

## NBSOM POLICIES

### QUARTERS AND HOURS

The academic year is divided into five quarters. The typical load is 8-12 hours per quarter.

### CALENDAR

The academic year corresponds with the following schedule:

**Spring Quarter** - begins during the third or first week of March.

**Summer Quarter** – begins the first week of July through the second week of September.

**Fall Quarter** - begins during the third or fourth week of September through the last week of September.

**Winter Quarter** - begins during the first or second week of December.

See Academic Calendar on the *Course Itinerary page* for complete academic schedules.

### GRADES AND HONOR POINTS

The student's scholastic standing is indicated both by grades and honor points. The student earns honor points in accordance with his/her grades as follows:

Grade Interpretation

A – 4.0	C – 2.0	
A- – 3.7	C- – 1.7	CR – Credit
B+ – 3.3	D+ – 1.3	NC – No Credit
B – 3.0	D – 1.0	I – Incomplete
B- – 2.7	D- – 0.7	W – Withdrew
C+ – 2.3	F – 0.0	

A = Student illustrates excellent performance. Has unusually sharp insight into material and initiates thoughtful questions. Understands the complexity and alternative views of a given issue. Communicates effectively in multiple situations. Writes logically and clearly. Integrates ideas previously learned from this and other disciplines; anticipates the next steps in the progression of ideas.

Example: "A" work should be of such a nature that it could be put on reserve for all students to review and emulate. The "A" student is an example for others to follow.

B = Student demonstrates a solid comprehension of the subject matter and accomplishes all course requirements. The student is as an active participant and listener and communicates orally and in writing at an acceptable level for a graduate student.

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Example: "B" indicates a good quality of performance and is given in recognition for solid work; a "B" is considered a good grade and is awarded to those who submit work somewhat less than exemplary.

C = Student produces a quality and quantity of work in and out of class that are below average and minimally acceptable for a graduate student. Has marginal comprehension, communication skills, or initiative.

Example: "C" work is passing by a slim margin but is unacceptable if repetitive in nature.

D or F = Student produces a quality and quantity of work in and out of class that are unacceptable for a graduate student.

Example: This work does not qualify the student to gain credit for the course. Coursework must be repeated.

### **CLASSIFICATION OF STUDENTS**

Students are officially classified in accordance with the program he/she selected to enroll in:

**Seminar/Auditing Students**

**Diploma Students**

**Advance Diploma Students**

### **STUDENT INTEGRITY**

New Breed School of Ministry is committed to a high standard of honesty and integrity among its students. Integrity is absolutely necessary in the search for and advancement of truth. Dishonesty in any form (i.e., cheating on examinations or quizzes, plagiarism on papers or reports, and all other forms of compromise in integrity) is not acceptable. Penalties for dishonesty may result in failure on the specific class requirement. Patterns of dishonesty will result in suspension from the program. Penalties for a pattern of dishonesty are enacted by the office of Dean of Students.

### **MINISTRY TRIPS**

Twice an academic year, New Breed School of Ministry offers trips during the quarter to a local ministry or outreach. Students must attend these field trips. Any classes missed for participation in these trips will be considered as regular class absences. Prior to signing up for a trip, students should evaluate whether they can afford to miss the day required by the trip.

### **ACADEMIC PROBATION AND SUSPENSION**

NBSOM seeks to provide quality higher education and, therefore, requires reasonable academic progress. Students who demonstrate a lack of necessary academic proficiency and do not make reasonable academic progress will be subject to academic probation or suspension according to the following policy:

- A student who fails to achieve a minimum GPA of 2.0 will be placed on academic probation for the next eight or more credit hours.

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- At the discretion of the Dean, the probationary period may continue until the student achieves a minimum term GPA of 2.0 for a subsequent term of enrollment of eight or more credit hours and achieves or maintains a minimum cumulative GPA of 2.0.
- Failure to achieve or maintain a 2.0 cumulative GPA while on academic probation may result in a one quarter suspension, with re-enrollment at the discretion of the Dean. Students on academic probation may lose certain privileges.

### **Academic appeal process**

A student who feels he/she has been suspended unfairly may choose to appeal the suspension. Within twenty-four hours following academic suspension, a student may submit a written appeal to the Dean with detailed documentation to validate the appeal. If the Dean decides that re-enrollment or continuance requirements, where applicable, have been successfully met, the student may be allowed to re-enroll or continue his/her studies.

