



Bethel University Catalog

POLICIES, FINANCES,
AND FACULTY

2026-2027



BETHEL
UNIVERSITY

GENERAL INFORMATION

Bethel University offers a wide variety of academic programs for recent high school graduates, transfer students, and adults pursuing licenses, certificates, and undergraduate, graduate, or seminary degrees.

This academic catalog relates to academic programs and communicates academic requirements, policies, and procedures. The student handbook outlines university procedures and expectations of students.

Every student is responsible for conforming to the expectations contained in "A Covenant for Life Together at Bethel," academic regulations, and campus procedures as stated in these five publications, as well as information published in the Bethel E-Announcements, which are distributed electronically three times per week during the academic year.

It is the official policy and commitment of Bethel University not to discriminate on the basis of race, color, national or ethnic origin, age, gender, or disability in its educational programs, admissions, or employment practices. The president of Bethel University has designated the Title IX Coordinator & Compliance Specialist as the compliance officer for the institution. Inquiries regarding compliance may be directed to:

The Compliance Officer, Bethel University
3900 Bethel Drive
St. Paul, MN 55112
Phone: 651.638.6119

Bethel University adheres to the provisions of the federal Family Educational Rights and Privacy Act of 1974, (FERPA). For a copy of Bethel policy, contact the Office of the Registrar (<https://www.bethel.edu/registrar/>).

Bethel University Contact Information:

Admissions mailing address:

Bethel University
Office of Admissions
3900 Bethel Drive
St. Paul, MN 55112-6999

Phone: 651.638.6400

Bethel University website (<https://www.bethel.edu/>)

Accreditation and Membership

Bethel University has been continuously accredited by the Higher Learning Commission (<https://www.hlcommission.org/>) since 1959. This “regional accreditation,” recognized by the United States Department of Education, demonstrates that the university meets quality educational standards. Bethel programs are also accredited by the Council on Social Work Education (at the undergraduate and graduate level) and the ABET Engineering Accreditation Commission. The baccalaureate degree program in nursing at Bethel is accredited by the Commission on Collegiate Nursing Education, 655 K Street NW, Suite 750, Washington, DC 20001, 202-887-6791. The baccalaureate degree program in nursing at Bethel is approved by the Minnesota Board of Nursing. The Master’s of Nurse-Midwifery program is accredited by the Accreditation Commission for Midwifery Education.

Undergraduate teacher preparation programs leading to licensure for kindergarten, elementary, middle-level, and secondary teaching, as well as graduate programs leading to licensure in special education and middle-level, and secondary teaching, are approved by the Professional Educator Licensing and Standards Board (PELSB). The nursing program is approved by the Minnesota Board of Nursing. The Department of Chemistry and Biochemistry is approved by the American Chemical Society, and programs in the department are certified. The Department of Business is accredited by the Accreditation Council for Business Schools & Programs.

The academic program at Bethel University is enriched by its membership and participation in programs of the Christian College Consortium, the Council for Christian Colleges and Universities, the Upper Midwest Association for Intercultural Education, the Jerusalem University College, and the Augsburg Institute of Environmental Studies.

Bethel University is registered with the Minnesota Office of Higher Education pursuant to Minnesota Statutes sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Information in this catalog is descriptive only and not contractual. All listed courses and programs are current at the time of printing, but are subject to change without notice based on enrollment, faculty availability, and other considerations. Bethel reserves the right to withdraw a course or program or to limit its enrollment. Bethel reserves the right to add a new program and related courses to this catalog after publication, upon approval from the related state and/or accrediting organizations. In this event, the new program and courses will be provided, with their effective terms, at www.bethel.edu/undergrad/academics/ (<https://www.bethel.edu/undergrad/academics/>).

While Bethel publishes program information and materials and assigns advisors, the student is ultimately responsible to ensure that he or she has fulfilled all graduation requirements. Bethel reserves the right to withdraw a previously awarded degree if it subsequently determines that the student did not complete degree requirements.

Business

Bethel’s MBA is accredited by the Accreditation Council for Business Schools and Programs (ACBSP) (<https://acbsp.org/>), a leading specialized accreditation association for business education.

Counseling

Bethel’s M.A. in Counseling is accredited by the Council for Accreditation of Counseling Related and Educational Programs (CACREP) (<https://www.cacrep.org/>) as a clinical mental health counseling program through March, 2031, having met all CACREP standards.

Education

Bethel’s graduate teacher education degree programs are accredited by the Minnesota Professional Educator Licensing and Standards Board (PELSB) which has approved Bethel’s Graduate education

programs leading to initial and add-on licenses in various K–12, 9-12, 5-8, and 5-12 content areas; initial and add-on licenses in various special education disability areas; as well as an add-on license in Teacher Coordinator of Work-based Learning.

The Minnesota Board of School Administrators has accredited Bethel University's K-12 Administrator Licenses Program leading to licenses as principals, superintendents, and directors of special education. Once the required coursework, internships, and panel review are concluded, Bethel recommends students for a K-12 administrator's license; the Minnesota Professional Educator Licensing and Standards Board grants the license.

Bethel's Certificate in International Baccalaureate Education (CIBE) is recognized by the International Baccalaureate Organization (<http://www.ibo.org/>) (IB). Students who successfully complete the certificate are eligible for the International Baccalaureate Certificate in Teaching and Learning (IBCTL) granted directly by IB.

International Baccalaureate Education

Bethel's Certificate in International Baccalaureate Education (CIBE) is recognized by the International Baccalaureate Organization (<http://www.ibo.org/>) (IB). Students who successfully complete the certificate are eligible for the International Baccalaureate Certificate in Teaching and Learning (IBCTL) granted directly by IB.

Nursing

The baccalaureate degree program in nursing at Bethel University is accredited by the Commission on Collegiate Nursing Education (<http://www.ccnaccreditation.org>). The baccalaureate degree program in nursing is approved by the Minnesota Board of Nursing.

The Master's of Nurse-Midwifery program is accredited by the Accreditation Commission for Midwifery Education. www.midwife.org/acme 8403 Colesville Road, Suite 1230, Silver Spring, MD 20910-6374.

The Master of Science program is approved by the Minnesota Board of Nursing.

Physician Assistant

The Accreditation Review Commission on Education for the Physician Assistant (ARC-PA) has granted Accreditation-Continued status to the Bethel University Physician Assistant Program sponsored by Bethel University. Accreditation-Continued is an accreditation status granted when a currently accredited program is in compliance with the ARC-PA Standards.

Accreditation remains in effect until the program closes or withdraws from the accreditation process or until accreditation is withdrawn for failure to comply with the Standards. The date for the next validation review of the program by the ARC-PA is April of 2026. The review date is contingent upon continued compliance with the Accreditation Standards and ARC-PA policy. The program's accreditation history can be viewed on the ARC-PA website (<http://www.arc-pa.org/accreditation-history-bethel-university-mn/>).

The PA program is also listed as an approved program by the Higher Learning Commission and registered with the Minnesota Department of Education.

Bethel Seminary

Bethel Seminary is accredited by the Commission on Accrediting of the Association of Theological Schools (ATS). ATS is the national accrediting agency for theological schools in the United States and Canada. The seminary is a school within Bethel University, which is accredited by the Higher Learning Commission (HLC). Both ATS and HLC are recognized by the United States Department of Education (http://www2.ed.gov/admins/finaid/accred/accreditation_pg7.html) and by the Council for Higher Education Accreditation (<http://www.chea.org/>).

Social Work

Bethel University's MSW program is accredited by the Council on Social Work Education (CSWE). For more information about social work accreditation, visit the CSWE website (<https://www.cswe.org/Accreditation>). Or contact accreditation (<https://www.cswe.org/Accreditation/Information/Contact-Accreditation>).

Bethel's Bachelor of Social Work (BSW) Program is accredited by the Council on Social Work Education (CSWE).

Academic Calendar

Bethel operates on an early semester calendar with two 15-week semesters and a three-week session in January. Bethel offers five summer sessions.

2026-2027 University Academic Calendar (pdf) (<https://www.bethel.edu/undergrad/academic-affairs/files/university-calendar-26-27.pdf>)

All University Fall Term 2026

Labor Day (no classes)	September 7
Homecoming & Family Weekend	October 9-11
Thanksgiving Break	November 25-27
Festival of Christmas	December 3-5
Commencement	December 18

All University January & Spring Term 2027

Classes Begin	January 4
Martin Luther King Jr. Day (no classes)	January 18
Good Friday (no classes; Thursday night classes are held)	March 26
Commencement	May 22

All University Summer Term 2027

Summer Term Classes Begin	May 24
Memorial Day (offices closed)	May 31
Juneteenth observed (offices closed)	June 18
Independence Day observed (offices closed)	July 5
End of Summer Term	August 15

Traditional Undergraduate Fall Term 2026

New Student Arrival	August 27
Fall Term Classes Begin (Full-term & First Half of term classes)	August 31
Labor Day (no classes)	September 7
Fall Break (no classes; Thursday night classes are held)	October 2
Homecoming & Family Weekend	October 9-11
First Half of term Classes End	October 20
Advising/Assessment Day (no day classes, night classes are held)	October 21
Second Half of term Classes Begin	October 22
Thanksgiving Break (Tuesday night classes are held)	November 25-27
Festival of Christmas	December 3-5
Last Day of Classes	December 11
Final Examinations	December 14, 15, 17, & 18
Study Day	December 16
Commencement	December 18

Traditional Undergraduate January Session 2027

January Session Classes Begin	January 4
Martin Luther King Jr. Day (no classes)	January 18
January Session Classes End	January 26
January Session Break	January 27-30

Traditional Undergraduate Spring Term 2027

Spring Full Term & First Half of term Classes Begin	February 1
Spring Break	March 8-12
Classes Resume	March 15
Good Friday (no classes; Thursday night classes are held)	March 26
Easter Monday (no classes)	March 29
First Half of term Classes End	March 30
Second Half of term Classes Begin	March 31
Advising/Assessment Day (no day classes; night classes are held)	April 7
Last Day of Classes	May 14
Final Examinations	May 17, 18, 20, & 21
Study Day	May 19
Commencement	May 22

Traditional Undergraduate Summer Term 2027

Summer Term Classes Begin	May 24
Full Term & First Half of Term Classes Begin	May 24
Memorial Day (offices closed)	May 31
Juneteenth Observed (offices closed)	June 18
First Half of term Classes End	July 4
Second Half of term Classes Begin	July 5
Independence Day Observed (offices closed)	July 5
End of Summer Term	August 15

Adult Undergraduate Fall Term 2026

Classes Begin (check class schedules for specific dates of classes)	August 17
Labor Day (no classes)	September 7
Homecoming & Family Weekend	October 9-11
Thanksgiving Break	November 25-27
Festival of Christmas	December 3-5
Commencement	December 18
Fall Term Classes End (check class schedules for specific end dates)	December

Adult Undergraduate Spring Term 2027

Spring Term Classes Begins (check class schedules for specific end dates of classes)	January
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Martin Luther King Jr. Day (no classes)	January 18
Good Friday (no classes; Thursday night classes are held)	March 26
Commencement	May 22

Adult Undergraduate Summer Term 2027

Summer Term Classes Begin	May 24
Memorial Day (offices closed)	May 31
Juneteenth Observed (offices closed)	June 18
Independence Day Observed (offices closed)	July 5
End of Summer Term	August 15

Graduate School Fall Term 2026

Fall Term Classes Begin (check class schedules for specific class dates)	August 17
Labor Day (no classes)	September 7
Homecoming & Family Weekend	October 9-11
Thanksgiving Break	November 25-27
Festival of Christmas	December 3-5
Commencement	December 18
Fall Term Classes End (check class schedules for specific end dates)	December 20

Graduate School Spring Term 2027

Spring Term Classes Begin (check class schedules for specific dates of classes)	January 4
Martin Luther King Jr. Day (no classes)	January 18
Good Friday (no classes; Thursday night classes are held)	March 26
Commencement	May 22

Graduate School Summer Term 2027

Summer Term Classes Begin (see class schedule for specific class dates)	May 24
Memorial Day (offices closed)	May 31
Juneteenth Observed (no classes)	June 18
Independence Day Observed (offices closed)	July 5
End of Summer Term	August 15

Seminary Fall Term 2026

First Half of Term Classes Begin	August 24
Labor Day (no classes)	September 7
Homecoming & Family Weekend	October 9-11
First Half of Term Classes End	October 15
Second Half of Term Classes Begin	October 19
Thanksgiving Break	November 25-27
Festival of Christmas	December 3-5

Classes End	December 11
Commencement	December 18

Seminary January Session 2027

January Session Classes Begins	January 4
Martin Luther King Jr. Day (no classes)	January 18
January Session Ends	January 29

Seminary Spring Term 2027

Spring Term Classes Begin	February 1
Spring First Half of Term Classes Begin	February 1
Spring First Half of Term Classes End	March 25
Good Friday (no classes; Thursday night classes are held)	March 26
Spring Second Half of Term Classes Begin	March 29
Spring Classes End	May 21
Commencement	May 22

Seminary Summer Term 2027

Full Term & First Half of Term Classes begin (MFT Program)	May 24
Memorial Day (offices closed)	May 31
Juneteenth Observed (offices closed)	June 18
First Half of Term Classes End	July 2
Second Half of Term Classes Begin	July 5
Independence Day observed (offices closed)	July 5
Full Summer Term Classes End	August 13
End of Summer Term	August 15

At the close of the fall and spring terms, one week is provided for final examinations in traditional undergraduate courses. Two hours are allowed for each examination. The examination schedule is prepared by the University Registrar (<https://www.bethel.edu/registrar/important-dates-schedules/>) and published at the time of registration. Students are required to take examinations at the indicated time. Exceptions necessitated by conflicts with an established work schedule, severe personal hardship(s), or academic hardship (in the form of having three examinations on one day) must be approved by the faculty member. Faculty approval must be obtained at least two weeks prior to the date of the exam in cases where the hardship is known in advance. Exams will not be rescheduled merely for the economy and/or convenience of the student.

Final examinations are usually given in First half of term, January, and Summer school courses, but no special days are specifically set aside for this purpose.

Bethel's policy on final exams is that every regular academic course must include a final exam or other final appropriate academic exercise within the final exam schedule. In lieu of a final exam that covers the entire course, the following have been declared to be appropriate academic exercises: a paper due at the time of the regularly scheduled final exam period; a unit test similar to others given during the term which covers only a part of the course; or a required class meeting or academic exercise during the regularly scheduled final exam period. Final exams should not be advanced into the last week of classes because doing so negatively affects student performance in other classes.

**The Bethel Seminary has no week of final examinations scheduled, but a professor may elect to give a final examination through a variety of means. Faculty members seek to be sensitive to student needs in the scheduling of examinations.*

Traditional undergraduate programs have January Session courses which take place during three weeks in January and sometimes differ from those taught in the fall and spring semesters. Some are offered at locations away from the St. Paul campus. Most January Session courses are listed in this catalog. Description of January Session courses not listed are provided as part of the January Session and spring schedule. Students are strongly encouraged to take a January Session course each of their first three years, so as to retain maximum flexibility for completing all requirements in the senior year. See General Education Entry Standing level (p. 102) for the number of January Sessions required.

Students are allowed to add/drop a class on or before the third January Session class day. They will not be allowed to enroll in a different January Session class if they drop a class after the third January Session class day.

January Session Waiver

If a student wishes to waive the fulfillment of all of the January Sessions required by his/her entry standing level, he/she may do so by submitting the form found on the Registrar's Office webpage (<https://www.bethel.edu/registrar/forms/>).

Summer Term begins shortly after Spring Commencement and concludes in mid-August each year. For many graduate and post traditional undergraduate programs, the summer term is considered a regular academic term and is incorporated into students' academic plans. Summer courses are not included in the traditional undergraduate banded tuition structure.

Bethel University Commitments

Mission

Boldly informed and motivated by the Christian faith, Bethel University educates and energizes men and women for excellence in leadership, scholarship, and service. We prepare graduates to serve in strategic capacities to renew minds, live out biblical truth, transform culture, and advance the gospel.

Vision

Bethel will be the Christ-centered university of choice for this century.

Rooted in faith. Committed to excellence. Bethel will become the leader in Christian higher education by building stronger communities, equipping confident leaders and gracious servants, and preparing passionate world-changers. Through our thoughts, words, and actions, we'll demonstrate what it means for a university to be centered on Jesus Christ.

Values

We are Christ-followers—orthodox, conversionist, and evangelical; rooted in the authority of Scripture.

We are character-builders—concerned with personal and spiritual formation and therefore committed to the development of whole and holy persons.

We are truth-seekers—recognizing that all truth has its source in God as revealed in creation and Scripture, and personified in Christ.

We are learners—committed to academic excellence within a community characterized by teaching, scholarship, and service.

We are reconcilers—honoring the worth and dignity of people from all races and purposely seeking to create a community that reflects the diversity of the body of Christ.

We are salt and light—relating to the world and society in culturally relevant ways while being informed by our pietistic denominational heritage and characterized by an irenic spirit.

We are world-changers—driven to prepare graduates who will shape and change the world through exemplary leadership in the church and throughout society.

Bethel University Schools

Bethel University

Bethel University is a leader in Christ-centered higher education with more than 3,600 students from 50 states and 10 countries enrolled in undergraduate, graduate, seminary, and adult education programs. Based in St. Paul, Minnesota, Bethel offers bachelor's and advanced degrees in more than 100 fields. Educationally excellent classroom-based and online programs equip graduates to make exceptional contributions in lifelong service to God and the world.

Anderson Family College of Health Sciences

Bethel University's first named school, the Anderson Family College of Health Sciences (AFCHS) brings together Bethel's undergraduate and graduate healthcare-related programs – including Nursing, Public and Community Health, Social Work, Physician Assistant, Counseling, and Applied Health Sciences -- the AFCHS fosters a collaborative, interdisciplinary learning environment rooted in Christian service. This approach allows students to thrive as they prepare for the complexities of modern healthcare. With expansions into Speech-Language Pathology, the College remains dedicated to equipping the next generation of healthcare leaders to serve with compassion, integrity, and a commitment to making a difference in the world.

College of Arts, Sciences, and Education

The College of Arts, Sciences, and Education (CASE) is Bethel's liberal arts college for undergraduates pursuing bachelor's degrees in the arts, humanities, and natural and social sciences, as well as graduate students pursuing master's degrees or engaged in doctoral studies in several education fields. The college takes a whole-person approach to education—encouraging students to achieve their academic goals, discern their vocation, and engage in a lively community, all with Christ at the center. In addition to a wide variety of majors and small class sizes, the college offers a robust study abroad program and integrates vocational exploration into the curriculum. Highly credentialed faculty members are dedicated to teaching and mentoring, integrating faith and learning, and translating Christian belief into global service.

School of Business

Bethel University's School of Business brings together the Department of Business, the Department of Communication Studies, and the Master of Business Administration program to form a unified, Christ-centered business school focused on developing principled and effective organizational leaders. Serving more than 750 students across undergraduate and graduate programs, the School of Business integrates business, communication, and leadership education to prepare students for meaningful careers and lives of service. Grounded in Bethel's Christian mission, the school emphasizes honorable character, professional competence, and a commitment to serving others in the workplace and community. Through strong industry engagement, experiential learning opportunities, and a distinctive focus on people-centered leadership, the School of Business equips graduates to build trust, create lasting value, and lead organizations in ways that benefit both people and society.

School of Theology and Bethel Seminary

The School of Theology and Bethel Seminary is dedicated to biblical and theological studies, spiritual and personal formation, and the formation of whole and holy leaders and thinkers. Its mission is to prepare graduates who are equipped to serve the academy, the church, and the world with wisdom, integrity, and faith. Students at every program level—from undergraduate to doctoral—are intentionally challenged to experience deep personal and spiritual transformation. This holistic approach ensures they are not only academically prepared but also equipped to integrate their faith into every aspect of their lives, including their careers, relationships, and communities. The School's world-class faculty go

beyond traditional teaching. They serve as dedicated mentors who walk alongside students, guiding them in their intellectual, spiritual, and vocational journeys. Through this close relationship, students grow deeper in their relationship with God and discover their unique calling. Ultimately, the School of Theology and Bethel Seminary forms individuals who are transformed by their studies and experiences, so they can become the leaders and thinkers they are called to be—ready to make a meaningful, positive impact on the church and the broader world.

Center for Access and Integration

The Center for Access and Integration includes Bethel's BUILD program. The BUILD program, an integrated two-year postsecondary residential program for students with intellectual disabilities, provides opportunities for inclusive academic, vocational, residential, spiritual, and social learning experiences. Students who complete the requirements of the BUILD program, including a selected career pathway in Arts and Communication, Business, or Human Services, earn a Certificate in Applied Studies. The program incorporates the skills and education necessary to live more independently, maintain meaningful employment, and value lifelong learning. Students in the BUILD program are integrated with the College of Arts, Sciences, and Education and contribute their own diverse experiences and strengths to the Bethel community.

Bethel University's Philosophy of Higher Education

Bethel University (<https://www.bethel.edu/>) is a Christian learning community committed to pursue and practice what is true, to excel in its educational programs, to collaborate as partners in learning, to integrate faith into every area of life, and to nurture every person toward Christian maturity in scholarship, leadership, and service.

As a Christian learning community, we honor God in the way we work together at our calling and vocations. We rejoice in discovering the character and glory of our Creator as we explore creation. As people who bear God's image, we pursue the truth of God's revelation. That revelation comes to us in the person of Christ, the wonder and beauty of creation, and the Spirit-directed words of scripture. We are called to live with hope, faith, love, mercy, humility, and justice, which put truth into practice. We believe Christian faith is relevant to every area of life—the integrative principle for the entire curriculum—and a foundational area of study for all of us as learners.

We pursue not only knowledge—through breadth and depth of insight—but wisdom.

We pursue not only skill—through competence and expertise—but service.

We pursue not only clarity—through speaking, writing, and listening—but community.

We pursue not only achievement—through excellence and maturity—but flourishing.

With this vision of the Christian liberal arts, we equip graduates for lives of active, professional doing and vibrant, thriving being. Each course, program, theme, field, and major cultivates the harmony of skills, insights, and motivations that empowers our graduates to live abundantly—whole in soul and doing good.

Emphasizing Bethel's commitment to integrated, Christian learning, our approach to General Education ensures students are equipped to do the following:

- Emphasize the interdependence of knowledge
- Seek wholeness
- Understand diversity and commonality
- Interact with other cultures; and
- Explore the past and look to the future

Post Secondary Enrollment Options (PSEO)

The Postsecondary Enrollment Options (PSEO program (<https://www.bethel.edu/undergrad/admissions/early-college/pseo/>) is a Minnesota program allowing high school students to enroll in courses at local cooperating colleges and universities. Through the program, students do not have to pay for college tuition, textbooks, or support services, and cooperating postsecondary institutions receive partial expense reimbursement from the Minnesota Department of Education (<https://education.mn.gov/mde/>).

Each year, Bethel admits high school juniors and seniors through the PSEO program. PSEO students enrolled at Bethel must follow the policies and guidelines outlined below until graduating from high school. Bethel does not necessarily seek state reimbursement for all courses that PSEO students take.

Advising

All Early College students are assigned an academic advisor within the Early College team (<https://www.bethel.edu/undergrad/academics/early-college/team/>) to identify their educational path. While Bethel works with students and their high school counselors to ensure that courses taken at Bethel meet high school graduation requirements, responsibility for completing those requirements rests on the student.

General Requirements and Policies for PSEO Student Registration

Within the limits and exceptions outlined below, students can take classes for which they have met the prerequisites. Some upper division courses do have departmental restrictions outlined in the catalog. Students can be registered for no more than 16 credits in a semester and no more than 4 credits in January Session.

Excluded Courses

Students cannot be registered for courses that focus on the Bible or Theological issues (with the exception of BIB 102, this includes courses with the prefix BIB, THE, or MIN). PSEO students cannot be registered for sports courses that have fees of \$30 or greater. All courses taken in PSEO must meet graduation requirements at the high school, so non-credit bearing and audited courses are not available for PSEO registration.

Additional Notes

General Education Entry Standing (p. 102) is assigned when students take their first Bethel class after their date of high school graduation.

For some courses, Bethel does not receive reimbursement from the state, but students may be registered for these courses while they are a PSEO student at Bethel. These courses are listed below.

Code	Title	Credits
BIB 102	Introducción a la Biblia	4
GES 130	Christianity & Western Culture	4
GRK 101	Introductory Biblical Greek I	4
HEB 101	Introductory Biblical Hebrew I	4

Tuition

Students do not pay tuition or academic fees, with the exception of music lessons or trip expenses.

Summer Courses

Tuition and fees for summer school courses are not covered by the PSEO program, though PSEO students may choose to take summer school courses and cover the cost of tuition and fees themselves.

More Information

For more information on PSEO and Bethel's Early College Program, access the Early College Handbook (<https://catalog.bethel.edu/early-college/>).

Residential International Students

F-1 International Students are required to carry a full course of study each semester in order to maintain their legal status to remain in the United States, defined as follows:

- Undergraduate: 12 credits per term
- Graduate School: 6 credits per term
- Seminary: 6 credits per term

Students who require exceptions to the full course of study are required to report to the Designated School Official for their school. F-1 International Students are allowed to work in the U.S. with authorization. Please refer to the Employment Section below for details.

Students with any concerns regarding information in this section should contact their Designated School Official (DSO).

Exceptions to the Full-Course-Of-Study Requirement

The exceptions to the "full course of study" requirement are limited, but very important. In the situations described below, F-1 students are considered to be maintaining status even if they are not registered for a full course of study, and they continue to be eligible for F-1 benefits if they are otherwise eligible. A student who drops below a full course of study without the prior approval of the Designated School Official (DSO) will be considered out of status. The federal Student Exchange Visitor Information System (SEVIS) limits the reasons for which a Reduced Course Load can be granted to seven choices. The DSO must select one of these choices to process the Reduced Course Load approval:

1. Illness or Medical Condition
2. Initial Difficulty with English Language
3. Initial Difficulty with Reading Requirements
4. Unfamiliarity with American Teaching Methods
5. Improper Course Level Placement
6. To Complete Course of Study in Current Term
7. Part Time Border Commuter Student

Distance Education Limits

Under the Code of Federal Regulations [8 C.F.R. §214.2 (f)(6)(i)(G)], for F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken online or through distance education and does not require the student's physical attendance for classes, examination, or other purposes integral to completion of the class. An online or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, satellite, audio

conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no online or distance education classes may be considered to count toward a student's full course of study requirement.

Employment

On-Campus Employment

On-campus employment is the most accessible kind of employment for F-1 students. Requirements are listed below:

- Maintain valid F-1 status.
- Notify the DSO prior to accepting any employment.
- Students may only work up to 20 hours per week while school is in session; full time employment is allowed during official school breaks and vacation periods if students intend to register for the next academic semester.

Off-Campus Employment

There are three categories of off-campus employment opportunities available to F-1 students: Severe Economic Hardship, Curricular Practical Training, and Optional Practical Training. All three of these categories are available at Bethel.

Severe Economic Hardship

Any F-1 student suffering severe economic hardship as defined by USCIS is eligible to work off campus. Requirements are listed below:

- Active F-1 status for at least one academic year (9 months).
- In good academic standing.
- Provide evidence of economic hardship based on unforeseen circumstances beyond one's control.
- Demonstrate a good-faith effort to find on-campus employment and that on-campus employment is not available or sufficient.
- Work up to 20 hours per week while school is in session; full-time is only allowed during school breaks and holidays.
- The Employment Authorization Document (EAD) is valid for one year per application.

There are a number of circumstances that may qualify as severe economic hardship, including:

- Substantial fluctuations in the value of currency or exchange rate.
- Excessive increases in tuition and/or living costs.
- Unexpected changes in the financial condition of the student's source of support.
- Medical bills or other substantial and unexpected expenses.

Curricular Practical Training (CPT)

Curricular Practical Training (CPT) is alternate work/study, internship, cooperative education, or any other type of required internship or practicum for international students that is offered by sponsoring employers through cooperative agreements with the school. This school's curriculum includes opportunities for CPT either through required or optional, credit or non-credit, full-time or part-time, paid or unpaid, on-campus or off-campus internships. To qualify as CPT, the internship must be formally approved by the student's program director (signifying that the CPT is relevant to the student's program of study) and by the Designated School Official (signifying that the CPT is in regulatory compliance with current legislation). Course number 176 (undergraduate) or 576 (graduate) in the appropriate discipline is assigned to non-credit CPT, and the student will be billed a \$400 course fee for the first term of non-credit CPT. Course numbers 476 (undergraduate) and 776 (graduate) in the appropriate

discipline is assigned to CPT for credit, and may be taken for 1–6 credits per term. This course is repeatable.

Policy:

1. An acceptable CPT experience is one that expects the student to:
 - a. Make a deliberate application of one's academic knowledge and skills.
 - b. Continue to learn as stimulated by the problems and issues encountered.
 - c. Grow in one's personal maturity and confidence in one's abilities.
 - d. Develop empathy with and understanding of persons, groups, and settings typically not encountered on campus.
2. The proposed CPT must embody significant academic purpose and content, equal in quality to a regular course, yet be of such a nature that it cannot be obtained within the existing course structure.
3. It is conducted under joint supervision of a Bethel faculty member and an onsite supervisor. Both parties agree on the specific objectives and assignments before beginning and jointly evaluate the student's work during the experience and at the end. There should be a plan for ongoing processing of the experience (log, weekly meetings, etc.). It is expected that the Bethel faculty supervisor will meet at least bi-weekly with the student.
4. The CPT position may be part-time or full-time, and may be salaried or non-salaried. Routine jobs or work that repeats previous experience does not qualify for an academic credit CPT. The work must provide an opportunity to meet academic/educational objectives.
5. The student must meet the following criteria:
 - a. Be currently enrolled in the Seminary or Graduate School.
 - b. Declare a major in the department of the internship being proposed.
 - c. Have a minimum cumulative GPA of 3.0 and a 3.0 GPA in the major. (Individual departments may require a higher GPA.)
 - d. Meet additional criteria as established by each department.
6. CPT for academic credit requires minimum time onsite.
7. A maximum of nine credits in internships may be taken. Each separate internship must have goals and objectives different than the prior ones taken for credit.
8. Internships are graded S/U (see: Grading System).
9. This policy identifies minimum college-wide requirements. Departments may choose to supplement this with additional requirements.
10. Students must submit Curricular Practical Training Request form no later than 30 days prior to the desired employment start date. More information on CPT and a link to this form is available here (<https://www.bethel.edu/international-services/living-in-us/employment>).
 - a. Students will register for the course associated with the CPT experience for one term. The curricular aspects of the CPT employment must be completed within one term.

Requirements and Guidelines:

- Full-time enrollment for at least one year on valid F-1 status (except for graduate programs that require immediate CPT).
- The CPT employment must be an integral part of a degree program or a requirement for a course for which students receive academic credit.
- Students must have first received a qualifying job offer prior to submitting a CPT authorization request.
- The job offer must be in a student's major or field of study.
- Students are responsible for submitting the Curriculum Practical Training Form (<https://www.bethel.edu/international-programs/cpt>) in a timely manner. A minimum of two weeks is required prior to beginning any CPT employment to allow for registration.

- The program director must recommend in writing the student's proposed CPT experience, verifying that it is curricular in nature.
- You must receive prior authorization from a DSO (Designated School Official) who will submit this request in SEVIS.

Once authorized, students may only work for the approved employer within the dates specified. Optional Practical Training offers more flexibility; see below. CPT authorization will also specify whether approval is granted for part-time (20 hours per week or less) or full-time (more than 20 hours per week) employment.

Optional Practical Training (OPT)

Optional practical training (OPT) is employment related to the degree or major. Students may qualify for OPT both during and after completion of a degree. OPT can be completed for each degree level (e.g. bachelor's, master's, doctoral). Conditions are listed below:

- Employment must be directly related to one's program of study
- Maintain lawful F-1 status at least for one academic year prior to beginning OPT
- Students may apply for OPT no earlier than three months before degree work is completed or as late as 60 days after the I-20 program end date
- Students are ineligible for OPT if they have engaged in 12 months or more of full-time Curricular Practical Training (CPT)
- Standard OPT is valid for 12 months of full-time employment
- Students may not begin employment until they have received an Employment Authorization Document (EAD) from USCIS

Social Security Card

Once authorized to work either on-campus or off-campus, students are required to apply for a Social Security Number. The following documents are required to apply for a Social Security Number:

- A completed Social Security Application (SS-5) form
- Verification of employment letter, signed by employer and Designated School Official (DSO)
- Form I-20
- Form I-94 (Arrival/Departure Record)
- Passport

Health Insurance

Bethel international students and their dependents are required to have health insurance. All students and their dependents must have:

- Medical coverage of at least \$50,000 per accident or illness
- Repatriation of remains in the amount of \$7,500
- A deductible not to exceed \$500 per accident or illness

Student Visas

It is the responsibility of the student to obtain their own student visa at their own expense. If necessary, Bethel University will confirm an international student's status to the appropriate authorities at no fee to the student.

Multi-Language Learners

Bethel University does not provide translators for multi-language learners. All courses and instruction will occur in the English language. Therefore, it is expected that each student will possess the ability to write and speak English clearly and correctly.

Student Expectations

Becoming Whole and Holy Persons: A Covenant for Life Together at Bethel

Community covenant

As a Christ-centered learning community, Bethel University seeks to develop whole and holy persons for leadership, scholarship, and service. Our community reflects diverse lived experiences, Christian faith traditions, cultures, and beliefs. As a university with pietistic and irenic roots, Bethel is uniquely positioned to peaceably engage the complexity of differences with a central focus on Jesus. Therefore, we make the following commitments, rooted in Bethel's understanding of the Bible and its authority for faith and life, and our goals for education at Bethel and within our community.

We Commit to:

Seek truth

As followers of Jesus, we view the pursuit of truth as a special calling. We commit ourselves to excellence, integrity, and humility in the work that lies at the heart of our life together: learning, teaching, and scholarship. We value study that advances our understanding of God and His creation, and that equips us with particular expertise to serve others. We seek to integrate faith and learning in all types of study as we live out the call to be God's representatives in this world, exercising creativity and intellect in advancing His purposes for all creation¹.

