enrolled. Specific limitations and restrictions on the student's privileges may accompany probation.

CHEATING AND PLAGIARISM

One or more of the following actions are available to the faculty member who suspects a student has been cheating or plagiarizing. The choice of action taken by the faculty member is guided by the extent to which the faculty member considers the cheating or plagiarism reflects the student's lack of scholarship or lack of academic performance in the course:

1. Review - no action.
2. Oral reprimand with emphasis on advising toward prevention of further occurrence.
3. Requirement that the work be repeated.
4. Assignment of "Failure" for the specific work in question.
5. Assignment of "Failure" for the course as a result of No. 4.
6. Referral to the Dean or Academic Council, as appropriate

Students accused of cheating or plagiarism are entitled to and may petition for due process by review by the appropriate forum.

STUDENT RECORDS

Student records are maintained onsite for 5 years, and transcripts are kept permanently by the University.

NOTIFICATION OF RIGHTS UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An “eligible student” under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution at any age.) These rights include:

The right to inspect and review the student's education records within 45 days after the day the University receives a request for access. A student should submit to the Registrar a written request that identifies the record(s) the student wishes to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

The right to request the amendment of the student’s education records that the student believes is inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

A student who wishes to ask to amend a record should write to the Registrar and clearly identify the part of the record the student wants changed, and specify why it should be changed.

If the University decides not to amend the record as requested, the Registrar will notify the student in writing of the decision and the student’s right to a hearing re-garding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to provide written consent before the University discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The University discloses education records without a student’s prior written consent under the FERPA exception for disclosure to University officials with legitimate educational interests. A University official is typically includes a person employed by the in an administrative, supervisory, academic, or support staff position; a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance com-mittee. A University official also may include a volunteer or contractor outside of the University who performs an institutional service of function for which the University would otherwise use its own employees and who is under the direct control of the University with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another University official in performing his or her tasks. A University official typically has a legitimate educational interest if the official needs to review an educa-tion record in order to fulfill his or her professional responsibilities for the University.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC20202

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to University officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, § 99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student —

- To other University officials, including teachers, within University whom the University has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the University has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the University's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the University, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§ 99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§ 99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the University has designated as "directory information" under § 99.37. (§ 99.31(a)(11))

Yuin University does not disclose director information, therefore all request for information must meet one of the requirements in the FERPA policy.

- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of § 99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§ 99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of § 99.39, if the University determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the University's rules or policies with respect to the allegation made against him or her. (§ 99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the University, governing the use or possession of alcohol or a controlled substance if the University determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

REGISTRATION

Registration for each quarter is held one to three days in advance of the next quarter.

ADDING OR CHANGING COURSES AFTER REGISTRATION

For any term, students may add courses to their schedules after registration with the permission of the faculty member.

TERMS AND COURSE OFFERINGS

There are four academic terms during a calendar year. The fall, winter, spring and summer terms each consist of approximately eleven weeks of classes followed by one week of final examinations. The courses to be offered during a particular term are listed in the Yuin University class schedule, published four times per year approximately two weeks before registration for the term.

DEAN OF STUDENTS

The Dean of Students provides assistance to students, either directly or through referral. Direct services offered by the Dean include handling letters of recommendation, explanation of policies and procedures relating to student records, admissions policies, evaluation and credentials, transfer credit, academic probation, disqualification and disciplinary matters, publication schedules of classes and approval of academic petitions.

The Dean is involved with the administration of University discipline and the planning and development of curriculum and degree programs.

LIBRARY

Yuin University maintains a library on campus for the convenience of its students. The library contains mainly specialized holdings in those subject areas relevant to the University's course offerings. Yuin University administrative staff members also refer students to major public and university libraries in their area to meet their research needs. Students may receive up to \$30.00 per year reimbursement toward the purchase of community borrowing privileges at those libraries. Reimbursement is made upon presentation of a receipt for borrowing privileges along with a written request for reimbursement. Hours of operation is on day of the schedule of the classes, and student can be able to request the librarian to borrow or return books according to the students' needs.

REGISTRAR

The Registrar's Office has been established to meet all student needs. The Registrar is responsible for all student records, registration, transcripts, degree checks, and certifications. Students wishing assistance in this area should contact the Registrar.

ACADEMIC ADVISEMENT

Students are expected to assume responsibility for obtaining academic advisement. They must keep themselves informed about curriculum requirements, both in the core curriculum and in their programs of interest. Yuin University is concerned about each student as an individual. Faculty members are available for help and counsel with information regarding degree programs and professional resources.

Personal help may be needed by students and their families in dealing with problems of an emotional, social or interpersonal nature. Counseling services, sponsored by Christian Family Counseling Center provides various counseling on matters such as marriage, family and interpersonal relationships.

PLACEMENT AND CAREER ASSISTANCE

Yuin University seeks to provide assistance to students as they face career decisions. Services include assistance in writing resumes, interview preparation, and opportunities to interview on campus for prospective job openings.

Job opportunities are posted, and information of interest to those seeking employment, such as employers scheduled to conduct interviews on campus.

It is understood that the University does not and cannot promise or guarantee neither employment nor level of income or wage rate to any Student or Graduate.

STUDENT ORGANIZATIONS AND ALUMNI ASSOCIATIONS

The Student Community Service (SCS) is a student service group which encourages Christian social responsibility through volunteer activities. It provides assistance to local schools, to non-profit agencies, to senior citizens, and to the community in general. Students tutor children and adults, assist in special education, support recreational therapy programs, and provide home maintenance services for those in need.

All organized clubs and similar fellowship groups must have a faculty mentor and must have formal approval through the Academic Council.

The Yuin University Alumni Association was established to foster and protect the personal and professional interests of the alumni through the promotion of the welfare of all segments of the University. Alumni share the rights and privileges with Annual and Lifetime members with regard to auditing courses and the use of bookstore discounts.

STUDENT HEALTH AND SAFETY REGULATIONS

Health Services are designed to support the formal education of students through health care referral and health insurance at affordable prices. Yuin offers student accident and sickness insurance plans for students and their families through outside insurance carriers. Insurance can be purchased annually or quarterly with payment.

The University is not liable for injuries sustained by students in their activity as students, even though such injuries occur on school premises.

Students are advised to be certain that they are covered by personal health and accident insurance.

INTERNATIONAL STUDENT SERVICES

Yuin provides a wide range of assistance to international students who come to Yuin on visas, as well as to resident aliens. Services include immigration assistance, orientation to American culture, and guidance for personal and financial issues that arise when studying in the United States and social activities for international students and families as they adjust to American life.

BOOKSTORE

The main bookstore of Yuin University is located at the Yuin Library. The bookstore offers required texts for all classes at the University, some recommended texts, and a limited number of general interest publications. The bookstore also has available class rings and other paraphernalia, including medical equipment, herbs and some clothing items.

INTERNSHIP

The internship programs for students in the Business Administration and Theology Program are as follows.

- Prerequisites for entry: Completion of required courses, passing of all the required examinations.
- Church Internship course offers an approved, planned, supervised, and evaluated practical experience under the supervision of a pastor or supervisor in a church or institutional or mission setting for students who enrolled in Master of Divinity program.
- 60 hours of internship are completed in one semester. Students could get more internship hours in condition with Dean's approval.
- Students who enrolled in Master of Business Administration might be offered business internship and/or on the job training under the supervision of designated supervisor in a company or organization by Dean's approval.

HOUSING

Yuin University does not assume responsibility for student housing, does not have dormitory facilities under its control, nor offers student housing assistance. According to rentals.com for Compton, CA, rental properties start at approximately \$975 per month.

FEES AND TUITION

Program	Application Fee / International Students' Application Fee Non-Refundable	**Student Tuition Recovery Fund Non-Refundable	Units	Text books	Per Unit	*Total Cost
Bachelor of Arts in Business Administration	\$120		126	\$1,500	\$200	\$26,820
Bachelor of Arts in Theology	\$120		126	\$1,500	\$200	\$26,820
Master of Business Admin.	\$120		54	\$1,000	\$250	\$14,620
Master of Divinity	\$120		88	\$1,000	\$250	\$23,120
Doctor of Philosophy in Business Administration	\$120		60	\$1,000	\$300	\$19,120
Doctor of Philosophy in Theology	\$120		60	\$1,000	\$300	\$19,120

*Student Tuition Recovery Fund \$0 for every \$1,000 rounded to the nearest \$1,000.

**Estimated charges for the period of attendance and the entire program.

Students are encouraged to pay their tuition at the beginning of each term. A tuition payment plan has been developed to assist students who need to pay on an installment plan.

ADDITIONAL FEES AND CHARGES IF APPLICABLE

- Auditing Course (not for credit) \$150.00 per Course
- Course Drop Fee \$10.00 per Course (Charged to students who initiate a drop of one or more classes after the first week of instruction)
- Returned Check Fee \$25.00
- Diploma Replacement Fee \$75.00
- Official Transcript Fee \$15.00 (No transcript request will be processed if there is an outstanding financial obligation to the University)
- Commencement Fee \$450.00 (For graduation cap, gown, etc.)
- Late Payment Fee, \$40.00.

REFUND POLICY

STUDENT'S RIGHT TO CANCEL

1. You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance.
2. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
3. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
4. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less an application fee not to exceed \$250.00 and within 45 days after the notice of cancellation is received.

WITHDRAWAL FROM THE PROGRAM

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less an application fee not to exceed \$250.00. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.

- The institution terminates the student’s enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class for 21 calendar days.
- Failure to return from a leave of absence.

For the purpose of determining the amount of the refund, the date of the student’s withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal. For the purpose of determining when the refund must be paid, the student shall be deemed to have withdrawn at the end of 21 calendar days.

