

All students are required to complete a minimum of 15 credits of undergraduate Bible and/or theology coursework with a minimum score of 80% (B), as indicated by transcript(s) from accredited institutions(s) before they begin graduate coursework for a Master of Arts degree. Students who are *provisionally* accepted because they are deficient in these requirements may choose one of the following:

1. Undergraduate Prerequisite Courses

- a. Students may take Bible and/or theology courses through Global University's undergraduate program by enrolling and paying the current undergraduate tuition plus materials and shipping.
- b. The following college-level Bible and theology courses are recommended to satisfy graduate admissions requirements:
 - 1) Old Testament Survey (LIT1213 Old Testament Literature: His Story)
 - 2) New Testament Survey (LIT1303 New Testament Literature)
 - 3) Hermeneutics (BIB2043 Principles of Biblical Interpretation)
 - 4) Old Testament Biblical Theology (THE4013 Old Testament Biblical Theology)
 - 5) New Testament Biblical Theology (THE1033 God and Angels)
- c. Each undergraduate course requires a short written paper, collateral reading assignment, and a supervised final examination.
- d. Students have six months from the day a course order is placed to complete the course. You may enroll in a course online at www.globaluniversity.edu, or you may call or email the Graduate Studies Representative at gradenroll@globaluniversity.edu or 1-800-443-1083 (417-862-9533 if outside USA), extension 2347.

2. Proficiency (Prerequisite Waiver) Examinations *This option is available ONLY to provisionally accepted students who have a strong understanding of subject matter from either non-credit studies or extensive ministerial training and experience as demonstrated by one or more of the following: (a) courses taken at an unaccredited Bible college, (b) non-credit training for ministerial credentials, (c) active full-time ministry of at least three years.*

A student who has been granted provisional admission to the Graduate School of Theology will be allowed to take prerequisite waiver exams in lieu of taking courses for undergraduate credit *within one year from the date of provisional admission to the Graduate School of Theology*. After one year, a student will be required to take courses for undergraduate credit to satisfy Bible/theology prerequisite deficiencies.

- a. Provisionally accepted students who lack undergraduate prerequisite credits may waive all or part of the undergraduate course requirements by passing proctored proficiency exams with a score of 80% or higher for each exam. A grade received for a proficiency exam will not be reflected as undergraduate credit on a transcript, since students do not enroll in a course or pay tuition for proficiency exams. Students who score less than 80% must enroll in the undergraduate course by paying full tuition/fees and fulfilling all academic requirements for the course as indicated in option 1.
- b. The Graduate School of Theology offers five proficiency exams: New Testament Survey, Old Testament Survey, Hermeneutics, Old Testament Biblical Theology, and New Testament Biblical Theology. Proficiency exams must be ordered by special request and are not the same as final exams for undergraduate courses that are taken for credit. No credit value is earned for proficiency exams that are taken for prerequisite waiver.
- c. Some of the content that will be tested in each proficiency exam will be covered in the materials that are listed in the Supplemental Review Materials list. *It is the responsibility of the student to locate materials and review general content area for each proficiency exam before ordering the exam.*
- d. Students may order and take each exam as they are ready. The fee for each proficiency exam is \$50. Exams are sent only to exam supervisors who have been approved by Global University. Exams must be returned by the exam supervisor to Global University within 30 days after they are sent. If a student has not taken an exam after 30 days, the student will be charged a late fee of \$10 for the exam.

All prerequisite courses and waivers are subject to approval by the Dean of the Graduate School of Theology.

What are Bible/theology prerequisite waiver examinations? *Proficiency exams are designed for provisionally accepted Master of Arts students who have a strong understanding of subject matter in a specific area from either non-credit studies or extensive ministerial training and experience. Students who do not meet these requirements should take equivalent courses for credit.* Please refer to the "Instructions for Student" section of this document when you are ready to request a proficiency exam.

Proficiency exams are designed to determine the applicant's general knowledge and understanding in the areas noted below. Although students who qualify to take prerequisite waiver exams should already have a good understanding of the subject matter for each content area, the following review materials may be helpful. Keep in mind, however, that the materials that are listed do *not* include all content that will be included on prerequisite waiver exams.