Grow as whole and holy persons

Because Jesus commands his followers to love God with their hearts, souls, minds, and strength², the goal of a Bethel education is the transformation of the whole person. We strive to grow in knowledge and wisdom—learning to live carefully rather than thoughtlessly conforming to the patterns of this world³. We yearn to become whole and holy, persons of integrity whose character resembles that of Jesus. We cultivate the fruit of the Spirit: love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control⁴ and seek to fix our eyes on Jesus, throwing off sins that so easily entangle. We strive to live out the renewal of our minds by loving what is good and hating what is evil⁵. And we recognize that worship, fellowship, spiritual nurture, and service are all essential to our growth in holiness.

Live well in community

Like the larger body of Christ, our community depends on the interdependence of its diverse members⁶. We commit to learn with and from one another, to share our gifts and talents, seeking to understand each other's perspectives, and to offer mutual encouragement and support. We commit to mutual respect and promise keeping. We reject behaviors that are destructive of community; and where relationships are broken, we commit to the accountability, forgiveness, and grace required for healing. At times, we must follow the biblical mandate to sacrifice our individual liberty for the good of the community⁷. When differences arise, we will choose the course that demands greater personal restraint and self-discipline and strive to resolve those differences graciously and justly.

Value life and steward God's creation (living as image bearers)

We believe that God made men and women in His image to care for His good creation⁸, and that God redeems and restores a world that fell into sin⁹. We strive to do justice and love kindness in a fallen world that too often erodes peoples' inherent worth and dignity¹⁰. Thus we value all human beings, as fellow image bearers, worthy of respect, honor, and dignity. We further recognize that in the new creation for which we strive, people from every nation, tribe, people, and language will be united in worship of Christ¹¹, so we endeavor to reflect that unity in our community. We commit to being good stewards of God's creation—entrusted to our care¹²; to use natural resources wisely, to make choices that promote the physical, emotional, and mental health of ourselves and others¹³; to care for the

marginalized both locally and globally¹⁴; and to use our time, abilities, and resources for God's glory and our neighbor's good.

¹ Genesis 1:26-28

² Luke 10:27-28

³ Romans 12:2

⁴ Galatians 5:19-23

⁵ Amos 5:15; Isaiah 5:20

⁶ I Corinthians 12:12-31

⁷ Romans 14:1-23; I Corinthians 6:12; 10:23-24

⁸ Genesis 1:26-28; 2:15

⁹ Romans 8:19-22

¹⁰ Psalms 8:19-22

¹¹ Revelation 7th9-10

¹² Genesis 1:28, 2:15

¹³ I Corinthians 6:19

¹⁴ Exodus 22:22; Deuteronomy 10:18; James 1:27

An Affirmation of Our Faith

When **traditional undergraduate** and **Bethel Seminary** students enroll at Bethel University, they profess their personal and genuine faith in Jesus Christ. As part of this, they sign Bethel University's Covenant for Life Together. The Covenant for Life Together reflects Bethel's commitment to living as a Christ-centered learning community. Rooted in biblical truth and shaped by our irenic spirit and pietistic heritage, it outlines how we seek truth, grow as whole and holy persons, live well in community, and steward life as image bearers of God.

Statement on Gender

Employees and students in **traditional undergraduate** programs and **Bethel Seminary** are expected to live in accordance with Bethel's conviction that a conflict between birth sex and gender identity is not best resolved by adopting a psychological identity, public persona, or biology different from one's birth sex. Therefore, they should refrain from physical or social transition during their employment or while enrolled as students in the Bethel community. Further expectations for living in community are below:

- Participating in Christian community and practices for spiritual growth
- Rejecting discrimination and treating others with respect
- Making wise, healthy choices in leisure, media, and social engagement
- Caring for God's creation and avoiding materialism
- Living free of sexual misconduct, pornography, and exploitive behavior
- Honoring sexuality through fidelity in marriage (between one man and one woman) and abstinence in singleness; cohabitation is not permitted
- Abstaining from alcohol, drugs, tobacco, and other controlled substances

Traditional Undergraduate Students

1. **The Word of God.** We believe that the Bible is the Word of God, fully inspired and without error in the original manuscripts, written under the inspiration of the Holy Spirit, and that it has supreme authority in all matters of faith and conduct.
2. **The Trinity.** We believe that there is one living and true God, eternally existing in three persons, that these are equal in every divine perfection, and that they execute distinct but harmonious offices in the work of creation, providence, and redemption.
3. **God the Father.** We believe in God the Father, an infinite, personal spirit, perfect in holiness, wisdom, power, and love. We believe that He concerns Himself mercifully in the affairs of each person, that He hears and answers prayer, and that He saves from sin and death all who come to Him through Jesus Christ.
4. **Jesus Christ.** We believe in Jesus Christ, God's only begotten Son, conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles, and teachings. We believe in His substitutionary atoning death, bodily resurrection, ascension into heaven, perpetual intercession for His people, and personal visible return to earth.
5. **The Holy Spirit.** We believe in the Holy Spirit who came forth from the Father and Son to convict the world of sin, righteousness, and judgment, and to regenerate, sanctify, and empower all who believe in Jesus Christ. We believe that the Holy Spirit indwells every believer in Christ, and that He is an abiding helper, teacher, and guide.
6. **Regeneration.** We believe that all people are sinners by nature and by choice and are, therefore, under condemnation. We believe that those who repent of their sins and trust in Jesus Christ as Savior are regenerated by the Holy Spirit.
7. **The Church.** We believe in the universal church, a living spiritual body of which Christ is the head and all regenerated persons are members. We believe in the local church, consisting of a company of believers in Jesus Christ, baptized on a credible profession of faith, and associated for worship,

work, and fellowship. We believe that God has laid upon the members of the local church the primary task of giving the gospel of Jesus Christ to a lost world.

8. **Christian Conduct.** We believe that Christians should live for the glory of God and the well-being of others; that their conduct should be blameless before the world; that they should be faithful stewards of their possessions; and that they should seek to realize for themselves and others the full stature of maturity in Christ.
9. **The Ordinances.** We believe that the Lord Jesus Christ has committed two ordinances to the local church: baptism and the Lord's Supper. We believe that Christian baptism is the immersion of a believer in water into the name of the triune God. We believe that the Lord's Supper was instituted by Christ for commemoration of His death. We believe that these two ordinances should be observed and administered until the return of the Lord Jesus Christ.
10. **Religious Liberty.** We believe that every human being has direct relations with God, and is responsible to God alone in all matters of faith; that each church is independent and must be free from interference by any ecclesiastical or political authority; that therefore church and state must be kept separate as having different functions, each fulfilling its duties free from dictation or patronage of the other.
11. **Church Cooperation.** We believe that local churches can best promote the cause of Jesus Christ by cooperating with one another in a denominational organization. Such an organization, whether a regional or district conference, exists and functions by the will of the churches. Cooperation in a conference is voluntary and may be terminated at any time. Churches may likewise cooperate with interdenominational fellowships on a voluntary, independent basis.
12. **The Last Things.** We believe in the personal and visible return of the Lord Jesus Christ to earth and the establishment of His kingdom. We believe in the resurrection of the body, the final judgment, the eternal felicity of the righteous, and the endless suffering of the wicked.

Seminary Students

1. **The Word of God.** We believe that the Bible is the Word of God, fully inspired and without error in the original manuscripts, written under the inspiration of the Holy Spirit, and that it has supreme authority in all matters of faith and conduct.
2. **The Trinity.** We believe that there is one living and true God, eternally existing in three persons, that these are equal in every divine perfection, and that they execute distinct but harmonious offices in the work of creation, providence, and redemption.
3. **God the Father.** We believe in God the Father, an infinite personal spirit, perfect in holiness, wisdom, power, and love. We believe that He concerns Himself mercifully in the affairs of each person, that He hears and answers prayer, and that He saves from sin and death all who come to Him through Jesus Christ.
4. **Jesus Christ.** We believe in Jesus Christ, God's only begotten Son, conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles, and teachings. We believe in His substitutionary atoning death, bodily resurrection, ascension into heaven, perpetual intercession for His people, and personal visible return to earth.
5. **The Holy Spirit.** We believe in the Holy Spirit who came forth from the Father and Son to convict the world of sin, righteousness, and judgment, and to regenerate, sanctify, and empower all who believe in Jesus Christ. We believe that the Holy Spirit indwells every believer in Christ, and that He is an abiding helper, teacher, and guide.
6. **Regeneration.** We believe that all people are sinners by nature and by choice and are, therefore, under condemnation. We believe that those who repent of their sins and trust in Jesus Christ as Savior are regenerated by the Holy Spirit.

7. **The Church.** We believe in the universal church, a living spiritual body of which Christ is the head and all regenerated persons are members. We believe in the local church, consisting of a company of believers in Jesus Christ, baptized on a credible profession of faith, and associated for worship, work, and fellowship. We believe that God has laid upon the members of the local church the primary task of giving the gospel of Jesus Christ to a lost world.
8. **Christian Conduct.** We believe that Christians should live for the glory of God and the well-being of others; that their conduct should be blameless before the world; that they should be faithful stewards of their possessions; and that they should seek to realize for themselves and others the full stature of maturity in Christ.
9. **The Ordinances.** We believe that the Lord Jesus Christ has committed two ordinances to the local church: baptism and the Lord's Supper. We believe that Christian baptism is the immersion of a believer in water into the name of the triune God. We believe that the Lord's Supper was instituted by Christ for commemoration of His death. We believe that these two ordinances should be observed and administered until the return of the Lord Jesus Christ.
10. **Religious Liberty.** We believe that every human being has direct relations with God and is responsible to God alone in all matters of faith; that each church is independent and must be free from interference by any ecclesiastical or political authority; that therefore, Church and State must be kept separate as having different functions, each fulfilling its duties free from dictation or patronage of the other.
11. **Church Cooperation.** We believe that local churches can best promote the cause of Jesus Christ by cooperating with one another in a denominational organization. Such an organization, whether a regional or district conference, exists and functions by the will of the churches. Cooperation in a conference is voluntary and may be terminated at any time. Churches may likewise cooperate with interdenominational fellowships on a voluntary basis.
12. **The Last Things.** We believe in the personal and visible return of the Lord Jesus Christ to earth and the establishment of His kingdom. We believe in the resurrection of the body, the final judgment, the eternal felicity of the righteous, and the endless suffering of the wicked.

Doctrinal Position

Theological studies at Bethel are set within the framework of historic evangelical theology, such as the reliability of the Scriptures as the authority for Christian living and church order; the depravity of humanity, making divine redemption necessary through personal regeneration; the virgin-born Christ as the incarnate Redeemer; the vicariously atoning death of Jesus Christ; the historicity of the resurrection; and the certainty of the return of Christ. We combine the continuing foundational truths of evangelicalism with the best insights of contemporary thought. While preserving our own distinctive theology, there is healthy interaction of faculty and students with the larger ecumenical world of theological discussion.

Spiritual Life

Individuals who are called into Christian ministry are called to continually pursue their own spiritual growth so that their ongoing study, prayer, and experience contributes to their ministry to others. Each student must examine his or her own ways of providing for this growth. We expect students to participate in corporate and individual, inward and outward, Christian disciplines and service. Their choices will vary depending on individual maturity in Christ, the call of God in their lives, their church fellowship, and expectations of the seminary for the development of ministering persons.

Reflecting on these goals as well as goals of their own, students should plan, semester by semester, how they will attend to these priorities and seek to be accountable for their intentions. Many opportunities are available to students for spiritual formation. They include:

- Classes
- Chapel programs with emphasis on worship and becoming a whole, holy community, praise, or scriptural challenge
- Retreats for the whole seminary community, for couples, and for singles
- Prayer groups
- Days of prayer
- Women's organizations
- Periodic seminars on caring, time and stress management, and finances
- Personal one-day retreats
- Small special interest groups
- Appointments with special visitors to campus
- Referrals to spiritual directors and/or therapists who practice from a Christian framework
- Connection with a faculty mentor.

All aspects of life at Bethel Seminary are intended to be part of the student's ongoing growth in relationship with God, including academic study and a life of prayer and service. The call to be a student is a serious Christian commitment, no less spiritual than aspects considered to be devotional. It is expected that students enter into all aspects of life at Bethel as "unto God."

Statement on Women and Men

With respect to women and men in our community, the faculty and staff of Bethel Seminary represent a range of positions on the issue of how we may best interpret biblical passages regarding gender roles in the church and home. Nonetheless, we are all committed to cultivating a supportive and affirming climate for women called to all levels of ministry leadership and ordination. We are committed to principles that provide all students (1) a rich theological education, (2) equal opportunities to engage with faculty and receive professional development, and (3) faculty and staff who operate with conduct that creates a climate of Christian care and concern that undergirds the well-being of everyone and respects and affirms the *imago Dei* in all of us.

Furthermore, we recognize that our women students come from a wide variety of church backgrounds with different standards and practices concerning women in ministry. This can present unique challenges for women in seminary, especially when their sense of gifting or calling may not exactly coincide with the commitments of their home denomination or church community. We are committed to helping our women students navigate the spiritual, personal, and professional aspects of these challenges as best we can, and are also supportive of each person's individual quest for discernment.

Finally, we are committed to facilitating classroom environments characterized by mutual respect, where even as our efforts to be faithful may result in disagreements we may still "love one another with mutual affection; outdo one another in showing honor" (Rom. 12:10). Not just in the classroom, but in all aspects of seminary life, we encourage and indeed expect both colleagues and students to exhibit loving care, mutual respect, and the presumption of equal value and honor.

Multiculturalism

Bethel does not discriminate against any worthy student on the basis of age, gender, race, color, ethnic or national origin, or physical disability. Bethel values diversity in its student body and strives to create an environment that welcomes all students, uniting them around a common allegiance to Jesus Christ. Students become equipped with the theological knowledge and ministry skills to address the kingdom concerns of personal salvation, reconciliation, and biblical justice.

Professional Expectations for Adult Undergraduate and Graduate Students

Bethel University is an educational community committed to the integration of evangelical Christian faith with learning. A statement called *A Covenant for Life Together* has been adopted to help clarify how we intend for that faith to inform and guide the lives and actions of members of staff, faculty, Seminary, and Traditional undergraduate students at Bethel. This document interprets the values by which Bethel has chosen to define itself and is intended to facilitate growth, development, and learning. We understand that some of these values relate to the developmental stages of traditional students and are not necessarily the norm for all Christians.

Students in adult undergraduate programs and the Graduate School are asked to honor this community statement by abstaining from the use of tobacco, alcohol, and profane language on campus, in online classes, and at off-campus class sites. Additionally, students are required to abide by the Professional Expectations & Community Conduct Agreement (<https://betheluniversity.atlassian.net/wiki/spaces/CSGR/pages/1220673539/Professional+Expectations+and+Community+Conduct+Agreement+-+CAPS+and+GS>).

Student Resources

Office of Accessibility Resources and Services

Bethel University is committed to accessibility for students with disabilities and the Office of Accessibility Resources & Services (OARS) is a resource to ensure students experience access. Students qualify for services through OARS upon self-disclosure of a disability and the presentation of documentation. Instructors will provide accommodations once the student is registered with the OARS office and has been approved for accommodations.

- Students with disabilities may contact OARS to learn more about how to register for accommodations. Reasonable accommodations are approved upon registration and an interactive process between the student and OARS.
- Students registered with OARS are responsible for logging in to their AIM Accessibility Accommodation portal (<https://bear.accessiblelearning.com/Bethel/>) (via MyBethel) each term to request their Faculty Notification Letter of Accommodations. Accommodations are not retroactive and cannot be applied prior to the faculty's receipt of the letter.

OARS recommends the student and faculty discuss how accommodations may apply in the specific course. Accommodations cannot modify essential requirements or fundamentally alter the nature of the course. Consultation with OARS may be necessary to clarify reasonable accommodations based on the course. If there are any questions or concerns, contact OARS at oars@bethel.edu or 651.638.6833. More information can be found on the website for the Office of Accessibility, Resources and Services (<https://www.bethel.edu/accessibility/>).

Advising

All Bethel students are assigned an academic advisor. Depending on a student's chosen program, advisors are either faculty within their chosen program(s) or academic staff.

Advisors provide academic support and guidance; they can refer students to other campus resources as needed. Students partner with their advisors to take intentional steps towards lifelong service to God and the world.

Faculty advisors - Faculty members in a student's declared program(s) who provide guidance and support to students in navigating their academic journey and achieving their educational and career goals. These faculty members help students make informed decisions about their coursework, degree programs, and career paths.

Office of Academic Advising - *Traditional Undergraduate and Early College* - A Bethel staff member whose role centers around advising Early College students and those students who have not yet declared a major on all academic and support matters.

Academic Advising Specialists - *Post traditional undergraduate & Graduate Programs* - Bethel staff members whose role centers around advising students on all academic and support matters.

Graduate School

- **Health, Medical, and Business Advising Support**
 - graduate-advising@bethel.edu
 - 651.635.1104
- **Education and Doctoral Advising Support**
 - graduate-education-advising@bethel.edu
 - 651.635.8013

Online Undergraduate Advising Support

- advising-center@bethel.edu
- 651.635.2463

Seminary Advising Support

- seminary-advising@bethel.edu
- 651.638.6868

Traditional Undergraduate Advising Support

- advising-center@bethel.edu
- 651.638.6437

Office of Formation and Professional Development

Opportunities for community involvement, spiritual and professional development, and personal wellness are coordinated through the Office of Formation and Professional Development. They include:

- Opportunities for community involvement through community lunches/dinners.
- Opportunities for spiritual and professional development through chapel services, community prayer, community lunches/desserts, brown-bag lunches, and small group experiences.
- Opportunities for emotional, physical, and relational wellness through counseling addressing personal or relationship concerns and the Sunshine Fund (emergency fund for students).

Health Services

Bethel University offers health services to all students. Free in-person and telehealth appointments as well as walk-ins based on availability.

Examples of services include:

- Mental health (depression, anxiety) assessment and treatment
- Wellness/preventive exams or physicals (sports, nursing, athletic training, etc.)
- Headache
- Back pain
- Abdominal pain
- Asthma
- Strep and mono testing
- Cough/bronchitis
- Sinus infection
- Injury
- Allergies
- Acne
- Women's health (including yeast infections/vaginitis, pap smears, menstrual issues, birth control pill prescriptions, pregnancy testing, STI testing)
- Men's health (including genitourinary concerns including testicular pain, painful urination, STI testing)
- Nausea/vomiting/diarrhea
- Pink eye/conjunctivitis
- Urinary tract infection
- Ear pain

- Skin conditions
- Wound care (including laceration repair, ingrown toenail, incision, and drainage of a boil)
- Lab draws with orders from outside providers
- Blood pressure monitoring
- Wart treatment
- TB skin tests
- Flu shots
- Select prescription medications and over-the-counter medications

Equipment and first aid

Medical equipment is available for loan or a minimal fee such as:

- Crutches
- Heating pads
- Cold packs
- Elastic wraps
- Slings
- Wheelchairs

Travel

Many Bethel students travel abroad for spring break, January Session, or a semester. Travel appointments to educate students about special vaccinations, medications, and more for overseas destination are offered.

Contact Information:

- health-services@bethel.edu
- 651.638.6215 (phone); 651.635.8676 (fax)
- Townhouse H-1

Office of Safety & Security

Services

The following services are provided to all Bethel community members:

- 24 hour campus monitoring and emergency response
- Safety education and crime prevention programs
- Vehicle assistance (lockouts, jump starts, etc.)
- Primary campus lost and found
- Campus identification cards printing and access administration

Contact Information:

- 24/7 dispatch center
 - 651.638.6000
- HC103
- Office Hours: Monday-Friday 8am-4pm
 - 651.638.6050

Student Experience

The Office of Student Life offers support in the following areas:

- Academic Support
- Accessibility Services
- Campus Engagement
- Commuter Student Resources
- Fitness and Wellness Resources
- Health and Counseling Services
- Residence Life
- Student Care

Contact Information:

- 651.638.6300
- studentlife@bethel.edu

Military and Veteran Students Resources

Office of Financial Aid:

www.bethel.edu/military-veteran-students

651.638.6241

2026-2027 Military Benefits Verification Form (Students receiving benefits between July 1, 2026 and June 30, 2027)

Students who will receive military benefits for tuition and fees and/or books and supplies should use this form to report these amounts. At Bethel, students are required to submit a written request to use entitlement for military benefits, and the submission of this form completes this requirement.

Note: Students are also required to submit a certificate of eligibility for entitlement to educational assistance before the second term of certification.

Military Partnerships:

- Membership in the Yellow Ribbon Program
- Acceptance of many AARTS credits

For more information on Bethel's military partnerships, visit: www.bethel.edu/military-veteran-students/ (<http://www.bethel.edu/military-veteran-students/>)

Financial Aid and Military Benefits:

Beyond Bethel's membership in the Yellow Ribbon Program, there are a number of other sources of aid given to military-affiliated students. A few examples of military benefits given to Bethel students are listed below:

- Federal Tuition Assistance (FTA) – Air Force
- Federal Tuition Assistance (FTA) – Army
- Federal Tuition Assistance (FTA) – Coast Guard
- Federal Tuition Assistance (FTA) – Marine Corps
- Federal Tuition Assistance (FTA) – Navy
- Federal Tuition Assistance (FTA) and Top Up
- Minnesota GI Bill
- Minnesota State Tuition Reimbursement (STR)

- VA Chapter 1606 – Montgomery GI Bill Selected Reserve (MGIB – SR)
- VA Chapter 30: Montgomery GI Bill (MGIB)
- VA Chapter 31 - Vocational Rehabilitation and Employment (VR & E)
- VA Chapter 33 - Post 9/11 GI Bill
- VA Chapter 35 - Dependents' Educational Assistance Program (DEAP)
- VA National Call to Service

If students are awarded military benefits, Bethel-controlled grants and scholarships will be reduced if students' total military benefits, grants and scholarships exceed the financial aid budget for tuition, fees, room, board, books and supplies. For more information on military benefits, visit: www.bethel.edu/undergrad/financial-aid/types/military-benefits/

Active Military Duty students will receive a refund of amounts paid for room and board attributable to the time period during which the students were serving in active military service and were unable to use the facilities or services for which the amounts were paid. Any refund of room and board is subject to the requirements of state and federal financial aid programs.

ROTC:

The resources and programs of ROTC are available to Bethel University students. These resources include scholarships and other forms of financial aid. All credits earned in the program will transfer to Bethel. For full information contact:

ARMY

University of Minnesota
Department of Military Science (Army ROTC)
101 Armory Building
15 Church Street S.E.
Minneapolis, MN 55455
612.626.1584

AIR FORCE

Air Force ROTC Det. 410
University of St. Thomas, #5016
2115 Summit Avenue
St. Paul, MN 55105-1096
651.962.6320

Residential International Students Resources

F-1 International Students are required to carry a full course of study each semester in order to maintain their legal status to remain in the United States, defined as follows:

- Undergraduate: 12 credits per term
- Masters: 6 credits per term
- Doctoral: 6 credits per term

Students who require exceptions to the full course of study are required to consult with a Designated School Official. F-1 International Students are allowed to work in the U.S. with authorization. Please refer to the Employment Section below for details.

Contact

Students with any concerns regarding information in this section should contact their Designated School Official (DSO).

Exceptions to the Full-Course-Of-Study Requirement

The exceptions to the "full course of study" requirement are limited, but very important. In the situations described below, F-1 students are considered to be maintaining status even if they are not registered for a full course of study, and they continue to be eligible for F-1 benefits if they are otherwise eligible. A student who drops below a full course of study without the prior approval of the Designated School Official (DSO) will be considered out of status. The federal Student Exchange Visitor Information System (SEVIS) limits the reasons for which a Reduced Course Load can be granted to seven choices. The DSO must select one of these choices to process the Reduced Course Load approval:

1. Illness or Medical Condition
2. Initial Difficulty with English Language
3. Initial Difficulty with Reading Requirements
4. Unfamiliarity with American Teaching Methods
5. Improper Course Level Placement
6. To Complete Course of Study in Current Term
7. Part Time Border Commuter Student

Distance Education Limits

Under the Code of Federal Regulations [8 C.F.R §214.2 (f)(6)(i)(G)], for F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken online or through distance education and does not require the student's physical attendance for classes, examination, or other purposes integral to completion of the class. An online or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no online or distance education classes may be considered to count toward a student's full course of study requirement.

Employment**On-Campus Employment**

On-campus employment is the most accessible kind of employment for F-1 students. Requirements are listed below:

- Maintain valid F-1 status.
- Notify the DSO prior to accepting any employment.
- Students may only work up to 20 hours per week while school is in session; full time employment is allowed during official school breaks and vacation periods if students intend to register for the next academic semester.

Off-Campus Employment

There are three categories of off-campus employment opportunities available to F-1 students: Severe Economic Hardship, Curricular Practical Training, and Optional Practical Training. All three of these categories are available at Bethel.

Severe Economic Hardship

Any F-1 student suffering severe economic hardship as defined by USCIS is eligible to work off campus. Requirements are listed below:

- Active F-1 status for at least one academic year (9 months).
- In good academic standing.
- Provide evidence of economic hardship based on unforeseen circumstances beyond one's control.

- Demonstrate a good-faith effort to find on-campus employment and that on-campus employment is not available or sufficient.
- Work up to 20 hours per week while school is in session; full-time is only allowed during school breaks and holidays.
- The Employment Authorization Document (EAD) is valid for one year per application.

There are a number of circumstances that may qualify as severe economic hardship, including:

- Substantial fluctuations in the value of currency or exchange rate.
- Excessive increases in tuition and/or living costs.
- Unexpected changes in the financial condition of the student's source of support.
- Medical bills or other substantial and unexpected expenses.

Curricular Practical Training (CPT)

Curricular Practical Training (CPT) is alternate work/study, internship, cooperative education, or any other type of required internship or practicum for international students that is offered by sponsoring employers through cooperative agreements with the school. This school's curriculum includes opportunities for CPT either through required or optional, credit or non-credit, full-time or part-time, paid or unpaid, on-campus or off-campus internships. To qualify as CPT, the internship must be formally approved by the student's program director (signifying that the CPT is relevant to the student's program of study) and by the Designated School Official (signifying that the CPT is in regulatory compliance with current legislation). Course number 176 (undergraduate) or 576 (graduate) in the appropriate discipline is assigned to non-credit CPT, and the student will be billed a \$400 course fee for the first term of non-credit CPT. Course numbers 476 (undergraduate) and 776 (graduate) in the appropriate discipline is assigned to CPT for credit, and may be taken for 1–6 credits per term. This course is repeatable.

Policy:

1. An acceptable CPT experience is one that expects the student to:
 - a. Make a deliberate application of one's academic knowledge and skills.
 - b. Continue to learn as stimulated by the problems and issues encountered.
 - c. Grow in one's personal maturity and confidence in one's abilities.
 - d. Develop empathy with and understanding of persons, groups, and settings typically not encountered on campus.
2. The proposed CPT must embody significant academic purpose and content, equal in quality to a regular course, yet be of such a nature that it cannot be obtained within the existing course structure.
3. It is conducted under joint supervision of a Bethel faculty member and an onsite supervisor. Both parties agree on the specific objectives and assignments before beginning and jointly evaluate the student's work during the experience and at the end. There should be a plan for ongoing processing of the experience (log, weekly meetings, etc.). It is expected that the Bethel faculty supervisor will meet at least bi-weekly with the student.
4. The CPT position may be part-time or full-time, and may be salaried or non-salaried. Routine jobs or work that repeats previous experience does not qualify for an academic credit CPT. The work must provide an opportunity to meet academic/educational objectives.
5. The student must meet the following criteria:
 - a. Be currently enrolled in the Seminary or Graduate School.
 - b. Declare a major in the department of the internship being proposed.
 - c. Have a minimum cumulative GPA of 3.0 and a 3.0 GPA in the major. (Individual departments may require a higher GPA.)
 - d. Meet additional criteria as established by each department.
6. CPT for academic credit requires minimum time onsite.

7. A maximum of nine credits in internships may be taken. Each separate internship must have goals and objectives different than the prior ones taken for credit.
8. Internships are graded S/U (see: Grading System).
9. This policy identifies minimum college-wide requirements. Departments may choose to supplement this with additional requirements.
10. Students must submit Curricular Practical Training Request form no later than 30 days prior to the desired employment start date. More information on CPT and a link to this form is available here (<https://www.bethel.edu/international-services/living-in-us/employment>).
 - a. Students will register for the course associated with the CPT experience for one term. The curricular aspects of the CPT employment must be completed within one term.

Optional Practical Training (OPT)

Optional practical training (OPT) is employment related to the degree or major. Students may qualify for OPT both during and after completion of a degree. OPT can be completed for each degree level (e.g. bachelor's, master's, doctoral). Conditions are listed below:

- Employment must be directly related to one's program of study
- Maintain lawful F-1 status at least for one academic year prior to beginning OPT
- Students may apply for OPT no earlier than three months before degree work is completed or as late as 60 days after the I-20 program end date
- Students are ineligible for OPT if they have engaged in 12 months or more of full-time Curricular Practical Training (CPT)
- Standard OPT is valid for 12 months of full-time employment
- Students may not begin employment until they have received an Employment Authorization Document (EAD) from USCIS

Social Security Card

Once authorized to work either on-campus or off-campus, students are required to apply for a Social Security Number. The following documents are required to apply for a Social Security Number:

- A completed Social Security Application (SS-5) form
- Verification of employment letter, signed by employer and Designated School Official (DSO)
- Form I-20
- Form I-94 (Arrival/Departure Record)
- Passport

Health Insurance

Bethel international students and their dependents are required to have health insurance. All students and their dependents must have:

- Medical coverage of at least \$50,000 per accident or illness
- Repatriation of remains in the amount of \$7,500
- A deductible not to exceed \$500 per accident or illness

Student Visas

It is the responsibility of the student to obtain their own student visa at their own expense. If necessary, Bethel University will confirm an international student's status to the appropriate authorities at no fee to the student.

Multi-Language Learners

Bethel University does not provide translators for multi-language learners. All courses and instruction will occur in the English language. Therefore, it is expected that each student will possess the ability to write and speak English clearly and correctly.

The Family Educational Rights and Privacy Act (FERPA)

PURPOSE AND APPLICABILITY

The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended ("The Act"), is a federal law enacted to establish procedures for disclosing information contained in student records and to protect the privacy of these records.

The Act applies to currently enrolled students, beginning on the first day of attendance, and former students.

The Act does not apply to individuals who have applied for admission but never attended Bethel University or applicants for admission who are denied enrollment.

Information obtained on a former student subsequent to graduation or termination of enrollment is not covered under The Act (e.g., data accumulated on alumni).

All rights under The Act cease when a person dies; Bethel will decide on a case by case basis what records of deceased students can be released and to whom they will be released.

DEFINITIONS

Eligible Student: A student who has reached 18 years of age or is attending an institution of postsecondary education.

School Official:

- A person employed by Bethel University in an administrative, supervisory, academic or research, or support staff position including security and safety personnel and health services staff.
- A person or company with whom Bethel University has contracted, such as auditors, attorneys, or the National Student Clearinghouse.
- A person serving on the Board of Trustees.
- A student serving on an official committee or assisting another University official in performing his or her tasks.

Education Records: Records that directly relate to a student and are maintained by an educational institution.

Education records may include:

- class lists;
- grade rosters;
- student schedules;
- correspondence; and
- data in an electronic database.

Education records do NOT include:

- records about students made by instructors, professors, and administrators for their own use and not shown to others (sole possession records);
- Office of Safety and Security records maintained solely for law enforcement purposes and kept separate from the education records described above;

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- employment records, except where a currently enrolled student is employed as a result of his or her status as a student;
- records of a physician, psychologist, or other recognized professional made or used only for treatment purposes and available only to persons providing treatment (while not education records, these records are subject to FERPA);
- records that contain only information relating to a person's activities after that person is no longer a student at the University;
- financial information submitted by parents(s)/guardian(s);
- directory information not restricted by the student; and
- confidential letters and recommendations placed in the student's record if the student has waived in writing his or her right to inspect those letters and recommendations. Students may revoke such a waiver at a later time, but the revocation must be in writing and is only effective with respect to actions occurring after the revocation.
- Grades on peer-reviewed papers/assignments before they are collected and recorded by the teacher.

Personally Identifiable Information: All information that is directly related to a student. This information includes both "directory information" and "non-directory information."

Directory Information: Information contained in a record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. At Bethel University, directory information includes:

- student's name;
- address;
- telephone listing;
- electronic mail address;
- photograph or digital image;
- date and place of birth;
- major field of study;
- grade level (freshman, sophomore, etc.);
- enrollment status (e.g.; undergraduate or graduate; full time or part time);
- dates of attendance;
- participation in officially recognized activities and sports;
- weight and height of members of athletic teams;
- degrees, honors, and awards received;
- most recent educational agency or institution attended; and
- Bethel Community Account username, which is used by the student for purposes of accessing or communicating in electronic systems, since this identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user.

Non-Directory Information: Any personally identifiable student information that is not directory information. At Bethel University, non-directory information includes, but is not limited to, a student's Social Security number or student identification (ID) number.

Legitimate Educational Interest: A school official's need to review an education record in order to fulfill his or her professional responsibility. A school official has legitimate educational interest if the official needs to review educational records in order to fulfill his or her professional responsibilities to Bethel University.

STUDENT RIGHTS

Currently enrolled and former students have the right to:

- inspect and review information contained in education records within 45 days after Bethel receives a request for access;
- request the amendment of the student's education records that a student believes is inaccurate, misleading, or otherwise in violation of the student's privacy or other rights;
- consent to disclosure, subject to certain exceptions specified in The Act, of personally identifiable information from education records; and
- file a complaint with the Department of Education concerning an alleged failure by Bethel to comply with The Act.

Procedure for Inspecting Records

Students must request permission in writing to inspect their records and must present that request to the Registrar's Office, who will coordinate the inspection of records.

- The records will be made available to the student for inspection not more than 45 days following the receipt of the request.
- A Bethel employee must be present while the student inspects his or her records.
- Students may request copies of available records when failure to provide a copy of the record would effectively prevent the student from inspecting and reviewing the record. Students may be required to pay a per copy fee. A copy may be refused, but only if, in doing so, the institution does not limit the student's right to inspect and review that record.