### **CHANGE OF PROGRAM**

If a student wishes to change his or her program (e.g., Diploma to Advance) approval must be obtained from the Dean's office. This is also true for those wishing to change their specialization.

### **ADDING/DROPPING COURSES**

If you wish to change your registration, you may add or drop courses during the first week of classes each quarter. A completed Drop-Add Form signed by you and your advisor must be submitted to the Dean. There is a processing fee for each course added or dropped.

### **WITHDRAWAL**

If you find after the drop/add period that you are not able to complete a course due to extenuating circumstances (i.e. family tragedy, geographical move), you may withdraw from a course by submitting a completed Withdrawal Form to the Dean, signed by you and your professor.

### **CREDIT AND GRADING**

Credit and grades for courses vary will vary. Specific information is listed in the program section of this catalog. Grades are mailed to those currently enrolled within two weeks of completion of the course.

### **PETITION FOR A GRADE OF INCOMPLETE**

If you have successfully completed the majority of work in a course, but for some serious reason you are unable to complete the course requirements on time, you may petition your instructor for a grade of "I" (incomplete). The work for an Incomplete must be submitted to your instructor by the end of the following quarter. Forms for Incompletes are available and must be filled out and signed by you and your instructor prior to the end of the quarter for which you are requesting the incomplete.

### **INDEPENDENT STUDY**

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Independent Study is a method of earning credit for material not listed in the catalog. Independent Study is intended for students who want to expand their knowledge in a certain area. The study is directed by a faculty person. An Independent Study must be approved by both the professor and the Dean. Applications for Independent Study are available.

### **AUDIT**

A non-student may choose to audit a class for enrichment. (Audit fees are listed in fee section.) To audit a class, you must obtain the permission of the instructor, register for the class and pay the audit fee (\$40), and agree to complete assignments negotiated with the instructor. A certificate is given within two weeks of a completed course.

If the auditor decides to enroll in NBSOM at a later date each course will be counted as credit towards a diploma.

### **ATTENDANCE POLICY**

Faithful attendance in all programs is a prerequisite for student success. While the expectation and desire is attendance at all class meetings, there may be occasions in which an absence is unavoidable. For this reason the following attendance policy has been established.

#### **Class Meeting Attendance**

A student is allowed one absence per class. If a second absence occurs, the student must generally repeat the class. Under unusual circumstances, the instructor may permit a second absence. Absences must be arranged with the instructor before the class meets. The student may be required to complete make-up assignments for any absences.

#### **Make-Up Assignments**

Make-up assignments are determined by the instructor. In their assignments, students must demonstrate that they have interacted with and applied the theories and concepts for each class missed. These assignments do not void absences, but are intended to enable the student to meet course objectives.

#### **Attendance and Grading**

The instructor has the authority to establish procedures and grade adjustments regarding attendance, tardiness, and early departure. Absences from class meetings must be considered by the faculty member in the grading process.

#### **Lack of Adherence**

Students, who do not meet minimum attendance requirements in a program, will be asked to repeat the program next year. At the student's written request, a leave of absence from a program may be granted. Generally, a leave of absence can be granted for a maximum of two classes. Exceptions will be considered on a case-by case basis. The student should contact the Dean of Students as soon as he/she becomes aware of a potential need for a leave of absence.

#### **Punctuality**

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Students are expected to be in the room and ready to start class at 11:00am. on Saturdays and 6:00pm on Wednesday. Being late will result in loss of a portion of up to half of the participation points for any given session. Assessment and determination of the habitual tardiness is decided at the discretion of the Dean of Students.

### **Tardiness and Absenteeism**

All enrolled students are required to attend regularly and punctually all enrolled class sessions, prayer, and the MLT weekly Gatherings. Attendance is the student's total responsibility and is tracked on a per-minute basis. Each student is personally responsible for signing in and monitoring his/her attendance. Absentees accumulate any time a student is not present in a registered class, regardless if absent, tardy, or departing early.

A student who is tardy or who leaves class early is required to write the actual time he/she arrived or left early alongside their initials on the attendance sheet. A student's late arrival for, or early departure from, class will also be recorded by an usher and submitted to Dean.