For programs beyond the current “payment period,” if you withdraw prior to the next payment period, all charges collected for the next period will be refunded. If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

STUDENT TUITION RECOVERY FUND

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

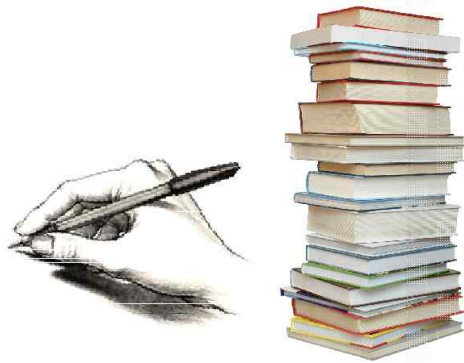
The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program, attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other cost.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

GRIEVANCE POLICY

When a concern occurs, the student is asked to discuss the concern directly with his/her faculty member. If a resolution does not occur, the student is to document the concern in writing and make an appointment to meet with the Dean. The formal written concern must state the issue and desired outcome, and should include any documentation that supports the concern. The Dean will review the written statement and any supporting documentation, gather facts, and provide a written response to the student within ten (10) working days. The Dean's decision is final.



EQUIPMENT

Equipment	Quantity	Owned, Leased, Rented or Licensed (short or long term), Owned by, or Loaned without charge.
Computer	9	Owned by AKCL enterprises, Inc
Desk	15	Owned by AKCL enterprises, Inc
Phone	8	Owned by AKCL enterprises, Inc
Copy machines	2	Leased by BPC Company
Type writers	2	Owned by AKCL enterprises, Inc
Copy machine(small)	2	Owned by AKCL enterprises, Inc
Scanner and fax machine	2	Owned by AKCL enterprises, Inc
Sofa	3	Owned by AKCL enterprises, Inc
Desk and chair for students	105	Owned by AKCL enterprises, Inc
Blackboard and Whiteboard	4	Owned by AKCL enterprises, Inc
Law books	700	Owned by AKCL enterprises, Inc
Refrigerator and oven	3	Owned by AKCL enterprises, Inc



GENERAL EDUCATION

The General Education curriculum is a minimum common core of coursework designed to develop a basic general competence in the broad areas of intellectual discourse.

It is expected that a student who completes the General Education requirement will demonstrate the ability to communicate correctly and effectively; the ability to think broadly and logically; an understanding of the historical and modern influences on human endeavor, to include an appreciation of the roles of arts; a basic understanding of social and natural sciences; and sufficient facility with mathematics to meet the requirements of his or her specialized educational and professional goals.

General Education is considered to be an essential foundation and broad base for all curricula, both liberal arts and professional.

All students working toward a bachelor's degree at Yuin University are required to complete 46 semester hours in General Education.

The General Education curriculum is structured around three broad areas: Humanities, Social Sciences, Natural and Physical Sciences.

GENERAL EDUCATION OUTCOMES

A. Language, Literature and Humanities:

Upon completion of the General Education courses in Language, Literature, and the Humanities, the student should be able to:

1. Speak and write effectively at a post-secondary level.
2. Read and listen with comprehension at a post-secondary level.
3. Explore cultural patterns through the literature of a period.
4. Explore through sensory perceptions the emotions, mind, and personality of a man.
5. Identify the relationships pervading literature.
6. Recognize both the esthetic and utilitarian functions of literature.
7. Explore the experiences of the writer in their similarities and dissimilarities.

B. Social Science

Upon completion of the General Education courses in Social Sciences the student should be able to:

1. Perceive relationships between selected past events and present social trends.
2. Trace important societal developments.
3. Analyze organizations/systems through which individual and group wants/needs for goods and services are satisfied.
4. Analyze societal power relationships and inter and intra group conflict.
5. Recognize the intricacies of social interaction on an individual-to-individual basis, an individual-to-group basis and on a group-to-group basis.
6. Perceive relationships between the social development of the individual, the individual's behavior, and ways through which the individual influences and is influenced by others.

C. Natural and Physical Sciences:

Upon completion of courses in the Natural and Physical Sciences, students should be able to:

1. Perceive the natural relationships between all living things and their environment with particular reference to man and his utilization of living organisms.
2. Perform basic arithmetic computations, operations including problem solving metrical measurements, and interpretation of data in graph form.
3. Solve problems using the basic laws of physics, particularly in the areas of mechanics, electrostatics, and geometrical optics.

REQUIREMENTS

1. Satisfactory completion (C average or better) of all required coursework over six semesters' time (approximately 20 months).
2. Completion of 46 semester units of credit.

GENERAL EDUCATION CURRICULUM

Language and Humanities

	Semester Units
GE101 English Composition I	3
GE102 English Composition II	3
GE103 Humanities Literature I	3
GE104 Humanities Literature II	3
GE105 General Psychology	4
Total	16

Social Sciences

GE201 World History I	3
GE202 World History II	3
GE203 Introduction to Philosophy	3
GE204 Introduction to Sociology	3
GE205 Principles of Economics	3
Total	15

Natural and Physical Sciences

GE301 Mathematics	3
GE302 Mathematics	3
GE303 Biology	3
GE305 Physics	3
GE306 Chemistry	3
Total	15

COURSE DESCRIPTIONS

GE101 English Composition I (3 Units)

This course offers freshmen an opportunity to develop communication skills in listening, speaking, reading, and writing.

GE102 English Composition II (3 Units)

This course provides students an opportunity to continue practicing their communication skills.

GE103-104 Humanities Literature I & II (6 Units)

This course is designed to give students a consideration of the relationships among particular literary works, leading to an understanding of man's self and his responses to experiences.

GE105 General Psychology (4 Units)

This survey course is designed to introduce basic concepts, principles, and phenomena in the science of behavior. Basic topics of psychological measurement, scientific methodology, human growth and development, sensory systems, motivation and emotion, perception, learning, and behavioral deviancy are presented.

GE201-202 World History I & II (6 Units)

This survey of the evolution of civilization is intended to show the interrelationship of all cultures from earliest times to the present: first semester, from pre-history through the 15th Century; second semester, from 1500 through the present.

GE203 Introduction to Philosophy (3 Units)

This course is a study of the ideas and techniques used by man in his quest for reality through an analysis of the basic problems of metaphysics, epistemology, logic, and ethics placed in historical perspective.

GE204 Introduction to Sociology (3 Units)

This course provides an analysis of social interaction, the social processes, society, culture, social structures, and other concepts fundamental to sociological understanding.

GE205 Principles of Economics (3 Units)

This course is a study of the market economy related to resource allocation, national income analysis, United States monetary system, and international trade.

GE301-302 Mathematics I & II (6 Units)

This course is designed to acquaint the student with basic concepts in elementary mathematics. This course will cover fundamental operations with integers and fractions, simple equations and their solution, factoring, ratio, proportion, and percentage; computational analysis in measurement, functions and their graphs, exponents, systems of linear equations, quadratic equations, variation, some topics on statistics and logarithms, progression and annuities, and elementary functional relationships.

GE303 Biology (3 Units)

This course is a study of fundamental biological principles with primary emphasis on the molecular basis of life and cellular organization; cellular energetics and metabolism; growth and reproduction; and genetics and evolution.

GE305 Physics (3 Units)

This course is designed to acquaint the student with the language, notation, and nature of physics. The approach to the mathematical solution of physics problems is strongly emphasized throughout the course. Topics will include mechanics, heat, and sound as well as light, electricity, magnetism, and a brief introduction to atomic modern physics.

GE306 Chemistry (3 Units)

This course is a study of the fundamental laws of matter that govern physical and chemical changes. Atomic and molecular theories, atomic structure, periodic functions, and classification of the elements are addressed.

SCHOOL OF THEOLOGY

INTRODUCTION OF PROGRAMS

Yuin University School of Theology is an interdenominational institute. Although the different religions have a different creed, we realize that they are closely interrelated with each other philosophically and spiritually. For the harmonious development of spiritual and religious education, Yuin University School of Theology provides several comparative theology courses.

The aim of Yuin University School of Theology is to provide higher learning and continuing education for church pastors, religious leaders, and missionaries within the ministries in which they are currently involved. Undoubtedly, Christian ministry today is being carried on in the midst of tremendous revolutionary changes affecting every aspect of human life. Therefore, ministers of churches and religious leaders must not only ground themselves in basic biblical and theological foundations for ministry, but also possess professional competence and advanced skills and techniques in the areas of counseling, spiritual therapy, and intercultural communication.

The Graduate Studies Program is intended to equip students for teaching and research in theological seminaries, colleges, and universities throughout the world. Applicants should have a proven academic record and a Christian calling for a life of scholarly research, theological reflection, and communication. In order to complete the program, participants must demonstrate facility in scholarly research and writing in the form of a dissertation, mastery of a particular discipline within the context of the total theological curriculum, and familiarity with teaching methods and skills for a future ministry in theological education.

The Master of Divinity degree is an 88-unit (three-year) program, fulfilling all the educational requirements necessary for ordination.

The Ph.D. program at the School of Theology is designed to prepare students with unusual promise and academic ability for teaching in colleges or theological schools, and for professional leadership in the church and society.

1. It is a theological degree. It requires broad theological knowledge, and aims at preparing the student for the competent scholarly development of his special field of study in the context of the theological disciplines.
2. It is a research degree. The student is expected to understand the methodological and epistemological presuppositions of her/his field, and to become capable of advancing the field through genuine research.
3. It is a professional degree. It emphasizes the professional applicability of the field of research by correlating theoretical and practical coursework, and by implementing critical reflection on the nature of the interdependence of professional theory and practice, as well as on methods and procedures relevant to it.

The School of Theology provides a non-traditional independent study system of education. The School of Theology does not require formal, on-campus residence or classroom attendance. Students are permitted

to complete all coursework, studies, research and writing requirements through prescriptive independent study courses or programs with guidance from the school. The School does not award credit for life work experience based on examination of portfolios, etc. For the doctoral program, a minimum of 24 hours must be taken at the University and at least 2 semesters in residence are required.

Each student in the School of Theology will strive to become a highly competent student of the history, literature, religious principles and practices, and philosophy of the religion selected for his/her major field of study. It is understood that Yuin University's expectations for such competence are appropriate to the degree level of the program the student is enrolled in.

Each student will pursue his/her studies through guided independent study and will develop greater self-discipline and maturity as a result of such study.