A student may inspect records of disclosure, which will be kept by the office in which the record is maintained unless such inspection is prohibited under the terms of a court order or lawfully issued subpoena.

Procedure for Requesting the Amendment of Records

With the exception of grades or disciplinary actions, if a student believes that information in his or her record is inaccurate, misleading, or otherwise in violation of his or her privacy rights, he or she may request that a change in the record be made.

- Such a request must be in writing, clearly identify the part of the record the student wants changed, and submit the request to the appropriate University official in whose office the record in question is located.
- If Bethel decides not to amend the record as requested, Bethel will notify the student in writing that he or she may make a written request to that official for a hearing to contest the record.
- A hearing will be conducted within 30 days of the written request (or as soon thereafter as is practical) with the student having an opportunity to present all relevant evidence. The hearing panel will consist of the University official in charge of the record in question and two other officials selected by the official in charge.
- The student will be notified within two weeks of the hearing (or as soon thereafter as is practical) as to the decision of the official or hearing panel. The decision of the hearing panel is final.
- If the student disagrees with the action taken by the hearing panel, he or she may place a statement in his or her educational record giving the reasons for disagreeing with the decision.

NOTE: An appeal of grades or disciplinary action should follow the processes outlined in the student handbook and/or academic catalog.

Procedure to Request Withholding of Directory Information

- In the fall term, students will be notified about the opportunity to request that Directory Information be withheld.
- Students may request to withhold disclosure of Directory Information by completing a form online or in the Registrar's Office.
- Bethel will continue to honor a student's last request with regard to the disclosure or non-disclosure of Directory Information made while the student was in attendance at Bethel. Bethel cannot assume the responsibility to contact the student for subsequent permission to release Directory Information. Regardless of the effect upon the student, Bethel assumes no liability for honoring an instruction to restrict/withhold Directory Information.
- A student who is no longer enrolled cannot request that Directory Information be withheld. A student who is no longer enrolled can rescind their request to withhold Directory Information.

PARENT RIGHTS

The Act generally does not guarantee any rights to parents or guardians of students who are attending post-secondary institutions.

However, at Bethel's discretion, The Act does allow Bethel to provide parents with access to their student's educational records provided the parents claim the student as a dependent on their federal income tax return. If a student is claimed as a dependent for federal income tax purposes by either parent (regardless of the parents' current marital status), then, at Bethel's discretion, Bethel may disclose information in the student's education records without the student's consent.

As a matter of general practice, Bethel does not release student education records to parents of dependent students without the student's written authorization. Bethel does provide all students with the ability to give parents and other third parties online proxy access to their education records.

OFFICES THAT MAINTAIN RECORDS

For information about records, contact the Registrar's office, or the office in which the records are maintained. Types of records maintained by Bethel University are as follows:

- Office of the Registrar—Personal information data, course registration, records of all courses taken including grades, documents related to degree completion requirements, and other related information.
- Office of Financial Aid—Financial aid applications, records of financial aid awarded, and related documents.
- Business Office—Records related to charges, payments, emergency contact information, and Perkins loans for educational services rendered by Bethel.
- Office of Career Development and Calling—Placement data completed by the student, resumés, information on courses taken toward degree, letters of recommendation from faculty and/or employers
- Academic Departments—Student applications to program, copies of grades, notes from student interviews, faculty recommendations, department recommendations, records of field experiences, clinicals, practica, internships, and other related documents.
- Health Services—Student medical forms, copies of athletic physicals, and records of medical services rendered to the student through the university.
- Office of Student Life—Photograph, ID card information, evaluations from residence hall personnel, interest test results, housing applications, Covenant for Life Together and miscellaneous correspondence, disciplinary information.
- University Relations—Personal data on alumni of the university
- University Advancement—records of financial giving.

- Faculty Advisors—Notes from advising sessions; copies of various communications to and from advisee, faculty, and other offices; and related advising material.

DISCLOSURE OF EDUCATION RECORDS

Conditions Under Which Directory Information May Be Released

Directory Information may be released at the discretion of University officials without the written permission of the student, unless the student has requested that directory information be withheld. If the student has requested that directory information be withheld, the information will not be released without their written consent.

Conditions Under Which Directory and Non-Directory Information May Be Released

Directory and Non-Directory Information may be released without the written consent of the student to:

- Authorized representatives of the Comptroller General of the United States.
- The Attorney General of the United States.
- The Secretary of Education.
- State or local educational authorities, for audit and evaluation of federal- and state-supported education programs, or for the enforcement of or compliance with federal legal requirements that related to those programs.
- Bethel University personnel or other school officials who have a legitimate educational interest in the records. This category includes a person or organization retained to be an agent for, or under contract with, Bethel University, such as financial auditors, attorneys, or National Student Clearinghouse. It also includes personnel from other institutions with whom Bethel University has made consortium arrangements. Disclosure to a school official having a legitimate educational interest does not constitute institutional authorization to transmit, share, or disclose any or all information received to a third party.
- Officials of another school in which the student seeks to enroll.
- Persons or organizations involving financial aid in order to determine the student's eligibility for financial aid; to determine the amount of financial aid; to determine conditions to be imposed regarding financial aid; and to enforce conditions of financial aid.
- State and local officials as allowed by state statutes concerning the juvenile justice system.
- Organizations that are conducting studies to develop, validate, and administer predictive tests; administer student aid programs; and improve instruction. Those organizations cannot redisclose personally identifiable information of students.
- Accrediting agencies carrying out their accrediting functions.
- Parents of dependent students (that is, students who are claimed as dependents on their parents'/ guardians' most recent federal tax return). However, as a matter of general practice, Bethel does not release student education records to parents of dependent students without the student's written authorization. Instead, Bethel provides all students with the ability to give parents and other third parties online proxy access to their education records.
- To comply with a judicial order or lawfully issued subpoena. The University will notify the student when such a request occurs without the student's knowledge unless prohibited by law.
- Appropriate persons in a health or safety emergency. If Bethel determines that there is an articulable and significant threat to the health or safety of a student or other individuals, it may disclose information from educational records to any person whose knowledge of the information is necessary to protect the health or safety of the student or others, provided that Bethel will only exercise this authority for the duration of the emergency.

The University can release information related to a student contained in law enforcement records so long as such records are created by a law enforcement unit, created for a law enforcement purpose,

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and maintained by a law enforcement unit in a manner that segregates them from records maintained by other components of the University.

Conditions Under Which Education Records Will Not Be Released

Copies will not be provided of education records (e.g., transcripts) that were issued by other educational institutions unless authorized by the Registrar.

UNAUTHORIZED DISCLOSURE OF PERSONALLY IDENTIFIABLE INFORMATION FROM THE EDUCATION RECORD OF ANY STUDENT IS PROHIBITED.

Criteria Used to Determine the Legitimate Educational Interest of School Officials

The following criteria shall be taken into account in determining whether a school official has a legitimate educational interest in the disclosure of student education records:

- The official must seek the information within the context of the responsibilities that he or she has been assigned;
- The information sought must be used within the context of official University business and not for purposes extraneous to the official's area of responsibility or to the University;
- The information requested must be relevant and necessary to the accomplishment of some task or to making some determination within the scope of University employment;
- The task must be determined to be consistent with the purposes for which the data are maintained. Requests related to institutional research and studies are subject to this criterion;

OTHER FACULTY AND STAFF RESPONSIBILITIES

Bethel University will notify students annually of their rights under The Act by publishing such information in the University catalog and E-Announcements. A complete policy is available from the Office of the Registrar.

Bethel University will maintain a record of requests for access to and disclosure of a student's Non-Directory Information to anyone other than:

- the student;
- University officials with a legitimate educational interest;
- a party with the student's written consent; and
- a party seeking or receiving the records as directed by a court order or lawfully issued subpoena that directs the University to refrain from disclosing the contents of the subpoena or the information furnished in response to the subpoena.

ENFORCEMENT

Enforcement of this Act is the responsibility of the Student Privacy Policy Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-8520.

Further information concerning The Family Educational Rights and Privacy Act is available at www.ed.gov (<https://www.ed.gov/>).

ADMISSIONS

Bethel University will consider applicants who meet the general requirements for admission to the University. For admission to certain majors or certificates, applicants must meet additional admission requirements.

Meeting minimal entrance requirements does not necessarily guarantee admission. Exceptions to minimum criteria may be made at the discretion of the admissions committee.

Students who have not achieved the minimum GPA, grade standards, or other assessment criteria may still apply to be considered for provisional acceptance. See Admission Categories defined below.

Applicants will be notified in writing of their admission decision. A student's application, including all required materials, is valid for one year from the date of initial admissions decision.

If there is reason to doubt the validity of the high school diploma, transcript, or recognized equivalent, Bethel University will follow its procedures to verify completion of high school, recognized equivalent of a high school diploma, or college coursework.

Admission Calendar

Once accepted, Bethel University offers multiple opportunities for students to start their program throughout the year, in either a term format or a dynamic rolling basis. Students may contact the Office of Admissions (<https://www.bethel.edu/admissions/>) for the next available start date for each program.

Course/Cohort Cancellation

Bethel University reserves the right to change the start date or to cancel any course at any time up to ten calendar days before the start of the course.

Admission Categories

Acceptance

All admission criteria have been met and all admission materials have been received.

Conditional Acceptance

The student has not met all admission requirements. Remaining requirements must be met prior to deadlines stated in the acceptance letter.

Provisional Acceptance

Provisional status is determined at the time of admission. Below are the academic conditions for provisional acceptance and for continued enrollment beyond the initial term or academic year.

Traditional Undergraduate Programs

To support these students, Bethel requires all provisionally admitted students to participate in the Spark program during the first Fall term of enrollment at Bethel. The program includes GES 109 Orientation to College Studies (for first-time college students) and GES 130 Christianity and Western Culture (CWC), group tutoring sessions for CWC, and a specialized academic advisor who monitors the students' academic progress.

Post-Traditional Undergraduate Program

Post-traditional undergraduate students admitted provisionally are required to take GES 107/SOCS 110 How Learning Works and complete MATH 090 Foundations of Math Readiness. MATH 090 must be taken prior to taking any other math course. *(Note: Does not apply to Post-Baccalaureate Nursing Program students since they already have earned a Bachelor's Degree.)*

Note: Summer session is not counted as a term for traditional undergraduates; it does count for post-traditional undergraduates.

Evaluation of Provisionally Accepted students Undergraduate Students

Provisionally Admitted Students have one academic term to achieve good academic standing. Students will be reviewed and assigned the appropriate academic standing based on their cumulative GPA. See Academic Standing section of the catalog.

- At the end of the first semester:

If the cumulative GPA is below good academic standing, they are academically dismissed.

Graduate and Seminary Programs:

- At the end of the first semester or term:

Provisional students are evaluated for good academic standing at the end of their first term. If they achieve good academic standing (Cumulative 3.0 Graduate program, 2.0 for Seminary) at the end of their first term, they are allowed to continue to the next term. If good academic standing is not achieved, they will be academically dismissed.

Limited Enrollment (Partnership Students only)

Limited Enrollment is an option for students who are part of a partnership agreement and who do not meet the General Admission Requirements. Students with Limited Enrollment are permitted to enroll as non-degree seeking students for no more than two courses from a limited list of available courses. Limited Enrollment students must maintain good academic standing.

Provisional Admission

Applicants who do not meet the applied program's [appropriate/relevant] minimum incoming GPA, grade standards, or other assessment criteria may receive provisional acceptance. See Admission Policy.

Undergraduate

Undergraduate students who are admitted provisionally must take prescribed additional coursework as part of their provisional enrollment.

Required Courses

Traditional Undergraduate:

GES 109 Orientation to College Studies (for first-time college students) and GES 130 Christianity and Western Culture, and a specialized academic advisor who will monitor students' progress.

Post-Traditional Undergraduate:

Students admitted provisionally will not be allowed to proceed until the Foundations of Math Readiness (FMR) requirement (MATH 090) is met. Provisional students are also required to successfully complete SOCS 110 Succeeding in College.

Provisional Evaluation

Provisional evaluation provides an early assessment of academic success specific to provisionally-admitted students. Students must meet good academic standing when provisional evaluation occurs. If students do not meet good academic standing at the time of their evaluation, the student will be academically dismissed.

Note: Students will be evaluated for academic standing each semester. Provisional evaluation occurs:

Undergraduate

- At the end of the student's first term of enrollment.

Graduate and Seminary

- At the end of the student's first term of enrollment.

International Students

An international student is any applicant who wishes to enroll with non-immigrant visa status. [Students who are US citizens (including those who are living outside the US), those who are legal permanent residents, those who have refugee status, those who have been granted asylum, or those who are undocumented are not considered international students.]

In addition to the general requirements in this section, international applicants to Bethel University's online undergraduate programs must meet additional criteria for admission. International candidates may enroll as fully online students who plan to complete their program outside the United States. CAPS does not enroll residential international applicants. Residential options for international applicants exist.

For international applicants, attending school in the U.S. on a Visa, the following additional items are required to apply to Bethel University:

- Copy of valid passport
- After financial aid has been received, submission of a Certificate of Finance (<https://www.bethel.edu/admissions/international-student-financial-information>) and most recent copy of bank statements going back 6 months

For international applicants living outside of the US, the following items are required to apply to Bethel University:

- Copy of valid passport
- Once financial aid has been received, submission of a Certificate of Finance (<https://www.bethel.edu/admissions/international-student-financial-information>) and most recent copy of bank statements going back 6 months
- If applying as a **first-year** student, an evaluated transcript with a cumulative GPA by an official NACES or AICE member, or TruMerit (WES (<https://www.wes.org/partners/credential-evaluation-requirements-for-bethel-university-mn/>) is a preferred vendor.)
- If applying as a **transfer** student, a course-by-course transcript with a cumulative GPA by an official NACES or AICE member, or TruMerit (WES (<https://www.wes.org/partners/credential-evaluation-requirements-for-bethel-university-mn/>) is a preferred vendor.)

- IELTS, TOEFL, or DET (Duolingo) score if English is not the student's first language or his/her education did not take place in an institution where English was the primary instructional language
 - Minimum scores: 4 iBT-TOEFL, 550 PBT-TOEFL, 6.5 IELTS, 110 DET

Once the above requirements are met, **students will be considered for conditional acceptance**. To complete the acceptance process, students need to submit the following once the financial aid award is received:

- Certificate of Finance (<https://www.bethel.edu/admissions/international-student-financial-information>) and most recent copy of bank statements going back 6 months
 - Additional bank statements and a sponsorship letter may be required

In order to enroll at Bethel, Bethel requires official transcripts from all institutions student has attended. Uniquely for high school transcripts, the posted graduation date must be listed on the transcript.

- International students are only eligible to apply for **Fall term**
- Acceptance Deadline: **May 1**, prior to the start of the student's first Fall term
- Applicants must be conditionally accepted by **May 1** to be eligible to enroll for Fall term

Fully Online International Applicants

A fully online international applicant is any candidate who is not a U.S. citizen and intends to complete their fully online program in their home country. Note that non-U.S. citizens cannot receive a U.S. Visa if they are intending to enroll in a fully online program. Fully online international applicants must complete the general requirements for admission as well as the items listed below:

- International student applicants whose primary language is not English must submit a Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS), Pearson Test of English Academic (PTE Academic), or Duolingo English Test (DET) examination score report. Note: Some programs may require scores from a specific test such as TOEFL to be submitted. This English proficiency requirement can be waived if the student received an undergraduate or higher level degree at a U.S. college or university.
 - TOEFL minimum score of 4 on the Internet-based test or 8 on the Essentials test.
 - IELTS minimum score of 6.5.
 - PTE minimum score of 55.
 - DET minimum score of 110.
- Transcript(s) from colleges and/or universities where the highest degree was earned is/are required to be submitted. Unless excepted by a program's admission requirements, all non U.S. transcript(s) is/are required to be evaluated by one of the members of National Association of Credential Evaluation Services (NACES (<http://www.naces.org/>)) or Association of International Credential Evaluators (AICE (<http://aice-eval.org/>)) or the Commission on Graduates of Foreign Nursing Schools International, Inc. (TruMerit (<https://www.trumerit.org/>)) if the student's degree(s) is/are received outside of the U.S. It is advised that students received a course-by-course evaluation that shows a cumulative GPA.

Undergraduate Admissions

Traditional Undergraduate Programs

To apply for admission to Bethel University's traditional undergraduate programs, the following steps are required in most cases:

New Freshmen, Transfers, and Nontraditional Students

1. Submit the Bethel Application (<http://bethel.edu/undergrad/admissions/apply>).
2. For high school students: a transcript complete through the most recent semester (if grades are not determined on a 4.0 scale, a transcript evaluation may be required).
3. For high school students: Submit ACT, CLT, or SAT test scores. Test scores are required from all applicants unless "No" is selected on the "Should Bethel consider your standardized test scores in the admissions process" question on the application. In that case, students would be applying "Test Optional." NOTE: References and test scores may be requested in certain cases
4. For transfer applicants, all transcripts from any secondary and postsecondary institutions attended. A high school transcript is required if the student has less than one year of college experience.

Admissions Standards

- Graduation from an accredited secondary school or equivalent
- GPA Requirements:
 - First Year Students: GPA: 3.0 (unweighted)
 - Transfer Students: GPA: 2.8 or higher
 - International Students: GPA, on a 4.0 scale, same as entrance classification
 - Transcript evaluation required
- Test Scores (optional)
 - First Year Students: ACT: 21+; SAT: 920+; CLT: 68-70
- Students with a GPA below stated requirements may be considered for admission as a "Provisionally Admitted Student"
 - Full program statement and requirements are located in the Provisional Admittance (p. 45) section of this catalog

Completed applications will be reviewed and considered on an individual basis. References and additional information may be requested in certain cases.

If there is reason to doubt the validity of the student's high school diploma or recognized equivalent, Bethel University will follow the institution's procedures to verify completion of high school, recognized equivalent of a high school diploma or college coursework.

Provisionally Admitted Students

Students whose past academic performance falls below Bethel's requirements for admission may be admitted on a provisional basis. These students must attain good academic standing at the end of their first term at Bethel in order to continue at Bethel. To support these students, Bethel requires all traditional undergraduate provisionally admitted students to participate in the Spark program. This program is taken during the **first** Fall semester of the student's enrollment at Bethel; it includes GES 109 *Orientation to College Studies* (for first-time college students) and GES 130 *Christianity and Western Culture*, group tutoring sessions for GES 130 *Christianity and Western Culture*, and a specialized academic advisor who will monitor students' progress.

PSEO Students

For an application for admission to be considered, Bethel University must receive the following by **May 1st**:

1. Your completed online application (<http://bethel.edu/undergrad/admissions/apply>) must be received in the Office of Admissions by **May 1**.
2. Official or unofficial transcripts by **May 1**.

Admissions Standards

- Be a junior or senior in high school by the time classes begin
- Be a resident of the state of Minnesota
- GPA of at least 3.0 OR submit a qualifying test score: ACT: 24+; SAT: 1160; CLT: 76-77

Completed applications will be reviewed and considered on an individual basis. References and additional information may be requested in certain cases.

If there is reason to doubt the validity of the high school diploma or recognized equivalent, Bethel University will follow the institution's procedures to verify completion of high school, recognized equivalent of a high school diploma or college coursework.

NOTE: Early College seats are limited. Qualified applicants are accepted on a first-come, first-served basis. Students with a GPA below 3.0 may be considered for admission.

Post-Traditional Undergraduate Programs

To apply for admission to Bethel University's post-traditional undergraduate programs, the following steps are required in most cases:

- Submit a completed application form.
- Submit official transcripts from **all** U.S. schools attended for college credit.
- Submit official evaluations of foreign transcripts from a National Association of Credential Evaluation Services (NACES) member organization, an Association of International Credentials Evaluators (AICE) member organization, or an Academic Report official evaluation from the Commission on Graduates of Foreign Nursing Schools (TruMerit) if applicable to program admission requirements. Visit www.naces.org or [aice-eval.org](http://www.aice-eval.org) (<http://www.aice-eval.org/>) for lists of member organizations.
- Submit an official high school transcript or GED, unless at least 30 credits have been accepted in transfer.
- Indicate acceptance of Bethel Community Expectations by signing the application form.
- Complete an interview, if requested by the admissions review committee.

Students who have not achieved the minimum GPA, grade standards, or other assessment criteria may still apply to be considered for provisional acceptance. See *Admission Categories*.

Admission to the college does not guarantee admission to all majors. Specific programs may also require additional program-specific admission requirements which accompany these general admission requirements. Each programs' specific admission requirements are found within the program's page in this catalog.

Fall Term

- The Office of Admissions (<https://www.bethel.edu/undergrad/admissions/>) will begin reviewing applications and notifying students of admission decisions as they are made and will continue as space allows.

- It is important that admitted students save their spot in the incoming class by submitting a \$300 enrollment deposit.
- The enrollment deposit is refundable until **May 1** of each year. Requests for refund of the deposit must be received **in writing** by May 1. After May 1, the deposit is non-refundable.
- Housing and course registration processes will begin after the enrollment deposit is received.

Spring Term

Regular Admission

- The Office of Admissions will begin reviewing applications and notifying students of admission decisions as they are made and will continue as space allows.
- It is important for admitted students to save their spot in the incoming class by submitting a \$300 enrollment deposit.
- Housing and course registration processes will begin after enrollment deposit is received.

Admissions Calendar for PSEO Students

Each year Bethel accepts a limited number of high school students into the PSEO program for enrollment. All materials must be received in the Office of Admissions by **May 1** of the student's junior year of high school.

To learn more about PSEO application requirements, www.bethel.edu/undergrad/admissions/apply/pseo/ (<https://www.bethel.edu/undergrad/admissions/apply/pseo/>)

Send all materials to:

Bethel University
CAS Office of Admissions
3900 Bethel Drive
St. Paul, MN 55112-6999

Email inquiries can be sent to: undergrad-admissions@bethel.edu.

Apply online by visiting the admissions website: apply.bethel.edu

Graduate Admissions

Graduate Programs

General Requirements

The Graduate School will consider applicants who:

- Submit a completed application.
- Submit an official transcript (U.S. schools) or NACES, AICE, or CGFNS evaluation (international schools) showing an earned baccalaureate degree and official transcripts or NACES, AICE, or CGFNS evaluations from all graduate schools attended. Applicants must also submit an official transcript or NACES, AICE, or CGFNS evaluation from any school that shows completion of required program prerequisites and content area coursework.
- Have earned a GPA of 3.0 or higher on a 4.0 scale on the highest degree completed.
- Submit a current resumé or curriculum vitae.
- Indicate acceptance of Bethel Community Expectations by signing the application form.

Applicants who have not achieved the minimum GPA, grade standards, or other assessment criteria may still apply to be considered for provisional acceptance. See *Admission Categories*

Seminary Programs

General Requirements

Bethel Seminary will consider applicants who:

Bethel Seminary invites applications from persons who are deeply committed to Christ and His kingdom, and whose gifts and call to ministry have been affirmed by a local body of Christian believers. Students applying to all master's programs must hold a bachelor's degree and/or demonstrate that they are capable of graduate-level work. Since the Admissions Committee is interested in all information that will assist in the evaluation of an applicant's ability, achievement, commitment to Christ, and promise, the Seminary requires that each applicant supply the following materials:

1. A formal application for admission, which should be on file by the stated application deadline for the desired enrollment term.
2. Official transcripts of college work:
 - a. For master's degrees - submit an official transcript (U.S. schools) or NACES or AICE evaluation (international schools) showing an earned baccalaureate or higher degree and official transcripts or NACES or AICE evaluations from all graduate schools attended.
 - b. For doctoral degrees - submit an official transcript (U.S. schools) or NACES or AICE evaluation (international schools) showing an earned baccalaureate and master's degree and official transcripts or NACES or AICE evaluations from all undergraduate and graduate coursework.
 - c. An official transcript from any other seminary attended.
3. All required recommendations as delineated on the application for an applicant's particular degree program.
4. A record of satisfactory Graduate Record Examination (GRE) scores for students from colleges not institutionally accredited.
5. A group interview or additional materials may be required upon the request of the Admissions Committee.

Applicants will be notified in writing of acceptance to the Seminary.

Pre-Seminary Studies

A seminary education provides excellent training for the ministry, regardless of a student's prior undergraduate or graduate experience. Students who have not yet completed their undergraduate degree should pursue theological studies with a strong emphasis in liberal arts. A broad, comprehensive college education will provide an edge during seminary years and also with the responsibilities associated with a ministry calling.

Function of Pre-Seminary Studies

College courses prior to theological seminary should provide the cultural and intellectual foundations essential to an effective theological education.

1. The college work of a pre-seminary student should result in the ability to use certain tools of an educated person:
 - a. The ability to write and speak English clearly and correctly. English composition should have this as a specific purpose, but this purpose should also be cultivated in all written work. Coursework in speech will aid significantly.
 - b. The ability to think clearly. In some persons this ability is cultivated through courses in philosophy or logic. In others, it is cultivated by the use of scientific methods or by dealing with critical problems in connection with literary and historical documents.
 - c. The ability to read at least one foreign language and, in some circumstances, more than one.
2. The college work of a pre-seminary student should result in increased understanding of the world in three areas:
 - a. The world of ideas includes knowledge of English literature, philosophy, and psychology.
 - b. The world of nature is provided by knowledge of the natural sciences, including laboratory work.
 - c. The world of human affairs is aided by knowledge of history and the social sciences.
3. The college work of a pre-seminary student should result in a sense of achievement:
 - a. The degree of mastery of a field of study is more important than the credits and grades received.
 - b. The sense of achievement may be encouraged through academic concentration, honors work, or other plans for increasingly independent study, with as much initiative from the student as is helpful and productive.

Subjects in Pre-Seminary Study

The student's work should be evaluated on the basis of mastery of the fields rather than in terms of semester hours or credits. Students are encouraged to take three-fourths of their college work in the following specific areas, depending on their interests and abilities:

- **English** – language, composition, and literature
- **Speech** – fundamentals, argumentation, group communication, persuasion, oral interpretation, and drama
- **History** – ancient, modern European, American, and non-Western cultures
- **Philosophy** – orientation in history, content, and method
- **Natural Sciences** – the physical and life sciences
- **Foreign Language** – one or more of the following linguistic avenues to human thought and tools of scholarly research: Latin, Greek, Hebrew, German, and French, with Greek especially recommended. Students who anticipate postgraduate studies are urged to undertake these disciplines early in their training.
- **Religion or Christianity** – biblical studies, together with an introduction to the major religious traditions and theological problems

It is possible to include many other elements in one's college studies while building an adequate foundation for seminary studies. The aim is to prepare persons who understand the world and have developed the ability to communicate the Word of God effectively to that world. Students who have completed college work and have not followed these suggestions are still urged to apply to seminary if God is prompting such action.

If there is reason to doubt the validity of the high school diploma, transcript, or recognized equivalent, Bethel University will follow its procedures to verify completion of high school, recognized equivalent of a high school diploma, or college coursework.

Special Students and Auditors

In addition to the other admission requirements stated previously in this section, a limited number of qualified students may enroll in classes as a special (non-degree) student or auditor. Such students normally would enroll for no more than two courses per term. No more than 25% of the courses required for a degree may be taken while enrolled under special student status.

Non-Bachelors Applicants

In addition to the other admission requirements stated previously in this section, students who have not obtained a bachelor's degree must also meet the following requirements:

- 35 years of age or older.
- Have significant prior ministry experience.
- Have earned an Associate of Arts or an Associate of Science degree or have earned 60 undergraduate credits.
- Provide a writing sample as directed by the Enrollment Counselor.

Christian Experience

Bethel Seminary attempts to reflect from its heritage the distinctive spirit of nonconformity that emphasizes simple and direct involvement in worship and devotion, concern over secular standards in pleasure and materialism, and vigorous participation in the witness and mission of the church.

Bethel Seminary invites applications from persons who are deeply committed to Christ and His kingdom. Such commitment should be joined with acceptance of the Bible as God's uniquely inspired revelation, an evangelical position on doctrine, a life of purity and righteousness, and a desire to communicate the Gospel in creative ways whenever and wherever the opportunity arises. Students should attend church regularly and voluntarily participate in church life and functions. Each prospective student is expected to be a member in good standing of a local congregation of believers. Students are also expected to lead lives that are distinctly Christian in personal habits and in social relationships. While legalism is disdained, the seminary stresses conservative conduct in matters of personal behavior and expects students to exhibit discretion and responsibility in their conduct.

Bethel does not discriminate against any worthy student on grounds of age, gender, race, color, ethnic or national origin, or on the basis of physical disability. Bethel values diversity in its student body.

College Degree

For admission, the seminary requires a four-year degree from an institutionally accredited college or university. Applicants holding professional baccalaureate degrees from these schools must have at least 75 semester hours of credit in liberal arts. Prospective students with such degrees are advised to have their college transcripts evaluated by the Office of Admissions to determine whether deficiencies in liberal arts work are significant enough to require further study in these areas.

Prospective students with baccalaureate degrees from colleges not institutionally accredited, including Bible colleges, may be admitted upon evidence of ability to pursue graduate studies. In such cases, the applicant's scholastic record in college and his or her score on the Graduate Record Examination may

be considered. The transcripts of such graduates will be evaluated, and if needed, further work will be required.

Ability-to-benefit Students

Because Bethel Seminary requires a baccalaureate degree from a college or university, the Seminary does not accept ability-to-benefit students.

Bethel does not discriminate against any worthy student on grounds of age, gender, race, color, ethnic or national origin, or on the basis of physical disability. Bethel values diversity in its student body.

Readmission

Former students must contact the Office of Academic Advising to request readmission to the Seminary and must abide by the catalog requirements at the time of their readmission, unless written permission was obtained from the Office of the Registrar prior to the extended leave (for example, in cases of military deployment). If prior permission was obtained, the student may follow the catalog requirements under which they last enrolled and must contact the Office of Academic Advising to request readmission to the Seminary.

Doctor of Ministry Admission

- A minimum of three years post-master's degree in some form of professional ministry
- An ATS-accredited Master of Divinity degree from an institutionally accredited school, with a grade point average of 3.0 or higher on a four-point scale.

Applicants who have not completed a Master of Divinity degree may be accepted if they have completed a master's degree in theology or a ministry-related field; in that case admitted applicants will need to complete, with a grade of B or higher, a 4-unit integrative seminar (e.g. GS 780 (<https://catalog.bethel.edu/search/?P=GS%20780>)) at the start of the Doctor of Ministry program. All other applicants who have completed a master's degree in some other field of study, may be admitted into the Master of Christian Thought program as a pathway into the Doctor of Ministry program.

Additional materials required with the application include:

- Undergraduate and graduate transcripts.
- A personal statement detailing the applicant's ministry experience (three to four pages).
- A statement of personal objectives for the Doctor of Ministry program (three to four pages).
- Specified recommendations.
- A recommendation of support for involvement in the program from the congregation and/or board of the institution in which the student ministers.
- A professional writing sample from previous master-level work.
- An admission interview may be required.

Complete information regarding application and admission requirements may be obtained through the Office of Admissions.

Persons interested in completing the program in less than the normal time may do so by transferring up to 12 semester credits into the program. These credits may be for doctoral-level work not applied to a completed degree program at other accredited seminaries or for special pastoral or congregational development programs offered by agencies that have cooperative educational arrangements with Bethel.

Part-time visiting students from other ATS-accredited Doctor of Ministry programs may take up to 12 credits that may be transferred into their current programs.

ACADEMIC POLICIES

Each student is responsible for knowing the academic regulations and other program requirements of the school in which they are enrolled. While Teaching and Learning, the Office of Academic Advising, and Registrar's office may provide appropriate reminders, the primary responsibility for knowing and fulfilling all policies rests with the individual student.

These are the academic policies and scholastic regulations related to this catalog's academic year. Topics are listed alphabetically below.

Academic Appeals, Petitions, & Grievances

Bethel University strives to establish systems and academic standards that are reasonable and fair for all its students. Students may still need to request exceptions, appeal decisions, or submit an academic grievance when necessary.

NOTE: Some Bethel programs have program-specific appeal or petition processes. These program-specific processes and policies supersede the university policy regarding the student's standing with that particular program.

Definitions

An academic petition is a request by the student for an exception to any standing university academic policy.

An academic appeal is a request from a student to reconsider a university decision.

A grievance is an allegation of unfair or discriminatory practice or decision by faculty, administration, or administrative staff. The central focus of a grievance is not the policy itself, but rather the action of the one against whom the grievance is filed or the unfair application of a policy. Grievances that involve discrimination, misconduct or sexual harassment should go through the process outlined in the Bethel University's Title IX Policy (<https://www.bethel.edu/people-culture/complaints-concerns/sexual-misconduct/bethel-university-title-ix-policy-2024.pdf>).

Academic Petition

Students may petition for an exception to any university academic policy. This is done on a petition form which can be obtained through the Registrar's Office website or through the Office of Academic Advising. The petition must be approved by the appropriate authority or committee in order to be official. Students will be notified of the decision.

Samples of petitions can include, but are not limited to:

- Change of student catalog year
- Extension of degree time limit
- Registration outside of add/drop/withdrawal dates
- Residency requirement
- Course substitution
- General Education requirements
- Graduation Requirements
- Change of Grade (*Note: there is a separate policy dealing specifically with Change of Grade requests.*)

Academic Appeal

A student may request an appeal following a faculty decision or administrative action by the university including, but not limited to, penalties, dismissals, and petitions. Students have 21 days following a decision to submit an appeal.

Academic Grievance

Whenever possible, a first course of action for a student would be to seek to resolve any matter with the appropriate person. If not possible or still unresolved, the student has three weeks to submit an official grievance in writing to the Provost's Office. Grievances that involve discrimination, misconduct or sexual harassment should go through the process outlined in the Bethel University's Title IX Policy (<https://www.bethel.edu/people-culture/complaints-concerns/sexual-misconduct/bethel-university-title-ix-policy-2024.pdf>).

Course Content Concerns

Any concerns or disputes about course content (i.e., subject matter) and/or procedures (e.g., how the course is conducted or students are treated) should first be addressed with the instructor. If the concern or dispute is not satisfactorily settled, the student should then consult with the department chair or program director. If the matter remains unresolved or if the instructor is a department chair or program director, the student may submit an Academic Concern Form, which will bring the matter to the attention of the appropriate dean.