A student who forgets to sign in for one or more classes for which he/she was present must submit a Request to Correct Attendance form within one week of the omission.

Students who are more than twenty minutes late for a class for which an exam is scheduled will not be allowed to take the exam. Tests and quizzes missed due to unexcused absences will not be available for makeup.

Students may not attend classes for which they are not enrolled. Students who are absent for the equivalent of 4 or more individual class periods in a particular quarter will be required to meet with Dean.

### **Defrauding the Attendance System**

Abuse of or defrauding the attendance system is strictly forbidden. This is a serious offense and includes the following behavior:

- Signing in and out for another student, including one's spouse
- Being out of class while signed in
- Attending classes other than those for which the student is registered
- Being tardy for class and failing to note the time of arrival
- Leaving class before being officially dismissed, or before the assigned dismissal time, and failing to note the time of departure.

### **DRESS CODE**

While we realize that the Bible does not specifically tell us how we should dress or how our hair should be cut, it does give us some principles to follow. In light of these principles, we must set a standard for our school as leaders of Christ Church. Our intention is not to say that the student who fails to meet our standards is sinning, but only that our students is encouraged to meet this standard in order for us to be consistent in presentation as present day, post modern and new breed leaders. General scriptural guidelines for dress are:

1. **Modesty** (I Timothy 2:9; II Timothy 2:22)
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2. **Distinction** (Deuteronomy 22:5; I Corinthians 11:14-15)
3. **Identification with the Lord and not with the world**  
(I Timothy 4:12; Romans 12:1-2; I John 2:15-16)
4. **Appropriate dress for the occasion**

**Please come to each class dressed in professional attire.**

**Men:** It is recommended that men come in dress slacks, shirt and tie (Sport coat is optional).

**Women:** It is recommended that women come in dress shirt, slacks, skirt or dress.

**No gym shoes at anytime during class please!**

**Appropriate dress is expected during class time:**

1. Clothing should be clean and neat in appearance. Neither tight nor excessively baggy clothing is permitted. This would include "spandex" items.
2. Caps or hats of any kind are not permitted unless special permission has been granted. This rule is applicable to all students.
3. All shirts must be tucked in. Some exceptions will apply for female students.
4. When skirts or dresses are worn, the length is to the top of the knee as a minimum. Slit length must be modest and not higher than the knee.
5. Collars for shirts are not required, but shirts with no collars must have side seams.
6. Sweaters and sweatshirts are permitted provided they meet the acceptable standards.
7. Socks are to be worn by male students with all types of footwear.
8. Sunglasses are not allowed while in class.
9. Adherence to the dress code is expected during class time only.
10. "Flip-flops" and thong-type shoes of any style and material are not permitted to be worn to class.
11. Shorts are not permitted to be worn to class.
12. Attire definitely not appropriate for the classroom:
  - a. Tank tops, sundresses, spaghetti strap dresses and tops, halter, cut-away tops, sleeveless shirts or low-cut garments.
  - b. Leggings, stretch pants, stirrup pants, sweat suits, wind suits.

**WE ARE 21<sup>st</sup> CENTURY LEADERS WE MUST DRESS LIKE IT!**

### **ALCOHOL, TOBACCO, & CONTROLLED SUBSTANCES**

Alcohol, tobacco, or controlled substances will not be tolerated. If any student is suspected of using any of these, they will be brought in for immediate confrontation. If a student is found using these, it will result in a 1-week suspension and marked absence during that time. A second violation will result in immediate expulsion. The administration reserves the right to expel a student on the first violation if deemed fitting.

### **DISCIPLINARY PROCEDURES**

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Students are expected to demonstrate a Christ-like attitude and lifestyle that reflects a growing personal relationship with Jesus Christ. Each student should carefully read the policies and rules contained in the Student Handbook. If a student's attitude, conduct, speech, or behavior conveys failure to comply with NBSOM School of Ministry's standards, the following disciplinary procedures will apply:

- The student may be dismissed from class, with readmission to class to be determined by the Dean in conjunction with any appropriate faculty members.
- The student will be required to meet with the Dean to discuss accountability.
- Failure to respond to correction will result in the student being placed on probation or possibly dismissed
- A lack of improvement during the probationary period may result in immediate dismissal.
- Serious or repeated disruptions in a class may result in the student's permanent dismissal from the class and the assignment of "DM" on the student's transcript for that class. Suspension and/or dismissal from NBSOM may also result.
- New Breed School of Ministry reserves the right to dismiss any student who is unprepared to comply with NBSOM discipline policies. Please consult the Dismissal section for additional information.