The student in an independent study program is selected for his/her individual maturity and potential for self-discipline. It is expected that these qualities will develop to a greater degree as a result of completing an independent study program, and that the refinement of these qualities will greatly enhance the student's abilities later in his/her professional career.

Each student will be motivated to pursue his/her spiritual growth as an adjunct to his/her studies in the School of Theology. The University holds to the principles that the study of religions should be informed by personal spiritual experience. Although dispassionate contemplation is a valued academic tool in this study, as well as in the study of more secular subjects, much religious material cannot be fully understood in the dispassionate mode. The student must refer to personal experience to gain insight into such work.

Each student, though focusing on the study of a particular religion, will become familiar with the common experiences and intentions that underlie all religions. Religions are distinguished as much by what they all share as by their differences. While studying in any of the School of Theology programs, the student is expected to hold this essence in mind.

Each student will utilize his education at Yuin University to build on an already sophisticated understanding of religious experience. The School of Theology programs is intended for persons of well-developed understanding of religious study matter, including current members of the clergy, other persons in positions of religious leadership, and individuals with a highly-developed interest in religions. It is expected that such individuals also possess the motivation necessary to meet the demands of a guided independent study mode of academic delivery.



**TITLE OF DEGREE:
BACHELOR OF ARTS IN THEOLOGY**

Graduation Requirements:

1. Satisfactory completion (C average or better) of all required coursework over eight(8) semesters' time (Approximately 48 months).
2. Total Units to Complete: 126 units
 - I. General Education : 46 units
 - II. Major : 42 units
 - III. Minor : 38 units

Yuin University does not have a cumulative final test or examination required for the completion of this program.

Prerequisite:

High School Graduate or an equivalent.

“Prescriptive” Education:

All coursework in this degree program is prescriptive.

Curriculum

Major Courses (42 units)

	Semester	Units
OT250 Understanding Old Testament	6	Lower
OT252 Pentateuch	6	Upper
NT265 Understanding New Testament	6	Lower
NT270 Gospel	6	Upper
TH405 Systematic Theology	6	Upper
CE451 Christian Education	6	Lower
GM420 Church Growth	6	Lower
Total:	42	

Minor Courses (38 units)

	Semester	Units
OT255 Proverbs	6	Upper
NT272 Philippians	6	Lower
TH410 The God of Two Testaments	6	Upper
CH310 Church History	6	Lower
GM410 Worship and Music	4	Lower
GM440 Pastoral Care	6	Lower
CE460 Youth Ministry	4	Lower
Total:	38	

**TITLE OF DEGREE:
MASTER OF DIVINITY**

Prerequisite: Bachelor of Arts degree, or an equivalent

Graduation Requirements:

1. Satisfactory completion (B average or better) of all required coursework over six semesters' time
2. Completion of 88 semester units of credit. Total Contact Hours: 1,320 hours.
3. Successful completion of a comprehensive examination on the curriculum.

“Prescriptive” Education: All coursework in this degree program is prescriptive.

Curriculum

Core Areas (68 units)

Semester Units

OT501 Pentateuch	4	Lower
OT521 Old Testament Theology	4	Upper
NT531 Gospel	4	Lower
NT540 Exegesis	4	Upper
NT542 New Testament Theology	4	Upper
LG508 Hebrew	4	Lower
LG680 New Testament Greek	4	Lower
TH610 Systematic Theology I	4	Lower
TH611 Systematic Theology II	4	Lower
TH612 Systematic Theology III	4	Upper
CH630 Church History	4	Lower
CH632 Modern Church History	4	Lower
GM601 Christian Spirituality	4	Lower
GM650 Church Growth	4	Lower
GM651 Pastoral Theology	4	Upper
GM670 Preaching	4	Upper
FE610 Church Internship	4	Lower

Electives (20 units among follows)

OT510 Hermeneutics	4	Upper
OT503 Old Testament Historical Books	4	Lower
OT504 Psalms	4	Lower
OT506 Wisdom Literature	4	Lower
OT508 Old Testament Prophets	4	Lower
NT543 Epistles to Romans and Galatians	4	Lower
NT545 Pauline Later Epistles	4	Lower
NT547 General Epistles	4	Lower
NT672 Acts	4	Lower
TH620 Christian Ethics	4	Upper
TH622 Christ & Culture	4	Lower
TH661 Messiah in O.T. and N.T.	4	Lower
CH603 Contemporary Theology	4	Upper
CH605 World Mission History	4	Lower
CH640 Reformation Theology	4	Upper
CH642 Theology of Calvin	4	Upper
GM635 Pastoral Counseling	4	Lower
GM672 Leadership in Diversity	4	Lower
GM677 Youth Ministry	4	Upper
CE638 Church Education	4	Lower
CE640 Bible Study Dynamics	4	Upper

TITLE OF DEGREE :
DOCTOR OF PHILOSOPHY IN THEOLOGY

Prerequisite:

Master of Arts degree in Theology, or an equivalent

Graduation Requirements:

1. Satisfactory completion (B average or better) of all required coursework over eight semesters' time (approximately 30 months).
2. Completion of 60 semester units of credit. 1 semester unit is 15 contact hours for 15 weeks. Total Contact Hours: 900 hours.
3. Advancement to candidacy, as signified by the completion of all doctoral coursework and the passing of a comprehensive examination.
4. Satisfactory completion of doctoral dissertation including oral defense of dissertation.

“Prescriptive” Education:

All coursework in this degree program is prescriptive.

Curriculum

Core Areas (40 units)

	Semester Units	
OT701 Old Testament Exegesis & Criticism	4	Upper
OT720 Theology of Religion in Old Testament	4	Lower
NT742 Pauline Theology	4	Upper
NT725 New Testament Theology	4	Lower
TH780 Philosophical Theology	4	Lower
TH782 Applied Christian Ethics	4	Upper
CH760 Medieval & Reformation Theology	4	Lower
CH762 Contemporary Theology	4	Upper
GM802 Leadership Development for Ministry	4	Lower
TD899 Dissertation	4	
Total:	40	

Electives (20 units)

	Semester Units	
OT722 Old Testament Seminar	4	Lower
NT726 New Testament Seminar	4	Lower
NT736 New Testament Criticism	4	Upper
TH775 Historical Theology	4	Upper
TH800 The Bible and Science	4	Upper
CH750 Early Church History	4	Lower
CH764 The Church in Modern Society	4	Lower
GM712 Principles of Organizational Leadership	4	Lower
GM805 Pastoral Counseling & Spiritual Therapy	4	Lower
GM807 World Religion	4	Lower
GM810 Church Management	4	Lower
MS820 Theological Missiology	4	Upper
MS822 Cross-Cultural Studies	4	Lower
MS824 Current Issues in Church Growth	4	Lower
MS800 Historical Missiology	4	Upper
Total:	20	

COURSE DESCRIPTIONS

1. OLD TESTAMENT

OT250 Understanding The Old Testament (6 units)

The books of the Old Testament are examined with respect to their historical and geographical background, structure of message. This course is designed to provide the student with a limited knowledge of the Bible, with emphasis on the history and literature of the Old Testament and the important themes and critical issues of the Old Testament.

OT252 Pentateuch (6 units)

This course is a general survey of biblical theology in the books of Moses, with strong emphasis upon the history, geography, and cultural background, as well as questions of authorship and authenticity. The content of the Pentateuch will be examined in light of its historical background and theological message. The course will examine the biblical theology of the books of Genesis, Exodus, Leviticus, Numbers, and Deuteronomy.

OT255 Proverbs (6 Units)

This course presents an analysis of the chief techniques and important themes of biblical wisdom literature and the exegesis of selected passages.

OT501 Pentateuch (4 units)

This course offers a general introduction to the Biblical Theology and content of the Pentateuch. Pertinent matters pertaining to Old Testament history, geography, and cultural background will be drawn in. Questions of authorship, date, and authenticity, as well as literary and form-critical issues will receive their attention. The course will focus on biblical theology, and the role of the Pentateuch as the theological foundation for the rest of Scripture. Students will gain an understanding of the five books of Moses in light of their historical background and theological message. The course will examine biblical theology in the books of Genesis, Exodus, Leviticus, Numbers, and Deuteronomy.

OT 503 Old Testament Historical Books (4 units)

Studies in Joshua, Judges, Ruth, Kings, Chronicles, Ezra, and Nehemiah to understand these books as a whole as well as in various parts and kinds of contents. Attention is given to exegetical methods, historical and literary context, and to appropriate interpretation and application.

OT 506 Wisdom Literature (4 units)

A study of Old Testament Wisdom Literature, especially the books of Job, Proverbs, Ecclesiastes, and the Song of Solomon. Attention is given to form and style, to content and its use of this material in various life situations.

OT504 Psalms (4 units)

This course is an exegetical and kerygmatic study of some of the Psalms with special attention to the nature of Hebrew poetry, the literary structure, and classification of the Psalms. Students gain an understanding of the nature of Psalms as songs of trust and hymns of devotion in private life and public worship. The course examines various forms and themes of Messianic passages. A study of the book

of Psalms and related poetry of the Old Testament. Attention is given to form and style, content and its relation to the use of this poetry both in the life of ancient Israel and in Christian life and worship.

OT 508 Old Testament Prophets (4 units)

Studies in Isaiah, Jeremiah, Ezekiel, Daniel, and minor prophets with attention to contents, form, and style, and to historical and literary contexts as well as to exegetical methods, interpretation, and application.

OT510 Hermeneutics (4 units)

This course is a study of the fundamental principles of a sound interpretation of the Bible with special emphasis upon the grammatical linguistic exegesis of the Old Testament. Students will gain an understanding of the basic theory and practice of the textual criticism of the Bible. The course will examine distinctive words, concepts, and groups of words of the Old Testament in the light of relevant passages.

OT521 Old Testament Theology (4 units)

This course is an historical survey of approaches to biblical theology, such as, creation and salvation history, the Kingdom of God, and Old Testament anthropology. Students will gain a basic understanding of the biblical theology presented in Old Testament. The course will analyze the important themes and central issues of the Old Testament.