Faculty Conduct Policy

Any concerns about faculty conduct unrelated to academic content and course procedures should be directed to the dean of the school in which the faculty teaches by submitting the appropriate form found on the Registrar's Office webpage.

Academic Honesty

Since Bethel University is a Christian academic community, its fundamental purpose is the pursuit of knowledge and the development of growing Christian persons. Essential to the success of this educational mission is a commitment to principles of ethical academic integrity. Each member of the university community is responsible for upholding the highest standards of honesty at all times. Students, as members of this community, are also responsible for adhering to the principles and spirit of academic honesty.

Academic Dishonesty Definitions

Activities that have the effect or intention of interfering with education, pursuit of knowledge, or fair evaluation of a student's performance are prohibited. Examples of such activities include, but are not limited to:

- **Cheating:** Using or attempting to use assistance, materials, or study aids not authorized and/or specifically prohibited by the instructor.
- **Plagiarism:** Using the ideas (e.g. concepts, theories), data, language, media, or images of another source (e.g. human or artificial intelligence) and representing it as one's own original work, without specific and proper acknowledgement.
- **Fabrication:** Deliberately submitting false, fraudulent, or altered information in any academic work.
- **Multiple submission:** Submitting, without prior permission, any work previously or concurrently submitted to fulfill another academic requirement.
- **Misrepresentation of academic records:** Misrepresenting, tampering with, or attempting to tamper with any portion of a student's academic record.

- **Facilitating academic dishonesty:** Knowingly helping or attempting to help others violate any provision of this academic dishonesty policy.
- **Unfair advantage:** Exercising or attempting to exercise unauthorized or unfair academic advantage over others or impeding the academic work of others.

Academic Penalties for Academic Dishonesty

When academic dishonesty occurs, penalties are given at the discretion of the faculty member, as described in the course syllabus. Such penalties can range from failure on an assignment to denial of credit (U or F) in a course.

Appeals of Academic Penalties

Students charged with a violation have the right to appeal any disciplinary action.

Institutional Intervention in Addressing Habitual Academic Dishonesty

Because Bethel is committed to developing “whole and holy persons,” repeated or habitual violations of academic honesty are causes for concern and, potentially, disciplinary action. Because Bethel’s Covenant for Life Together urges us to “nurture one another” and “to elevate kingdom values over personal agendas,” the Associate Provost of Teaching and Learning will be notified of all academic honesty violations. The faculty member reporting the academic honesty violation provides the student’s name, describes the violation, identifies the date of the violation, and describes the response by the faculty member. For traditional undergraduate students, Teaching and Learning keeps a record of instances of academic dishonesty so that inappropriate behavior can then be reported to, and addressed by, the Office of Student Life. While each offense is handled individually, the policy addresses the cumulative effect of all violations.

Appeals of Disciplinary Action

Students charged with habitual academic dishonesty have the right to appeal any disciplinary action. Traditional undergraduate student appeals should be submitted in writing within three weeks of the decision to the Vice President of Student Experience.

The policies and procedures that address habitual academic dishonesty are not intended to be punitive but to be positively developmental in helping students deal with a pattern of behavior that is harmful to both the individual and the community. Keeping a record of all violations is a way to identify and help students who have made an unfortunate habit of academic dishonesty, for whatever reason. Without this record, individual faculty members and the Office of Student Life will not be able to identify a pattern of offenses and will be unable to take the necessary, restorative action.

Academic Standing, Probation, and Dismissal

Academic standing is determined upon initial submission of final grades for Fall Semester, Spring Semester, and Summer Term. If students receive a change in grade (including incompletes) or have repeated a course, academic standing will be reassessed. Courses with the following grades are not included in the GPA calculation: AU, I, IN, P, S, U, W, WZ since there are no grade points associated with those grades.

The Bethel University Registrar determines and makes the final decision on all academic standing designations assigned to any student. The Office of the Registrar (<https://www.bethel.edu/registrar/>) notifies students of all standings except that of Good Standing and No Calculation.

NOTE: Some Bethel University programs may have additional policies for continued enrollment than those expressed in the university academic standing policies. Such program-specific requirements are listed with program information in this catalog and/or the student handbook. Students must adhere to their specific program continuation or graduation requirements in addition to maintaining good academic standing to

progress. Any such program alerts, probations, and dismissals are the decision of the deans, department chairs, and/or program directors for that program and are not under the purview of the Office of the Registrar.

Good Academic Standing

Students are in Good Academic Standing if they are not on Academic Probation or Academic Dismissal. Below are the Cumulative GPA requirements for good standing by level.

Undergraduate Students:

Students with a cumulative credit hours of **0-16** must have a minimum **1.7** cumulative GPA for Good Standing.

Students with a cumulative credit hours of **17-32** must have a minimum **1.8** cumulative GPA for Good Standing.

Students with a cumulative credit hours of **33-48** must have a minimum **1.9** cumulative GPA for Good Standing.

Students with a cumulative credit hours of **49+** must have a minimum **2.0** cumulative GPA for Good Standing.

NOTE: Some programs may require a higher GPA for graduation or continuance in the program. Please refer to the specific program GPA requirements in this catalog.

Graduate Programs (not including Seminary):

Good Academic Standing is defined as a cumulative GPA of **3.0 or above**.

NOTE: Some programs may require a higher GPA for graduation or continuance in the program. Please refer to the specific program GPA requirements in this catalog.

Seminary Programs:

Good Academic Standing is defined as a cumulative GPA of **2.0 or above**.

NOTE: Some programs may require a higher GPA for graduation or continuance in the program. Please refer to the specific program GPA requirements in this catalog.

Academic Probation

Students whose Academic Standing has been evaluated and does not meet the Cumulative GPA requirements for Good Academic Standing as determined by the school or college will be placed on Academic Probation. Students can be on Academic Probation for no more than two consecutive enrolled terms.

Non-Academic Probation (Seminary students only)

The Associate Dean of Formation and Professional Development and the seminary dean act upon recommendations from faculty and staff. Students who fail to make adequate progress in areas of development or formation may be placed on non-academic probation and are required to follow an individualized developmental plan to continue their degree program. Students will be notified if they are being placed on non-academic probation and/or if their continuance at Bethel Seminary is in question. Appropriate action will be taken to teach, influence, discipline, or even dismiss those students who disregard these community expectations.

Academic Dismissal

Students will be dismissed for low academic performance when:

- The Cumulative GPA is below Good Academic Standing; and
- They were on Academic Probation for the previous two consecutive enrolled terms.

Academic dismissal of any student is the decision of the Bethel University Registrar. Students have the right to appeal an academic dismissal.

NOTE: Students receive a notice of Academic Dismissal from the Registrar's Office if the requirements for provisional admittance are not fulfilled at the time of provisional evaluation (see the Provisional Admittance (p. 41) catalog policy).

Students who cease enrollment at Bethel with a status of Good Academic Standing or Academic Probation, will continue on the same status when they re-enroll. Students who are allowed to re-enroll after an Academic Dismissal will be placed on Academic Probation for the 2nd enrolled term.

Special Cases

Some students may have unique circumstances which can affect their academic standing. These special cases are detailed below.

No Calculation

An academic standing of No Calculation will appear on a student transcript in the following situation:

- A student who has not taken any A-F graded courses in the current term

Provisionally Admitted Students

Provisionally admitted students must adhere to the provisionally admitted student requirements as stated in the Provisionally Admitted Student section (p. 41) of this catalog. Requirements are program and level specific with some levels requiring students to enroll in specific programs or courses.

Accessibility

Disability-related accommodations are determined by the Office of Accessibility Resources and Services (OARS). Students with a disability seeking accommodations are responsible to contact OARS and provide documentation of their disability. Once OARS determines the accommodations that are to be made, the student and the instructor are notified. Accommodations cannot be applied prior to the faculty's receipt of the notification and are not retroactive. The student and faculty discuss how accommodations may apply in the specific course, in consultation with OARS, as necessary. Accommodations cannot modify essential requirements or fundamentally alter the nature of the course. Specific information regarding the process for requesting and/or receiving an accommodation can be found on the website for the Office of Accessibility, Resources and Services (<https://www.bethel.edu/accessibility/>).

Advanced Standing (for Seminary Students)

Students whose undergraduate coursework or degree is in a field related to their seminary studies may seek advanced standing. Advanced standing allows students to take one advanced course as a substitution for a required course for which advanced standing was granted. The advanced course must be in the subject area in which advanced standing was granted and must be taken at Bethel Seminary; transferred courses cannot be used. Advanced standing is not a means to reduce the credits or time required to complete a degree at Bethel Seminary. It provides the student with a better educational experience by reducing the repetition of course content acquired in the student's prior learning. To be eligible for advanced standing, students must contact their academic advisor and apply for faculty approval of their prior coursework.

Students who have completed Greek language courses before entering the seminary will take an examination covering basic vocabulary, morphology, and elementary syntax to determine readiness for

entrance into New Testament exegetical courses. Students who pass the Greek qualifying examination will then receive advanced standing in the Elementary Greek courses and will be able to select other courses in place of the basic language courses.

Artificial Intelligence

Misuse of Generative Artificial Intelligence (GenAI) undermines the College's mission to educate and equip students to lead lives of impact through transformative academics in a Christ-centered community. This policy establishes expectations for the responsible and ethical use of GenAI technologies in academic and research contexts.

General Principles

Students are expected to use GenAI technologies in ways that support, rather than replace, genuine engagement in learning. Before using AI, students should carefully consider whether it is supplementing or substituting for meaningful educational participation.

Prohibited Uses

The following are examples of prohibited uses. Your instructor may clarify additional prohibited uses.

- **Academic Misrepresentation:** Presenting GenAI or AI-modified content as one's own original work constitutes academic dishonesty.
- **Citation Fabrication:** Using AI to produce false or unverifiable references or data.
- **Unauthorized Use:** Using GenAI in ways that violate an instructor's stated policies or without explicit permission. This breaches the College's Academic Integrity Policy.
- **Unverified Information:** Submitting or relying on GenAI information without verification also violates standards of academic integrity.
- **Exam or Assessment Misuse:** Using AI during closed-book exams, quizzes, or assessments unless explicitly authorized.
- **Other Deceptive Practices:** Using AI to impersonate another person, falsify data, or misrepresent academic work.

Permitted Use

Use of GenAI in a course is at the discretion of the instructor. Individual instructors may set more specific guidelines for GenAI use in their courses than what is stated in this policy. Students are responsible for understanding and following course-specific expectations for GenAI.

GenAI may be used:

- If it is explicitly permitted as stated in the syllabus or assignment for the specific course and/or assignments.
- When the Instructor grants permission for students to use it in specific ways for specific assignments

Consultation and Oversight

When GenAI use is not explicitly addressed in course materials or departmental guidelines, students must seek guidance from their course instructor to determine appropriate use.

The university reserves the right to use methods and/or technology to ensure compliance with this policy. This may include, but is not limited to, the use of cameras and/or the installing of software on personal or university-owned computers.

Accountability

Violations are addressed in the University Academic Honesty (<https://catalog.bethel.edu/arts-sciences/general-information/academic-honesty/>) Policy.

Attendance Policy

Students are responsible for all required work, whether that be individual or interactive, in each of their courses. Instructors determine the attendance policy for their courses as described in the course syllabus. Students assume full responsibility for class attendance and for work missed because of absence. Students should communicate with their instructors in a timely fashion about any absences and the possibility of completing missing work.

Students are expected to participate in a course in accordance with the course's method of instruction (e.g., face-to-face, online, or hybrid) and as detailed in the course syllabus.

Some programs and courses may specify additional course attendance requirements; these requirements will be stated within the program's catalog page, handbook, and/or in individual course syllabi.

Class Participation

- **Face-to-face courses:** A student is considered to have participated when they attend in-person sessions and engage in measurable activities such as assigned graded work.
- **Hybrid courses:** A student is considered to have participated when they attend face-to-face sessions and engage in measurable activities such as assigned graded work.
- **Online courses:** A student is considered to have participated in an online course by participating in measurable activities as assigned such as graded work, synchronous, interactive, and collaborative activities.

Calendar and Student Load

Calendar

Bethel University operates on a semester calendar. There are two semesters, Fall and Spring, in addition to a Summer term.

Credit Load

Student load for each academic semester or term is as follows:

Undergraduate Level:

- Full time = 12 credits or more
- Part time = 0.1 to 11.99 credits
- Three-Quarter time = 9 - 11.99 credits
- Half time = 6 - 8.99 credits
- Less than half time = 0.1 to 5.99 credits

Graduate Level:

- Full time = 6 credits or more
- Part time = 0.1 to 5.99 credits
- Three-Quarter time = 4.5 to 5.9 credits
- Half time = 3 to 4.49 credits
- Less than half time = 0.1 to 2.9 credits

NOTE:

- *Receiving an extension or a grade of Incomplete in a course does not extend a student's enrollment beyond the final class date.*

- *Credits must apply toward a student's graduation requirements. If credits do not count toward graduation requirements or a student drops below full-time or half-time status a student's eligibility for certain financial aid programs may be affected.*

Maximum Credit Limits

Undergraduate Programs:

To enroll for more than **18 credits for the Fall semester** and **23 credits for the Spring semester** (which includes January session), a student must have a **Term GPA of at least 3.25** in each of the two preceding semesters, complete a petition explaining the reason(s) for the overload, and receive the approval of the faculty advisor or student success advisor and the Office of the Registrar. (<https://www.bethel.edu/registrar/>)

January Session Course Load:

Student credit load for January Session (for those programs that have a January Session) is **2 to 5 credits**. Most students take 4 credits. If a student is registered above the maximum credit load for January (five credits) on the day before January Session classes begin, the Registrar's Office will drop the most recent course(s) for which the student had registered until the student is no longer above the maximum credit load for January Session.

Summer Term Course Load:

Maximum credit load for summer term is **12 credits** (non-Seminary programs).

Seminary Programs:

Students are not permitted to enroll for more than **16 semester credits per semester or term** without permission of the Associate Dean of Formation and Professional Development. A student whose grade point average is lower than a **B (3.0)** is not permitted to carry more than four courses per semester.

NOTE: Students attending on an F-1 Visa should refer to the International Students Policy.

Catalog

A University catalog is published annually, containing the requirements of every program offered and academic policies for that given academic year. Students are responsible for the academic program as stated in the University catalog that is current at the time of their matriculation (when they first enroll or re-enroll). A student's plan of study is created and tracked according to that catalog.

- Students are required to fulfill the curriculum requirements as outlined in the academic catalog that is in effect at the time of their initial matriculation into a degree-seeking program at the institution. This catalog year determines the specific degree requirements, including general education, major, minor, endorsements, and program specific academic policies, that the student must meet in order to graduate.
- Students may request to adopt a more recent catalog year if they prefer to follow updated curriculum requirements. The student must follow all requirements (major, minor, endorsement, general education) of the catalog to which they switch.
- Students who discontinue studies and subsequently return to the university are responsible for the academic program as stated in the catalog that is current at the time of their re-enrollment.
- Students in a certification program (such as those in Teacher Education or Nursing Departments) must meet the current license requirements at the time of graduation, which may require students to switch to the most current catalog.
- Students must adhere to the academic policies that appear in the most current catalog in the year in which they are enrolled.

- Each student is responsible for knowing the academic regulations and other program requirements of the catalog year in which they are currently enrolled. While the deans, the student's advisor, the registrar's office or others may provide appropriate reminders, the primary responsibility for knowing and fulfilling all policies and requirements rests with the individual student.
- The institution reserves the right to make changes to the curriculum and academic policies. In cases where courses or programs are discontinued, appropriate substitutions will be determined by the academic department and the Office of the Registrar (<https://www.bethel.edu/registrar/>).

Change in Degree Program or Major

Students who desire to change or add to their degree program or major may request to do so. Students must meet all admission requirements or pre-requisites for the new/additional Major or Program. Some programs may require a separate admissions application. For more information on Double Degrees and Double Majors (p. 64), please refer to those specific sections of the catalog.

Classification of Students

The official classification of undergraduate students (class standing) is made on completed cumulative credits (includes transfer credits) according to the following standards:

Freshman	0-29.999 credits
Sophomore	30-59.999 credits
Junior	60-89.999 credits
Senior	90 credits or more

Commencement

Bethel University holds a winter (December) commencement and a spring (May) commencement each year. Exact dates, application, and details are published on the student portal channel for Commencement.

To be eligible to participate in the commencement ceremony, students must have a written approved plan to complete all remaining courses by the semester following Commencement. To be eligible for the December ceremony, students must have a plan to complete all remaining courses by the end of the Spring semester of the same academic year. To be eligible for the May Commencement, students must have a plan to complete all remaining requirements by the end of the Fall semester following commencement.

Written graduation plans must be reviewed and approved by the Office of Academic Advising. Some programs have additional requirements to be eligible for commencement. Students should contact the Office of Academic Advising with questions about their eligibility.

Students become official graduates of the University only after all requirements have been completed.

Course Number Levels

The primary purpose of Bethel's course number system is to identify the intended student for each course, its level of content and material, and any necessary course background.

Undergraduate Level

- 000-099: Developmental (Not degree applicable)

Lower Division:

- 100-199 Freshman
- 200-299 Sophomore

Upper Division:

- 300-399 Junior
- 400-499 Senior

Graduate Level

- 500-699: Master's Level
- 700-799: Advanced Master's and/or Introductory Doctoral Level
- 800-899: Doctoral Level

NOTE: Courses to earn the Certificate in Applied Studies through the BUILD Program are all designed to be at a developmental level.

Course Papers (for Seminary Students)

All assigned course and term papers in all degree programs (including D.Min., and with the exception of those in Marriage and Family Studies program) are to be submitted in thesis form in conformity with the most recent edition of Kate L. Turabian's *A Manual for Writers*. When this manual is not sufficient, the student should refer to *The Chicago Manual of Style*. Doctor of Ministry students should adhere to the classic or footnotes model. Students submitting papers in the Marriage and Family Therapy program should follow the requirements of the current edition of *The Publication Manual of the American Psychological Association*. In addition, students are expected to use inclusive language and images when speaking about or addressing human beings.

Course Program of Study

Course Program of Study (CPoS) refers to the federal regulation that mandates that financial aid can be awarded only to coursework that fulfills requirements in students' documented degree plans. CPoS uses information from Bethel's degree audit program for each financial aid recipient to determine the student's enrollment level (full-time, half-time, etc.) based solely on courses which are required for a student's program of study.

Financial aid disbursements are reduced when the CPoS enrollment status is less than the requirement for the financial aid program. Courses that do not count toward the student's degree, certificate, or other recognized credential, cannot be used to determine financial aid enrollment status unless they are eligible remedial courses.

For more information on CPoS and pertinent deadlines, contact the Financial Aid Office.

Appealing CPoS Ineligibility

If a student believes that coursework not considered eligible for financial aid should be eligible, they may appeal (<https://www.bethel.edu/registrar/forms/cpos>) that decision.

Course Time Conflict

A course time conflict is a partial overlap of two synchronous academic courses. Synchronous courses refer to classes that meet at a specific day and time. If the overlap is less than half of the scheduled time of either course, the student may submit a course time conflict (<https://www.bethel.edu/registrar/forms/course-time-conflic-registration.pdf>) form. Both instructors must approve of the arrangement described on the form. Both courses must be required by the student's major and/or minor or for the Pietas Honors Program (<https://www.bethel.edu/undergrad/academics/honors/>), with the exception of music ensembles and performance groups. The form needs to be returned to the Registrar's Office (<https://www.bethel.edu/registrar/>) by the add/drop date for the term.

If the time conflict is greater than 50% for either course, students must pursue a Directed Study for one of the conflicting courses.

Courses in Non-Academic Settings (for Seminary Students)

Seminary faculty have established the following policy regarding academic credit for a seminar or course conducted in a nonacademic setting. The course must meet the following stipulations:

1. The amount of time spent in the course must be 80 hours for a 2 semester hour course; 160 hours for a four semester hour course.
2. The course must be taken under the direct guidance of a Bethel professor who will oversee the work.
3. Credit must be arranged with the registrar before taking the course.
4. A written evaluation must be prepared and submitted to the Bethel professor overseeing the work.
5. Tuition will be billed by Bethel at the current rate for course credit.

Credit Hour Definition

A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that reasonably approximates not less than:

1. One hour (50 minutes) of classroom or faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester of credit, or the equivalent amount of work over a different amount of time;
or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading toward the award of credit hours.

Bethel has developed an auditing process for courses that are less than 15 weeks in length to ensure that these courses are equivalent in workload to full semester courses. Bethel University is committed to ensuring that a credit hour is equivalent in all colleges and schools and in all instructional formats.

Cross Enrollment

Cross enrollment provides an opportunity for students enrolled in courses from a level (undergraduate, graduate, etc.) that is different from their primary program or for courses that are part of a program

that is offered in a different modality. Limitations may include prerequisites, available space, program restrictions, and the number of courses or credits in which a student may enroll. Billing is determined by the student's primary program.

Requests are subject to approval by advisors, department chairs or program directors of the student's department and the course's host department/program, and deans.

Directed Study

Depending on the major, a student may be required to complete a directed study experience or may have the option of completing an elective directed study experience in his/her major under the guidance of a faculty member. The directed study may consist of independent reading and/or research, or travel with related study. Students design such an experience in cooperation with the supervising faculty member.

Students may engage in a directed study under the following regulations:

1. The proposed study must embody significant academic purpose and content, equal in quality to a regular course, yet be of such a nature that it cannot be obtained within an existing course. The amount and distribution of work should be similar to that of a regularly offered course of comparable credit.
2. Students must have demonstrated in program coursework that they have the capability and background to study independently. Students must have an overall GPA of 3.0 or higher as certification of this ability.
3. Students may take only one directed study per term and no more than a total of two directed studies toward graduation. A faculty supervisor may direct no more than two study projects (directed studies and courses by arrangement) per term.
4. Upon fulfilling the agreement, students receive credit on their transcript for the course as titled. A directed study is graded based on an A–F grade mode, not S/U, and therefore is included in the student's cumulative GPA.
5. Complete the following procedures to obtain approval of a directed study proposal:
 - a. The Directed Study Agreement form is available through My.Bethel.edu (Student Academics > Registration > Forms > caps-gs-directed-study-application).
 - b. The student meets with the faculty member who will supervise the study. They jointly prepare the electronic *Directed Study* form, which includes submitting a syllabus with the objectives of the study, the study's relationship to the student's overall program, the specific content and procedures of the study, the definition of student and faculty roles, the product or response to be made by the student on which his or her learning will be evaluated, and the number and frequency of regular contacts between the student and supervisor. Students doing research off campus will contact their supervisor by phone at regular intervals at the student's expense.
 - c. When the student submits the electronic *Directed Study* form, it is automatically sent to the Office of the Registrar and to a designated dean, who confers with the student success advisor, the program director, and the divisional dean to determine approval.

- d. If approved, the Office of the Registrar coordinates the creation of the course, registers the student, and notifies the student and instructor that the course was approved and the registration is complete.
- e. Processing of the agreement by the Office of the Registrar validates the agreement.

Double Degree and Double Majors

Double Degrees

An additional Bethel University associate, baccalaureate, or graduate degree may be awarded, upon request, when a student has met all requirements of the additional degree and earned the required number of unduplicated in-residence credits (see Residency Requirements (p. 80) policy). Unduplicated semester credits are those that are not used to meet the requirements of any other Bethel University degree. Transfer students who hold another degree from another institution may earn a Bethel University degree if they meet all the requirements of the degree program including the general education requirement (if applicable) and the residency requirements. This policy does not address double majors. (For questions about double majors please see the Double Major policy.)

Double Majors

The overlapping of requirements in any combination of multiple majors chosen by a student is permitted as long as the student meets the requirements listed for each major and general education curriculum. All completed programs [e.g., Bachelor of Arts (B.A.), Bachelor of Science (B.S.), Bachelor of Science in Nursing (B.S.N.), Bachelor of Music Education (B.Mus.Ed.), Bachelor of Fine Arts (B.F.A.)] will be indicated on the transcript, regardless of overlapping course requirements and without the addition of extra required hours to meet the residency requirement. The senior seminar/capstone course in each major is required of students unless the student gets written approval from the relevant department to waive a culminating requirement.

Upon successful completion of all degree requirements for each major, the student will be awarded a single degree listing all majors. Multiple majors may not be allowed if the fields of study are deemed to overlap significantly. The decision on overlapping coursework will be determined by the respective departments. Students who complete multiple majors are eligible for graduation honors based on their overall academic performance, as determined by the institution's graduation honors criteria.

Students may change or drop one of their majors as long as they still meet the graduation requirements for the remaining major or majors.

Extensions for Thesis, Capstone, or Dissertation Courses

Graduate School Policy:

Graduate students (except Seminary students) who fail to complete their final master's thesis or doctoral dissertation course within the enrolled term will be assigned a grade of Incomplete (IN). Students are granted one full year from the end of the course to successfully complete their requirement. Failure to complete the requirements within the incomplete period will result in the "IN" grade reverting to an Unsatisfactory (U) grade. The student must re-enroll in the course and pay associated tuition to continue their pursuit of the degree.

Seminary Policy:

Students who do not complete a master's thesis, master's capstone project, or doctoral dissertation during the term in which they enroll in their final capstone/thesis/dissertation course will initially be given a grade of incomplete. In each term thereafter, the student will register in an extension course

that carries zero (0) credits, but will result in a thesis or dissertation continuation fee (see the section on Tuition and Fees (p. 117) for more information). Registering in an extension course each term and the subsequent billing will end when the student either (1) completes the capstone project, thesis, or dissertation, (2) officially withdraws from the program, or (3) reaches the maximum time for degree completion. The full continuation fee will be assessed for the final extension even if the student completes the capstone or withdraws before the full academic term has elapsed. When the thesis or capstone project is complete, the incomplete grade will be changed appropriately on the student's transcript.

Students who require capstone, thesis, or dissertation extensions must be enrolled in consecutive terms without interruption until they have completed the work. Students whose circumstances require one or more semesters "off" will receive the grade earned for work completed. When students who had a break in their capstone, thesis, or dissertation enrollment return, they must retake the course.

Students who officially withdraw from a program will receive a grade of "U" or unsatisfactory for their capstone, thesis, or dissertation course and must apply for readmission to return to complete their degree. See Withdrawal and Re-Enrollment (<https://catalog.bethel.edu/academic-information/academic-policies/withdrawal-and-re-enrollment/>) for more details.

Freedom of Inquiry

All students have the right to free academic inquiry and scholarly investigation. Students are encouraged to discuss all topics freely and to exchange ideas in a mutually respectful manner. They are also free to publish any findings or recommendations, either individually or in association with others, provided they make no claim to represent the university without due authorization, and they have secured the appropriate Institutional Review Board (IRB) approvals if that was required.

Grade Point Average (G.P.A.)

Grade Point Average (GPA) is a numerical representation of a student's academic performance, typically calculated on a scale from 0.0 to 4.0. It reflects the average of all grades earned in courses, weighted by the credit hours of each course. The GPA (grade point average) is calculated by dividing the total number of grade points by the total number of credits the student has attempted in A-F letter-graded courses taken at Bethel.

NOTE: Grade points are determined by multiplying the number of credits times the points assigned to the actual grade (see section on grades)

When a course is repeated, the highest attempt is used in computing the GPA. The exception is when a course is designated as repeatable, in which case it can be taken for a grade for a prescribed number of times, with each occurrence factoring into the GPA.

The GPA is calculated for two different time periods. The Term GPA only takes in account all A-F grades earned in a specific term. The cumulative GPA includes all A-F Grades taken at Bethel at a particular level (undergraduate, master's or doctoral). The Cumulative GPA is used in determining academic standing.

Coursework included in the GPA calculation meet all the following criteria:

- Completed.
- Given a letter grade of A-F.
- Taken at the level of the student's degree/credential of pursuit at that time (undergraduate, master's, doctoral).

Coursework not included in the GPA calculation are:

- Non-A-F letter graded courses. These courses are graded as: AU, CR, I (Incomplete for A-F letter graded courses), IN (Incomplete for S/U courses), IP, N, NR, P (pass), S/U, W and WZ.
- Courses taken at a level other than the student’s degree/credential of pursuit at that time (undergraduate, masters, doctoral).

NOTE: Some programs/departments take into consideration grades from transfer credits for select GPA calculations.

Grades, Grading System, and Grade Changes

The scale below is used to define letter grades as well as the grade points assigned. The scores or points required in a course to earn a particular letter grade are determined by the instructor. An instructor has the option of affixing a minus to the grade of A, a plus or a minus to the grades of B and C, and a plus to the grade of D. A plus increases the number of grade points awarded by 0.3, and a minus decreases the number of grade points awarded by 0.3. All grades are considered final and are not subject to change except for errors in calculation, or as a result of a formal grade appeal process. The grade of I or IN is resolved to a grade when work is completed or the incomplete extension deadline has been reached.

Coursework is evaluated on the following scale:

Grade	Definition	Grade Points
A	Exceptional	4.0
A-		3.7
B+		3.3
B		3.0
B-	Good	2.7
C+		2.3
C		2.0
C-		1.7
D+	Minimally Acceptable	1.3
D		1.0
F		0.0
AU		NA
CR	Credit	NA
I	Incomplete (courses with letter grades)	NA
IN	Incomplete (courses graded S/U)	NA
IP	In Process	NA
N	No Grading	NA
NR	Not Reported	NA
S	Satisfactory	NA
U	Unsatisfactory	NA
W	Withdrawal	NA
WZ	Audit Withdrawal	NA

Non-credit bearing grades

- **Grade of AU:**
 - The grade AU is given when a course is audited.
 - Auditing at Bethel is defined as observation in the classroom setting.
 - Anyone wishing to audit a course must secure the consent of the instructor.
- **Grade of I or IN:** A student who is unable to complete all course requirements due to extenuating circumstances beyond the student's control (such as serious illness or critical emergencies), may request an incomplete grade (I or IN) from the instructor. To be considered for an incomplete grade, students must have completed (#) two thirds of the work at a passing grade. An incomplete will not be considered for a student who is simply behind in their assignments.

This incomplete must be negotiated with the instructor and have a set deadline when the remaining work is to be submitted. That deadline must not exceed 90 days; an earlier deadline is at the discretion of the instructor and must be included on the petition.

The remaining work must primarily be done through the independent effort on the part of the student. If the incomplete grade is not removed by the set deadline, it will be changed to the default grade listed.

- **Special Cases:**
 - Active Military Duty Students: See Military Service Policy (<https://docs.google.com/document/d/1b-Q10I03gytajHHT4KC401TJYHb7RoeK/edit>)
 - Graduate Level: Incompletes in capstones, clinical experiences, dissertations, and theses may be handled differently. See "Extensions for Thesis/Capstone/Dissertation Courses" for more details. Incompletes in internships and practica are handled differently. See "Internships."
- **Grade of S/U:** The S/U (satisfactory/unsatisfactory) grade mode is used in designated courses as noted in the course description. Other courses are graded based on an A–F basis unless the S/U option is indicated in the catalog.
 - The S grade indicates achievement equivalent to at least a grade of C.
 - Some graduate courses allow for either an A–F or S/U grade. This option is also indicated in the catalog course description. In these courses, a student may change from A–F grading to S/U, with instructor approval, within the first two weeks of class.
- **Grade of W:** The grade W is given to a student who officially withdraws from a course by the withdrawal deadline, which is approximately 60% of the total course length. After the withdrawal deadline, students will receive the grade they have earned. Grades of W do not affect the Grade Point Average (GPA) but could have financial aid implications.
- **Grades of IP, N, and NR:** The grades of IP (In Progress), N (Not Graded) and NR (Not Reported) are generated for administrative use only. These grades are not counted in the GPA.
- **Note:** For information regarding GPA Calculation and Repeat courses, please see the GPA (Grade Point Average) Calculation and Definition Policy.

Grades for Music Lessons, Performance, and Artistic Experiences

Grading of private music lessons, performance groups, and artistic experiences (in all departments) will be graded as follows:

- Courses taken for credit will be assigned letter grades
- Courses with zero credit will be graded on an S/U basis.

Grade Changes

Valid Reasons for a Grade Change:

- Clerical and calculation error
- Resolution of an approved grade appeal
- Completion of work for an incomplete grade

Grade changes may be submitted by the instructor to rectify an error in the grading process or if an incomplete grade needs to be changed to the grade earned by the student. See Incomplete Grade (p. 69) policy for specific information about incomplete grades.

Honors

Graduation Honors Policy

Timing of GPA Calculation:

- For May commencements: End of Fall term GPA will be used for the Commencement Program.
- For December commencements: End of Summer term GPA will be used for the Commencement Program.
- Honors will be recalculated after all requirements are met and will appear on the final transcript.

Honors Cords and Societies:

- Approved academic societies may award cords for the commencement ceremony. These are listed in the graduation program.
- Graduates requesting to wear cords from societies not on the approved list must submit requests to the Registrar by **March 31 (spring) or October 31 (fall)**.

Undergraduate Level Honors

- **Bachelor's Degrees (60 Bethel Credits):**
 - **Summa Cum Laude: 3.90** cumulative GPA
 - **Magna Cum Laude: 3.75** cumulative GPA
 - **Cum Laude: 3.60** cumulative GPA
- **Bachelor's Degrees for Students with Fewer than 60 Credits Taken at Bethel University:**
 - **With Distinction: 3.90** cumulative GPA

Graduate Level Honors

For graduate students in programs where no GPA-based honors apply, the hood will be considered the primary honor.

- For master's-level programs at Bethel Seminary, the following graduation honors levels apply:
 - Summa Cum Laude: 3.90 cumulative GPA
 - Magna Cum Laude: 3.75 cumulative GPA
 - Cum Laude: 3.60 cumulative GPA

Semester's Honors Policy

Dean's List Honors:

- Undergraduate students who complete **at least 12 credits** in a semester with a **GPA of 3.60 or higher** will receive Dean's List recognition.
 - Dean's List status is final **14 days after the final grade deadline**.

Immunization Requirements

Minnesota state law requires some students to provide attestation of immunization dates for the following: measles, mumps, rubella, tetanus, and diphtheria. The law makes others exempt from the requirement.