### **INSTRUCTORS and STAFF**

Instructors have the right to enforce any or all rules at any time. They will also address additional items not listed in this handbook. This is a school of higher learning and instructors and staff will be addressed with the respect and honor due those who have labored in the Word. Students are to address instructors as Professor, Mr., Mrs., or as Pastor, if that is their title. Instructors are available to answer any questions concerning subjects taught any time after the class hour or other times of the day.

### **GRIEVANCES**

Any grievance with NBSOM School of Ministry should be addressed to the Dean. If unsatisfactorily resolved, the grievance may be addressed to the President.

### **SCHOOL CLOSURE**

Information regarding school closure or change of class times due to inclement weather will be available on the website, or by telephoning the administrative offices.

### **DEVOTION TO GOD**

An important NBSOM characteristic is our emphasis on each student's spiritual accountability. Since Jesus Christ is our Savior and Lord and we are members of His Body, we are accountable to the Lord, to the authority He has placed over us, and to one another for our spiritual development. Activities that encourage individual student development as ambassadors of Christ and corporate development as members of the NBSOM community include: daily communion with God through prayer and reading His Word, regular church attendance, and involvement in Christian ministry.

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NBSOM students are encouraged to establish accountability relationships with each other, in order to encourage the maintenance of their daily quiet time with God.

### **CLASS RECORDINGS**

Most classes are recorded and available on CD or MP3. Individual class CDs are available for \$4.00 each. MP3s are available for some classes and may be purchased for \$5.00. Students may purchase class recordings for most classes. Students should contact the NBSOM office for class recordings.

### **COMMUNICATION**

Announcements and information will be posted in the following locations:

1. All scheduling changes and other registration information will be posted on the table outside of the LHCF Sanctuary
2. Announcements and general information will be posted on bulletin boards near the back door.
3. On the "Current News" tab on our website.

### **IDENTIFICATION CARDS**

Student identification cards will be created at the New Student Orientation. If you did not attend Orientation during your first year of study, you must contact the NBSOM to make an appointment to have one made. Your card will be both your student identification and your library card. Lost cards may be replaced for a fee of \$10.

### **ASSIGNMENTS**

Students are expected to take care in developing written assignments. Correct grammar, sentence structure, punctuation, and spelling are minimum requirements for each written assignment. Mechanics and structure will make up a portion of the total grade for each written assignment.

All written assignments are to fulfill the following requirements:

- Typed double-spaced.
- No additional lines between paragraphs or section headings.
- Times New Roman 12 point font (or equivalent).
- One-inch margins.
- Title centered on first line one, with the first line of text beginning on line five.
- Page numbers in upper right hand corner and title page.
- Reference page, title page, and appendices are not included in page count.
- APA style in-text citations and a reference page will be expected.

### **Make-up Assignments and Exams**

Students are responsible for contacting their designated instructor to obtain any missed assignment information, lecture notes, or handouts distributed during the missed classes. Students should contact NBSOM to purchase CDs of missed classes. Make-up exams will be given only when the absence is due to one of the following:

- Emergency/accident or special leaves of absence (e.g. jury duty)

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- Personal illness (must be bedridden and unable to attend classes)
- Death of an immediate family member (e.g. parent, grandparent, spouse, child, or sibling)

In order to take a missed exam, the student must complete the Make-Up Exam Request form, and have the instructor and the office approve the form. If approved by the instructor and the office, a time will be scheduled to take the exam. To be considered, the completed form must be submitted either prior to the absence or within three days of returning to school after the absence.

### **APA STYLE**

To assist students in using the required APA style, the instructor will provide students with a sample APA paper and citations.

### **TESTING:**

All tests will consist of one or more of the following types:

- *Open book/Notes*
- *Essay Questions*
- *Multiple Choice Questions*
- *Fill In the Blanks*
- *Oral Presentations*
- *Demonstrations*
- *Group Orientated*

### **ASSIGNMENT DEADLINES**

Assignments are to be turned in on the day or night stipulated. Late assignments will be penalized one point per day. No assignment will be accepted if more than one week late.