OT701 Old Testament Exegesis and Textual Criticism (4 units)

This course is a detailed study of selected historical texts with an introduction to exegesis, textual criticism, and semantics of biblical Hebrew. The course examines the vitality of Old Testament traditions. Students study some of the major critical problems involved in Old Testament exegesis.

OT720 The Theology and Religion in Old Testament (4 units)

This course will offers an opportunity for the reading and critical discussion of recent literature in the area of Old Testament theology. The first half of the course will be devoted to contemporary expositions of central themes of the Old Testament, while subsequent weeks will be given to the larger issues of integration and hermeneutics. The course examines the formulation of theological issues in the Old Testament with emphasis upon the relationship between God and Israel. Students gain an understanding of basic elements of Old Testament theology, with attention paid to the authority of the Old Testament.

OT722 Old Testament Seminar (4 units)

This course offers an analysis of the chief techniques and important themes of biblical wisdom literature with some attention to apocryphal wisdom and the impact of wisdom literature on the New Testament. It reviews the literary structure of the wisdom writings in the Old Testament. Students gain an understanding of significant issues for biblical theology.

2. NEW TESTAMENT

NT265 Understanding The New Testament (6 units)

The books of the New Testament are examined with respect to their historical and geographic background, structure, purpose, and message in God's redemptive history. Problems of faith and history in the life

of the early Church will be examined.

NT270 Gospel (6 units)

This course is a study of the life of Jesus. It will examine the Church's witness to its Lord, the content of Jesus' own message, the events of his life, and his understanding of his mission. The course will include a comparative study of the Synoptic Gospels and John.

NT272 Philippians (6 Units)

This course is an exegetical study of the epistle with consideration given to the central issues of the authorship, teaching, and significance of the document.

NT531 Gospel (4 units)

This course is a general introduction to the document theory and other issues of the Synoptics, an in-depth study of the Synoptics and the Gospel of John particularly in relation to the Old Testament while investigating such questions as John's relationship to other Gospels.

NT540 Exegesis (4 units)

This course is a study of New Testament exegesis with emphasis on how to read, analyze, interpret, and apply Scriptures into preaching and teaching. It will examine the basic methods of the Protestant biblical interpretation. Students will learn how to understand the New Testament authors' intended meanings and how to apply Scriptures.

NT542 New Testament Theology (4 units)

This course is a study of the major theological motifs of the message and ministry of Jesus, the formation of the early Church, and Paul's missionary preaching on Christology. Students will gain an understanding of major motifs of the biblical theology in the New Testament. The course will analyze the important issues and central themes of the New Testament, with a view to appreciating the value of Jesus' own message, his life, and his mission.

NT543 Epistles to Romans and Galatians (4 units)

Study of Paul's epistles to Romans and Galatians and of significant subjects relevant to the righteousness of God. Attention is given to doctrine and life which Paul addressed, the setting within the context of his missionary endeavors and conflicts with Judaizers.

NT545 Pauline Later Epistles (4 units)

Studies in Pauline later epistles such as Prison Epistles, and Pastoral Epistles within the context of Paul's missionary work and developing issues of faith, practice and church governance. Attention is given to questions of setting, authorship, and application to modern church life.

NT547 General Epistles (4 units)

Description: Studies in General Epistles such as Hebrews, James, 1 & 2 Peter, Jude, 1 & 2 & 3 John. Attention is given to questions of setting, authorship, themes, form and style. Particular attention is given to historical and literary contexts as well as to exegetical methods, interpretation, and application.

NT672 Acts (4 units)

This course is designed to illuminate the purposes and structure of the book, and to explicate the mission

and message of the early Church, the work of the Holy Spirit, and the life of the early Church. The course redefines the Church as a continuing community of people in whom the Lord is still alive. It raises penetrating questions with honesty and discernment e.g., What is a real Christian? What should be the Church's top priority?

NT725 New Testament Theology (4 units)

This course is designed to cover the theology of the first generation of Christianity within its original, historical, and cultural context. The course examines the principal features in the historical context of Jesus' ministry and preaching, and the question of Jesus' self-understanding. The course is a theological study of the transition from Christ to Christianity brought about by the resurrection of Jesus and the coming of the Spirit.

NT726 New Testament Seminar (4 units)

This course is a study of the spirituality reflected in the New Testament, in the same way that New Testament theology, history and criticism explore the text according to their own purposes. The course reviews relevant biblical texts on spirituality in the New Testament.

NT736 New Testament Criticism (4 units)

This course is a study of the major critical problems involved in New Testament exegesis. The course examines the history and necessity of criticism, the nature of inspiration, and text and canon. It includes discussion of such issues as Gospel criticism, Johannine Studies, the historical reliability of Acts, Pauline Studies, and unity and diversity in the New Testament.

NT742 Pauline Theology (4 units)

This course examines the origin of Paul's religion and theological and missionary preaching, with special emphasis on Christology, salvation, ethics, eschatology, and exegetical issues. The course reviews Paul's life and thought in the biblical, theological and missiological perspectives.

3. BIBLICAL LANGUAGE

LG508 Hebrew (4 units)

This course is an introduction to the Hebrew language designed to provide a basic understanding of Old Testament Hebrew and an ability to use exegetical resources. Students will learn to identify the pertinent categories of Hebrew words, phrases, and sentences and will gain an understanding of the dynamics involved in translating from Hebrew to another language.

LG680 New Testament Greek (4 units)

This course is an introduction to the Greek language designed to provide a basic understanding of New Testament Greek. Students gain a basic understanding of the ways in which words, phrases, and sentences are formed in Greek. Students learn to identify the pertinent categories of Greek words, phrases, and sentences. Students also gain an understanding of some of the dynamics involved in translating from Greek to another language.

4. SYSTEMATIC THEOLOGY

TH405 Systematic Theology (6 units)

This course is a study of theology and anthropology with emphasis on the doctrines of divine revelation and Scripture, and the doctrines of creation and sin. The course examines the history of doctrinal development and significant decisions about the nature of God and the origin and nature of humankind. Students will better understand the basic principles of Church growth and practical methods of evangelistic strategy planning for the field.

TH410 The God of Two Testaments (6 units)

This course is a study of the God of the Old Testament and the God of the New Testament with attention to the trinity from the biblical viewpoint. The course will demonstrate how the Christian God is the same as the Hebrew God.

TH610 Systematic Theology I (4 units)

This course is a study of theology and anthropology with emphasis on the doctrines of revelation and Scripture, the doctrine of God, and the doctrine of creation and providence. The course examines the history of doctrinal development and significant decisions about the nature of God. Students will gain an understanding of the origin and nature of humankind.

TH611 Systematic Theology II (4 units)

This course is a study of Christology and Soteriology with emphasis on the doctrine of divine election, the covenant of grace, and the work of Christ our Mediator. The course examines key points in the history of doctrinal development and significant decisions about the nature of Christ and the manner of salvation. Students will gain an understanding of the doctrines of regeneration, repentance, justification, adoption, and sanctification.

TH612 Systematic Theology III (4 units)

This course is a study of ecclesiology and eschatology with emphasis on the doctrine of the Church, its nature and authority, and the doctrine of last things. The course examines the history of doctrinal development and significant decisions about the nature of the Church. Students will gain an understanding of the worship of the Church, the sacraments, and the doctrines of the final judgment and eternal life.

TH620 Christian Ethics (4 units)

This course is a study of biblical morality and the implications for Christian moral decisionmaking and for the nature of character. The course will address the ways in which Jesus Christ affects moral life. Students will gain an understanding of the basic moral implications of Christian theology.

TH622 Christ and Culture (4 units)

This course is a theological study of the ways in which Jesus Christ affects the moral life and culture, comparing the visions of several modern theologians. The course reviews the basic moral implications of Jesus' teaching and examines the ethics of Jesus Christ as a means of understanding how Jesus Christ can be served in the conflicts of this world.

TH661 Messiah in O.T. and N.T. (4 units)

This course will survey various types and prophecies of Messiah in O.T. This course will also review

how Jesus fulfilled all the types and prophecies of Messiah in O.T. The character and mission of Messiah will be discussed in relation to God's plan of the kingdom of God.

TH780 Philosophical Theology (4 units)

This course is a survey and overview of the development of philosophy and theology throughout church history. Emphasis will be placed on the late nineteenth and twentieth century philosophies and related theologies. Outline of this course is to comprehend different philosophies and theologies, to critique them based on biblical teachings and modern scientific developments.

TH782 Applied Christian Ethics (4 units)

This course attempts to identify the nature of the applied Christian ethics, exploring the thoughts of some scholars such as Lawrence Kohlberg, Reinhold Niebuhr, and Dietrich Bonhoeffer, expecting to find the key principle for the Christian ethics to be applied. And the principle is to be compared with the Biblical view. This course aims at helping the students make their own conclusions for their lives as well as their ministries.

TH775 Historical Theology (4 units)

This course is a survey and overview of the historical development of selected doctrines, with attention to the development of each theological theme from the church fathers to the present day. Outline of this course is to review various doctrines in relation to particular church situations, to examine various doctrines with modern biblical and cultural understanding.

TH 800 The Bible and Science (4 units)

Review and analysis on various issues between reason based general revelation and Scripture based special revelation will be covered in this course. A synergistic approach between natural theology and Scripture will be explored with new interpretation of the Scriptural passages.

5. CHURCH HISTORY

CH310 Church History (6units)

This course is a survey of doctrinal development and significant decisions of the churches from the post apostolic fathers to the present. The course will examine the history of the early Church, medieval and Reformation theology, and the modern Church, with review of important historical issues.

CH603 Contemporary Theology (4 units)

This course is a critical study of contemporary Protestant theology, with special emphasis on the writings of Bultmann, Barth, Tillich, Cox, Fletcher, and Moltmann. Various contemporary philosophical and theological writings of Christology will be examined. Students will gain an understanding of the theological significance of these writings.