- Students intending to live on campus must provide proof of immunization to Health Services before moving into their assigned residence their first term as a Bethel student.
- Students intending to live off campus must provide attestation of immunization dates when attending face-to-face classes, on-campus residencies, or intensives unless otherwise exempted by Minnesota law.
- Students can obtain a medical or non-medical exemption
- Students exempt from providing immunization records are as follows:
 - Any student born before 1956
 - Any student who graduated from a Minnesota high school in 1997 or later.
 - Students enrolled only in fully online academic program unless required by their program to be immunized

NOTE: Some programs, courses, field experiences, clinical experiences, or those going on study abroad may have specific immunization requirements students must follow to participate.

Incomplete Grades

A student who is unable to complete all course requirements due to extenuating circumstances beyond the student's control (such as serious illness or critical emergencies), may request an incomplete grade (I or IN) from the instructor. To be considered for an incomplete grade, students must have completed (#) two thirds of the work at a passing grade. An incomplete will not be considered for a student who is simply behind in their assignments.

This incomplete must be negotiated with the instructor and have a set deadline when the remaining work is to be submitted. That deadline must not exceed 90 days; an earlier deadline is at the discretion of the instructor and must be included on the petition.

The remaining work must primarily be done through the independent effort on the part of the student. If the incomplete grade is not removed by the set deadline, it will be changed to the default grade listed.

Special Cases

Military Service Incomplete - See Military Policy (p. 74) for details

Incompletes in practica, doctoral dissertation work, doctoral projects, internships, master's theses, and master's capstone projects may require extended deadlines.

Seminary

Seminary students in Directed Studies, Clinical Pastoral Education, and Marriage and Family Studies-Supervised Clinical Experience may be allowed up to two semesters for the completion of the course.

The grade of Incomplete may be awarded for Professional Internships to allow up to one year maximum extension.

Individualized Majors

Students may choose to develop an individualized major designed to meet their needs and interests. Different expectations for this policy are split by degree type.

Associate's Degrees

The Associate of Science Individualized Major allows approved associate degree-seeking students to pursue an individualized major as part of the admission process. This degree option is available in an online format only.

Bachelor's Degrees

Bachelor's degree-seeking students may choose to develop an individualized major designed to meet their needs and interests.

1. The individualized major must contain coursework of no fewer than 30 and no more than 60 credits from at least two academic majors or disciplines and must differ significantly from all other existing majors. It must make a clear, explicit, and convincing case for the theoretical and/or practical interconnectedness between the disciplines.
2. When two disciplines or fields are included, the major must justify why the proposed individualized major cannot be delivered by any single major, double major (two stand-alone majors), or a multi-disciplinary major.
3. The proposed major must contain junior level (300) courses from at least two standard disciplines or fields. In at least one of these disciplines or fields, work at the senior level (400) must be selected.
4. The proposed major must meet the same graduation requirements as established for bachelor's degrees (e.g., required upper division credits, minimum GPA, general education, etc.)
5. The proposed major must include a culminating experience at the senior level (400), focused upon the organizing principles of the major and in the form of a senior seminar, internship, or directed study.

Individualized Study

An individualized study course provides the student with an opportunity to pursue a specialized area that may not be available through standard course offerings. An individualized study may not be used to meet General Education requirements. Undergraduate students who have earned at least 60 credits and Graduate students with a cumulative grade point average (GPA) of 3.0 or higher may request to take an individualized study in their major or minor for academic credit.

The policies below apply to all individualized studies:

1. The proposed study must embody significant academic purpose and content, equal in quality to a regular course, yet be of such a nature that it cannot be obtained within an existing course. The amount and distribution of work should be similar to that of a regularly offered course of comparable credit.
2. It may be used only for advanced course credit in a student's major or minor field.
3. A student may take only one individualized study course per term and no more than a total of two courses.
4. An individualized study course may not substitute for a required course.
5. Proposals for the individualized study must come from the faculty instructor.

Intellectual Property Rights

In addition to the responsibilities students have to abide by standards of academic integrity, students are also entitled to protection of their intellectual property rights.

- Original work that a student submits as part of a course is the property of the student. That work may be used by Bethel for educational purposes within the context of the course in which the

student is enrolled unless the student grants permission for other uses. Students who complete theses, dissertations, and capstone projects acknowledge, by completing the project, that they are aware that a copy of the work may be retained by the University Library and made available to library patrons.

- Student work submitted to third-party plagiarism detection software, required in some courses or assignments, may be used by those companies (including its affiliates, vendors, service providers, and licensors) for the purposes of plagiarism prevention or the other services provided as part of the company's support.
- Any other use of student work must credit the student as the author of the work.
- Students may seek to publish or present work they have submitted as coursework. If they do so, they must follow ethical guidelines common to academic research and unique to the discipline in which they do their work. They must redact any sensitive, personally identifiable information (e.g., names of businesses cited in case studies, demographic information related to research subjects, etc.) before releasing their work for applications outside of the classroom. If students seek to publish research involving human subjects, they must have secured the appropriate review/approval from Bethel's Institutional Review Board (IRB) before the collection and analysis of data.
- Although students may choose to co-author with a faculty member, students own materials they independently design, data they collect, or written work that they create.
- Students are encouraged to copyright written materials when releasing them outside of the classroom.

Internships

An internship is a unique form of experiential learning that enhances a student's academic program and/or provides career exploration. Internships include specific learning goals agreed upon by the student, faculty member, and site supervisor that integrate knowledge and theory learned in the classroom with practical application and skills. Internships may be credit bearing or non-credit bearing, course based or individual, compensated or uncompensated. In some cases, internships must also fulfill the specific requirements of an accrediting agency or licensing body.

An internship is an academic experience in which students will typically:

- Explore career opportunities and make deliberate application of their academic knowledge and skills.
- Gain new understanding of concepts valuable in a field or discipline.
- Develop professional skills (e.g., networking, time management, teamwork).
- Grow in personal maturity and confidence in their abilities.
- Develop understanding of persons, groups, and settings typically not encountered in an academic setting.

Internships may be offered in two modalities:

- Course based:
 - Provides opportunity for corporate learning from peers
 - Provides structure for consistent group interaction
 - Provides structure for consistent student interaction with instructor
 - Instructor creates, distributes, and implements a syllabus for the class.
- Individual:
 - Learning outcomes are well-defined
 - Instructor monitors progress
 - Instructor and student interact periodically
 - Student provides evidence of learning

- Work that repeats previous experience does not qualify for an academic credit internship. The work must provide an opportunity to meet academic/educational objectives.

To register for an internship, students must meet the following criteria:

- Declared major or minor in the discipline of the internship;
- Junior, senior, or graduate standing for credit;
- Sophomore standing for non-credit or for credit by permission of the instructor;
- Minimum of 10 credit hours completed in the discipline;
- Students must be in Good Academic Standing.
- Any additional criteria as established by the program.

A credit-bearing internship must be 1 to 4 credits with the following minimum work hours or in combination with class contact time required:

- 1 credit: 45 hours
- 2 credits: 90 hours
- 3 credits: 135 hours
- 4 credits: 180 hours
- A non-credit bearing internship requires a minimum of 45 work hours

(NOTE: Some programs may require more hours.)

Internship courses may be repeated. Each separate internship must have goals and objectives different from the prior ones taken for credit.

Leaving the University Prior to Graduation

Stop Out (Temporary Withdrawal)

Students who find it necessary to discontinue their studies, but intend to return to Bethel, may be eligible for Stop Out status rather than officially withdrawing from the university. When Stop Out is granted the student must plan to be away for no more than three consecutive terms (fall, spring, summer).

A Stop Out status allows a student to return to Bethel after a predetermined time of no more than three consecutive semesters/terms (fall, spring, summer) away without reapplying for admission. Students also retain their class-level status for housing sign-up (when applicable) and academic registration.

Students in online undergraduate, graduate, and post-baccalaureate programs work with their Advisors should they need to pause from taking classes for a period of time.

Withdrawal from the University

Enrolled students who leave the university without a definite plan to return should officially withdraw. This is also known as discontinuing studies. Withdrawal can affect tuition charges and financial aid. Information about the financial implications associated with withdrawal from the University can be obtained from the Bethel Business Office and Bethel Financial Aid Office.

Withdrawing from the University after the add/drop deadline and before the course withdrawal deadline will result in grades of "W" for the courses that were in progress.

Students who fail to enroll in courses for three consecutive semesters/terms (e.g. fall, spring, summer) are automatically withdrawn from Bethel and are listed as inactive.

Special Circumstances

In the case of medical, military or other exceptional circumstances, students may be eligible to submit a petition to address their financial situation.

Re-Enrollment

Students may re-enroll after withdrawal. Former students who have a registration hold on their account from the Business Office are not eligible to re-enroll until the hold is resolved. Students will enter under the academic status in which they left.

Students who have ceased enrollment for more than three consecutive semesters/terms (e.g. fall, spring, summer) will re-enroll under the University Catalog that is in place at the time of re-enrollment. Students who have three or fewer courses to complete may request to stay on the most recent catalog under which they were enrolled. Students who are in programs that lead to licensure are responsible for meeting current licensure standards which may require the completion of additional courses.

Re-Enrollment after Dismissal

Students who are approved to re-enroll after being Academically Dismissed will be placed on second semester Academic Probation status. Students must achieve the minimum cumulative GPA required for good standing at the end of their first term of re-enrollment.

Specific academic programs may have different dismissal and re-enrollment policies than those listed above. These requirements are listed with program information and/or the student handbook.

Medical Clearance and Return to Campus

The University requires all students to be able to safely participate in University programs, activities, or campus living. The University may require a student to complete a Medical Clearance process when observed behaviors provide an objective basis to conclude that the student's health condition may impair their ability to safely participate in University programs, activities, or campus living. Additionally, if the condition may pose a direct threat to the health or safety of the student or campus community, the University may engage the medical clearance process. Students enrolled in online or virtual programs may not need to undergo a medical clearance process. Students enrolled in an online or virtual program will be looked at on a case-by-case basis.

Conditions for Medical Clearance Requirement

A Medical Clearance evaluation may be required when a student meets one or more of the following:

- The student has been hospitalized for a significant medical condition or procedure;
- The student has received inpatient or intensive treatment for a mental health condition;
- The student has made suicide threats or engaged in a suicide attempt;
- The student appears to be in an unmanaged mental or medical state;
- The University has objective evidence that the student's condition may impair their ability to safely or effectively participate in university-related programs and activities, academic, clinical, practicum, or residential settings;
- The student's observed behavior indicates a potential risk to community safety, based on available objective evidence;
- The student is enrolled in a program with clinical, internship, or practicum requirements, and their condition may affect their ability to meet essential program requirements or safety standards;
- The student is seeking to return to University housing, coursework, or University-affiliated programming following a significant health-related absence.

If a student is working with an off-campus entity as a part of their educational requirements, that entity may require its own documentation related to readiness to return.

Student Consent and Compliance

If a healthcare provider recommends conditions or ongoing treatment as part of the student's return, the student may be required to acknowledge and agree to comply with those recommendations as a condition of continued participation at the University.

When appropriate, the University may request that the student provide a signed authorization to allow limited communication with the treating provider for the purpose of verifying compliance with recommended conditions.

Medical Documentation and Records

Medical documentation for these purposes is subject to FERPA and will be stored in either health or counseling services. It will be shared only with those who have a legitimate educational interest or need to know for purposes of evaluating the safety of the community and the individual.

Determination and Return to Participation

Decisions regarding a student's return to coursework, housing, or University programs will be based on the Student Re-entry Committee's individualized assessment of the medical documentation, the student's circumstances, and the essential requirements of the relevant program or activity. The University will consider whether reasonable accommodations can adequately mitigate identified risks.

Military Service and Veterans

Bethel is approved for veteran's education training by the Minnesota State Approving Agency.

Students called to active military service should expect some disruption in their progress toward their desired degree and/or certificate. Disruption could include, but may not be limited to, course availability and time to complete the desired credential.

Students called to active service during the semester may choose to withdraw from their current class and drop future classes. If 75% of the scheduled days of a given course have elapsed, students can choose to take an incomplete or withdraw. Students will have one year to submit the remaining coursework for a final course grade. If the student does not complete the work, the grade earned at the time of deployment will be assigned.

Students who choose to withdraw may be readmitted and re-enrolled, without penalty or redetermination of admission eligibility, within two years following release from the state or federal active military service.

Academic Progress:

Class sessions students miss due to performance of active military service are counted as excused absences and will not be used in any way to adversely impact the students' grades. However, any student who selects this option is not automatically excused from completing assignments due during the period when the student is performing active military service. A letter grade or a grade of satisfactory will be awarded only if the student has completed sufficient work and has demonstrated sufficient progress toward meeting course requirements to justify the grade. Payment during an enrollment period in which continuation is elected as a result of call to duty may be delayed until course completion at no additional cost.

Withdrawing from a Course:

If students drop all courses during the Add/Drop period, they will have their net tuition bill reduced to zero (additional gift aid from Bethel will be added to the school bill so the total gift aid from Bethel

covers 100% of tuition and fees for the dropped course[s]). Non-Bethel sources of financial aid are subject to federal and state refund policies and may be used to cover non-tuition educational expenses (e.g. room and board).

If students withdraw after the end of the Add/Drop period, a grade of "W" and a notation that they were called to active duty will be recorded on pertinent academic records.

Late Arrival to Campus due to Active Military Duty:

Throughout the course of military service, there may be times when deployment, duty, or training delays a student in arriving for the beginning of the fall or spring semester. In order to facilitate and encourage academic success and preparedness, students and faculty must follow these guidelines:

- Students must contact professors and the Office of Financial Aid at least two weeks prior to the start of the term to indicate that military service is delaying their return for the semester.
- Students and faculty should discuss a plan and deadlines for completing missed work.
- When coursework is available online and accessible, military students are expected to complete coursework during their absence.
- Military students joining a course late must do so no later than 10 days into the course.

During the period of time prior to when the student joins a course, and when the above guidelines are followed, there will be no academic penalty given for attendance or late work, including quizzes, forum posts, and exams.

Late fees will be suspended during the period of late arrival.

Multilingual Seals

Students can be granted language credits for Bilingual and Multilingual Seals depending on the type of seal. The high school assessment must have taken place in the 11th or 12th grade and must appear on the high school transcript.

For Spanish:

- Seal/Certificate: 8 credits – SPA 101/SPA 102S

For Other Languages (French, Russian, Hmong, etc):

- Seal/Certificate: 8 credits - S tag is earned

Non-Degree Seeking Students

Students who were not admitted for the purpose of obtaining a degree, certificate, or other recognized credential are, for the purpose of this policy, defined as non-degree-seeking students. These students are permitted to take courses at Bethel but are not permitted to pursue a degree, certificate, or credential and may have a limited range of courses in which they may enroll.

Non-Degree Seeking students may be admitted under any admissions category: accepted, conditional, provisional, or limited enrollment. Only accepted students in this category may become degree-seeking through declaring a program of study. This declaration must happen with support from The Office of Advising. After declaring a program of study, accepted students may work toward a degree, certificate, or a recognized credential.

Non-degree-seeking students admitted conditionally or provisionally who wish to obtain a degree, certificate, or other recognized credential must first meet the requirements set by their conditional or provisional acceptance before becoming accepted and declaring a program of study.

Non-degree seeking students admitted to Bethel with limited enrollment must apply for admission and receive acceptance before assignment to a program of study. Students unsure of their admissions category should consult with Admissions.

Posthumous Degree Conferral

A posthumous degree honors the academic achievements of a student who has died prior to completing their program and recognizes their contributions to the academic community.

To be eligible for consideration, the deceased student must have met the following:

1. **Enrollment Status:** The student was enrolled in a degree program at the time of death.
2. **Good Standing:** The student was in good academic and disciplinary standing at the time of death.
3. **Academic Progress:**
 - a. The student was making satisfactory academic progress toward the degree.
 - b. Bachelor's/Associate Degrees: The student had completed at least 75% of the required coursework. A minimum of at least 30 credits must have been taken at Bethel.
 - c. Master's Degrees and Doctoral Degrees: The student had completed at least 75% of the required coursework.

Nomination and Approval Process

1. **Recommendation:** A recommendation for the posthumous degree must be made by the academic department and supported by the college dean.
2. **Documentation:** The academic department must provide documentation of the student's progress and standing.
3. **Review:** The request is reviewed by the Provost or designee in consultation with the University Registrar.
4. **Approval:** Final approval is granted by the President of Bethel University.

Awarding

1. The posthumous degree may be conferred at a commencement ceremony or presented privately to the student's family.
2. The diploma will indicate that the degree was awarded posthumously.
3. The student's name may be included in commencement materials with appropriate notation.

Recordkeeping

The Office of the Registrar shall maintain records of all posthumous degrees awarded, including the student's name, degree type, and date of conferral.

Prerequisites and Corequisites

Some courses have prerequisites and/or corequisites to ensure students have the appropriate academic preparation and experience for the course.

Course prerequisites are courses that must be completed prior to enrolling in a specific course. In some cases, prerequisites may be taken concurrently.

Course Prerequisites:

Course prerequisites are courses that must be completed prior to enrolling in a specific course. In some cases, prerequisites may be taken concurrently.

Course Corequisites:

Course corequisites are courses that must be completed concurrently (within the same term or at the same time) as a specific course.

Program Prerequisites:

Program prerequisites are the required courses or requirements listed as part of an academic program's admission requirements.

NOTE: In some cases, the prerequisite and/or corequisite may be waived by consent of the instructor or program director. Course prerequisites and corequisites are listed with each course description in the catalog.

Program Overlap

Students may not earn a minor that has the identical name as their major. Some minors and second majors are not allowed with particular majors. Consult the major/minor requirements listed in this catalog for further information.

Registration - Add, Drop, and Withdraw

During any full term, half term, part of term, January Session or Summer term, students may make registration changes to their course schedule prior to the deadlines published on the Office of the Registrar website (<https://www.bethel.edu/registrar/>).

All registration changes are official on the date the student makes the change online or when a written request is submitted to the Registrar's Office. Specific add, drop, and withdrawal deadlines are listed on the Office of the Registrar's website. No registration activity is complete until the change is displayed on the student record.

Adding A Course

During any term (full term, half term, part of term, January Session, Summer Term), students may add courses prior to the published deadline.

- For courses less than 5 weeks long, the add deadline is the 3rd calendar day of the part of term in which the course occurs.
- For courses 5+ weeks long including full semester classes the add deadline is the 8th calendar day of the part of term in which the course occurs. The specific dates are posted on the Office of the Registrar's website.

Dropping a course

During any term (full term, half term, part of term, January Session, Summer term), students may drop courses prior to the deadline listed on the Office of the Registrar's Website. A course that is dropped by the deadline will no longer appear on the student's schedule or transcript.

- For courses less than 5 weeks long, the drop deadline is the 3rd calendar day of the part of term in which the course occurs.
- For courses 5+ weeks long including full semester courses, the drop deadline is the 8th calendar day of the part of term in which the course occurs

Dropping a course could have an impact on the student's bill and/or Financial Aid. Students should contact the Business Office and/or Financial Aid Office to determine the impact of dropped classes on their student bill.

Administrative Drop

Any student with no documented academic activity in a course (according to the course requirements) by the term's drop date may be dropped from the course at the request or approval of the course instructor by sending an email to ureg@bethel.edu.

Withdrawing from a Course

A student may withdraw from a course starting the day after the drop deadline. Unlike dropping, a course withdrawal appears on the student's transcript with a grade of "W." The withdrawal deadline is approximately at the 60% point of the course. The specific dates are posted on the Office of the Registrar's website. Course withdrawals are official on the date students withdraw from the course online or written notice is received by the Office of the Registrar.

The "W" grade does not impact the student's GPA. However, it is taken into consideration as attempted credits when determining Financial Aid eligibility. Please see the Satisfactory Academic Progress under the Financial Aid section of this catalog.

Charges Related to Registration Activities

The student is responsible for all charges incurred due to registration activity and for any loss of financial aid or change of loan deferment status as a result. Scheduled online sessions count as "class sessions" when determining tuition refunds and grades. Any refund due to a registration drop or withdrawal will be governed by the refund policy found in this catalog.

Exceptions to Registration Policies

Extenuating circumstances beyond the student's control may warrant exception to a registration policy. Such exceptions will be considered on a case-by-case basis and may require submitting a petition.

Administrative Withdrawal

The instructor may request an administrative withdrawal from a course if the student has consecutively ceased to participate in 20% or more of the course. (See Attendance Policy (p. 58) for information about what constitutes participation.) Requests are reviewed by the University Registrar. For withdrawal from all courses and/or re-enrollment, please see Withdrawal from the University/Re Enrollment section (<https://catalog.bethel.edu/academic-information/academic-policies/withdrawal-and-re-enrollment/>) of the policies.

Auditing a Course

Auditing a course allows degree-seeking and non-degree-seeking students to benefit from the content of a course that is not graded or taken for credit. Please see the Tuition and Financial Aid section (p. 117) regarding the tuition charges.

Auditors are required to meet any requirements set by the instructor. The grade of AU is given when a student audits a course. The course grade does not count towards the GPA. The credits are not counted as part of a student's credit load.

Students may change their registration from audit to credit or credit to audit only within the prescribed registration period for the course. Otherwise, the student can register for the course for credit in a subsequent term.

Courses that are experiential or individualized (for example music lessons, internships, etc.) are not eligible to audit.

Instructors may decide not to allow auditors to take their course if they determine it is in the best interests of accomplishing the course objectives. Disruptive auditors can be removed at will by the instructor.

PSEO (Postsecondary Enrollment Options) students are not eligible to audit courses.

It should be noted that students seeking to enroll in a course for credit will be given priority over auditors when a class has reached its maximum enrollment.

Repeating a Course

Students can replace a previously earned Bethel grade by repeating the same course in a subsequent semester or part of term. Grade replacement occurs when the grade is entered for the repeated course; the lowest grade is excluded and the highest grade is included in the GPA. The lowest grade earned grade and credits will show on the transcript, but will not be included in the GPA calculation or the cumulative credits earned.

If the repeated course is taken at a different institution, the new grade is not included in the GPA. Grades for all courses remain visible on the student's transcript.

Courses that are designed to be taken multiple times (e.g., internships, music ensembles, topics courses, etc.) are excluded from this policy.

Registration for Courses at Other Institutions and Twin Cities Seminaries

Graduate Students

Students who are registered at Bethel University may take courses at other institutionally accredited institutions for transfer credit if they have prior consent of the program director and student success advisor. Credits will be transferred according to Graduate School transfer credit policies in this catalog.

Seminary Students

Because Bethel Seminary is a member of the Minnesota Consortium of Theological Schools (Bethel Seminary, Luther Theological Seminary, St. John's Divinity School, The St. Paul Seminary School of Divinity, and United Theological Seminary), full-time degree students may take courses at these member institutions. To do so they should:

1. Complete the consortium registration form found on [bethel.edu/registrar/forms](https://www.bethel.edu/registrar/pdfs/sem-consortium-registration-form.pdf) (<https://www.bethel.edu/registrar/pdfs/sem-consortium-registration-form.pdf>);
2. Return the completed form to the registrar's office;
3. Pay the tuition rate of Bethel Seminary; and
4. Ensure that the consortium registrar sends a transcript back to Bethel.

Courses taken at a consortium school must be electives only. Required courses may not be taken without approval through the Academic Petition process.

Religious Accommodations for Classroom Absences

Faculty may consider reasonable accommodations that allow students to meet their academic obligations without compromising their religious commitments. Examples of accommodations may include opportunities to make up missed exams, assignments, or other requirements.

Accommodations cannot be guaranteed. Accommodations cannot place a burden on other students; disrupt learning; have a negative effect on non-Bethel personnel supporting internships, practica, clinical experiences, or other activities; or create unmanageable additional work for faculty or staff.

Accommodations are for absences due to religious observances. Accommodations are not made to relieve students of the obligation to complete assignments. Students may not use religious commitments or beliefs as the basis for avoiding readings, lectures, or any other assignments (e.g., dissection of certain animals or clinical experiences with people of a given gender or sexual orientation).

Guidelines for Accommodations

Accommodations will be considered based on the following criteria:

1. The observance must be commonly recognized/observed by adherents to the student's faith tradition.
2. The observance must be short-term and not result in chronic absences (e.g., not most Fridays of a class).
3. The student must be able to meet all essential course outcomes with the accommodation.
4. The accommodation must be reasonable in light of the course requirements and impact on other students, academic partners, faculty, and university support services.
5. Students must request the accommodation by the deadline listed below.

The university recognizes that certain courses, such as labs, internships, practica, clinicals, field experiences, and student teaching, may be structured so that accommodations are not possible because they will disrupt essential learning processes or outcomes and/or create unresolvable requests for faculty, staff, or non-Bethel personnel.

Advising Support

Students, especially those new to the university or participating in PSEO, are encouraged to consult the Office of Academic Advising when planning their schedules. Advisors can provide guidance to help students balance their academic requirements with their religious commitments.

Appeals

If a faculty member is unable to provide or denies appropriate accommodation, students may appeal the decision to the academic dean over their school or college.

Residency Requirements

Associate Degrees: Students must complete at least 30 credits at Bethel in order to graduate with an Associate's Degree.

Bachelor's Degrees: Students must complete at least 30 credits of the needed 122 credits at Bethel in order to graduate.

Students must also take at least half of their major requirements at Bethel.

Master's and Doctoral Degrees (except Bethel Seminary): Students must complete 67% of their degree at Bethel.

Bethel Seminary Degrees: Students must complete at least 33% of their degree at Bethel.

Certificates: A minimum of 80% of the required certificate credits must be completed at Bethel.

NOTE: Some programs or majors may have other specific residency requirements of which students must adhere to successfully graduate with their degree.

Selecting a Major

Students may choose a major program of study before starting classes at Bethel but are not required to do so in all cases.

Bachelors-seeking students

Students who start their degree program with 60 or more completed credits (including all transferred credits) must choose a major during the admissions process. Enrollment Counselors will assist new students in the process of choosing the intended major.

Students who start their degree program with fewer than 60 completed credits (including all transferred credits) have the option to admit as "exploratory" and may complete up to 60 credits before deciding on a major. After completing 60 cumulative credits, "exploratory" students must identify their major before they will be allowed to register for additional classes. Student success advisors will assist students in the process of choosing the intended major.

Associates-seeking students

Students who intend to earn an Associates degree must choose their degree or major during their admission to the college. Enrollment Counselors will assist new associates-seeking students in this process.

Teach-Out Policy

When academic programs or program elements (minor, endorsement, concentration, track, emphasis, pre-licensure program) are eliminated, affected students will be notified by Bethel. The university will establish a teach-out schedule with a date for when classes in those programs or program elements will no longer be offered. After the teach-out is announced, no new or current students may enroll in or declare the program or program element in teach-out. Students should seek to complete all requirements during the teach-out period. Students who have not completed all requirements have two academic years beyond the end of the teach-out period to complete any remaining requirements through approved transfer courses. All transfer courses must comply with published transfer policies. Theses, dissertations, and capstone projects must be completed at Bethel within two academic years after the teach-out period. The end of that two-year period is the date on which the program or program element officially ends and degrees or credentials will no longer be granted.

Thesis (for Seminary Students)

Master's level Seminary students may opt to complete a thesis as a "free elective" option within their degree program. The student is responsible to find an instructor who is willing to work with them throughout the process to completion of the thesis. A thesis is completed once a student satisfactorily finishes the 2 credit Thesis Proposal course and a 4 credit Thesis Writing course.

Time Limits for Degree Completion

All degree requirements must be completed within a set number of years from the student's initial enrollment. Maximum year requirements are listed by degree type below.

Undergraduate

No maximum, unless specified by the program.

Graduate Master's

The following Master's degree programs must be completed within 5 calendar years from the student's initial enrollment.

- Business (M.B.A.)
- Counseling (M.A.)
- Education K-12 (M.A.)
- Medical Sciences (M.S.)
- Nursing Midwifery (M.S.)
- Physician Assistant (M.S.)
- Social Work (M.S.W.)
- Special Ed (M.A.)
- Teaching (M.A.)

The following Master's degree programs must be completed within 8 calendar years from the student's initial enrollment.

- Children's, Youth, and Family Ministry (M.A.)
- Christian Thought (M.A.)
- Marriage and Family Therapy (M.A.)
- Ministry (M.A.)
- Theological Studies (M.A.)

The following Master's degree program must be completed within 10 calendar years from the student's initial enrollment.

- Master of Divinity (M.Div.)

Graduate Doctoral

The following Doctoral degree program must be completed within 6 calendar years from the student's initial enrollment.

- Doctor of Ministry (D.Min)

The following Doctoral degree program must be completed within 15 calendar years from the student's initial enrollment.

- Doctor of Education (Ed.D.)

If a student withdraws from any graduate level program for a time and then re-enters to complete the program, the time elapsed while they were not enrolled continues to count toward the time limit for degree completion.

Transcripts

Bethel Transcript

The academic transcript is a comprehensive record of all coursework a student completes at Bethel University. It includes courses taken, grades earned, semesters attended, honors, and degrees awarded, as well as coursework transferred from other schools.

Official Bethel transcripts are available to any student who has completed academic work at Bethel University. Both electronic and paper versions of official transcripts may be ordered for a fee through the Registrar's Office website. Current students are able to view and download their unofficial Bethel transcript online only. See the Registrar's Office website for more information.

Transcripts from Other Institutions

Transcripts are considered official if they come directly from the issuing institution to Bethel University and contain the college seal and the signature of the Registrar and are identified as official.

NOTE: All transcripts received from other institutions or schools that are in the student's academic file remain the property of Bethel University and cannot be released to the student or other parties. However, students have the right to view these documents upon request.

Questions regarding transcripts should be addressed to the Office of the Registrar.

Transfer Credit and Prior Learning

The University Registrar oversees the credit evaluation process for transfer purposes. To be accepted, transfer course work must be taken at the college level from an institutionally accredited college or university as approved by the U.S. Department of Education. Courses taken at the remedial level are not eligible for transfer.

Official transcripts for all courses completed at colleges outside of the United States must be evaluated (and translated, if needed) by a NACES (National Association of Credential Evaluation Services) approved evaluation agency except when exempted by specific programs. Examples of approved agencies include, but are not limited to, World Evaluation Services, Educational Credential Evaluators Inc.

Official transcripts sent directly from the college, university, or institution offering the transfer course are required.

Credit from institutions that are not institutionally accredited can be accepted when there is an officially approved transfer articulation agreement with the institution. Articulation agreements may include exceptions to transfer credit, course requirements, and degree requirement policies.

Undergraduate Transfer Credit

Only courses in which students earn a grade of C- or better may be transferred to Bethel. Courses taken pass/fail, credit/no credit, satisfactory/unsatisfactory do not transfer unless the official transcript indicates that a pass/fail, credit/no credit, satisfactory/unsatisfactory is equivalent to a grade of C- or higher. For satisfactory or passing grades on other schools' transcripts that are not defined as equivalent to a C- or higher, transfer credits will be awarded for the class if the instructor of record submits a letter on letterhead that indicates the student earned the equivalent letter grade of a C- or higher. Audited courses are not accepted for transfer to Bethel. Some degree programs require a higher cumulative GPA on all academic work accepted in transfer, or a higher minimum grade for courses. Please refer to specific programs to see transfer grade requirements. Grades earned in transfer courses are not included in calculating the cumulative GPA or the GPA for the major at Bethel.

Courses accepted in transfer must be relevant or equivalent to courses required for the student's program of study at Bethel. Transfer courses that do not fulfill specific courses or requirements may be brought in as electives and counted toward the total credits required for graduation.

To fulfill a specific Bethel requirement at a minimum: the credits of the transfer course must be greater than 50% of the credits of the Bethel requirement (e.g., a 2-credit transfer course may not be used to fulfill a 4-credit Bethel requirement, but a 3- or 4-credit transfer course may fulfill either a 3- or 4-credit Bethel requirement). The level of the transfer course must not be more than one level above or below the Bethel course (e.g., a 100-level course may replace a 200-level course but may not replace a 300-level course). Exceptions can be granted based on content in consultation with the Program Director or Chair.

If a transfer course is not accepted for Bethel credit, the decision may be appealed.

Current Bethel students studying abroad or taking courses at another college or university to meet Bethel requirements should obtain approval of courses to be taken prior to registering for the course. Upon completion of the course, students are responsible to ensure official transcripts are sent to the Bethel Office of the Registrar.

Graduate Level Transfer Credit

The transfer credit must be clearly designated as graduate credits, no more than 3 years old unless approved by the Program Director. The grade must be a C (2.0 on a 4.0 scale) or higher. Some programs may require a higher grade to meet specific accreditation or programmatic requirements.

Seminary Additional Notes:

Courses with S/U or P/F grades are not accepted. All credits applied toward degree requirements at Bethel must have been earned within 10 years of the Bethel degree being awarded.

Only hermeneutics courses taken at an institution accredited by the Association of Theological Schools (ATS) will be accepted in transfer to fulfill BT 510 (<https://catalog.bethel.edu/search/?P=BT%20510>) Hermeneutics. Students who have taken hermeneutics at an institution not accredited by ATS may appeal to have it accepted.

Students may appeal for credit for coursework completed at non-accredited seminaries or graduate schools. Approval is not automatically granted.

Students with coursework which does not meet this requirement, or with credits which will become ineligible during the time of enrollment in their Bethel degree program may petition to have the work reviewed for exception.

A student with a relevant Master of Arts degree from Bethel or another seminary may be granted credits toward a Master of Divinity or Master of Arts degree. No more than half of the credits required for the lesser degree may be used toward the second degree at Bethel.

Challenge Examinations and Achievement Tests (Seminary Students)

Bethel Seminary does not accept credits through challenge examinations and/or achievement tests.

Clinical Pastoral Education

Summer, semester or extended programs in Clinical Pastoral Education (CPE) approved by the Association for Clinical Pastoral Education (ACPE) are available for academic credit. Students may receive transfer credit for one CPE unit completed before entering Bethel Seminary if that unit was taken at an accredited CPE site and the student provides written documentation of successful completion.

Prior Learning Credits

Bethel University recognizes that students may have acquired knowledge outside of the traditional classroom. As a result, options for earning credit exist through the following means.

A maximum of 40 credits in prior learning can be applied toward an undergraduate degree program. Students must still complete the residency requirements for their degree program. See the residency requirement policy for specific information.