### **PLAGIARISM**

New Breed School of Ministry adheres to the 80/20 rule. Specifically this means that 80 percent of your paper should be original work and 20 percent of your work should come from references, citations and quotes.

### **INCOMPLETES**

A student is expected to complete all work within the quarter. If an incomplete is deemed necessary, permission must be obtained from the instructor and the Dean. Every effort should be made to have incomplete work completed in the shortest time possible. Incompletes will be assigned an "F" grade if not completed.

### **SCHOLASTIC HONORS**

Students who attain a grade point average of not less than 3.5 are recognized each quarter through the published **Dean List**. Three graduation honors are recognized at commencement. Those graduating cum laude must achieve a cumulative grade point average of not less than 3.5; magna cum laude, 3.7; and summa cum laude, 3.85.

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## TRANSCRIPTS

Permanent records of your progress as a student are kept in transcript form and maintained in the NBSOM office. Transcripts must be requested in person or in writing. (Law prohibits telephone requests.) Written requests should include the name under which you took the courses, your address, the dates of your attendance at NBSOM and the name and address of the person to whom the transcript should be sent. The charge for an official transcript is \$5.00. Transcript request forms are available.

## PUBLIC INFORMATION

NBSOM may include certain information regarding each student in a directory and on address/phone lists. Items classified as **public information** are indicated below and are continued in this category unless NBSOM is notified in writing during the first week of classes of every academic quarter.

### Items Classified as Public Information

- |                             |   |
|-----------------------------|---|
| 1. Name of student          | 7. Annual Conference or religious affiliation |
| 2. Name of student's spouse | 8. Confirmation of student's current status   |
| 3. Photograph of student    | 9. Place of birth                             |
| 4. Dates of attendance      | 10. Local address                             |
| 5. Phone number(s)          |   |
| 6. E-mail address           |   |

## CONFIDENTIALITY OF STUDENT RECORDS

NBSOM recognizes the necessity of confidentiality of student records and complies with The Family Educational Rights and Privacy Act (FERPA) that specifies the rights of students with respect to their educational records. Those rights are:

- The right to inspect and review your educational records on 45 days notice.
- The right to request the amendment of records you believe are inaccurate or misleading.
- The right to require consent to disclose personally identifiable information except to the extent that FERPA authorizes disclosure without consent.

The following is considered public information unless NBSOM is notified in writing of exceptions: Name of student, local address, phone number(s), email address, name of spouse, photograph, place of birth, program in which enrolled, confirmation of current status, academic awards received, most recent institution attended, degrees awarded and religious affiliation.

## DIPLOMAS

Degrees and diplomas are awarded at the annual Commencement & Consecration Ceremony. These will be awarded only after requirements for graduation have been met.

## GRADUATION/ COMMENCEMENT EXERCISES

In fulfillment of the School of Ministry program requirements, graduates are expected to participate in the commencement exercise.

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## **Eligibility**

Students who have completed the necessary coursework to graduate may participate in New Breed School of Ministry's commencement exercises, which are held bi-annually at the end of the spring quarter and the end of the fall quarter. The following criteria must be met in order for an eligible student to participate in the event:

- All financial obligations to NBSOM must be paid in full at least eight days prior to the commencement exercises.
- Final Theological Paper, Final Exam and Ministry Practicum must be submitted to the administrative offices at least eight days prior to the commencement exercises.
- Students must be available for the Exit Interview or any scheduled meetings, during the eight days preceding the commencement exercises date.

The following requirements apply to internships for students who desire to walk in commencement exercises immediately following the completion of their Ministry Practicum:

- The Ministry Practicum end date must be no later than two weeks prior to the date of the commencement exercises.
- All paperwork and the exit interview must be completed at least eight days prior to the commencement exercises.

## **Application Process**

To apply to participate in the commencement exercises, a Commencement Exercises Application must be submitted by the deadline published in the Academic Calendar. Forms are available in the administrative offices. The applicant will be charged a non-refundable, non-transferable fee of \$100.00.

## **Arrival for prayer and Assembly for procession**

All graduates must report for assembly at by 4:00 p.m. Guests are not permitted inside the Social Hall and will be directed to the sanctuary for open seating.