CH605 World Mission History (4 units)

This course analyzes the dynamics of growth of the Christian movements from the apostolic age to the present, with emphasis on the various types of mission structures. The course reviews the revivals and awakenings in both Western and non-Western countries that affect missionary expansion. Students

will gain an understanding of significant issues and problems in the development of missiological thoughts.

CH630 Church History (4 units)

This course is a survey of doctrinal development and significant decisions of the Church from the post apostolic fathers to the ecumenical movement. This course is an historical study of the early Church, patristic theology, medieval and reformation theology, and modern church movements. Students will gain an understanding of significant issues affecting Church history.

CH632 Modern Church History (4 units)

This course is a survey of Church history from 1750 AD to the present, designed to provide an historical understanding of the development of Christianity in its main branches in relation to thought, state, and culture from the time of the reformation. The course will examine the shaping of modern movements and churches from the Reformation to the Ecumenical Movement and review Christianity as a movement of fascinating complexity in relation to the total story of mankind with ultimate faith to God.

CH640 Reformation Theology (4 units)

This course presents the central themes in the work of Martin Luther, looking particularly at his theology of the cross, sacraments, and word of God. The course examines the theological significance of the Reformation faith in the works of Martin Luther. Students gain an understanding of the historical considerations bearing on the development of Lutheran doctrine.

CH642 Theology of Calvin (4 units)

This course addresses the central themes in Calvin's theology and his place in the development of Reformed Protestantism, with reference to the influences on his doctrine of sin and grace. The theological significance of the Reformation faith in the works of Calvin is examined in this course. Students gain an understanding of the theological formulation and outcome of the Reformation from the doctrines of Calvin.

CH750 Early Church History (4 units)

This course is a survey of church history from the close of the New Testament period to AD 1350. It provides an historical framework for the rise and development of Christian leaders, institutions, doctrines and church life. The course examines the general setting of Christianity in history, the immediate background of Christianity, and continued progress in the expansion of Christianity. The course reviews four centuries of resurgence and advance, AD950-AD1350.

CH760 Medieval & Reformation Theology (4 units)

This course is a survey of the development of doctrine in the Western church from Anselm to Calvin. The history of the Christian tradition is viewed as necessary for understanding the needs and problems of the church today. The course reviews internal lassitude, confusion, and corruption of Christianity in the Eastern and Western Europe. Students will gain an understanding of the rise and spread of the reformation faith and Protestantism.

CH762 Contemporary Theology (4 units)

This course is general doctrines, dogmas, and philosophical concepts on contemporary theology compared conventional classic theology and their dynamics of creative and critical analysis and development in relation to the theological main stream of Christian culture, including various ethnic cultures, Liberal, New Age,

and Constructive Theologies are to be focused as themes of contemporary theology. Outline of this course is to understand various approaches of studying theology in order to focus on the Biblical Theology, to recognize the truth of God never changes but the process of searching the truth may change according to the change of human ideas throughout generations.

CH764 The Church in Modern Society (4 units)

This course surveys pivotal crises in the Church and society since the Enlightenment, particularly in Britain and North America, with attention given to leading theories of secularization.

6. CHRISTIAN EDUCATION

CE460 Youth Ministry (4 units)

This course is designed to help those interested in youth to understand the dynamics of youth from a developmental viewpoint, covering psychology, sociology, and culture as they relate to youth ministry.

CE451 Christian Education (6 units)

This introductory course on the teaching ministry of the church includes biblical and theological foundations through the practice of personal and corporate disciplines. The practical foundation for a variety of teaching situations both within and outside the church are reviewed. Students will gain an understanding of the ministry of Christian education, with emphasis on the curriculum.

CE638 Church Education (4 units)

This course is a survey and evaluation of Christian philosophy of church education and leadership training for lay people. Students will gain an understanding of the relationship of theory and practice in church education. The course will help students formulate a personal philosophy of education and define its implications for educational practice.

CE640 Bible Study Dynamics (4 units)

This course focuses on how to reach adults with a biblical text so that God's Word speaks to contemporary life, working with distinctive Christian dynamics and relationships.

7. GENERAL MINISTRY

GM420 Church Growth (6 units)

This course is a study of the basic principles and procedures of church growth as developed in McGavran's *Understanding Church Growth* and other missiological application. The course covers practical methods of evangelistic strategy planning for the field.

GM422 Christian Mission (6 units)

This course provides a basic education in world mission to enable the pastor and lay leader to build world awareness, develop mission programs in the local church, encourage missionary vocations, and provide the needed home base support.

GM440 Pastoral Care (6 units)

This course is a study of the purposes and practices of shepherding as described in the Bible with special emphasis upon the application of theology to specific pastoral problems.

GM410 Worship and Music (4 units)

This course is a study of principles and practices of Christian worship and music. This course focuses on biblical-theological perspectives of worship, a historical overview, and an analysis of the elements of music in worship.

GM421 Pastoral Theology (6 units)

This course examines the major areas of the pastoral ministry, preaching, missions, and evangelism, with the objective of understanding the theology of the ministry, worship, liturgy, hymnody, parish responsibilities, and church administration. The course will assist students in developing a creative ministry involving community relations and contemporary traditions.

GM601 Christian Spirituality (4 units)

This course is an introduction to the classic disciplines of the spiritual life, examined biblically, historically, and experimentally, with special reference to the responsibilities of ministry.

GM635 Pastoral Counseling (4 units)

This course is a study of basic counseling skills to treat the individual, marital and family problems normally confronting the pastor as counselor. Students will gain an understanding of the importance of personal interrelationships to achieve a more relevant ministry in our fragmental culture. Students will receive practical help for developing the potential of lay persons through various types of training and methods of follow-up pastoral care.

GM650 Church Growth (4 units)

This course is a study of basic principles and procedures of church growth as developed in Donald Mc Gavran's *Understanding Church Growth* and applied to present-day missiology. This course presents the general view of the basic principles of church growth from biblical, historical, and theological perspectives. Students gain an understanding of methods of thinking through evangelistic strategy planning for increased effectiveness on the field.

GM651 Pastoral Theology (4 units)

This course is designed to cover the major areas of pastoral ministry other than preaching, missions, and evangelism. The review of counseling will be in general areas rather than particular techniques. It is intended to supplement on a practical level the required courses in the ministry division for the student who envisions a pastoral vocation. Students gain an understanding of the theology of the ministry, worship, liturgy, hymnody, parish responsibilities, and church administration. Students learn how to develop a creative ministry involving community relations and contemporary traditions.

GM661 Practical Theology (4 units)

This course is a study of the purposes and practices of shepherding as described in the Bible, with emphasis upon the application of theology to specific pastoral problems and spiritual direction. Students gain an understanding of the development of a comprehensive pastoral care program and methods of counsel by pastor and people. They learn how to apply basic theories within the local church to provide spiritual

direction and effective strategy.

GM670 Preaching (4 units)

This course is a study of the nature of preaching and an examination of certain aspects of sermon preparation with attention to the theological, spiritual, and psychological needs of today's congregation. Students gain an understanding of the nature of preaching and methods of sermon preparation in relation to the perspectives and problems of the congregation. They are assisted in presenting sermon outlines that restructure the truth of biblical texts.

GM675 Pastoral Psychology (4 units)

This course is a psychological study of pastoral ministry with reference to conversion, frustration, guilt, forgiveness, healing, worship, and prayer through counseling and psychology. Students gain a basic understanding of pastoral care and counseling from a psychological perspective and of the value of effective treatment involved in pastoral care and personal counseling for Christian ministry.

GM672 Leadership in Diversity (4 units)

This course will provide an overview of the different dimensions and sensitivities that frame the leadership context. Students will be challenged to consider their own blocks to effective leadership in diverse settings

GM677 Youth Ministry (4 units)

This course examines adolescent development from junior high through college age with special focus on the biblical foundations for human sexual practice and analysis of the current situation.

GM712 Principles of Organizational Leadership (4 units)

This course is designed to provide students with the basic principles and elements of the growing organizational leadership discipline. Leadership theories and behaviors are examined in the context of the modern organization. Topics are current theories and concepts of individual, dyadic, and group behavior in the organization.

GM802 Leadership Development for Ministry (4 units)

This course is designed to equip persons to serve effectively in Christian ministries. The course includes an overview of Christian leadership and ministry in the local congregation and in other settings. Theories and models of leadership, organizational design, and administrative principles will be evaluated from biblical, theological and cultural perspectives. This course enables participants to develop and implement a plan for personal and vocational formation during their education.

GM805 Pastoral Counseling & Spiritual Therapy (4 units)

This practical course is designed to aid the pastor in treating problems of marital sexuality, conjoint marital counseling, tests, and therapeutic methods. It analyzes various psychological disorders and their remediation and examines the relational aspects of pastoral counseling with emphasis on the practice of therapeutic skills.

GM807 World Religion (Comparative Religion) (4 units)

This course offers a systematic presentation of both philosophical and popular world religious faith, the relationship of their doctrinal bases and social structures to contemporary cults, and the interrelationship with Christianity. The course reviews comparative religion as scientific and historical research, discussing

the similarities and differences among world religions. Students gain an understanding of credo, cultus, and culture.

GM810 Church Management (4 units)

This course addresses the process of planning and implementing administration in accordance with theological and denominational purposes of the Church, and leadership styles for pastor and people.

8. FIELD EDUCATION

FE610 Church Internship (4 units)

This course offers an approved, planned, supervised, and evaluated practical experience under the supervision of a pastor or supervisor in a church or institutional or mission setting.

9. MISSIOLOGY

MS800 Historical Missiology (4 units)

This course offers an analysis of the Christian mission from the apostolic age to the present, with a strong emphasis on how to develop an effective mission project. It examines the world mission panorama from Pentecost to the Protestant mission in the 20th century, and reviews the expansion of various missions in Asia, Africa, South America, Europe, and Islamic World.

MS820 Theological Missiology (4 units)

This course is a study of key issues in the theology of Christian mission and contemporary missiology in the light of the great commission. It reviews the biblical foundation of Christian mission with emphasis on the mission motive of Paul. Students gain an understanding of effective missionary structures of the Church that have contributed to Missio Dei.