NOTE: Bethel Seminary does not grant credit for prior learning except by special arrangement and approval of the Dean of the School of Theology and Bethel Seminary. Experiential learning in the form of a directed study is available to students once they are enrolled in various programs or degrees under certain circumstances. Please see directed study within the academic policy section of this catalog for more information.

Prior Learning: Credits by Examination - Undergraduate

The following requirements cannot be met through ACE-recommended PLA credit: Bethel distinctives, program-determined residency requirements, capstone courses and 400 level courses.

1. Credit may be awarded to a student who receives a qualifying score on the following:
 - a. Advanced Placement Examination (AP). A minimum score of 3 is required in order for the exam to replace most Bethel requirements. However, a score of 4 or higher may be required by some departments or programs. The Office of the Registrar maintains information about AP exams and General Education requirements. Click link (p. 86) for equivalency to Bethel Courses
 - b. College-Level Examination Program (CLEP) General Examination or a Subject Examination. Click link (p. 86) for score details
 - c. International Baccalaureate (IB) exam. Bethel awards 3 credits for Standard Level Examinations with a score of 5 or higher. A student with a score of 4 or higher on a Higher Level Examination is awarded 6 credits. Consult the Office of the Registrar for details. Click link (p. 86) for score details
 - d. A DANTES Subject Standardized Test (Defense Activity for Non-Traditional Education Support) is equivalent to a college course. Consult the Office of the Registrar for details.
2. Exemption from certain first-level courses may be granted on the basis of an adequate score on special placement examinations devised by the respective departments.
3. Students who complete high school outside the U.S. may be eligible to receive credit for some first-year courses.

Prior Learning: ACE-Approved Training - Undergraduate

NOTE: Not all programs will accept ACE-Approved training to meet degree requirements.

Many career fields offer non-collegiate-sponsored training courses, examinations, or certifications. Students may earn PLA credit for completing such training that has been recommended for credit by the American Council on Education (ACE). This includes military training documented on the Joint Services Transcript (JST).

Prior Learning: Assessment - Undergraduate or Graduate

Prior Learning assessment evaluates and recognizes learning gained outside traditional academic settings. A verified certificate of completion or an official transcript from the organization must be submitted.

NOTE: Not all programs will accept a Prior Learning Assessment to meet degree requirements.

Credits for prior learning assessment may be awarded through one of two options:

1. A formal agreement is made with a non-institutionally accredited institution or organization for the awarding of credits upon successful completion of training courses, examinations, or certifications.
2. The training courses, examinations or certifications from a non-institutionally accredited institution or organization in which no formal agreement exists may be formally evaluated and approved by the Registrar's Office. To initiate this formal evaluation, a verified certificate of completion or official transcript must first be submitted to Bethel's Registrar's Office. Students can be awarded credits based upon the successful completion of training courses, examinations, or certifications.

Credits by Examination

Bethel University recognizes that students may have acquired knowledge outside the traditional classroom. As a results, options for earning credit exist through the following means.

A maximum of 40 credits in prior learning can be applied toward an undergraduate degree program. Students must still complete the residency requirements for their degree program. See the residency requirement policy for specific information.

Prior Learning: Credits by Examination - Undergraduate

Bethel distinctives, program-determined residency requirements, capstone courses and 400 level courses; these requirements cannot be met through ACE-recommended PLA credit.

1. Credit may be awarded to a student who receives a qualifying score on:
 - a. **Advanced Placement Examination (AP)** A minimum score of 3 is required in order for the exam to replace most Bethel requirements. A score of 4 or higher is required by some departments or programs. The Office of the Registrar (<https://www.bethel.edu/registrar/>) maintains information about AP exams and General Education requirements. Students should consult departments for information about AP courses that may be used to fulfill requirements in the major. Click on link (<https://catalog.bethel.edu/arts-sciences/general-information/transfer-credits-bethel/ap-clep-ib/#apequivalenciestext>) for equivalency to Bethel Courses
 - b. **College-Level Examination Program (CLEP)** General Examination or a Subject Examination. Click link (<https://catalog.bethel.edu/arts-sciences/general-information/transfer-credits-bethel/ap-clep-ib/#clepequivalenciestext>) for score details
 - c. **International Baccalaureate (IB) Exam** Bethel awards 3 credits for Standard Level Examinations with a score of 5 or higher. A student with a score of 4 or higher on a Higher Level Examination is awarded 6 credits. Consult the Office of the Registrar for details. Click link (<https://catalog.bethel.edu/arts-sciences/general-information/transfer-credits-bethel/ap-clep-ib/#ibequivalenciestext>) for score details
 - d. **DANTES Subject Standardized Test** (<https://www.military.com/education/timesaving-programs/dantes-college-credit-by-examination-program.html>) (Defense Activity for Non-Traditional Education Support), which is equivalent to a college course. Consult the Office of the Registrar for details.
2. Exemption from certain first-level courses may be granted on the basis of an adequate score on special placement examinations devised by the respective departments.
3. Students who complete high school outside the U.S. may be eligible to receive credit for some first-year courses.

General Education

The primary goal of the General Education curriculum is to integrate the Christian faith with all areas of learning and to serve as a foundational area of study for all learners. Our mission further includes the integration of several elements that are often separated in contemporary academia:

- the great fields of learning—humanities, social and natural sciences, the arts, and pre-professional studies—to emphasize the interdependence of knowledge;
- the many aspects of being human as individual persons and members of societies—to seek wholeness in one's development and maturation;
- Western and non-Western cultural perspectives—to communicate both the differences and similarities in their histories and worldviews and the understanding of diversity amid commonality;
- the study of the dominant ideas of many cultures with the firsthand experience of interacting with those cultures—to cultivate empathy and depth of understanding; and
- the perspectives of history with the shaping of the present and near future—to cultivate a sense of an “extended present” with the grasp of the movement of time and the impact of human choices on the generations that follow.

To enhance such integration the Traditional Undergraduate General Education curriculum has been organized in five themes, each of which includes a variety of courses designed to develop specific knowledge, skills, and values. The five themes of First Year Foundations; Artistic Experience; Biblical Foundations; Math, Science, and Technology; and Cultural Intelligence are complemented by an off-campus cross-cultural experience and a capstone course in Contemporary Christian Issues.

The five General Education themes comprise both specific courses that all students take and categories from which students choose courses. General Education courses are arranged in a unified and developmental sequence spread through all four years of study and culminate in a capstone course. First-year students at Bethel choose between two options to start their general education:

- **The Modular Approach** (<https://www.bethel.edu/undergrad/academics/general-education/first-year-options/modular/>) to general education, consists of 3 courses, each covering different areas of study.
 - Creative Arts (GES 125; ICA)
 - Western Culture (GES 130; CWC)
 - Inquiry Writing Seminar (GES 160; IQ)
- **The Humanities Approach** is an integrated sequence of 3 courses that explores how great writers and artists of western civilization have tried to answer life's deepest questions concerning God, the self, and society.

Students may choose to complete their off-campus cross-cultural experience through a designated course, an off-campus program, or through an approved non-credit experience at any time during their course of study at Bethel. A limited number of courses can be used to meet both General Education requirements and the requirements for a major or minor. (See list of requirements for each major or minor in the appropriate departmental section of the catalog.)

Course and category names listed below, as well as their descriptions, reflect the requirements of the General Education curriculum. General Education category names are followed by category designator letters (e.g., D, M, P). These same designator letters are used throughout the catalog to identify courses meeting General Education category requirements. The following suffix code is used for General Education categories:

A	Artistic Experience
D	Laboratory Science
G	Comparative Systems

K	Science, Technology, and Society
L	Contemporary Western Life and Thought
M	Mathematics
P	Contemporary Christian Issues
S	Second Language
U	World Cultures
Z	Cross-cultural Experience

General Education Policies

1. All General Education courses must be approved through the normal curriculum review and approval process. No petitions to substitute a non-General Education Bethel course for a General Education requirement will be approved.
2. Each course that carries a General Education tag contains components and requirements unique to that tag. These components and requirements are integral and necessary parts of the course. Students must satisfy all course components and requirements, even if they have previously completed another course containing that tag, or are taking another course with that tag in the same term. For example, a student taking more than one "Z" tagged course must complete all "Z" tag components and requirements in each course.
3. General Education courses, with the exception of Cross-cultural Experience (Z) courses, may not be taken as a Directed Study. General Education courses may be taken as a Course by Arrangement only when they meet all requirements in the policy on Course by Arrangement.
4. With approval of an instructor, students may fulfill the Cross-cultural (Z) Experience requirement through an independent cross-cultural experience connected to a non-Z companion course. This may be done during the academic year or during summer term. In addition to registering for the non-Z companion course students must also register for, and successfully complete two half-credit courses designed to help them gain the most benefit from the experience as well as future cross-cultural experiences (GES 101 (<https://catalog.bethel.edu/search/?P=GES%20101>) and GES 102Z (<https://catalog.bethel.edu/search/?P=GES%20102Z>)).
 - a. The faculty member teaching the course must approve a student's request to use the course as a non-Z companion course, but will not be responsible for overseeing or evaluating Z-related activities and assignments beyond any assignments and activities already required for the course.
 - b. Students must enroll in GES 101 the term preceding their experience and enroll in GES 102Z the term after they return.

General requirements allow for the inclusion of credits from a higher level. Adult students graduate under the requirements of the most current catalog at the time they began their studies at Bethel. If they have pursued more than one degree or certificate, the catalog that applies to them is the catalog in place when they most recently renewed their studies at Bethel. Any substitutions are determined by Bethel University.

Courses required in the major are in addition to the CAPS Bethel Distinctives and Goal Area requirements below.

Bethel Distinctives	CORE 300 and CORE 330H
Goal Area 1: Communication	8 credit minimum including an Academic Research and Writing course (R category)
Goal Area 2: Critical Thinking	4 credit minimum. SOCS 110 Succeeding in College is required in residence for Transfer Level A.

Goal Area 3: Natural Sciences	8 credit minimum
Goal Area 4: Mathematical/Logical Reasoning	3-4 credit minimum
Goal Area 5: History and the Social and Behavioral Sciences	8 credit minimum
Goal Area 6: The Humanities and Fine Arts	8 credit minimum
H Category: Ethics	2 credit minimum

Goal Area 1: Communication

Code	Title	Credits
Category R: Academic Research Writing		
ENGL 230R	Inquiry Writing Seminar	4
Other Goal Area 1		
CHMN 451	Communication in Ministry	3
COMM 160	Basic Communication Skills	4
ENGL 130	College Composition	4

Goal Area 2: Critical Thinking

Code	Title	Credits
BUSN 104	Introduction to Business	4
BUSN 200	Business Problem Solving	2
BUSN 314	Intermediate Macroeconomics	2
CORE 300	Community, Self and Formation	4
CORE 330H	Examining Crucial Questions	4
ORGL 120	Personal Mission and Leadership	2
PSYC 400	Research Methods	4
SOCS 110	How Learning Works: Keys to College Success	4
SOCS 120	Introduction to Healthcare	2

Goal Area 3: Natural Sciences

Code	Title	Credits
BIOL 120 & BIOL 120L	Introduction to Molecular and Cellular Biology and Introduction to Molecular and Cellular Biology Lab	4
CHEM 101 & CHEM 101L	Introduction to Chemistry and Introduction to Chemistry Lab	4
CHEM 113 & CHEM 113L	General Chemistry and General Chemistry Lab	4
HEPE 260	Physiology of Wellness	4
NASC 275	Environment and Humanity	4

Goal Area 4: Mathematical/Logical Reasoning

Code	Title	Credits
BUSN 115	Personal Financial Literacy	4
MATH 180	Mathematics in Real Life	4

MATH 201	Business Mathematics and Statistics	4
PSYC 335	Introduction to Statistics	4

Goal Area 5: History and the Social and Behavioral Sciences

Code	Title	Credits
ADST 445	Counseling Microskills	4
ADST 450	Introduction to Addictions Counseling	4
BUSN 310	Global Management and Leadership	2
BUSN 314	Intermediate Macroeconomics	2
BUSN 335	Business Law	4
CORE 300	Community, Self and Formation	4
CORE 330H	Examining Crucial Questions	4
ECON 202	Principles of Microeconomics	2
ECON 203	Principles of Macroeconomics	2
HIST 250	History of the United States	4
POLS 100	American Government and Politics	4
PSYC 100	Introduction to Psychology 1	2
PSYC 205	Lifespan Development	4
PSYC 220	Social Psychology	4
PSYC 340	Psychopathology	4
PSYC 345	The Body's Response to Trauma	2
PSYC 380	Motivation and Emotion	4
PSYC 400	Research Methods	4
SOCS 101	Introduction to Sociology	4
SOCS 130	Christianity & Western Culture	4
SOCS 255	Introduction to American Cultures	2
SOWK 240	Socioeconomic & Justice Issues in Market Economies	2
THEO 341	Gospel in Cross-Cultural Perspective	3

Goal Area 6: The Humanities and Fine Arts

Code	Title	Credits
ARTC 150	Introduction to Art Appreciation	4
BIBL 230	The Bible in Real Life	4
BIBL 360	Making Sense of the Bible	4
CHMN 200	Foundations for Vocation and Christian Ministry	2
CHMN 300	Foundations for Christian Ministry	3
CHMN 320	Personal Spiritual Formation	3
CORE 330H	Examining Crucial Questions	4
ENGL 100	Literature: How Stories Change the World	4
THEO 341	Gospel in Cross-Cultural Perspective	3
THEO 441	Christian Theology	4

Category H: Ethics

Code	Title	Credits
ADST 485H	Professional Issues and Ethics	2
CORE 330H	Examining Crucial Questions	4
SPED 480H	Student Teaching: Academic Behavioral Strategist	4

Bethel Distinctive Courses

The Bethel Distinctives curriculum comprises two upper-division courses (8 credits) required of students intending to earn a Bachelor of Arts (B.A.) degree or Bachelor of Science (B.S.) degree through Bethel's adult online programs. Bethel Distinctive courses must be taken in residence. Students who have already completed a bachelor's degree from Bethel's traditional undergraduate school are exempt from this requirement.

Code	Title	Credits
CORE 300	Community, Self and Formation	4
CORE 330H	Examining Crucial Questions	4
Total Credits		8

Outcomes

- 1. Understand foundational concepts of Christianity.
- 2. Develop method for evaluating sources of influence.
- 3. Apply sources of influence to personal and professional life philosophy.

Foundations of Math Readiness

The Foundations of Math Readiness (FMR) course helps students who need additional preparation to increase their probability of success in adult, online programs. Any adult, online student may take the FMR course, but it is required for all new students who are admitted to Bethel's adult, online programs with fewer than 45 credits *and* who have a cumulative high school or college GPA below 2.5 or a combined GED score below 451. Students admitted with 45 or more credits are not required to take the FMR course.

MATH 090, A pre-college course that does not lead to college-level credit that would be applied to degree, certificate, or license requirements. There is no tuition charged for this course, however it does carry a course fee for course materials.

Code	Title	Credits
MATH 090	Foundations of Mathematics	0
Total Credits		0

*Associate of Arts students must fulfill General Education Goal Area requirements at the 100-200 level. Students may transfer in courses at a higher level.

Themes of the Traditional Undergraduate General Education Curriculum

First Year Foundations Theme

Facilitates a broad understanding of the richness inherent in humans and their relationships. Orients students to higher education, builds communication skills, enhances creative thought and expression, promotes holistic well-being, and increases understanding of human nature and Western society. The integration of these facets yields whole and healthy persons.

Introduction to Wellbeing (GES 140)

Explores many of the dimensions that influence wellbeing: including Spiritual, Cognitive, Emotional, Physical, Relational, and Meaning. Examines the dynamic interconnection between the dimensions. Students integrate foundational knowledge, experiences, and strategies to become successful whole and holy individuals not only in college but also throughout adult life.

TRANSFER INFORMATION:

Must be taken at Bethel. May not be transferred to Bethel.

Christianity and Western Culture (GES 130)

Seeks to help students understand the key movements that have influenced the lives of people in Europe and North America up through the Enlightenment. Students read with insight and empathy the writings and lives of those who have influenced the course of world societies. Prepares students to appreciate and evaluate the diverse ways in which Christians have interacted with Western culture by shaping, absorbing, and criticizing the culture of the West.

TRANSFER INFORMATION:

Must be taken at Bethel. May not be transferred to Bethel.

Inquiry Writing Seminar (GES 160)

While exploring a specific topic of interest, students develop and understand the meaning and value of a liberal arts education in the Christian tradition. The seminar promotes the establishment of community among students, faculty, and varying aspects of student life. The seminar provides students with instruction and practice in writing as well as in preparing and delivering oral presentations. Supplemental assignments and activities outside the traditional classroom are required.

TRANSFER INFORMATION:

Common Necessary Features

- Academic research and writing
- Practice of the writing process (i.e., planning, drafting, revision, editing)
- Research paper, including correct documentation, of seven or more pages of text
- Planning and delivery of at least two oral presentations

Transfer Course Level: 100 or higher

Transfer Course Credits: 3 or more

NOTE: GES 160 Inquiry Writing Seminar includes both speaking and writing components. GES 160 can be fulfilled by transferring in courses that fulfill the writing component (GES161 Inquiry: Writing) and the speaking component (GES162 Inquiry: Speaking). Students may also transfer a course that meets the writing component (GES161 Inquiry: Writing) and take one of the following Speaking courses: COM 110 Basic

Communication, COM 324 Professional and Technical Communication, COM 386 Advanced Public Speaking, or COM 387 Speaking in Ministry Contexts at Bethel.

Introduction to the Creative Arts (GES 125)

Introduces the creative arts and highlights their crucial role in human experience. Art forms included each semester are chosen from music, visual arts, theater, dance, literature, or film. Creative works spanning stylistic, social, and historical contexts are examined in light of such issues as relationships, religion, death/despair, and humor (and abstraction). Students experience and critically interact with creative works and reflect on them from a Christian worldview, with the goal of developing literacy in artistic language as a tool for exploration and aesthetic interpretation and evaluation.

TRANSFER INFORMATION:

Common Necessary Features: *(minimum content & skills required for transfer courses)*

- Study of one or more art form(s)
- Skills in evaluating art work
- Vocabulary to communicate about art

Transfer Course Level: 100 or higher

Transfer Course Credits: 3 or more

Artistic Experience Theme

Artistic Experience - Category of Courses (A)

Students gain hands-on experience with creating/performing (engaging with materials, instruments, creative writing, etc.) that is planned, supervised, and evaluated by a faculty member. An in-studio experience/performance (individual or group) is critiqued in some form. The Artistic Experience course may be taken before, during, or after GES 125 *Introduction to the Creative Arts* or GES 145, GES 147, and GES 149 *Western Humanity in Christian Perspective I, II, & III*.

TRANSFER INFORMATION:

Common Necessary Features: *(minimum content & skills required for transfer courses)*

- Hands on artistic experience (dance, theatre, art, music)
- Planned, supervised, and evaluated by a faculty member
- Critique of art form

Transfer Course Level: 100-300 level

Transfer Course Credits: 0-4

Biblical Foundations Theme

Biblical and theological competence consists of attaining scriptural knowledge, understanding theology based on scripture, and responding to new situations in an authentically Christian manner. Such competence requires a foundational grasp of the Bible and theology, together with the skills for understanding and interpreting the Bible and Christian faith for new situations.

Introduction to the Bible (BIB 101)

Traces the journey of God's people from Abraham and Sarah through the New Testament church, highlighting the unifying self-disclosure of God in the various cultures and types of writing of the Old

and New Testament. A holistic approach is used to introduce students to both historical and thematic content as well as broad, but basic, exegetical principles.

TRANSFER INFORMATION:

Common Necessary Features: *(minimum content & skills required for transfer courses)*

- God's people from Abraham and Sarah through the New Testament church
- God as seen in and communicated through various cultures and types of writing in the Old and New Testament
- Introduction to the historical context of the Bible
- Introduction to the theological context of the Bible

Transfer Course Level: 100 or higher

Transfer Course Credits: 3 or more

Residency Requirement: At least one course in the Biblical Foundations Theme must be taken at Bethel

Christian Theology (THE 201)

Investigates central themes of the Christian faith from a primarily systematic perspective. These themes are discussed both individually and in terms of the role each plays in worldview formation. Topics include Scripture (inspiration and inerrancy), God (Trinity), the person and work of Jesus Christ (incarnation and atonement), salvation (justification and sanctification), and last things (heaven and hell). Emphasis is placed on the unity and diversity of theological beliefs within Christianity, both past and present, and on the interrelationships between theological understanding, culture, and discipleship.

TRANSFER INFORMATION:

Common Necessary Features: *(minimum content & skills required for transfer courses)*

- Study the essentials of Christian Theology
- Theology is taught primarily from a systematic perspective
- Unity and diversity of theological beliefs

Transfer Course Level: 100 or higher

Transfer Course Credits: 3 or more

Residency Requirement: At least one course in the Biblical Foundations Theme must be taken at Bethel

Math, Science, and Technology Theme

Introduces students to the basic concepts, processes, ways of thinking, and applications in math and natural science, and promotes an understanding of central issues in the impacts of science and technology on society.

Mathematics - Category of Courses (M)

Introduces foundational mathematical concepts and reviews and reinforces quantitative skills. Demonstrates pure mathematics as the foundation for the models in use. Students apply appropriate mathematical models and techniques to real-life quantitative problems in order to develop problem-solving skills. Topics addressed include (a) proportional thinking, with ratios, percentages, and decimals, (b) graphs and tables that illustrate trends, rates of change, slopes, and continuous and discrete data, (c) single variable problems, simple algebraic expressions with one unknown, and (d) elementary data analysis, such as unit and unit conversion, significant figures, and basic probability.

TRANSFER INFORMATION:**Common Necessary Features:** *(minimum content & skills required for transfer courses)*

- Proportional thinking (ratios, percentages, decimals graphs and tables) that illustrate single variable problems and data analysis
- Application of math knowledge and concepts to real world problems from more than one discipline
- Development of problem solving skills

Transfer Course Level: 100 or higher

Transfer Course Credits: 3 or more

Laboratory Science - Category of Courses (D)

Introduces the process and concepts of modern science by focusing on one specific discipline. Provides a broad perspective on scientifically acquired knowledge, inductive methods, and experimental procedures. Provides a basis for considering implications for Christian stewardship of the natural world. Laboratory forms a central experiential component of each course, and the analytical procedures used there build and reinforce the student's mathematical competence.

TRANSFER INFORMATION:**Common Necessary Features:** *(minimum content & skills required for transfer courses)*

- Concepts and process of modern science focused on one discipline
- Relate discipline to modern life
- Apply methods in investigating, quantifying, and reasoning from scientific evidence
- Lab required

Transfer Course Level: 100 or higher

Transfer Course Credits: 3 or more

Science, Technology, and Society - Category of Courses (K)

Addresses the linkage of science and technology with other aspects of contemporary society and the natural environment. Focuses on a technological issue that poses current and emerging choices and rests on a body of scientific understanding. At least one-third of the course addresses the scientific and technological content, and at least one-third integrates it with contemporary issues. Addresses the means and criteria by which society decides how to use and regulate the technology. Gives attention to historical perspectives, the relevant ethical and theological principles, and the mandates for Christian stewardship in response to future challenges. Applies and reinforces at least one of the topics of the mathematics category description.

TRANSFER INFORMATION:**Common Necessary Features:** *(minimum content & skills required for transfer courses)*

- Links science and technology with contemporary society
- Focuses on technological issues
- At least 1/3 of course addresses scientific and technological context
- At least 1/3 of course integrates science with contemporary issues
- Applies and reinforces at least one mathematical concept/skill
- Gives attention to historical perspective

Transfer Course Level: 200 or higher

Transfer Course Credits: 3 or more

Cultural Intelligence Theme

Students explore and engage diverse cultures using a variety of methods and approaches. They build skills to communicate in a foreign language, develop a deeper understanding of modern American society and other cultures, and analyze systems based upon these diverse cultures.

Second Language - Category of Courses (S)

Equips students to understand and communicate with people of other cultures at the Novice-High level on the American Council on the Teaching of Foreign Languages (ACTFL) proficiency scale. In the case of ancient languages that are taught at Bethel, students are able to use the language to engage the ideas of those cultures. Documented proficiency in other languages not offered at Bethel serves to meet the requirement of this category. Learning experiences are focused on the use of the language for communication purposes within a broader cultural context. Provides opportunities for students to compare, contrast, and analyze their culture with other cultures.

TRANSFER INFORMATION:

Common Necessary Features: (*minimum content & skills required for transfer courses*)

- Students use language for communication
- Learn aspects of culture(s)
- Understand grammatical structures at basic level (grammar is not the only focus)
- Equivalent of 2nd semester of first language at the college level (e.g. Elementary, Introductory, Beginning) or a language course at a higher level

Transfer Course Level: 100 or higher

Transfer Course Credits: 3 or more

Students may fulfill Bethel's language requirement by:

1. Completing the second semester of the first year of a (beginning or introductory) college-level language class or higher with a passing grade at Bethel University (e.g., SPA 102S *Introductory Spanish II*).
2. Completing the second semester of a first-year (introductory or beginning) college-level language class or higher with a grade of a C or higher at another college/university (any language other than English).
3. Heritage and native speakers of Spanish, Spanish Immersion students, or students with AP or CLEP credit, who are placed and successfully complete SPA 340U will receive credit for SPA 101, SPA 102S, SPA 201S, and SPA 202UZ/SPA 202SU .
4. Heritage and native speakers of languages other than Spanish will be given 8 credits for meeting the outcomes of the S-tag General Education course requirement. The Language Placement Coordinator will assess the students' proficiency and determine their eligibility for this credit.

Cross-cultural Experience - Category of Courses (Z)

Students experience an off-campus person-to-person (ideally one-on-one) intercultural engagement, of at least 25 hours with a specific cultural group that supports the development of awareness of one's own culture and the culture with which the student is interacting. (Culture can be defined as the values, beliefs, and behaviors of a group.) Students develop an increased understanding of the complexity and tension cultural difference has on interaction with others. Successful-Z-tag outcomes include students

being able to identify and describe: (a) some behaviors, beliefs, and values of their own culture and the culture they are interacting with; (b) features of subgroups (e.g., class, gender, socioeconomic class, religion, etc.) within these cultures; and (c) the effect of their own cultural behavior, beliefs, and values on interactions with those from the other culture. Students learn methods of guided reflection and analysis that facilitate processing experiences of difference. The Z-tag experience places students in an experiential person-to-person learning environment (domestic or abroad) that includes faculty guided pre-experience preparation and post-experience processing. This requirement can be met by taking a course designated with a Z-tag, participating in an approved, non-credit experience, or by spending an approved semester abroad.

The Cross-cultural Experience requirement can be met by passing an approved cross-cultural course indicated by a Z in the course number, completing a semester abroad while a student at Bethel, or completing an approved non-credit experience when undertaken in conjunction with Bethel's pre and post cross-cultural experience courses (GES 101 and GES 102Z). Registration in GES 101 is required the semester before the experience. Approval of the experience takes place in GES 101. However, students may consult with faculty teaching GES 101 prior to registering for the class to discuss an experience they are considering proposing for this option. Registration in GES 102Z is required the semester after the experience. These courses are described in the Academic Information section of this catalog under *General Education*. Courses with a Z in their number can be found in the course listings of many different academic departments.

TRANSFER INFORMATION:

Common Necessary Features: *(minimum content & skills required for transfer courses)*

- Must be part of a credit bearing course. Regular transfer policies apply (e.g. grade of C or better, cannot be S/U)
- Minimum 25 hours person to person (preferably one on one) with someone from another culture
- Develops awareness of one's own culture
- Identification of values, beliefs, behaviors of a culture different from one's own
- Pre-experience preparation
- Guided reflection
- Method for understanding another culture
- Post-experience processing

Additional transfer information:

- Students may use a semester abroad program completed at another accredited college or university.
- Students who have completed YWAM's Discipleship Training School may use this experience to fulfill the Cross-cultural Experience (Z) requirement.
- Students may not use a previous experience, such as a missions trip, that was not taken for credit at another accredited college or university for the Z-tag requirement.
- Students may transfer in a college course they have taken that includes the elements above, passed with a grade of C or better, and for which they have received college credit.
- Military Veterans may fulfill the Cross-cultural Experience (Z) course requirement using their overseas assignment and successfully completing GES 102Z: *Post-intercultural Engagement Processing*.

Contemporary Western Life and Thought - Category of Courses (L)

The main focus of courses in this category is exploring contemporary American life, culture, and thought within the broad context of Western culture and thought. The courses build on the critical historical events, persons, movements, institutions, and world views of the Enlightenment that have had phenomenal impact on the direction and evolution of Western life and culture. They address the

question, "What does it mean to live in a Western culture in the 21st century, given the influences of the past 200 years?" Courses explore some of the key historical and contemporary persons, events, movements, institutions, and worldviews that have shaped Western culture, with significant emphasis on the United States. While they are taught primarily from the perspective of one academic discipline, they use readings, materials, and insights from at least three disciplines. Although Contemporary Western Life and Thought (L courses) might explore America's European heritage, their core emphasis should be the unique nature of the American experience.

TRANSFER INFORMATION:

Common Necessary Features: *(minimum content & skills required for transfer courses)*

- Contemporary American Life (last 200 years) (No more than 1/3 of course may be about historical periods prior to the 19th Century)
- Study of influence of last 200 years on life today
- Core emphasis of the course is the unique nature of the American experience

Transfer Course Level: 100 or higher

Transfer Course Credits: 3 or more

World Cultures - Category of Courses (U)

Focuses primarily on one historical or contemporary cultural group whose ways of thinking and living are substantially different than the dominant cultures of Europe and North America. Generally this is an Asian, African, Latin American, Middle Eastern, or Native American culture. The culture's religious/philosophical traditions, economic and political structures, and socio-cultural frameworks are examined, along with the various influences that have acted upon the culture's history and development. Writings by and about the lives of those who have influenced the course of contemporary cultures and societies are included.

TRANSFER INFORMATION:

Common Necessary Features: *(minimum content & skills required for transfer courses)*

- Study of one cultural group
- Cultural group, such as Asian, African, Latin American, Middle Eastern, or Native American, different from the dominant culture in the US or Europe
- Religious/philosophical, economic/political and sociocultural frameworks
- Writings by and about the lives of people of the culture

Transfer Course Level: 100 or higher

Transfer Course Credits: 3 or more

Comparative Systems - Category of Courses (G)

Compares and contrasts how societies in their large and small-scale manifestation develop mechanisms and strategies for dealing with numerous fundamental problems those individuals, groups, and institutions must resolve in order to progressively reproduce themselves. Engages students in the comparative examination of ideas, themes, processes, structures, institutions, or contemporary social, political, economic, religious, national, or international issues. Focuses on at least two distinctly different units of analysis, regions, or historical epochs. Deliberate attention is paid to the impact on different groups of the subject matter under consideration in a particular social and historical context. Students interact with "voices" (readings, materials, and insights) from the societies, regions, or the historical epoch being studied.

TRANSFER INFORMATION:

Common Necessary Features: (*minimum content & skills required for transfer courses*)

- Compares and contrasts societies or compares culture and subculture
- Writing demonstrating synthesis of perspectives

Transfer Course Level: 200 or higher

Transfer Course Credits: 3 or more

Modular and Integrated Options for First- and Second-Year Courses

Bethel offers two options for completing some of the first- and second-year General Education requirements in the Personal Development, Biblical Foundations, and Global Perspective themes.

Option 1: Modular

Courses offered in the Modular option are described in the *Academic Programs* section, under General Studies (<https://catalog.bethel.edu/academic-programs/college-of-arts-sciences-and-education/undergraduate-programs/general-studies/>). GES 125 and GES 130 are taught by an interdisciplinary team of faculty, introducing students to Western cultural heritage and the fine arts. Lectures are supplemented by small-group discussions in both classes. Understanding and appreciation of the arts are enhanced through visits to galleries and attendance at concerts and plays. GES 160 *Inquiry Writing Seminar* is designed to introduce students to researching and writing in the college setting.

Option 2: The Humanities Program (Integrated)

The three-course sequence emphasizes in-depth reading, discussion, and analysis of texts and works of art. Students experience literature, theology, philosophy, music, theater, and art in historical context. They learn the foundations of theology and see how Christians have shaped and responded to Western culture. The three-course sequence must be taken in order. They replace the three courses in the First Year Foundations Category of Bethel's General Education Program: GES 160 *Inquiry Writing Seminar*, GES 125 *Introduction to the Creative Arts*, and GES 130 *Christianity and Western Culture*. Courses in the Humanities Program are described in the *Academic Programs* section of this catalog under *General Studies* (GES 145, GES 147, and GES 149).

TRANSFER INFORMATION:

Because of the integrated nature of the Humanities Program, these courses may not be transferred to Bethel without the permission of the Humanities Program Director.

Senior Capstone

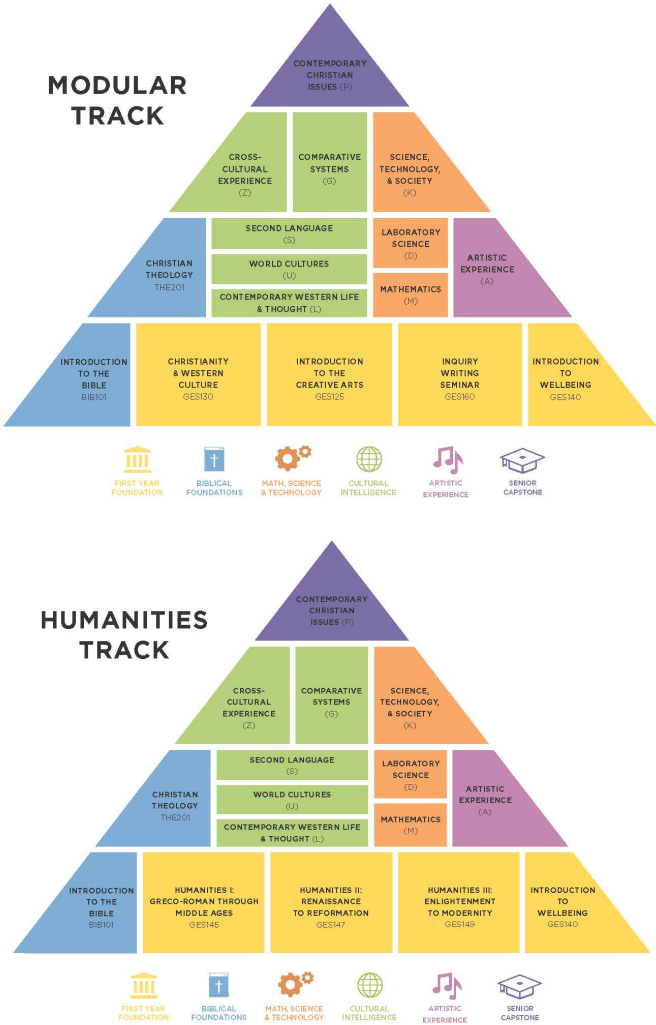
Contemporary Christian Issues - Category of Courses (P)

Explores selected topics that challenge Christians to make personal and collective choices in light of their Christian values, education and personal experience. Emphasizes deeper levels of self-understanding or a sharpened sense of some of the complex issues present in our contemporary society. The primary goals are to cultivate holistic and biblically based views of oneself and the world and to facilitate ethical decision-making when facing these issues. Students explore alternative Christian worldviews that can define and guide decision-making and/or developing oneself. They examine a theme pertaining to one's personhood and/or relationship to a facet of contemporary society in order to personalize and integrate varied approaches to that issue as part of the process of formulating a personal ethic.