Graduates will be directed to the sanctuary where signs will indicate where each school and college will assemble for the procession. Handbags and other items may not be carried in the processional.

Faculty marshals will be available to offer direction and answer questions. Follow the marshal carrying your program's banner during the processional. Tassels are color-coded, so be sure to wear the tassel you were issued with your cap and gown.

## **Solemn Occasion**

No smoking, eating or drinking will be allowed in or around the church during the ceremony. Out of respect for the graduates, guest should not use cell phones or other electronic communication devices during the ceremony.

## **Academic Dress**

Graduates should dress comfortably and appropriately. Candidates should keep in mind that it is appropriate to wear dark clothing and shoes with academic costume. Flowers, decorative

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jewelry, and emblems are not appropriate. Please do not wear athletic footwear for the ceremony.

To enhance the ceremony, the following is suggested as the appropriate attire under your robe. Men – White or light colored shirt and tie; dark socks and dress shoes. Women – Dresses or blouses with collars that do not show above the collar of the robe; dark dress shoes. Caps are to be worn so the mortarboard sits horizontally on top of the head. Note: The tassel should be worn on the RIGHT side – you will change it to the other side in unison during the commencement ceremony.

### **Reception**

There will be a special reception in the Social Hall for graduates and their guest immediately following the commencement and consecration service. A new menu determined each year.

### **Tickets**

Because of the small number of students graduating seating at commencement is open and guest tickets are not required.

### **Program**

The commencement/consecration program distributed on commencement day will list the names of all students who have been approved for listing by the NBSOM dean's office. All students so approved will be listed in the commencement/consecration program, regardless of whether they participate in commencement exercises.

Students who attend commencement will find programs on their chairs when they march in for the ceremony. Please do not pick up a program before the ceremony and carry it in the processional. Following the commencement & consecration ceremony, single copies are available free (while quantities last).

The audience is requested to stand during the Procession, the singing of the National Anthem, the Invocation, the Dismissal and the singing of the last song and to remain in place until the Procession has left the field.

- **Music**
  - **Faculty / presbytery procession**
  - **Student procession**
  - **Successor procession**
  - **Opening proclamation**
  - **The national anthem**
  - **Invocation**
  - **Greetings**
  - **Praise & Worship**
  - **Special Presentation**
  - **Remarks by students**
  - **Conferral of awards**
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- **Academic honors**
- **Acknowledgement and Presentation to Faculty**
- **Offering/Donation to NBSOM**
- **Introduction of the commencement speaker**
- **Commencement & consecration address**
- **Conferral of program diploma**
- **Dismissal of Commencement Attendees**
- **Consecration service**
- **Closing remarks**
- **Benediction**
- **Recessional**

### **Caps, Gowns, Cords, and Hoods**

One of the most colorful features of the NBSOM procession is the appearance of the graduates, faculty, guests and Board of Governors in full academic costume. These caps, gowns, cords and hoods have long histories and their patterns and colors have special significance.

The gown recalls the time when all students in centers of higher learning were members of the clergy and therefore wore garments the church considered proper.

The custom of wearing a cap comes from the Roman practice of giving slaves the right to wear a cap when they were granted their freedom. The Oxford or "mortarboard" cap worn today is thought to be a combination of the close-fitting cap worn indoors by scholars of the Middle Ages and the soft biretta worn outdoors.

The tuft on the early cap has been replaced by a colored tassel that signifies the college granting the degree. In modern universities, the distinctive mark of a degree is the hood, which in its earliest form was simply an article of clothing. Since the churches and lecture halls of European universities were cold, drafty places, scholars wore hoods as head coverings, attached to a cape or worn separately.

American universities, unlike those of England and Europe, have adopted a standard code of academic costume. The design of the gown, the color of the tassel and the pattern, length and colors of the hood have special meaning.

Each graduate wears a gown appropriate to the program in which they represent. The most colorful part of the costume is the hood. The color of the velvet trim indicates the program in which the student was enrolled; the width corresponds to the level of the degree. At this ceremony, candidates for ordination and church plant programs wear hoods with lining in the NBSOM colors.