Content Area	Supplemental Review Materials
Old Testament Survey	Arnold, Bill T., and Bryan E. Beyer, editors. <i>Encountering the Old Testament: A Christian Survey</i> . Grand Rapids, Michigan: Baker Books, 1999. ISBN 0801021766. Retail \$49.99 book and CD (512 pages). Schultz, Samuel J. <i>The Old Testament Speaks</i> , 5th edition. New York: HarperCollins Publishers, Inc., 2000. ISBN 0062516744. Retail \$29.95 (464 pages).
New Testament Survey	Tenney, Merrill C. <i>New Testament Survey</i> . Grand Rapids, Michigan: William B. Eerdmans Publishing Company, 1994. ISBN 0802836119. Retail \$30.00 (473 pages).
Hermeneutics	Klein, William W., Craig L. Blomberg, and Robert L. Hubbard, Jr., Rev. <i>Introduction to Biblical Interpretation</i> . Nashville, Tennessee: Nelson Reference, 2004. ISBN 0785252258. Retail \$29.99 (576 pages).
Old Testament Biblical Theology	Payne, J. Barton. <i>The Theology of the Older Testament</i> . Springfield, Missouri: ICI University, a Division of Global University with permission of the Zondervan Publishing House, 1999. (Originally published in the U.S.A. under the title <i>Theology of the Older Testament</i> . Grand Rapids, Michigan: Zondervan, 1962.) ISBN 031030721X. Retail \$21.99 (554 pages).
New Testament Biblical Theology	Ladd, George Eldon, and Donald A. Hagner, editors. <i>A Theology of the New Testament</i> . Rev. Grand Rapids, Michigan: William B. Eerdmans Publishing Company, 1994. ISBN 0802806805. Retail \$36.00 (764 pages). Thiessen, Henry Clarence, and Vernon D. Doerksen. <i>Lectures in Systematic Theology</i> . Grand Rapids, Michigan: William B. Eerdmans Publishing Company, 1994. ISBN 0802835295 Retail \$35.00 (466 pages).

Notes:

1. It is the responsibility of the student to locate and review materials for all proficiency exams in addition to having extensive prior training.
2. Much of the material covered in each exam is *not* included in the supplemental review materials listed above.
3. All exams are administered by an exam supervisor approved by the Registrar's office of Global University.
4. Successful completion of a proficiency exam (score of 80% or higher) that is taken within one year of the date a student is granted provisional admission to the Graduate School of Theology will waive credit requirements for the respective undergraduate prerequisite credits. Proficiency exams do *not* earn any credit value. (Note: An applicant will not receive prerequisite waiver by taking an exam for any of the listed content areas if prerequisite credit has already been granted for a parallel undergraduate course.)

Instructions for Student:

1. The student should complete a Bible/Theology Prerequisite Waiver Exam Request Form. The form is available from the Graduate Studies section of Global University's website at www.globaluniversity.edu.
2. Students must use an exam supervisor who is approved by Global University. The exam supervisor must monitor the student during the exam, assuring that no inappropriate aids (such as books, notes, study guides, reference works, dictionaries, or persons) are used by the student while completing the exam.
3. If the potential exam supervisor has not been approved by Global University:
 - a. The student should read and sign the Exam Supervisor Application Form on the line provided *before* giving the application to the exam supervisor.
 - b. The exam supervisor should *fill out, sign, and return* the Exam Supervisor Application Form *to the student*.
 - c. The student should allow enough time to identify and select another supervisor in the event the first exam supervisor applicant is not approved by Global University
4. The student should return the Request to Take Bible/Theology Prerequisite Waiver Exam, the Exam Supervisor Application Form (if applicable), the exam fee, and applicable shipping fees to Global University.
5. Global University will mail the exam to the exam supervisor *after* approval. See forms noted above for additional instructions.

The student and exam supervisor should address any questions, comments, or concerns regarding the above instructions, to the graduate representative for the Graduate School of Theology.