TRANSFER INFORMATION:

Must be taken at Bethel. May not be transferred to Bethel.

Traditional Undergraduate General Education Track Options



Traditional Undergraduate General Education Requirements and Prerequisites

Print Version: General Education Requirements by Entry Standing: 2024 and forward (pdf) (<https://www.bethel.edu/undergrad/academic-affairs/files/general-education-2024-and-beyond-transfer-chart.jpg>)

Course or Category	Category Designato	Course #	Prerequisite	Credits	Terms Offered
First Year Foundations:					
Introduction to Wellbeing ¹	-	GES 140	None	2	F, J, S
Christianity and Western Culture ¹	-	GES 130	None	4	F, J, S
Inquiry Writing Seminar	-	GES 160	None	4	F, S
Introduction to the Creative Arts	-	GES 125	None	4	F, J, S
Artistic Experience:					
Artistic Experience	A	1xx-3xx	None	0-4	F, J, S
Biblical Foundations:					
Introduction to the Bible	-	BIB 101	None 4	F, J, S	
Christian Theology	-	THE 201	BIB 101 & Sophomore standing	4	F, J, S
Math, Science, and Technology:					
Mathematics	M	1xx-2xx	None (some by placement exam)	4	F, J, S
Laboratory Science	D	1xx-2xx	None	4	F, J, S
Science, Technology, and Society	K	3xx	D course & M course	4	F, J, S
Cultural Intelligence:					
Second Language	S	102	Placement exam or credit for 101	4	F, J, S
Cross-cultural Experience	Z	1xx-4xx	None	0-4	F, J, S
Contemporary Western Life and Thought L		2xx	GES 130 & GES 160 ² or GES 149 ²	4	F, J, S
World Cultures	U	2xx	GES 130 or GES 149	4	F, J, S
Comparative Systems	G	3xx	(GES 130 ² ; GES 160 ² or GES 149; L-course or U-course	4	F, J, S
Senior Capstone:					
Contemporary Christian Issues ¹	P	4xx	(GES 160 or GES 149) & THE 201 & L-course, G-course, or U-course & Senior standing		
Integrated Track (Humanities):					
Humanities I: Greco-Roman through Middle Ages	-	GES 145	None	4	F

Humanities II: Renaissance and Reformation	-	GES 147	GES 145	4	J
Humanities III: Enlightenment and Modernity	-	GES 149	GES 147	4	S

¹ P course, GES 140 Introduction to Wellbeing, and GES 130 Christianity and Western Culture requirements cannot be fulfilled through transfer courses.

² May be taken concurrently.
Letters (e.g., A, D) indicate a General Education category from which students select a course of their choice.

General Education Entry Standing (traditional undergraduate students)

Entry Standing Level

The Entry Standing:

- Determines which General Education requirements a student must fulfill and the number of January Sessions that must be completed.
- Is assigned when students take their first Bethel course after their date of high school graduation.
- Is based on semester credit hours from another institution that have been completed prior to enrolling at Bethel and accepted for transfer, as well as any coursework taken for credit through a Bethel-sponsored high school and/or early college program.
- Will not be changed from the original level assigned unless a student leaves Bethel and returns after a period of two or more years, during which time the student earned credits at another college or university and did not complete any courses at Bethel.

Visit Bethel's General Education Curriculum Policies webpage (<https://www.bethel.edu/undergrad/academic-affairs/curriculum/general-education>) for information about our General Education Policies and Transfer Entry Standing Charts.

Students who already have a Bethel Bachelor's degree and who are completing a second degree or major are considered to have met all General Education requirements. They need only meet the requirements for the major, including the major residency requirement.

Helpful Notes:

- Entries of 'Yes' mean students must take the course to complete their chosen degree
- Entries of 'No' mean students are exempt from taking the course to complete their chosen degree

Appeal of Entry Standing Level

Students who believe their entry standing level is incorrect or should be adjusted, may appeal that decision by submitting the form found on the Registrar's Office webpage (<https://www.bethel.edu/registrar/forms/>).

Entry Standing Charts for students who entered prior to Fall 2024 can be found on the General Education Curriculum Policies webpage (<https://www.bethel.edu/undergrad/academic-affairs/curriculum/general-education>)

General Education Requirements by Entry Standing 2024-2025	Level 1	Level 2	Level 3	Completed MNTC	Completed A.A., A.S., B.A., or B.S.
Credits	0-29	30-59	60-90 +		
FIRST YEAR FOUNDATIONS					
GES 140 Introduction to Wellbeing*	Yes	No	No	No	No
GES 130 Christianity and Western Culture*	Yes	Yes	Yes	Yes	Yes
GES 160 Inquiry Writing Seminar**	Yes	Yes	No	No	No
GES 125 Introduction to the Creative Arts	Yes	Yes	No	No	No
ARTISTIC EXPERIENCE					
Artistic Experience (A)	Yes	Yes	No	No	No
BIBLICAL FOUNDATIONS					
BIB 101 Introduction to the Bible	Yes	Yes	Choose 1: BIB 101 or THE 201 (must be at Bethel)	Choose 1: BIB 101 or THE 201 (must be at Bethel)	Choose 1: BIB 101 or THE 201 (must be at Bethel)
THE 201 Christian Theology	Yes	Yes	Choose 1: BIB 101 or THE 201 (must be at Bethel)	Choose 1: BIB 101 or THE 201 (must be at Bethel)	Choose 1: BIB 101 or THE 201 (must be at Bethel)
MATH, SCIENCE, AND, TECHNOLOGY					
Mathematics (M)	Yes	Choose 2: M, D, or K	Choose 1: M or D	No	No
Laboratory Science (D)	Yes	Choose 2: M, D, or K	Choose 1: M or D	No	No
Science, Technology, and Society (K)	Yes	Choose 2: M, D, or K	No	No	No
CULTURAL INTELLIGENCE					
Second Language (S)	Choose 4: L, G, U, S, or Z	Choose 3: L, G, U, S, or Z	Choose 2: L, G, U, S, or Z	No	No

Cross-cultural Experience (Z)	Choose 4: L, G, U, S, or Z	Choose 3: L, G, U, S, or Z	Choose 2: L, G, U, S, or Z	No	No
Contemporary Western Life and Thought (L)	Choose 4: L, G, U, S, or Z	Choose 3: L, G, U, S, or Z	Choose 2: L, G, U, S, or Z	No	No
World Cultures (U)	Choose 4: L, G, U, S, or Z	Choose 3: L, G, U, S, or Z	Choose 2: L, G, U, S, or Z	No	No
Comparative Systems (G)	Choose 4: L, G, U, S, or Z	Choose 3: L, G, U, S, or Z	Choose 2: L, G, U, S, or Z	No	No
SENIOR CAPSTONE					
Contemporary Christian Issues (P)*	Yes	Yes	Yes	Yes	Yes
Total Credits	48-56	38-46	18-22	10	10
OTHER REQUIREMENTS					
January Sessions that must be completed at Bethel	3	2	1	2	1

* Must be taken at Bethel

** GES 160 Inquiry Writing Seminar includes both speaking and writing components. GES 160 can be fulfilled by transferring in courses that fulfill the writing component (GES161 Inquiry: Writing) and the speaking component (GES162 Inquiry: Speaking). Students may also transfer a course that meets the writing component (GES161 Inquiry: Writing) and take one of the following Speaking courses: COM 110 Basic Communication, COM 324 Professional and Technical Communication, COM 386 Advanced Public Speaking, or COM 387 Speaking in Ministry Contexts at Bethel.

General Education Entry Requirements (post traditional undergraduate students)

Incoming Transfer Students With MNTC Package Completion, A.A., A.S., or Bachelors Degree

MNTC: The Minnesota Transfer Curriculum (MNTC) completed at an institutionally accredited institution prior to enrollment in online undergraduate programs fulfills many general education requirements. Students whose complete MNTC packages are accepted in transfer need to complete only the following courses to fulfill their general education requirements:

- Bethel Distinctives courses.
- An Academic Research Writing (R category) course.
- An Ethics (H category) course. (not required for students pursuing Bethel A.A. or A.S. degree)

AA/AS: An Associate's degree (A.A./A.S.) earned at an institutionally accredited institution prior to enrollment in Bethel University fulfills many general education requirements needed to complete a Bachelor's degree. Students whose A.A. degrees are accepted in transfer from an institution other than Bethel University need to complete only the following courses to fulfill their general education requirements:

- Bethel Distinctives courses.
- An Academic Research Writing (R category) course.
- An Ethics (H category) course.

Bachelor's Degree: A bachelor's degree earned at an institutionally accredited institution prior to enrollment in Bethel University fulfills many general education requirements. Post-Baccalaureate nursing students are exempt from completing any additional general education requirements at Bethel. Students whose bachelor's degrees are accepted in transfer from an institution other than Bethel University must complete only the following courses to fulfill their general education requirements:

- Bethel Distinctives courses.
- An Ethics (H category) course.

Graduation Requirements

Below are listed the minimum graduation requirements for a Bethel University degree. For degree completion, additional program specific requirements are listed in the program section of the catalog including required course work, credits, specific GPA requirements, and other programmatic requirements.

NOTE: Degree-seeking Seminary students are permitted to earn a maximum of 150% of the credits required for the degree they are pursuing. All degree requirements must be completed within this limit.

Associate's Degree Minimum Requirements

- Semester credits required for degree: 60
- Cumulative GPA of 2.00 or higher
- Completion of required general education curriculum
- Completion of departmental and institutional assessment activities

Bachelor's Degree Minimum Requirements

- Semester credits required for degree: 122
- 30 semester credits must be taken at Bethel
- 50% of the credits in the major must be taken at Bethel
- 36 credits must be at the upper level (300 or higher)
- Completion of required general education curriculum
- Cumulative GPA of 2.00 or higher
- Major GPA of 2.25 or higher
- Completion of departmental and institutional assessment activities

Certificates (undergraduate) Minimum Requirements

- Semester credits required for a certificate: 8
- Cumulative GPA of 2.25
- Percentage of credits that must be taken at Bethel is 50%
- Completion of departmental and institutional assessment activities

Master's Degree (except Seminary) Minimum Requirements

- Semester Credits required for degree: 32
- Cumulative GPA of 3.0 or higher
- Percentage of credits that must be taken at Bethel: 67%
- Completion of departmental and institutional assessment activities

Doctoral Degree (except Seminary) Minimum Requirements

- With a master's degree prerequisite - 30 semester credits (MOHE Requirement)
- Cumulative GPA of 3.00 or higher
- Percentage of credits that must be taken at Bethel: 67%
- Completion of departmental and institutional assessment activities
- Complete degree within specified time frame

Graduate Certificates (except Seminary) Minimum Requirements

- Semester credits required for a certificate: 8
- Cumulative GPA of 3.00
- Percentage of credits that must be taken at Bethel: 67%
- Completion of departmental and institutional assessment activities

Seminary

Master's Degree (Including M.A., M.Div.) Minimum Requirements

- Semester credits required for degree: 36
- Cumulative GPA 2.0 or higher
- Percentage of credits that must be taken at Bethel: 33%
- Completion of departmental and institutional assessment activities
- Complete formation and ministry experiences as indicated in the program

Doctoral Degree Minimum Requirements

- Semester credits required for degree: 36 (prior Master's Degree is required)
- Cumulative GPA 2.0 or higher
- Percentage of semester credits taken at Bethel: 33%
- One Core Discipline course must be completed at Bethel.
- Complete formation and ministry experiences as indicated in the program

Certificates (Seminary) Minimum Requirements

- Semester credits required for a certificate: 8
- Cumulative GPA of 2.00
- All courses must be completed at Bethel
- Completion of departmental and institutional assessment activities

Majors

All students choose a major from an academic department or multidisciplinary program. They may also choose to develop an individualized major designed to meet their needs and interests. Majors at Bethel range between 37-115 semester credit hours. It is possible to complete a second or third major by using elective credits or increasing the total number of credits taken. At least half of the credits used to meet the requirements of a major must be taken at Bethel. A 2.25 GPA in the major is required unless otherwise noted in the Academic Programs section of this catalog.

Double Majors

The overlapping of requirements **in any combination** of majors chosen by a student is permitted as long as the student meets the requirements listed for each major. All completed programs [e.g., Bachelor of Arts (B.A.), Bachelor of Science (B.S.), Bachelor of Music (B.Mus.), Bachelor of Music Education (B.Mus.Ed.), Bachelor of Fine Arts (B.F.A.)] will be indicated on the transcript, regardless of overlapping course requirements and without the addition of extra required hours. The senior seminar/capstone experience in both majors is required of students unless the student receives written approval from one of the departments to waive that seminar/capstone experience. Students should have an official advisor in one of the two majors, but they should regularly check with an advisor in the second major to make sure they are on track with their second major.

Minors

Though not required, many students choose to complete one or more minors in order to pursue areas of interest or to complement their major. Students must choose from the minors in this catalog and may not create an individualized minor. Minors range between 18-24 semester credit hours. Students may choose to take additional credits toward the minor or use their elective credits. Students may not earn a minor in a program in which they will earn or have earned a major except where specifically noted in the Academic Program section of this catalog. At least nine (9) credits of any minor must be completed at Bethel.

Program Overlap Policy

Students may not earn a minor that has the identical name as their major. Some minors and secondary majors are not allowed with particular majors. Consult the major/minor requirements listed in this catalog for further information.

Endorsements

Though not required, students may choose to complete one or more endorsements in order to pursue areas of interest, or to complement their major. Students may choose from the endorsements in this catalog and may not create an individualized endorsement. Endorsements range between 7-26 semester credit hours. Endorsements may have additional non-credit requirements. Students may choose to take additional credits toward the endorsement or use their elective credits. Upon completion of a degree, an endorsement is listed as a comment on the academic transcript.

Certificates

Academic Requirements for Traditional Undergraduate Certificate Programs below:

Though not required, students may choose to complete a certificate in order to pursue a specific area of interest or to complement their major. Students may choose from the certificates in this catalog and may not create an individualized certificate. Certificates range between 18-26 semester credit hours. Certificates may have additional non-credit requirements. Students may choose to take additional credits toward the certificate or use their elective credits.

Academic Requirements for Post Traditional Undergraduate Certificate Programs below:

1. A cumulative GPA of 2.25 in certificate courses. This GPA includes all courses required in the certificate and all electives taken for the certificate.
2. At least 50% of the credits used to meet the requirements of the certificate must be taken at Bethel in order to meet Bethel's residency requirements. Specific courses in a certificate may be required to be taken in residence.
3. Completion of the requirements of a certificate (listed by discipline in this catalog).
4. Completion of departmental and institutional assessment activities.

Students are awarded a certificate under the requirements of the most current catalog at the time they enter Bethel for the last time. Any substitutions for the catalog requirements must be reviewed and approved by the program director and the dean over a certificate program.

Academic Requirements for Graduate Certificate Programs below:

1. Semester credits required for a certificate is 8.
2. Have a cumulative GPA of 3.0 in certificate courses.
3. Earn at least 80% of the required certificate credits at Bethel to meet Bethel's residency requirements. Specific courses in a certificate may also be required to be taken at Bethel.
4. Complete all of the requirements of a certificate (listed by discipline in this catalog).
5. Complete departmental and institutional assessment activities.
6. Complete the work within the time limit of five years. This means that students must have completed coursework for all courses within 15 terms beginning from the first term in which they are enrolled.

In some cases, students may be allowed to use credits earned at a higher level to meet requirements in a lower-level program (e.g. use credits earned in a doctoral program to meet master's level certificate requirements).

Students are awarded a certificate under the requirements of the most current catalog at the time they enter Bethel for the last time. Any substitutions are determined by the Graduate School.

Academic Requirements for Seminary Certificate Programs below:

1. Semester credits required for a certificate is 8.
2. Have a cumulative GPA of 2.0 in certificate courses.
3. Earn at least 80% of the required certificate credits at Bethel to meet Bethel's residency requirements. Specific courses in a certificate may also be required to be taken at Bethel.
4. Complete all of the requirements of a certificate (listed by discipline in this catalog).
5. Complete required departmental and institutional assessment activities.
6. Complete the work within the time limit of five years (15 terms) from the start date of the first term in which they are enrolled in the certificate program.

In some cases, students may be allowed to use credits earned at a higher level to meet requirements in a lower-level program (e.g., use credits earned in a doctoral program to meet master's level certificate requirements).

Students are awarded a certificate under the requirements of the most current catalog at the time they enter Bethel for the last time. Any substitutions are determined by Bethel Seminary.

General Requirements for a Baccalaureate Degree

Degrees Offered: Bachelor of Arts (B.A.), Bachelor of Science (B.S.), Bachelor of Science Nursing (B.S.N.), Bachelor of Music (B.Mus.), Bachelor of Music Education (B.Mus.Ed.), Bachelor of Fine Arts (B.F.A.) *NOTE:* Degree Works identifies each degree separately, and related majors, minors, and endorsements are listed in the evaluation for that degree.

After students declare majors, minors, certificates, and endorsements, Degree Works identifies each degree separately.

1. A cumulative overall grade point average of 2.00. The cumulative GPA includes only courses taken at Bethel.
2. A 2.25 grade point average in one's major, unless otherwise noted in the academic section of this catalog. The major GPA includes all courses required in the major and all electives taken for the major at Bethel.
3. A minimum of 122 semester credit hours.
4. The following residency requirements for **traditional undergraduate students** apply. All requirements must be met at Bethel or completed in programs approved to meet Bethel residency requirements (see Office of the Registrar (<https://www.bethel.edu/registrar/>) or Office of Off-Campus Programs and International Studies (<https://www.bethel.edu/international-studies/>))
 - a. at least 28 of the last 35 credits,
 - b. at least half of the credits used to meet the requirements of the major,
 - c. at least 30 of the 122 credits needed to graduate,
 - d. GES 130 Christianity and Western Culture or course numbers GES 145 through GES 149 in the Humanities Program (must be taken at Bethel; cannot be brought in through any other programs),
 - e. a Contemporary Christian Issues (P) course (must be taken at Bethel; cannot be brought in through any other programs).
 - f. GES 140 Introduction to Wellbeing must be taken at Bethel except by students who are exempt from this requirement because of their entry level.
 - i. *NOTE: post traditional undergraduate students* must take/fulfill the following:
 1. Bethel Distinctive courses
 2. SOCS 110 for Transfer Level A
 3. Specific courses in a program, if any, that are required to be taken in residence

4. Demonstration of basic competencies in writing, speaking, and computing. Student knowledge of basic applications in their fields will be required.
5. A minimum of four (4) semester credit hours in General Education Biblical Foundations courses.
6. A minimum of 36 credits at the upper-division level (300 and 400).
7. All General Education required courses and experiences listed on the General Education Entry Standing chart (p. 103) that are indicated by a "Yes" for their entry level.
 - a. NOTE: **Post traditional undergraduate students** must complete all required general education curriculum as indicated on the Post traditional Undergraduate General Education page (p. 87).
8. Completion of January Session courses as indicated on the General Education Entry/Transfer Level chart on the following pages (minimum of two (2) credits, maximum of five (5) credits per January).
9. Completion of the requirements of a major (listed by department in this catalog).
10. Demonstration of basic competencies in:
 - *Writing*: One course is designated in each major, in addition to the required GES 160 Inquiry Writing Seminar course and a writing emphasis in Contemporary Western Life and Thought (L) course, Comparative Systems (G) course, World Cultures (U) course, and Contemporary Christian Issues (P) course.
 - *Speaking*: One upper-division course is designated in each major, in addition to required speaking assignments in the GES 160 Inquiry Writing Seminar course, the Humanities Program, and Contemporary Christian Issues (P) courses.
11. In order for multiple majors and minors to be considered as one degree program, they must be taken simultaneously and completed within one academic year of each other. Bethel University will award a student's degree when a student's degree program requirements have been completed, whether or not the student applies to graduate (commence). Students maintain eligibility for financial aid while completing their degree program provided that their total credits attempted do not exceed 150% of the credits required for their degree program. Exceptions will be reviewed on a case-by-case basis.
12. Completion of any departmental and institutional assessment activities.
13. Upon completion of program, participation in commencement ceremonies is expected.

Additional Requirements for a Bachelor of Science in Nursing (Post-Baccalaureate) Degree

1. Completion of a previous bachelors degree
2. Maintain a major GPA of at least 3.0
3. Earn a grade of C or higher in all nursing courses

NOTE: General Education and Bethel Distinctive courses are not a required part of this program.

Additional Baccalaureate Degree

An additional Bethel University Baccalaureate Degree [e.g., Bachelor of Arts (B.A.), Bachelor of Science (B.S.), Bachelor of Science Nursing (B.S.N.), Bachelor of Music (B.Mus.), Bachelor of Music Education (B.Mus.Ed.), Bachelor of Fine Arts (B.F.A.)] may be awarded, upon request, when a student has met all requirements of the additional degree and earned, in residence, a minimum of twenty-seven (27) unduplicated semester credits from the department in which the additional degree is earned. Unduplicated semester credits are those that are not used to meet the requirements of any other Bethel University Baccalaureate Degree. Transfer students who hold a Baccalaureate Degree from another institution may earn a Bethel University Baccalaureate Degree if they meet all the requirements of the degree program including the general education requirement and the residency requirements.

Commencement Ceremony Participation

Students who have not completed all required courses for graduation may participate in the commencement ceremony provided that they have no more than a total of seven (7) credits remaining. For May commencement, students must plan to complete their courses by the end of the fall term of the next academic year. For December commencement, courses must be completed by the end of the spring term of the same academic year.

Policies regarding residency requirements, as well as any departmental residency requirements, apply.

General Requirements for an Associate of Arts Degree

The associate of arts degree contains a balanced program of liberal arts education without orientation to a particular major or minor. Requirements for the degree include 60 semester credit hours and the designated competencies as listed below. These requirements can usually be met in two years of full-time study. General Education Entry/Transfer levels (p. 102) apply to students seeking an associate of arts degree.

Communication: 8 credits

Inquiry Writing Seminar (GES 160) and one of the following courses:

- Basic Communication (COM 110)
- Basic Communication Skills (COM 164)
- Introduction to Creative Writing (ENJ 110A)
- Reporting (ENJ 120)

Critical Thinking: 4 credits

Physiology of Wellness (GES 141) or Introduction to Wellbeing (GES 140) and one of the following:

- How Learning Works: Keys to College Success (GES 107)
- Introduction to Healthcare (CHL 110)
- Introduction to Logic (PHI 125M)
- Sustainable Living (ENS 205L)

Natural Sciences: 8 credits

Any D-tagged Laboratory course and 4 credits from any of the following departments/programs: biological sciences, chemistry, environmental science, neuroscience, and physics and engineering or Physiology of Wellness (GES 141)

Mathematics: 4 credits

Any M-tagged Mathematics course

History & Social/Behavioral Science: 8 credits

- Any U-tagged World Cultures course
- Any L-tagged Contemporary Western Life and Thought course
- American Politics and Government (POS 100)
- Christianity & Western Culture (GES 130)
- Introduction to Anthropology (ANT 200)
- Introduction to Comparative Politics (POS 205)

- Introduction to Psychology I (PSY 101)
- Introduction to Psychology II (PSY 102)
- Introduction to Sociology (SOC 101)
- Socioeconomic & Justice Issues (SOW 240)

Humanities and Fine Arts: 8 credits

Introducción a la Biblia (BIB 102) or Introduction to the Bible (BIB 101) and 4 credits from any of the following courses:

- Any A-tagged Artistic Experience course
- Any Bible (BIB) course)
- Any 200-level Theology (THE) course
- British Literature (ENJ 102)
- How Stories Change the World: How to Read & Why (ENJ 100)
- Humanities I: Greco-Roman Through Middle Ages (GES 145) and Humanities II: Renaissance and Reformation (GES 147)
- Introduction to the Creative Arts (GES 125)
- Introduction to Digital Media (DES 105)
- Introduction to Ethics (PHI 110)
- Topics in American Literature (ENJ 103)

Electives: 20 credits.

Additional Requirements

1. A cumulative GPA of at least 2.00.
2. At least 28 of the last 35 credits must be taken at Bethel.
3. One January session course.
4. Taken at Bethel:
 - a. Introducción a la Biblia (BIB 102) or Introduction to the Bible (BIB 101)
 - b. Christianity and Western Culture (GES 130)
5. Upon completion of program, participation in commencement ceremonies is expected.
 - a. Participation in commencement ceremonies is permitted for students who have not completed all graduation requirements provided they have no more than seven (7) credits by the end of the fall term of the next academic year. For December commencement, courses must be completed by the end of the spring term of the same academic year. Policies regarding residency for particular courses apply.

Masters Degree

1. Earn a cumulative and major GPA of 3.0. The major GPA is based on grades in all courses required and elective courses in the degree program.
2. Meet the residency requirements by earning at least 67% of the credits used to meet the requirements of the program of study except in cases where formal agreements with other institutions exist. Specific courses in a program may be required to be taken in residence.
3. Complete the requirements for the degree program (listed by discipline in this catalog).
4. Complete departmental and institutional assessment activities.
5. Complete the degree within the maximum time limit. Degree time limits may be found in the Time Limits for Degree Completion policy (p. 81).

Upon completion of requirements 1–5, participation in commencement ceremonies is expected. An Application for Commencement must be submitted to the Graduate School.

Post-master's degree coursework may meet certain master's degree requirements.

Students graduate under the requirements of the most current catalog at the time they enter Bethel for the last time. Any substitutions are determined by the Graduate School.

Doctor of Education (Ed.D.)

To complete an Ed.D. degree at Bethel, students must:

1. Earn a cumulative GPA of 3.0 in the degree program. The program GPA is based on all required and elective coursework.
2. Earn at least 67% of the credits required in the program at Bethel University. Specific courses may be required to be taken during summer one-week residencies.
3. Complete the program requirements (listed by discipline in this catalog).
4. Complete departmental and institutional assessment activities.
5. Complete the degree requirements within the specified time limit.

Students graduate under the requirements of the catalog at the time they entered Bethel University for the last time. Any substitutions are determined by the Graduate School.

Requirements for an Associate of Arts Degree (traditional)

General Requirements for an Associate of Arts Degree

The associate of arts degree contains a balanced program of liberal arts education without orientation to a particular major or minor. Requirements for the degree include 60 semester credit hours and the designated competencies as listed below. These requirements can usually be met in two years of full-time study. General Education Entry/Transfer levels (<https://bethel-curr.courseleaf.com/arts-sciences/general-information/transfer-credits-bethel/transfer-entry-level/>) apply to students seeking an associate of arts degree.

Goal Area 1 - Communication: 8 credits

Inquiry Writing Seminar (GES 160 (<https://bethel-curr.courseleaf.com/search/?P=GES%20160>)) and one of the following courses:

- Basic Communication (COM 110 (<https://bethel-curr.courseleaf.com/search/?P=COM%20110>))
- Basic Communication Skills (COM 164 (<https://bethel-curr.courseleaf.com/search/?P=COM%20164>))
- Introduction to Creative Writing (ENJ 110A (<https://bethel-curr.courseleaf.com/search/?P=ENJ%20110A>))
- Reporting (ENJ 120 (<https://bethel-curr.courseleaf.com/search/?P=ENJ%20120>))

Goal Area 2 - Critical Thinking: 4 credits

Physiology of Wellness (GES 141 (<https://bethel-curr.courseleaf.com/search/?P=GES%20141>)) or Introduction to Wellbeing (GES 140 (<https://bethel-curr.courseleaf.com/search/?P=GES%20140>)) and one of the following:

- How Learning Works: Keys to College Success (GES 107 (<https://bethel-curr.courseleaf.com/search/?P=GES%20107>))
- Introduction to Healthcare (CHL 110 (<https://bethel-curr.courseleaf.com/search/?P=CHL%20110>))
- Introduction to Logic (PHI 125M (<https://bethel-curr.courseleaf.com/search/?P=PHI%20125M>))
- Sustainable Living (ENS 205L (<https://bethel-curr.courseleaf.com/search/?P=ENS%20205L>))

Goal Area 3 - Natural Sciences: 8 credits

Any D-tagged Laboratory course and 4 credits from any of the following departments/programs: biological sciences, chemistry, environmental science, neuroscience, and physics and engineering or Physiology of Wellness (GES 141 (<https://bethel-curr.courseleaf.com/search/?P=GES%20141>))

Goal Area 4 - Mathematics: 4 credits

- Any M-tagged Mathematics course
- Personal Financial Literacy (BUS 213)

Goal Area 5 - History & Social/Behavioral Science: 8 credits

- Any U-tagged World Cultures course
- Any L-tagged Contemporary Western Life and Thought course
- American Politics and Government (POS 100 (<https://bethel-curr.courseleaf.com/search/?P=POS%20100>))

Requirements for an Associate of Arts Degree (traditional) 115

- Christianity & Western Culture (GES 130 (<https://bethel-curr.courseleaf.com/search/?P=GES%20130>)) (*must be taken at Bethel*)
- Introduction to Anthropology (ANT 200 (<https://bethel-curr.courseleaf.com/search/?P=ANT%20200>))
- Introduction to Comparative Politics (POS 205 (<https://bethel-curr.courseleaf.com/search/?P=POS%20205>))
- Introduction to Psychology I (PSY 101 (<https://bethel-curr.courseleaf.com/search/?P=PSY%20101>))
- Introduction to Psychology II (PSY 102 (<https://bethel-curr.courseleaf.com/search/?P=PSY%20102>))
- Introduction to Sociology (SOC 101 (<https://bethel-curr.courseleaf.com/search/?P=SOC%20101>))
- Socioeconomic & Justice Issues (SOW 240 (<https://bethel-curr.courseleaf.com/search/?P=SOW%20240>))

Goal Area 6 - Humanities and Fine Arts: 8 credits

Introducción a la Biblia (BIB 102 (<https://bethel-curr.courseleaf.com/search/?P=BIB%20102>)) or Introduction to the Bible (BIB 101 (<https://bethel-curr.courseleaf.com/search/?P=BIB%20101>)) and 4 credits from any of the following courses:

- Any A-tagged Artistic Experience course
- Any Bible (BIB) course)
- Any 200-level Theology (THE) course
- British Literature (ENJ 102 (<https://bethel-curr.courseleaf.com/search/?P=ENJ%20102>))
- How Stories Change the World: How to Read & Why (ENJ 100 (<https://bethel-curr.courseleaf.com/search/?P=ENJ%20100>))
- Humanities I: Greco-Roman Through Middle Ages (GES 145 (<https://bethel-curr.courseleaf.com/search/?P=GES%20145>)) and Humanities II: Renaissance and Reformation (GES 147 (<https://bethel-curr.courseleaf.com/search/?P=GES%20147>)) (*must be taken at Bethel*)
- Introduction to the Creative Arts (GES 125 (<https://bethel-curr.courseleaf.com/search/?P=GES%20125>))
- Introduction to Digital Media (DES 105 (<https://bethel-curr.courseleaf.com/search/?P=DES%20105>))
- Introduction to Ethics (PHI 110 (<https://bethel-curr.courseleaf.com/search/?P=PHI%20110>))
- Topics in American Literature (ENJ 103 (<https://bethel-curr.courseleaf.com/search/?P=ENJ%20103>))

Electives: 20 credits.

Additional Requirements

1. A cumulative GPA of at least 2.00.
2. At least 28 of the last 35 credits must be taken at Bethel.
3. Taken at Bethel:
 - a. Introducción a la Biblia (BIB 102 (<https://bethel-curr.courseleaf.com/search/?P=BIB%20102>)) or Introduction to the Bible (BIB 101 (<https://bethel-curr.courseleaf.com/search/?P=BIB%20101>))
4. Upon completion of program, participation in commencement ceremonies is expected.
 - a. Participation in commencement ceremonies is permitted for students who have not completed all graduation requirements provided they have no more than seven (7) credits by the end of the fall term of the next academic year. For December commencement, courses

must be completed by the end of the spring term of the same academic year. Policies regarding residency for particular courses apply.

Requirements for an Associate of Arts Degree (post traditional)

Associate of Arts (A.A.)

- 1. A cumulative GPA of at least 2.0.
- 2. A minimum of 60 semester credit hours. Of these, the following must be taken in programs that meet Bethel residency requirements:
 - a. at least 28 credits.
 - b. SOCS 110 for students in Transfer Level A.
 - c. Specific courses in a program may be required to be taken in residence.
- 3. Completion of required courses, lower-division (100-200 level only) general education curriculum and electives, distributed as indicated.
- 4. Upon completion of requirements 1–3, participation in a commencement ceremony is expected. The Application for Commencement must be submitted to the Registrar’s Office.

General Requirements

General requirements allow for inclusion of credits from a higher level. Students graduate under the requirements of the most current catalog at the time they enter Bethel for the last time. Any substitutions are determined by the College of Arts, Sciences, and Education.

A bachelor’s degree will not be awarded until at least one academic term after an associate’s degree has been awarded.