MS822 The Cross-Cultural Studies (4 units)

This course examines crucial areas of cross-cultural ministry in the light of missiology and cultural anthropology. The course addresses such matters as understanding another culture or subculture, coping with change, and cultural differences.

MS824 Current Issues in Church Growth (4 units)

This course analyzes contemporary issues in church growth and their implications for theology, ethics, missiology, church planning, and field practice.

10. THESIS AND DISSERTATION

TD899 Dissertation (4 units)

This course is designed for the practitioner-researcher, looking to develop their research, analytical, conceptual and critical thinking skills to the highest level and become innovators in their chosen fields of expertise. This course focuses on a working knowledge of the principles that will assist the student in any type of scholarly inquiry, including a doctoral dissertation. Additional focus will be on the students' acquisition of substantive, foundational knowledge of research and its methodologies.

SCHOOL OF BUSINESS ADMINISTRATION INTRODUCTION OF PROGRAMS

The School of Business Administration provides effective educational programs primarily directed to fully employed, highly motivated men and women who have the sincere desire to increase their job security, to improve their educational career prospects, and to accelerate their personal development without leaving their present job.

Students who successfully complete the course offerings in Business Administration will: 1) Understand the overall significant role and responsibilities of administrators in the business firm; 2) Be qualified to increase the firm's profit through wise decision-making and implementation of managerial principles and the performance of their duties; 3) Be able to make the changes necessary to achieve organizational development and expansion 4) Utilize contemporary scientific approaches for the betterment and efficiency of the firm.

The School of Business Administration provides a non-traditional independent study system of education. The School does not require formal, on-campus residence or classroom attendance. Students are permitted to complete all course work, studies, research, and writing requirements through prescriptive independent study courses or programs with guidance from the school. The School does not award credit for life work experience based on examination of portfolios, etc. The Bachelor of Arts in Business Administration (B.B.A.), Master of Business Administration (M.B.A.), and Doctor of Philosophy (Ph.D.) degree are awarded in Business Administration.

The Master's Degree (M.A. or M.S.) depending on undergraduate degree earned) provides a strong background in theory and technical skills for the student who plans to work in government or industry. It offers students who have not yet decided on a doctoral program the opportunity to determine whether they have the interest and skill required.

The Doctoral program is designed to prepare students to do professional research in their areas of concentration in a minimum of three years. Student participation in faculty research programs to gain experience in applying concepts and techniques is considered an integral part of their training. A minimum of 24 units must be taken at Yuin University and at least two semesters in residence are required.

Each student in the School of Business Administration will strive to become a highly competent business professional as well as a student of business practices, principles, strategies, and philosophies. It is understood with these programs as well, that Yuin University's expectations for such competencies are commensurate with the degree level of the program the student is enrolled in. Each student will pursue his/her studies through guided independent study and will develop greater self-discipline and maturity as a result of such study.

The Business Administration programs are designed for working adults in the business community. Students are evaluated during the admissions process for qualities appropriate to the demands of such study. Each student will seek a mastery of basic business tools and skills and an understanding of fundamental business procedures. Each student will seek to understand the role and responsibilities of administrators in the business firm. Each student will seek a level of educational achievement such that he/she can then positively impact a firm's profits through wise decision making and implementation of appropriate managerial principles. Each student will seek to understand the total functioning of a business organization as it pertains to making necessary changes to achieve organizational development and expansion.

Each student, in his/her career at Yuin University, will commence a process of continual educational growth enabling him/her to apply the most contemporary and scientific approaches o increasing efficiency and improving his/her firm overall.

**TITLE OF DEGREE:
BACHELOR OF ARTS IN BUSINESS ADMINISTRATION**

Prerequisite:

High school graduate or equivalent. Yuin University does not admit ability-to-benefit students.

Graduation Requirements:

1. Satisfactory completion (C average or better) of all required coursework over 10 semesters' time (Approximately 40 months).
2. Total Units to Complete: 126 units
 - I. General Education : 46 units
 - II. Minor : 46 units
 - III. Major : 34 units
3. Yuin University does not have a cumulative final test or examination required for the completion of this program.

“Prescriptive” Education:

All coursework in this degree program is prescriptive.

Curriculum

Courses Minor (46 units)

Semester Units

BUS101 Introduction to Business	3	Lower
BUS102 Business Communications	3	Upper
BUS110 Fundamentals of Finance	3	Lower
BUS111 Business Finance	3	Lower
BUS113 Financial Institutions	3	Upper
BUS201 Principles of Accounting	3	Lower
BUS202 Managerial Accounting	3	Upper
BUS210 Introduction to Management Science	3	Lower
BUS211 Principles of Management	3	Lower
BUS212 Management System	3	Upper
BUS301 Introduction to Marketing	3	Lower
BUS302 Principles of Marketing	3	Lower
BUS303 Marketing Research	3	Upper
BUS401 Business Law	3	Lower
BUS402 Business Policy & Strategy	4	Upper

Course Major (34 units)

Semester Units

BUS359 Business Statistics	3	Upper
BUS360 Small Business Administration	3	Lower
BUS404 Legal Issues in Business	3	Lower
BUS409 Environmental Economics	3	Upper
BUS410 Human Resource Management	3	Lower
BUS411 Business Administration & Law	3	Upper
BUS412 Small Business Management	4	Lower
BUS413 Managerial Accounting & Control	4	Lower
BUS420 Financial Decision Making	4	Lower
BUS422 Commercial Bank Management	4	Upper

**TITLE OF DEGREE:
MASTER OF BUSINESS ADMINISTRATION**

Prerequisite:

Bachelor of Arts in Business Administration degree or an equivalent degree.

Graduation Requirements:

1. Satisfactory completion (B average or better) of all required coursework over four semesters time (approximately 18 months chronological time).
2. Completion of 54 semester units of credit. 1 semester unit is 15 contact hours for 15 weeks. Total Contact Hours: 810 hours.
3. Satisfactory completion of a comprehensive examination on the curriculum.
4. Satisfactory completion of Masters Thesis and oral defense of Masters Thesis.

“Prescriptive” Education:

All coursework in this degree program is prescriptive.

Curriculum

	Semester Units
BUS500 Management Finance (core-upper)	4
BUS501 Advanced E-Commerce (core-upper)	4
BUS511 Marketing Management (core-upper)	4
BUS512 Asian Trade (core-upper)	4
BUS521 International Comparative Management(core-upper)	4
BUS542 Human Resources Management (core-upper)	4
BUS543 Organizational Behavior (core-upper)	4
BUS563 Advanced Quantitative Methods (core-upper)	4
BUS604 Managerial Accounting (core-upper)	4
BUS615 Management Strategy & Policy (core-upper)	4
BUS636 Business Mathematics & Statistics (core-upper)	4
BUS657 Reading in Business Administration	4
BUS699 Thesis	6
Total:	54



**TITLE OF DEGREE:
DOCTOR OF PHILOSOPHY IN BUSINESS ADMINISTRATION**

Graduation Requirements:

1. Satisfactory completion (B average or better) of all required coursework over eight semesters' time (approximately 30 months).
2. Completion of 60 semester units of credit. 1 semester unit is 15 contact hours for 15 weeks. Total Contact Hours: 900 hours.
3. Advancement to candidacy, as signified by the completion of all doctoral coursework and the passing of a comprehensive examination.
4. Satisfactory completion of doctoral dissertation including oral defense of dissertation.

Prerequisite:

Master of Art in Business Administration degree or an equivalent degree.

“Prescriptive” Education:

All coursework in this degree program is prescriptive.

Curriculum

	Semester Units
BUS700 Advanced Corporate Leadership (core-upper)	7
BUS701 Institutional Planning (core-upper)	7
BUS712 Advanced Economic Analysis (core-upper)	7
BUS713 International Economics (core-upper)	7
BUS724 Research Methods in Business (core-upper)	7
BUS755 Management Finance (core-upper)	8
BUS766 Contemporary Marketing Management (core-upper)	7
BUS770 Dissertation Research Designed Proposal	4
BUS780 Dissertation Research Implementation	4
BUS790 Dissertation Completion and Defence	3
Total:	60

COURSE DESCRIPTIONS

BUS101 Introduction to Business (3 units)

This course examines both public and private enterprises to understand functions of development, production, distribution, and delivery of goods and services. Emphasis is placed on formation, operation, and maintenance of enterprises, considering financial, legal requirements, and constraints. The theory of the firm with emphasis on the free enterprise system in an international marketplace is addressed.

BUS102 Business Communications (3 units)

This course is an intensive study of the forms and functions of communication in business organizations. Directed practice is provided in both written and oral business communication. At least one formal business report and an oral report are required to be completed under simulated business conditions.

BUS110 Fundamentals of Finance (3 units)

This course addresses accounting concepts and methods; financial statements; transaction analysis and recording; adjustments and closing procedures; uses of data processing; summarizing and reporting; cash and its control; payroll; receivables and payables; income taxes; financial statement analysis.

BUS111 Business Finance (3 units)

This course covers the methods utilized by corporations in securing and utilizing capital. Major topics of interest include capital budgeting, cost of capital, capital structure, and characteristics of alternative forms of capital.

BUS113 Financial Institutions (3 units)

This course focuses on the institutional structure of the financial system. It includes a survey of both the public and private sectors of our money and credit economy. Emphasis is placed on understanding the impact of the commercial banking system, financial intermediaries, and public finance needs upon the conduct of business finance.

BUS201 Principles of Accounting (3 units)

This course introduces students to the accounting process through the recording, summarizing, and reporting of financial information of a business entity, utilizing the double entry method of accounting.

BUS202 Managerial Accounting (3 units)

This course is a survey of the uses of accounting for planning and control in a management environment, including budgeting, financial analysis, basic cost accounting, internal accounting reports, and capital budgeting.

