

Undergraduate Capstone Requirement for Graduation

Instructions for Directly Enrolled Graduates with Internet Access

PLEASE READ ALL INSTRUCTIONS BEFORE YOU BEGIN

To be eligible for graduation, you must submit the following four required components:

1. Posttests:
 - a. Bible/Theology
 - b. General Education (if applicable)
2. Essay assignment consisting of three separate topics
3. Audio or video recording of verbal communication presentation
4. Graduate Follow-Up Survey

(Note: Students who are completing a certificate program only need to complete the Graduate Follow-Up Survey.)

Component 1 - Posttest(s) Requirement

Students who have fulfilled all requirements for their program, or who are within 9 credits of completion, will complete a Bible/Theology posttest and a general education posttest.* These tests are designed to demonstrate and document the knowledge gained as a result of studies with Global University. They also help evaluate the effectiveness of Global University courses for ongoing quality improvement. Students do not receive grades for these tests, and graduation is not dependent on a minimum score.

*Students enrolled in the Three-year BA , Second BA, or diploma programs do not need to complete the general education posttest.

ONLINE INSTRUCTIONS FOR SUBMITTING POSTTESTS:

The posttests do not require a proctor. Do not refer to study materials (e.g. notes or books) while taking the test. Using the link and the password information provided you may take both exams. For both Bible/Theology and the General Education posttests click on the link:

<http://partestonline.globaluniversity.edu/ptol/eTLDefault.htm>

For the Bible/Theology posttest use this to sign onto the Proctor's page:

Instructor: UG Pre Post Tests

Test Name: BTB1000POSTTEST

Password: newGUgraduate

For the General Education posttest use this to sign onto the Proctor's page:

Instructor: UG Pre Post Tests

Test Name: GEB0001PostTest

Password: newGUgraduate

For more detailed instructions, click here to download the PDF file titled "Online Testing Instructions": http://www.globaluniversity.edu/student_info/level3/undergrad/ug_info.cfm

Component 2 - Written Essay Assignment Requirement

Students must complete a written essay assignment consisting of three separate topics, as described in the instructions below. Each essay should have a title and should be about 350–500 words; thus the total length of the assignment will be approximately 1,200–1,500 words (5–6 double-spaced, typewritten pages). The addition of both a cover and a reference list will make the completed project 7–8 pages in length. Students are encouraged to use their Bible, ISTs or Study Guides, notes, and other research material, especially for essay topic three.

This writing assignment will be given a mark of *Pass* or *Redo*. A *Redo* paper must be resubmitted with the recommended changes made. **Clearance to proceed with graduation will not be granted until a *Pass* mark is received on your essay assignment.**

Instructions

The written responses for these three essay topics should each consist of 350–500 words, and each topic should be given a different title.

Essay Topic 1: As you reflect on your Global University program, identify which courses impacted you the most and how they changed you. Reflect on your experiences of learning either in a study group or in an independent learning environment. What did Global University do well? In what areas could the service, delivery, or content of the program be improved?

Essay Topic 2: Explain how your Global University program has contributed to your planned ministry or personal development. What techniques did you learn or improve in your ability to minister, teach, preach, and learn? Evaluate the most significant influences of this program, and describe how these have impacted you or will impact your future. Include in your discussion any study skills that were strengthened or expanded.

Essay Topic 3: Through research, develop a rationale (reasonable understanding) for the doctrinal position espoused by Global University that “the Bible is the inspired and only infallible and authoritative written Word of God.” Search the GU Online Research Center (ORC) for resources, or you may consult at least three to five biblical resources in a library or other location.

INSTRUCTIONS FOR SUBMITTING ESSAY ASSIGNMENT:

1. Make a copy of the essay assignment to keep for your records. E-mail one document containing all three essay topics to: eval@globaluniversity.edu Make sure you include your name and student number on your cover page.
2. Any questions about the essay topics you have may be e-mailed to the same address.

Component 3 - Verbal Communication Requirement

You must submit a verbal communication (audio or video recording) assignment. This recorded assignment will be given a mark of *Pass* or *Redo*. A *Redo* recording must be resubmitted with the recommended changes made. **Clearance to proceed with graduation will not be granted until a *Pass* mark is received on this assignment.**

Instructions

1. Using essay topic three from the written assignment, prepare a 5-15 minute lesson on the doctrine of belief in the Bible as the Word of God. Present the lesson with or without a live audience, and record the presentation as you present it.

INSTRUCTIONS FOR SUBMITTING VIDEO OR AUDIO FILES:

1. Record your audio or video presentation using digital media. Recordings such as .mp3, mpeg, etc, may be submitted via e-mail. Alternatively, you may submit the recording on audio tape, CD, videotape, or DVD via postal mail. Be sure to make a copy of the file to keep for your records. Submissions will *not* be returned to the student. Recordings may be e-mailed to eval@globaluniversity.edu, or submitted via postal mail to:

Director of Research and Evaluation
Global University
1211 S Glenstone Ave.
Springfield, MO 65804
USA

2. Any questions you may have about the recording requirement may be e-mailed to: eval@globaluniversity.edu

Component 4 - Graduate Follow-up Survey Requirement

The final component consists of completing a Graduate Follow-up Survey. The survey is available online.

INSTRUCTIONS FOR COMPLETING AND SUBMITTING SURVEY:

1. Using your GU Student ID number and your GU password to log on, click on this link to go to the survey: <http://www.globaluniversity.edu/Survey/ProgramCompletionUG/>

Any questions you may have about the Graduate Follow-up Survey Requirement may be e-mailed to: eval@globaluniversity.edu

Once all four components have been submitted, and both the written and recorded assignments have received a mark of *Pass*, the capstone requirement will be complete. You will receive confirmation via e-mail when the capstone requirement has been met and may apply to graduate at that time.