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**Colors of tassel and gowns for students:**

<b>PROGRAM</b>	<b>GOWN COLOR</b>	<b>TASSEL COLOR</b>
Diploma	Black	Crimson
Diploma with License	Black	Crimson
Diploma with Ordination	Black	Crimson
Diploma with Church Plant	Black	Black

**Colors of Cords (Honors) and Hoods for students:**

<b>PROGRAM</b>	<b>CORDS COLOR</b>	<b>HOOD COLOR</b>
Diploma	Crimson for Cum Blue for Magna Gold for Summa	N/A
Diploma with License	Crimson for Cum Blue for Magna Gold for Summa	N/A
Diploma with Ordination	Crimson for Cum Blue for Magna Gold for Summa	Burgundy
Diploma with Church Plant	Crimson for Cum Blue for Magna Gold for Summa	Burgundy and Gold

**Colors of Gowns and Hoods for Graduation Facilitators:**

<b>FACULTY</b>	<b>GOWN COLOR</b>	<b>HOOD COLOR</b>
Presbytery	Black	Burgundy and Gold
Faculty	Black	Burgundy and Gold
Dean	Black w/ gold trimming	Burgundy and Gold
President	Black w/ gold trimming	Light Blue and Gold

**Prices for Cap, Tassels & Gowns, Cords and Hoods:**

<b>PROGRAM</b>	<b>GOWN</b>	<b>CAP &amp; TASSEL</b>	<b>CORDS</b>	<b>HOODS</b>
Certificate	\$18.00	\$8.99	\$12.95	N/A
License	\$18.00	\$8.99	\$12.95	N/A
Ordination	\$18.00	\$8.99	\$12.95	\$22.95
Church Plant	\$18.00	\$8.99	\$12.95	\$22.95
Presbytery	\$21.00	N/A	N/A	\$25.95
Faculty	\$21.00	N/A	N/A	\$25.95

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Dean	\$21.00	N/A	N/A	\$25.95
President	\$21.00	N/A	N/A	\$25.95

**Location where attire can be purchased:**

Graduates must wear a cap and gown (academic regalia) for the commencement & consecration ceremonies. Academic regalia will be available for purchase at:

**Enterprise Caps & Gowns Inc**

**2862 E Grand Blvd**

**Detroit, MI 48202**

**(313) 871-4667**

**OR**

**Rose Therese Cap and Gown Company**

**59 Pleasant Street, Brockton, MA 02401**

**Fax No. 508-586-5683 Tel No. 508-586-5812**

**Graduation Awards**

- **The Jim Murphy Award** Given to the outstanding graduating student in the *Ordination and Church-Plant*. Selection is made by the President based on the student's total ministry experience.
- **Mike Osminski award** Given to the student with the highest cumulative grade point average.
- **Margurite Stephens Award** Given in memory of Mother Margurite Stephens to the student who has grown and enhanced their spiritual gifts, ministry insight and has demonstrated an undeniable strong devotional life, since enrolling in the School of Ministry. The most improved student.
- **Annie B. McDowell Award** Given in memory of Annie B. McDowell to the student who has demonstrated outstanding ability as a leader in their M.L.T. format.
- **Alonzo Curry** Given to the graduate who is distinguished in biblical or theological study. This award is to encourage excellence in biblical and theological study by students preparing for the work of the ministry.
- **Apostle Ellis Smith Award** Given to the student who demonstrates the greatest achievement in the study of biblical Greek. Receiving this award reflects not only mastery of Greek but student initiative in electing additional Greek material for advancement in language. This Award is to encourage the study of Greek.
- **Reginald Lane Pastoral award** Given to the student, selected by the student body, which shows great prospect for effective pastoral ministry demonstrated by spiritual maturity, ability to work with people and showing passion for the work of the church.
- **Dr. Henry Horton Expository Preaching Award** Given to the student chosen for excellence in expository preaching.
- **Dr. James T. White Award** Given in memory of Dr. James T. White, to a distinguished graduate, as selected by the instructors who has demonstrated academic proficiency and show excellent potential for local church ministry.
- **Felicia Dubose Award** Given in memory of Felicia Dubose to a graduating student who has demonstrated outstanding promise for outreach in impoverished communities.

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- **Georgina Howard Award** Given in memory of Georgina Howard, to a distinguished graduate, as selected by the New Breed International Christian Center congregants, who has demonstrated commitment, passion and a sensitive heart to the urban ministry setting in the greater Metropolitan Detroit area.

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