BUS210 Introduction to Management Science (3 units)

This course introduces basic concepts of operations management and application of the same in business practice today. We will examine the theoretical foundations of operations management and how these principles or models can be employed in both tactical and strategic decision making

BUS211 Principles of Management (3 units)

This course focuses on the management process: planning, organizing, staffing, directing, and controlling

enterprises. It addresses the manager's role in business organizations; schools of management thought; decision making; knowledge and skills leading to effectiveness in interpersonal relations; motivation theories; leadership theory and style; managing change; and organizational development.

BUS212 Management System (3 units)

This course is an introduction to systems program/project management; organization constraints; resources management; decision making; work breakdown structures, system effectiveness; life cycle management. It will include lecture and case studies.

BUS301 Introduction to Marketing (3 units)

This course is a survey course that covers the basic principles of marketing. Marketing activities are applied to the specific interests of non-business majors.

BUS302 Principles of Marketing (3 units)

This course is a survey of the entire field of marketing. Emphasis is placed on the areas of products, pricing, distribution, and promotion.

BUS303 Marketing Research (3 units)

This course discusses research methods applied to marketing; introduction sampling; collection, analysis, and reporting of data; survey of sales forecasting; market analysis; and distribution cost analysis.

BUS401 Business Law (3 units)

This course focuses on the American legal system; basic laws of real and personal property, contracts, agreements, and other legal instruments; introduction to labor and tax laws and to laws governing agencies, partnerships, and corporations. The course also includes legal constraints on the firm, organization, people, products, data processes, and regulations. The course also addresses the innovative creative process for patents, copyrights, and protection of the firm's operation and the impact of antitrust legislation on business decisions.

BUS402 Business Policy and Strategy (4 units)

This integrative, capstone course is designed to solidify and reinforce students' understanding of all facets of contemporary business administration. It includes analysis of selected case problems in business, with hands-on experience in environmental scanning and analysis; strategy formulation; decision implementation; and evaluation of operating results using both manual and computer-based decision making systems.

BUS359 Business Statistics (3 units)

This introductory course deals with the practical application of mathematical models to the planning and controlling functions in the management process.

BUS360 Small Business Administration (3 units)

This course discusses the place of the small business enterprise on the national economic scene, the method of establishing such a venture, the problems confronting the entrepreneur in starting and operating a successful small enterprise.

BUS404 Legal Issues in Business (3 units)

This course is a study of state and federal legal systems and their jurisdictions from the viewpoint of the businessman or woman and the consumer with which he or she deals. Manufacturers' liability and the protection of the consumer are explored as is the impact of administrative agencies on both business and the consumer.

BUS409 Environmental Economics (3 units)

This course is an economic analysis of the causes and effects of pollution and an evaluation of the alternatives in environmental control.

BUS410 Human Resource Management (3 units)

This course addresses the management process as applied to the development, utilization, maintenance, and recruitment of an effective work force. Topics include the role of the HR manager, manpower planning; performance appraisal; selection interviewing; EEO laws and issues; and wage/salary administration.

BUS411 Business Administration and Law (3 units)

In this course, the substantive law of business relationships in partnerships, corporations, and agencies is studied, together with the legal rights and liabilities of owning real or personal property. Wills, estates and trusts, bankruptcy, sales, and negotiable instruments are examined.

BUS412 Small Business Management (4 units)

This course is designed to develop the student's understanding of the economic and social environment in which the small business functions. The course is a study of the proper balance between business functions (purchasing, production, sales, and finance) and the management functions (planning, organizing, actuating, and controlling).

BUS413 Managerial Accounting and Control (4 units)

This course deals with the application of accounting analysis to management decision making, planning and control. Costing, pricing and profit planning are addressed. Other topics include flexible budgeting overhead analysis, standard costs, timevalue of money, ROI, and other techniques.

BUS420 Financial Decision Making (4 units)

This course discusses working capital policy and current asset management. It includes capital budgeting, investment decisions under uncertainty, utility theory, comparing risk, uncertain cash flows over time. Other topics include financial, operating and combined leverage; lease vs. buy decisions; cost of capital; dividend policy; mergers and holding companies; reorganization and bankruptcy.

BUS422 Commercial Bank Management (4 units)

In this course, the procedures used for appraisal of credit risks and selection of investments are investigated. Attention is given to the influence of the regulatory environment and the problem of shifts in deposit liabilities.

BUS500 Management Finance (4 units)

This course is an intensive study of financial management in combination with capital in marketing and investment firms. Topics covered include: the concepts and principles of financial accounting' accounting for partnerships' accounting for mergers, combinations and parent-subsidiary relationships; and litigation

procedures including re-organizations, receiverships and bankruptcy. The course includes an introduction to fundamental systems and procedures in financial and managerial accounting, and an analysis of main decision areas of managerial finance management. Financial planning and control, sources of funds, development of objectives and standards that have effective allocation, and use of the organization's resources are also covered.

BUS501 Advanced e-Commerce (4 units)

This course examines how new information technologies and networks affect the exchange of goods and services between buyers and sellers in the twenty-first century. Evaluation of key corporate strategies and initiatives in electronic commerce and the enabling network and user interface technologies which have redefined business.

BUS511 Marketing Management (4 units)

This course is a study of the effect of politics and economics in the markets, financial management of marketing functions, market potentials, market shares, market segmentation strategies, and marketing control and sale forecasting. Other topics include the development of marketing thought, promotion decisions, sales force management, and consumer behavior.

BUS512 Asian Trade Development (4 units)

This course studies International trade transactions, ways they are planned and organized in their contemporary environments. The emphasis is put on business opportunities and untapped economic and human resource potentials in all areas in East, West, and Southeast Asia. Some areas of study are manufacturing, communications, transportation and entertainment.

BUS 521 International Comparative Management (4 units)

This course review management systems within their political, social, and economic environments with an international, historical, and contemporary approach. This course emphasizes the managerial process in the international environment and provides a strategic assessment of the fundamental issue involved in the management of international and multinational corporations. Topics include comparative study of practices of management in foreign nations and how their social environments are affected. There is an emphasis on recent contributions to theory, research, and methodology.

BUS542 Human Resources Management (4 units)

This course focuses on the effective use of human resources in combination with capital and natural resources to achieve goals. (Continuation of BUS 302)

BUS543 Organizational Behavior (4 units)

This course studies the environments and technologies of business and industrial organizations, process of work group development and management, and their effects on individual behavior. The course also emphasizes organizational efficiency and effectiveness.

BUS563 Advanced Quantitative Methods (4 units)

This course deals with quantitative business analysis in the process of evaluating internal and external data to produce both statistical and mathematical analysis as the foundation for data evaluation. Topics addressed include parameter and interval estimation; simple and multiple linear regression and correlation; and fixed, random, and mixed effects analysis of variance models and non-parametric statistics. The course

also examines the features and capabilities of generalized data management systems and applications of multiple regression mathematical programming, and stochastic processes to more complex problems of financial decision making. It offers a comparison of solutions from alternative quantitative methods.

BUS604 Managerial Accounting (4 units)

This course deals with management's use of accounting data for planning and control. Theories of cost accounting and analysis of data for management decision-making are also addressed. The course examines problems of current concern in management, with an emphasis on recent contributions to theoretical research and methodology; and analyzes company decision-making

BUS615 Management Strategy and Policy (4 units)

This course covers the formulation and implementation of basic strategy, the development of supporting policies, the interrelation of strategy, and structural and environmental opportunities. The course discusses approaches to theory and practice of management in complex organizations; and managerial roles in designing organizational structures, creating, maintaining and planning. Topics include control, information, and incentive systems, as well as different patterns of human interaction such structures and systems tend to produce.

BUS636 Business Mathematics and Statistics (4 units)

This course addresses the application of statistical mathematical methods in organizational decision-making and forecasting. Topics covered include the theory, methods and application of the optimization of non-linear systems; and classical optimization methods, optimality, and duality theory for convex programs. The course surveys current computer codes and computational experiences. Discussion includes theory and computational methods for optimizing large-scale linear and non linear programs. A broad survey of non-linear, time-staged and probabilistic models for managerial decision-making and an introduction to parameter and interval estimation are integral to the course as well.

BUS657 Reading in Business Administration (4 units)

This course is focused on a comprehensive area in Business Administration, to be chosen by the student with the assistance of the instructor. The textbooks for this course will be assigned by the instructor.

BUS699 Thesis (6 units)

This course requires students to submit a proposal for the thesis. The research methods course create an opportunity for a Student to demonstrate application of the knowledge and skills gained in the course work portion of the program and demonstrate the critical thinking and analytical skills required to successfully propose and complete the thesis.

BUS700 Advanced Corporate Leadership (7 units)

This course focuses on the process of leadership decision-making, problem-solving coordination, and the management of change. The goal of the class is to familiarize the student with the most important issues in leadership and corporations. Topics include problems of motivation; leadership; moral social structure, groups, communication, hierarchy, and control in complex organization; technological interaction; environment and human behavior. The course includes an analysis of recent literature and development as organizational development.

BUS701 Institutional Planning (7 units)

This course focuses on evaluating, strategic planning, formulation, and implementation of improvement plans geared to the objectives, needs and development of an institution. It deals with specifics and takes into account specific conditions in its choice of alternatives, applying national plan guidelines under concrete circumstances.

BUS712 Advanced Economic Analysis (7 units)

This course is concerned with microeconomics analysis, microeconomic forecasting, benefit cost analysis and international financial analysis. Topics discussed include optimization methods for various types of planning; linear programming; matrix methods and large-scale problems; models of a firm's capacity expansion; and facility location.

BUS713 International Economics (7 units)

This course explores the international track theory and policy, international monetary system, and monetary economics, and international management. The goals of this course are to describe the monetary system of the world for the students and help them to recognize the money markets in the U.S. and foreign countries. Topics covered include development of the world economic system, with particular reference to world disc trading; the international mechanism of adjustment; current international monetary institutions; common markets; foreign trade agencies; international funds and agriculture; community agreements and the oil problem; and recent research in international finance.

BUS724 Research Methods in Business (7 units)

This course addresses research design, the development of research instruments, and the generation of significant data. The course provides classic examples from the literature of business as well as current developments in the field. It covers business research approaches, including qualitative, survey and experimentation; and concepts of causality, variance, and experimentation. The course surveys research, observation and use of different multivariate analytical techniques. Normative models of individual and group decision-making in the case of certainty, uncertainty, and strategic interaction are discussed. Also included are decision theory, limits to rationality, game theory, including games with incomplete information, and utilitarian ethics.

BUS755 Management Finance (8 units)

This course is an analytical study of the principles and application of finance to the management of business, including financial planning and control for asset section, and capital markets and financial institutions. Topics included are analysis and management of the flow of funds through an enterprise; cash management; sources and application of funds; term loans; types and sources of long-term capital; capital budgeting; cost of capital and financial structure; and business finance. Also discussed are the role of commercial banks in the finance of budgeting or organization; assets and liability measurement; and income determination and financial reporting.

BUS766 Contemporary Marketing Management (7 units)

This course addresses marketing planning, decision making, marketing information systems, marketing research process, techniques, design and methodology for marketing research, and marketing management. Topics discussed include current trends in marketing; solutions to problems facing the marketing executive; societal issues in marketing; international marketing policies and strategies; and multinational marketing.

The course also discusses promotional media and communications problems; pricing and regulation problems; and information sources. Also covered are new product life-cycle curve estimation; Brand Switching advertising response forecasting; time series analysis; regression analysis; marketing cost and efficiency; marketing systems and concepts; buyers' behavior; segmentation and marketing decisions; and market research.

BUS770 Dissertation Research Designed Proposal (4 units)

This course requires students to submit a designed proposal for the dissertation. The research methods course create an opportunity for a Student to demonstrate the knowledge and skills gained in the course work portion of the program. It includes identification and analysis of current critical issues as potential topics for the dissertation; the preparation of a dissertation proposal, including problem formulation; and the development of conceptual models and research design. Students will focus on one of three areas: International Finance, International Management, or International Marketing.

BUS780 Dissertation Research Implementation (4 units)

This course requires students to submit a research implementation for the dissertation. The research methods course create an opportunity for a Student to demonstrate application of the critical thinking and analytical skills required to successfully propose and conduct the dissertation. Activities focus on the completion of the dissertation chapters with input and guidance from the student's Dissertation committee members. Special emphasis in completing of the Research Problem and the Methodology and the final version of any data-collection instrument or form required for the study. The course is completed when the student has assembled the entire set of findings corresponding to the research questions, and has written and obtained approval for the Findings (Prerequisite: BUS770).

BUS790 Dissertation Completion and Defence (3 units)

This course requires students to submit a complete dissertation and defend students' critical thinking and analytical skills required to successfully propose and conduct the dissertation before the faculty members. Activities consist of submission and approval for the Conclusions and Recommendations; successful completion of the oral defense; and incorporation of any suggestions or directives given during the oral defense concerning modifications, deletions, or additions to the printed material. Approval of the Dissertation chairperson and the committee members is required for the submission of the dissertation for publication. Copies must be made available to the Registrar and the University Librarian before the conferring of the degree. (Prerequisite: BUS 780)

BOARD OF TRUSTEES

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ADMINISTRATION

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ACADEMIC AFFAIRS

Dean, Department of Theology:

Kieu Deborah, Ph.D.

Associate Dean of Theology:

Steve Hong, Ph.D., Th.D., D.Min.

Dean, Department of Business Administration:

Kevin Grant, Ph.D.

Dean, Chinese Students:

Huachang Su, Ph.D.

Dean, Vietnamese Students:

Tu Anh Truong, Ph.D., D.Min.

FACULTY

School of Theology Instructional Faculty

- Kim, Kyung Joon Ph.D., Yuin University, Compton, California.
D.Min., Wyclif University and Theological Seminary, Whittier, California.
M.Div., Presbyterian Theological Seminary in America, Santa Fe Springs, California.
MA, Fuller Theological Seminary, Pasadena, California.
Ph.D., University of Illinois, Urbana, Illinois.
M.S., University of Illinois, Urbana, Illinois.
B.S., UCLA, Los Angeles, California.
- Hong, Steve Ph.D., Yuin University, Compton, California.
D.Min., Fuller Theological Seminary, Pasadena, California.
Th.D., California Central University, Los Angeles, California.
Th.M., course work completed, Grand Rapids, Michigan.
M.Div., San Francisco Theological Seminary, San Anselmo, California.
M.Div., Presbyterian Theological Seminary in America, Santa Fe Springs, California.
B.S., Han Yang University, Seoul, Korea.
- Rhim, Abraham Ph.D., Faith Theological Seminary & Christian College, Tampa, Florida.
Th.D., Faith Theological Seminary & Christian College, Tampa, Florida.
D.Min., California Graduate School of Theology, Westminster, California.
Th.M., The Presbyterian General Assembly Theological Seminary & Graduate School,
Seoul, Korea.
M.Div., Korean Baptist Theological College & Seminary, Daejeon, Korea.
M.Div. equivalent, Chongshin University & Seminary, Seoul, Korea.
B.A., Kyung Hee University, Seoul, Korea.
- Truong, Tu Ahn D.Min., Fuller Theological Seminary, Pasadena, California.
Ph.D. Business Administration, Yuin University, Compton, California.
Th.M. Intercultural Studies, The School of World Missions, Fullerton Theological
Seminary, Pasadena, California.
Master of Arts in Ministry, Union University of California, Westminster, California.
M.Div., the Church Divinity School of the Pacific, Berkeley, California.

School of Business Instructional Faculty

- Grant, Kevin Ph.D., Regent University, Virginia Beach, Virginia.
MBA, Azusa Pacific University, Azusa, California.
B.A., Sterling College, Sterling, Kansas.
- Ryu, Y. Sam Ph.D. Yuin University, Compton, California.
DBA in International Business Administration, Pacific States University, Los Angeles,
California.
MBA in Accounting and Finance, Northrop University, Los Angeles, California.
MBA in Marketing, Seogang University, Seoul, South Korea.
M.Div., Life Christian University, Gardena, California.
- Truong, Tu Ahn D.Min., Fuller Theological Seminary, Pasadena, California.
Ph.D. in Business Administration, Yuin University, Compton, California.
Th.M. in Intercultural Studies, The School of World Missions, Fullerton Theological
Seminary, Pasadena, California.
Master of Arts in Ministry, Union University of California, Westminster, California.
M.Div., the Church Divinity School of the Pacific, Berkeley, California.
- Virgen Jr., Roy MBA, University of La Verne, La Verne, California.
BS in Business Management, University of Phoenix, Southern California Campus,
Ontario, California.

DISCLOSURES

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2355 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's Internet web site, www.bppe.ca.gov.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement. Students could review the following information in an Internet Web site of Yuin University, www.yuin.edu; (1) The school catalog, (2) A School Performance Fact Sheet for each educational program, (3) Student brochures, (4) A link to the bureau's Internet Web site www.bppe.ca.gov, (5) The institution's most recent annual report. Students may access the bureau's Internet Web site anywhere the institution identifies itself as being approved by the Bureau for Private Postsecondary Education.

Yuin University has never filed a bankruptcy petition, operated as a debtor in possession or had a petition of bankruptcy filed against it under federal law.

Yuin University is not accredited by an agency recognized by the United States Department of Education (USDE). A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of California.

Yuin University is not accredited by an agency recognized by the United States Department of Education (USDE) and students are not eligible for federal financial aid programs.

Yuin University does not participate in any federal or state financial aid programs.

If a student receives a loan to pay for the educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

Yuin University does NOT offer private loans.

CHANGES

Information about Yuin University is published in this catalog that contains a description of policies, procedures, and other information about the school. Yuin University reserves the right to change any provision of the catalog at any time. Notice of changes will be communicated in a revised catalog, an addendum or supplement to the catalog, or other written format with an effective date. Students are expected to read and be familiar with the information contained in the catalog, in any revisions, supplements and addenda to the catalog, and with all school policies. By enrolling in Yuin University, the Student agrees to abide by the terms stated in the catalog and all school policies.

NOTICE TO PROSPECTIVE DEGREE PROGRAM STUDENTS

This institution is approved by the Bureau for Private Postsecondary Education to offer degree programs. To continue to offer degree programs, this institution must meet the following requirements:

- Become institutionally accredited by an accrediting agency recognized by the United States Department of Education, with the scope of the accreditation covering at least one degree program.
- Achieve accreditation candidacy or pre-accreditation, as defined in regulations, by July 1, 2017, and full accreditation by July 1, 2020.

If this institution stops pursuing accreditation, it must:

- Stop all enrollment in its degree programs, and
- Provide a teach-out to finish the educational program or provide a refund.

An institution that fails to comply with accreditation requirements by the required dates shall have its approval to offer degree programs automatically suspended.

Institutional Representative Initials: _____

Student Initials: _____

Date: _____

Date: _____

ACADEMIC CALENDAR

Year of 2015

Spring Semester 2015

Preregistration	October 20-31, 2014
<u>New Year's Day</u>	<u>January 1</u>
Registration	January 12-17
<u>Martin Luther King Day</u>	<u>January 19</u>
Classes Begin	February 2
Orientation	February 3
<u>Presidents' Day</u>	<u>February 16</u>
Preregistration for Summer	March 16-27
<u>Good Friday/Eater Break</u>	<u>March 30-April 4</u>
Final Examination	May 11-15
Classes End	May 15

Summer Semester 2015

Registration	May 18-22
<u>Memorial Day</u>	<u>May 25</u>
Classes Begin	June 1
Commencement	June 27
Independence Day	July 4
Final Examination	August 24-29
Classes End	August 28

Fall Semester 2015

Registration	August 19-23
Classes Begin	August 31
<u>Labor Day</u>	<u>September 7</u>
Preregistration for Spring	November 9-20
<u>Thanksgiving Break</u>	<u>November 23-28</u>
Final Examination	December 7-12
Classes End	December 11
<u>Christmas Break</u>	<u>December 25</u>

* National Holidays are underlined

SCHOOL MAP