Courses must meet the Goal Area requirements (p. 87) below:

Goal Area 1: Communication	8 credit minimum: including ENGL 230R.
Goal Area 2: Critical Thinking	4 credit minimum: SOCS 110 (4 credits) is required in residence for Transfer Level A. Including HEPE 260 Physiology of Wellness (4 cr)
Goal Area 3: Natural Sciences	8 credit minimum with at least 4 credits of a lab science.
Goal Area 4: Mathematical/Logical Reasoning	4 credit minimum
Goal Area 5: History and the Social and Behavioral Sciences	8 credit minimum
Goal Area 6: The Humanities and Fine Arts	8 credit minimum with at least 4 credits from BIBL 230 Bible in real life.

Tuition and Financial Aid

Please visit the tuition and costs webpage (<https://www.bethel.edu/financial-aid/>) to navigate to your program's rates. Any changes will be reflected as released and will typically take effect at the beginning of an academic term. The Board of Trustees reserves the right to change any financial charges or regulations listed in this catalog.

Student Financial Responsibility Agreement

Students are required to sign the Financial Responsibility Agreement at this (<https://www.bethel.edu/business-office/student-financial-responsibility-agreement>) link.

Failure to sign will place a Business Office Registration Hold on the student's account. Once signed, the hold will lift within 30 minutes.

Tuition, Fees, and Payments on Student Accounts

Tuition billing is generated through information from the Office of the Registrar. Therefore, the student account will be billed once the student has been registered for his/her course(s). Students are responsible for payment reaching the Business Office when due, regardless of the source of payment. Payment must be received in U.S. dollars. If loans are needed to help meet a financial obligation, students may apply for them through the Office of Financial Aid (<https://www.bethel.edu/financial-aid/>). Loan applications should be made well in advance of registration for funds to be disbursed at the beginning of the term. A late fee of \$10 per month will be assessed on any charges more than 30 days past due. Enrollment for subsequent courses is dependent on full payment of the previous expenses.

Online Monthly Statements

Around the 27th of each month, an email will be sent to the student's Bethel email address alerting them that the monthly statement is available to view with a link to access the statement. Monthly statements will not be mailed to the home address for active students. Students are responsible for forwarding monthly statement information to others who are helping with their account.

To view online monthly statements:

MyBethel > My Statements and Finances (<https://my.bethel.edu/home?channel=9283acd48c5865135c23fb9d31e4d738>) > Make a Payment > Statements

Authorized Users

If a student would like others to be able to speak to the Business Office about their account, view their account transactions and make payments, the student will need to add them as an Authorized User by following these steps:

1. Go to My Statements and Finances (<https://my.bethel.edu/home?channel=9283acd48c5865135c23fb9d31e4d738>) at MyBethel.edu.
2. Click View your Bill. This will direct to the TouchNet Bill+Payment login.
3. Once logged into TouchNet Bill+Payment, click Authorized Users in the top menu and follow the prompts.

Once these steps are complete, the Authorized User will receive an email with instructions. This email will include this (https://epay.bethel.edu/C20433_tsa/web/_gl=1*1hbu4xh*_gcl_aw*R0NMLjE3NzA4MjgxNTEuQ2owS0NRaUE3ckRlNQmhDakFSSXNBR0RCdUVC MkIHcGxyLXVlWkNINDgzQ0pEQ19ubGJ5VW9aSTV3MwWdTOGowY1RGRVJUR1lhckJ6Z0hGd2F) to the online payment system.

Important note: Do not share your Bethel account information with others.

Ways to Make a Payment

Students can view their account, enroll in a Semester Payment Plan, and pay online through **MyBethel** > My Statements and Finances (<https://my.bethel.edu/home?channel=9283acd48c5865135c23fb9d31e4d738>) > Make a Payment. This will direct you to the TouchNet Bill+Payment site. To make a payment click "Make Payment" and follow the prompts. To enroll in a Semester Payment Plan (if available to your program) click "Enroll in payment plan" and follow the prompts.

- **Online by electronic check:** Authorize automatic withdrawal from your checking or savings account with no fee.
- **Online by credit card:** MasterCard, Visa, American Express, or Discover with a non-refundable fee of 3% or \$3 minimum, charged by PayPath (processing service)
- **Online International Transfer:** Use the TouchNet Bill+Payment site and select the "TransferMate" payment method or "Bank Wire" (processed by Convera).
- **In person:** Pay by check or money order at the Business Office (Anderson Center, 5th Level), 9 a.m. - 4:00 p.m., M-F. *Please note: credit cards are accepted online only.*
- **Drop Box:** Located near the entrance of the Campus Store (items in the drop box will be delivered to the Business Office one time per business day)
- **Mail a check:**

Bethel University, Business Office
3900 Bethel Drive
St. Paul, MN, 55112-6999

Please include the student ID number in the memo portion of a check.

Non-Sufficient Funds

If payment is returned from the bank for non-sufficient funds, a \$25 returned check fee will be assessed on the student account. If a payer has two checks returned due to non-sufficient funds, they will not be allowed to make future payments by personal check.

Employer Tuition Reimbursement

During the final week of each course, upon request made by the student, the Business Office will send tuition reimbursement billing invoices to the student's home address. Students may submit the invoice(s) to their employer for reimbursement.

To request tuition reimbursement billing invoices, contact the Business Office at 651.638.6208, or email business-office@bethel.edu.

The following information will be included on the invoices:

- Student name, address, and Bethel ID number
- Course number
- Course name
- Number of credits
- Beginning and ending dates of the course
- Tuition amount

Tuition and Fees Refunds

Students who withdraw from classes during the term may be eligible for a refund. There are two types of refunds: billing refunds (tuition, housing, meal plan, etc.) and financial aid refunds. A billing refund credits funds to the student account, thereby decreasing the amount that is owed on the student account. A financial aid refund reduces the amount of financial aid available to pay the billing charges, thereby increasing the amount that is owed on the student's account.

A **Traditional Undergraduate** student seeking to withdraw from all classes at Bethel must notify the Office of Student Life (<https://www.bethel.edu/undergrad/student-life/>). A **Post traditional Undergraduate** or **Graduate** student seeking to withdraw from all classes at Bethel must notify their Advisor. This date of notification will serve as the student's withdrawal/stop-out date. The student will be provided with information regarding the withdrawal and stop-out process. Once the process is completed, the student account will reflect any applicable refunds.

Tuition & Fees Full Refund:

Students are entitled to a 100% refund of tuition and course fees if they drop a course before the Add-Drop deadline. The **Student Activity fee, course fees, and program fees** are refunded in full through the 100% refund period. Thereafter, there is no refund of the fees.

Pro-Rata Refund:

Students who drop a course receive a pro-rata refund of tuition up to and including 50%. The percentage of tuition and financial aid retained on the student's account is equal to the percentage of the period of enrollment that was completed.

No Refund:

Students are not eligible for any refund once 50% of a class is completed.

For more details about Refunds, see the Business Office website (<https://www.bethel.edu/business-office/>) and the Important Dates for your program to find the Add-Drop and withdrawal deadlines.

Late Fees

A late fee of \$10 per month will be assessed on any charges more than 30 days past due if not enrolled in a payment plan. A late payment fee of \$25 will be assessed if a Payment Plan payment installment is not paid by the due date.

Registration Hold

Registration for classes in succeeding terms is dependent on meeting the financial obligation of the previous term's expenses. A student whose account is in arrears will have a registration hold on the account and will not be permitted to register for a subsequent term.

Any student who pays an outstanding balance by check will have their registration dropped if the check is returned from the bank due to non-sufficient funds. The student will not be permitted to re-register until full payment is received. If repayment is made via check, registration will be granted in ten business days.

Any student in good standing on a payment plan (current on their monthly payments) will be allowed to register for future terms. If the student fails to pay their remaining monthly installments, their registration may be removed.

A Business Office 'Official Hold' prevents registration. The Business Office will authorize registration once a signed agreement is made with the student in which the student agrees that tuition charges will be paid before the start date of each course or term, as facilitated by the Business Office. If payment is not received by the agreed deadline, registration will be dropped.

Be advised that students whose registration has been dropped have no guarantee that the same course(s) will be available when they attempt to re-register.

Diploma Hold

Diplomas are withheld until financial obligations are met.

Graduation Application Fee

There is a \$50 Graduation Application fee all students are responsible for when they apply to graduate.

Financial Suspension

Bethel reserves the right to suspend a student from a program, course(s), housing, and meal plan if there is failure to provide full payment on their student account when due. Any student who is financially suspended during a semester will be withdrawn from their classes, removed from their meal plan, and required to move out of Bethel housing.

Past Due Accounts

The following is a from the Student Financial Responsibility Agreement:

Default: I understand and agree that I will be in default of this Agreement if I fail to pay the total amount payable when due, any scheduled payment under either a semester payment plan or installment plan, or any other fee (which may include, but are not limited to, charges such as parking fines, library fees, other charges for violations of Bethel University policies, or any other amount billed to my student account) by the 25th day of the month following the month in which I am sent a Bethel billing notice.

Failure to pay due to the following situations will not exempt me from entering default:

- withdrawal from Bethel University (whether voluntary or involuntary),
- insufficient funds in an account from which my payment was drawn (or similar circumstances),
- change of address without notifying Bethel University's Business Office in advance in writing,
- providing to Bethel University any false or misleading information,
- a case under the U.S. Bankruptcy Code is started by or against me or any guarantor or cosigner.

If I am in default, Bethel University may elect, in its discretion, to defer a request for immediate payment in full and may delay enforcing any of its rights without waiving them.

Late Payments: If any payment owed by me is not paid in full by the 25th day of the month following the month in which I was sent a Bethel invoice for the amount, I agree to pay Bethel University a late fee of \$10.00. In addition, Bethel University may prohibit me from registering for courses for the current or subsequent terms; remove me from current courses; withhold course credits, academic transcripts, and my diploma without prior notice until the Obligation is paid in full along with any outstanding service or late fees. Bethel University may also exercise any other legal rights it may have, including engaging a collection agency to enforce its rights hereunder and taking legal action to collect amounts due to it. In the event Bethel University incurs expenses to collect My Obligation, I agree to pay all of Bethel's reasonable attorneys' fees, legal expenses, and collections fees (unless prohibited by law).

Military Education Benefits

If you have questions about military benefits, please contact the Office of Financial Aid at 651.638.6241 or email (finaid@bethel.edu).

For more information, visit the Military & Veteran Services website (<https://www.bethel.edu/military-veteran-services>).

Account Questions?

Business Office

For more student account information, visit the Business Office webpage (<https://bethel.edu/business-office/>), email business-office@bethel.edu, or call 651.638.6208

Financial Aid

For more financial aid information, visit the Office of Financial Aid webpage (<https://www.bethel.edu/seminary/financial-aid/>), email finaid@bethel.edu, or call 651.638.6241

Financial Aid

Financial Aid Guidelines

We believe financial aid should provide assistance to those students who would not otherwise be able to attend college. Financial aid is also offered to encourage the enrollment of students who have demonstrated high academic achievement, special talents, or a strong likelihood of success at Bethel. The following guidelines help us provide the best possible aid to those needing it:

1. The student's family has primary responsibility for financing the education, and a student requesting financial aid is expected to contribute toward his or her own educational expenses. This self-help may be in the form of summer or school-year earnings or loans in any reasonable combination. Financial aid from the university and other sources will be viewed only as supplemental to support from the family.
2. Offers can consist of gift aid, loans, or employment. They are offered singly or in combination. Although the student is free to request a change in the offer, the final decision will be made by the university.
3. Students are encouraged to seek grants and scholarships from third-party sources. (This includes church scholarships, matching grants, high school and community awards, national merit scholarships, etc.) When private scholarships are reported to the financial aid office, loan and/or work eligibility is reduced, if needed, to keep the student's total aid package within federal need limits. Institutionally controlled grants and scholarships are reduced if total gift aid from all sources exceeds the financial aid budget for tuition, fees, room, board, books, and supplies.
4. Recipients of military-related educational benefits are considered for a normal financial aid offer which may include federal, state, institutional and/or private sources of aid. Adjustments to the financial aid offer are made when outside aid, including military educational benefits create an overaward. For more information, visit the Financial Aid Terms and Conditions page (<https://www.bethel.edu/financial-aid/eligibility/terms-conditions>).
5. A student's financial need is determined by an analysis of the information provided in the Free Application for Federal Student Aid (FAFSA). Consideration is given to elements that affect a family's financial status, including current income, assets, number of dependents, other educational expenses, and retirement needs.
6. All financial aid, excluding job earnings, is first credited to a student's Bethel account. Only after all current Bethel charges are satisfied will surplus aid be disbursed to students for use in meeting other expenses.
7. Gift aid from federal, state, and Bethel programs is only available to undergraduate students who have not yet earned their first baccalaureate degree. Post-baccalaureate students taking undergraduate courses will not receive gift aid, but will be eligible for government loans if they are seeking licensure, certification, or a second type of bachelor's degree (e.g., a student has a B.A. and is now seeking a B.S.).

8. Verification of student status for loans, insurance, and other matters is made through the Office of the Registrar.

Financial Aid Programs

Financial aid comes in two categories: gift aid (grants and scholarships) and self-help aid (loans and student employment).

A scholarship is a gift given in recognition of academic achievement; special talents; or contribution to church, school, or community. Visit bethel.edu/undergrad/financial-aid/types/scholarships (<https://www.bethel.edu/undergrad/financial-aid/types/scholarships>) for additional information.

A grant is a gift given usually on the basis of financial need. Visit bethel.edu/undergrad/financial-aid/types/grants (<http://bethel.edu/undergrad/financial-aid/types/grants>) for additional information about federal, state, and Bethel programs.

A loan must be repaid. Student loan programs allow you to borrow money at low interest rates to help pay for your education. Visit bethel.edu/undergrad/financial-aid/types/loans (<http://bethel.edu/undergrad/financial-aid/types/loans>) for additional information.

Student employment allows a student to earn a portion of his/her college expenses by working a part-time job on campus or in an off-campus community service position. Visit [bethel.edu/undergrad/financial-aid/types/student-employment](https://www.bethel.edu/undergrad/financial-aid/types/student-employment) (<https://www.bethel.edu/undergrad/financial-aid/types/student-employment>) for additional information.

Financial Aid Application Procedures

1. New students only: Complete the application process for admission to Bethel while you are applying for financial aid. A financial aid offer is made only after admission to Bethel has been granted.
2. Complete and submit the Free Application for Federal Student Aid (FAFSA). The FAFSA may be completed online at studentaid.gov (<https://studentaid.gov>). Bethel's Federal School Code for the FAFSA is 002338.
3. After your FAFSA is processed, you will receive a FAFSA Submission Summary from the government. Review the data on the Summary for accuracy. If you need to make corrections, follow the instructions on the Summary or contact a counselor in the Office of Financial Aid at Bethel.
4. Students who have unusual, non-discretionary expenses; whose family experienced a recent loss of income; or who are applying for independent status must submit an appeal form with supporting documentation. Appeal forms are available at Special Circumstances Financial Aid webpage (<https://www.bethel.edu/undergrad/financial-aid/process/apply/special-circumstances/>).
5. The financial aid office will mail students who have been selected for verification a Verification Form that indicates what must be verified along with instructions for how to submit the information. If selected to verify income, applicants must submit federal tax information (<https://www.bethel.edu/financial-aid/verification>) as requested.

Bethel's priority deadline for financial aid applications is April 15 for new students, and May 10 for returning students each year. Students who have completed and mailed all the necessary forms by that date will receive first consideration. Bethel will continue offering financial aid funds to students who complete their applications after the priority deadline, but such students may receive diminished financial aid offers.

Offers are made for the entire academic year on the assumption that the student will continue to meet the standards for the offer and remain eligible for the spring semester. Should a student's status change, the university will review and adjust the offer.

Each year, a returning student seeking either loans or need-based gift aid must re-apply for financial aid before a new offer will be made.

Financial Aid Satisfactory Academic Progress Policy

Process Overview and Responsibilities

The Code of Federal Regulations, title 34, sections 668.34 requires that an institution establish, publish, and apply reasonable standards for measuring whether a student is maintaining satisfactory progress in his or her course of study in order for the student to receive financial aid under a Title IV program of the Higher Education Act. Minnesota Statute 136A.101 Subd. 10 applies this federal Satisfactory Academic Progress regulation to Minnesota financial aid programs. Bethel University applies this federal Satisfactory Academic Progress regulation to institutionally-controlled financial aid programs.

All financial aid recipients must progress at a reasonable rate ("make satisfactory progress") toward achieving a certificate or degree. This requirement applies to all terms, whether or not the student received financial aid.

Program of Study

Bethel's normal business practice is to require students to declare an intended degree (or approved certificate or licensure program). In addition, students must indicate specific components of their program, such as their intended major(s), minor, concentration and/or endorsement. Bethel assimilates each student's specific program components into a single, customized, program of study. Bethel does not attempt to list every possible combination of majors, minors, endorsements, licensures, etc. in the catalog. Rather, Bethel uses Degree Works [Dashboard (bethel.edu) (<https://degreeworks.bethel.edu/Dashboard/>)] to combine the specific course requirements of each component of the student's program (e.g. major one, major two, minor, endorsement) into a single set of courses which must be completed to earn the degree. The customized program of study is available to students, and their advisors, via the Degree Works degree audit program.

A student's program of study includes the graduation requirements for a student's primary degree type as well as additional majors, minors, concentrations, and endorsements declared by the student within the same degree type as displayed in Degree Works. Degree types include bachelor's degrees, master degrees, doctoral degrees, approved certificates, courses required for initial teaching licensure, a group of preparatory courses (e.g., courses needed for admission to another degree program), or an approved comprehensive transition program (e.g., BUILD). If students are pursuing dual degrees that are packaged as one program (e.g. Master of Business Administration and Doctor of Nursing Practice - MBA/DNP) all requirements for both degrees must be met before a degree is awarded; therefore, together they are considered the student's program of study.

Beginning with the 2020-2021 academic year the financial aid office used data generated from a student's Degree Works degree audit, rather than pulling data from academic catalogs, to (a) determine which courses can be included in the student's enrollment status, and (b) determine how many credits should be used to calculate Satisfactory Academic Progress maximum timeframe, and (c) determine when students complete their program requirements. [Refer to Bethel's Course Program of Study policy: Course Program of Study | Bethel University (<https://www.bethel.edu/financial-aid/eligibility/course-program-of-study#Define>).]

Evaluating Financial Aid Satisfactory Academic Progress

Financial aid satisfactory academic progress evaluation begins six (6) days after the end of each term (fall, spring and summer) using three benchmarks: Qualitative Measure, Pace, and Maximum Timeframe.

Qualitative measure. Undergraduate and Bethel Seminary students must maintain a cumulative Grade Point Average (GPA) of at least 2.00. Graduate School students must maintain a cumulative GPA of at least 3.00. All undergraduate coursework is considered when calculating the cumulative GPA for undergraduate degrees. At the graduate level, cumulative GPA is calculated separately for Graduate School doctoral programs, Graduate School non-doctoral programs, Bethel Seminary doctoral programs, and Bethel Seminary non-doctoral programs.

Pace of completion. Students must progress through their educational program at a pace that ensures they will complete the program within the maximum timeframe. The pace is calculated by dividing the cumulative number of credit hours the student has successfully completed by the cumulative number of credit hours the student has attempted (beginning January 2017 results will be rounded to the nearest percent - for example, 66.49% is rounded to 66% and 66.50 is rounded to 67%). Students must successfully complete a minimum of 67% of their cumulative attempted credits (including any transfer credits, advanced placement or College Level Examination Program credit).

Maximum timeframe. Students are expected to complete their program within the normal time for completion (122 credits for a baccalaureate degree). However, there may be special circumstances, like a program change or an illness, that would prevent students from completing their programs of study within the normal time frame.

To accommodate these special circumstances, students may continue receiving aid until they either (a) complete graduation requirements for their program of study, or (b) attempt 150% of the number of credits (including transfer credits, advanced placement or CLEP credits) required for their program of study, or (c) reach the point where they cannot earn the number of credits necessary to complete their program of study within 150% of required credits for the degree, whichever comes first.

Students become ineligible for financial aid at the time that it is determined they are unable to complete their degree within the maximum timeframe. Transfer students who will transfer more than 50% of the credits needed for their program of study should request that only the credits that apply to their program of study be accepted by Bethel to ensure they do not exceed the maximum timeframe prior to completing their program of study, and therefore become ineligible for financial aid. The following table illustrates how the maximum timeframe calculation applies to various programs of study:

Program of Study	Maximum Time Frame
Undergraduate Certificate	18 x 1.5 = 27 semester credits
Associate's Degree	60 x 1.5 = 90 semester credits
Baccalaureate Degree	122 x 1.5 = 183 semester credits
Post-Baccalaureate Degree	50 x 1.5 = 75 semester credits
Special Education Requirements for Academic Behavioral Strategist and Autism Spectrum Disorders licenses	53 x 1.5 = 79 semester credits
Bachelor of Science in Nursing, with minors in Psychology, Biology and Public and Community Health	179 x 1.5 = 268 semester credits
Master of Arts	60 x 1.5 = 90 semester credits
Master of Business Administration	42 x 1.5 = 63 semester credits
Master of Divinity	78 x 1.5 = 117 semester credits

Doctor of Ministry	48 x 1.5 = 72 semester credits
Doctor of Education	61 x 1.5 = 92 semester credits

Treatment of Special Academic Course Situations

Audited and Enrichment Courses: Courses that are audited, or not eligible for academic credit, are excluded from Satisfactory Academic Progress calculations since they are ineligible for federal, state, or institutional financial aid programs.

Change of Majors: If students change majors, the credits earned under all majors will be included in the calculation of attempted, earned, and maximum timeframe credits, as well as the GPA calculation.

Concurrent enrollment in more than one of Bethel's schools: Students who are concurrently enrolled in more than one of Bethel's schools may receive more than one Financial Aid Satisfactory Academic Progress review each term. Students must be demonstrating satisfactory academic progress in every school they are attending. Failure to demonstrate satisfactory academic progress in any school will impact financial aid eligibility in all schools. For example, if as a result of not demonstrating financial aid satisfactory academic progress in the Graduate School a student's financial aid eligibility is terminated, the student's financial aid eligibility is also terminated at Bethel Seminary, the College of Arts & Sciences, and the College of Adult & Professional Studies.

Consortium Courses: Consortium courses involve a "home" and a "host" school. The "home" school provides the academic credit, monitors Satisfactory Academic Progress, and provides financial aid. The "host" school provides the instruction for the designated course(s).

- When Bethel is the "Home" school, the credits are counted as "attempted" and "earned," as appropriate (depending on the student's grade in each course). All attempted credits count towards "maximum timeframe." The Office of the Registrar (<https://www.bethel.edu/registrar/>) maintains a list identifying whether or not the courses are included in the GPA calculation.
- When Bethel is the "Host" school, the credits are not counted as either "attempted" or "earned" at Bethel. Rather, the student's "Home" school is responsible to monitor Satisfactory Academic Progress for courses taken at Bethel under this type of consortium agreement.

Dropping or Withdrawing from a course: Courses that are dropped prior to the end of the 100% refund period, and are omitted from the student's transcript, are excluded from the SAP review. When a student withdraws from a course after the 100% refund period the course is included on the transcript, and is included in the cumulative credits attempted and in the maximum timeframe. (If a student fails or receives grades of unsatisfactory (U) for all courses attempted during the term, the financial aid staff determines if the student was enrolled for the entire period or unofficially withdrew from school.)

Earned Credits: For purposes of this policy, credits in which the student earns a grade of A, A-, B+, B, B-, C+, C, C-, D+, D, or S are consider "earned" credits, and are counted as both "attempted" and "earned" in the Pace calculation.

English as a Second Language courses: Bethel does not offer any ESL courses.

Incompletes: Courses assigned an incomplete grade are included in the cumulative credits attempted and in the maximum timeframe. These credits cannot be counted as earned credits until a satisfactory grade is assigned. Grade changes from incomplete to another grade are reviewed as part of the next term's Satisfactory Academic Progress evaluation.

Multiple majors and/or Dual Degree students: Students who choose to earn more than one major, or more than one degree, at the same time are subject to the maximum time limits of one degree (e.g., 183 credits for a baccalaureate degree).

NCAA Athletics: Students participating in National Collegiate Athletic Association (NCAA) Athletics must be making Satisfactory Progress toward their degree by NCAA rule. Students whose Financial Aid has been terminated are considered by Bethel University to no longer be making Satisfactory Progress toward their degree and are ineligible for competition in NCAA Athletics. Students who elect to appeal their Financial Aid termination remain eligible for competition while they are in the appeals process, and following a successful appeal. Please contact the Associate Athletic Director with questions about NCAA Athletics eligibility.

Preparatory coursework: Students qualifying for aid under federal preparatory coursework guidelines must meet normal Satisfactory Academic Progress Pace and Quality requirements. However, since they don't have a clearly defined program of study, and since they are allowed to borrow Direct Loans for up to one year, their Time to Completion limit is one calendar year, rather than 150% of their program of study.

Programs exempt from Financial Aid Satisfactory Academic Progress review: Some private educational loans and employer educational benefits are available to students who are not demonstrating satisfactory academic progress. Students should check with their employer, or private educational loan provider, to see if they must be demonstrating satisfactory academic progress as a condition of receiving these funds.

Students enrolled solely in academic programs that are excluded from eligibility for federal, state and Bethel-funded financial aid are not subject to the Financial Aid Satisfactory Academic Progress policy. For example, since no federal, state, or unfunded institutional funds are offered to Postsecondary Education Option students, they are exempt from the financial aid satisfactory academic progress review.

Prior to the summer 2013 term Seminary students in the Doctor of Ministry (D.Min.) program were exempt from financial aid satisfactory academic progress review because no federal or state funds were offered to D.Min. students. Beginning with the summer of 2013 D.Min. students are eligible for Title IV loans and must, therefore, meet minimum financial aid satisfactory academic progress standards.

Remedial Courses: Remedial courses are treated the same as non-remedial courses in evaluation of quality, pace, and maximum timeframe. Foundations for Academic Readiness courses are considered remedial courses.

Repeated Courses: Courses that a student is repeating are included when determining the student's enrollment status for Title IV purposes as long as the course is not a result of (a) more than one repetition of a previously passed course, or (b) any repetition of a previously passed course due to the student failing other coursework.

Repeated courses are always included in the cumulative credits attempted and maximum timeframe calculation. They are included in the GPA and cumulative credits earned calculations provided the grade for the repeated courses, and the original course, are both included in the GPA calculation.

Satisfactory/Unsatisfactory (Pass/Fail) grades: Some of Bethel's courses receive a grade of "Satisfactory (S)" or "Unsatisfactory (U)." These courses are not included in the calculation of GPA; they are counted as "attempted" credits. Courses with an "S" grade are considered "earned" credits. Courses with a "U" grade are not "earned" credits.

Second Degree: Students may attempt up to 150% of the credits required for a subsequent program of study (183 credits for a baccalaureate degree, plus an additional 183 credits for a second baccalaureate degree). Students who already have a first baccalaureate degree are eligible for loans (not grants) if they are pursuing teacher licensure or a second degree (e.g., a student has a B.A. and is now seeking a B.S.).

Term: The financial aid office evaluates Satisfactory Academic Progress at the end of each semester. All terms of enrollment are counted for SAP, including terms in which a student did not receive financial aid.

Transfer credits: College level courses taken outside of Bethel before students received their high school diploma or G.E.D. (e.g., CLEP, PSEO, AP) are treated as transfer credits. (Postsecondary Enrollment Options credits attempted at Bethel are treated the same as other courses taken at Bethel after receiving a high school diploma.) Transfer credits are included as both “attempted” and “completed” credits when measuring Pace, and are included in the maximum timeframe calculation. All transfer credits accepted by Bethel will be used in determining when the “maximum time frame” requirement has been reached. The student may, however, appeal to have only the credits accepted toward his or her Bethel program of study included in the maximum time frame calculation.

Failure to Meet Minimum SAP Standards

Students who are not meeting the minimum Satisfactory Academic Progress standards will be placed on Financial Aid Warning status. Following a Warning term, students who are still not meeting the minimum Satisfactory Academic Progress standards become ineligible for financial aid, and will have their financial aid eligibility terminated.

Financial Aid Warning: Financial Aid Warning is a status assigned to a student who fails to make financial aid satisfactory academic progress at an institution that evaluates academic progress at the end of each term. The financial aid warning status lasts for one term. If after the financial aid warning term, the student is not demonstrating financial aid satisfactory academic progress, the student becomes ineligible for financial aid (financial aid terminated).

Financial Aid Terminated: Financial Aid Terminated is a status assigned to students who have lost their financial aid eligibility due to failure to demonstrate financial aid satisfactory academic progress. Students whose financial aid eligibility has been terminated may appeal the termination.

Appeal of Financial Aid Termination

Students who fail to meet financial aid SAP standards and lose financial aid eligibility can appeal this decision. This appeal form (<https://www.bethel.edu/financial-aid/forms/sap-appeal-form.pdf>) must be submitted to the Office of Financial Aid (<https://www.bethel.edu/financial-aid/>) within 7 calendar days of the date on the notification letter or email and should be accompanied by appropriate supporting documentation..

Appeals must be submitted to the Office of Financial Aid within seven (7) calendar days of the date on the notification letter or email. However, the final deadline for submitting an appeal is no later than four weeks prior to the end of the semester for which you wish to receive financial assistance (with all supporting documentation). Appeals will be evaluated by a cross-departmental committee. Appeals must explain why the student failed to make SAP, and what has changed to resolve the issue(s) that prevented the student from demonstrating SAP. Acceptable reasons for appeal may include injury or illness of the student, illness or death of an immediate relative of the student, or other extenuating circumstances beyond the student's control. Students who cannot demonstrate financial aid SAP within one term will be required to submit an Academic Plan as a part of their appeal.

Financial Aid Probation: Financial aid probation is a status assigned to a student who has successfully appealed the termination of financial aid due to failure to demonstrate financial aid satisfactory academic progress. Students on Financial Aid Probation may receive financial aid for one term.

Financial Aid Academic Plan Probation: If it is impossible for the student to meet the minimum Satisfactory Academic Progress standards after one term, then the institution and the student may agree upon an Academic Plan to monitor the student's academic progress for more than one term. The institution will use the Academic Plan as the benchmark for satisfactory academic progress for

the length of time specified in the Academic Plan. Students who fail to fulfill the requirements of the Academic Plan become ineligible for financial aid.

Traditional Undergraduate students will work with staff in the Academic Enrichment Studies Center (AESC) to develop Academic Plans. Post traditional Undergraduate, Graduate School and Seminary students will work with the Office of Academic Advising staff to develop Academic Plans. Once completed, the Academic Plans are submitted to the Financial Aid Office for review and implementation.

Student Notification

Students who are not meeting the minimum financial aid SAP standards will be notified by the financial aid office of their Warning or Termination status. Students who submit an appeal will be notified by the financial aid office of their Financial Aid Probation, Financial Aid Academic Plan Probation, or Financial Aid Termination status. Students whose financial aid status had been at a Warning, Probation, Academic Plan Probation, or Terminated status, but are meeting minimum SAP standards when reviewed, will be notified of the change in their status.

Students who graduated during the term that is being reviewed for SAP and are not registered for the subsequent term will not be notified of changes in satisfactory academic progress status.

Regaining Eligibility

Students whose financial aid was terminated due to lack of Satisfactory Academic Progress may choose to enroll without benefit of financial aid. If the standards are met, financial aid eligibility is restored for subsequent terms of enrollment. Students should consult with a financial aid counselor in the Office of Financial Aid if they have any questions about this policy, the appeal process, or reinstatement of financial aid eligibility.

Interpretation and Enforcement

The Director of Financial Aid will have primary responsibility for the interpretation and enforcement of this policy.

Financial Aid Criteria

Enrollment Level

Students are offered financial aid on the assumption that they will maintain a full-time course load. Those who take less than a full course load (or drop below full time during the semester) will have their gift aid pro-rated.

Exit Counseling

All Direct Subsidized and Unsubsidized loan borrowers and TEACH grant recipients who graduate, withdraw, transfer to another school, or drop below half-time attendance must complete an exit session. During this session borrowers are informed of their rights and responsibilities, including repayment options for student loans.

Transfer Students

Transfer students will be considered for financial aid on the same basis as entering freshmen. Former students who have taken coursework at another school and then return to Bethel will be considered for financial aid on the basis of their previous Bethel record.

Citizenship

Students who are not citizens or permanent residents of the United States will be considered for financial assistance on the basis of the Declaration of Finances form. In some cases a statement of financial status from the student's pastor or pertinent information provided by a missionary will be necessary to help determine the possibility of coming to the United States. International students who

do not qualify to apply for federal aid are eligible only for the academic scholarships, International Student Grant, and for Bethel-sponsored work. They are not eligible for federal or state-supported aid programs or for other grants from Bethel.

International Study Programs

Bethel has established a financial aid policy for students who study overseas or at another U.S. college or university as part of their Bethel program. This policy may be obtained from the Office of International and Off-Campus Programs (<https://www.bethel.edu/undergrad/academics/study-abroad/>) or the Office of Financial Aid.

Changes in Financial Aid Programs

From time to time changes are made in the availability of scholarships, grants, and loans. It is recommend students contact the Office of Financial Aid for up-to-date information.

Return of Title IV Funds Policy

If a student withdraws or is dismissed from Bethel after a semester has begun, the school or the student may be required to return some of the federal aid funds awarded to the student. This “Return of Title IV Funds” (meaning “federal”) policy is required by federal regulations. The federal formula requires a return of Title IV aid calculation if the student received federal financial assistance in the form of a Federal Pell Grant, Direct Loan, or Direct PLUS Loan, and withdrew from all classes on or prior to completing 60% of the semester.

A student planning to withdraw must notify the academic services manager and complete the required petition to withdraw before the enrollment deposit will be refunded. Because the institutional refund policy follows a different formula for reducing tuition, a student may still owe money to the school after all calculations are complete. A student considering withdrawal is encouraged to contact the Office of Financial Aid to determine the effect withdrawing would have on financial aid.

Assistantships

A limited number of assistantships are open to students with good academic records. Each student works under the supervision of one or more faculty members. Students should contact individual faculty members directly to inquire about potential opportunities.

Student Loans

Compare Loans

Most students take out loans to help pay a portion of their seminary bill. They can refer to their financial aid award to see which loans they are eligible to borrow.

Students may find differences between educational loan programs here (<https://www.bethel.edu/seminary/financial-aid/types/loans/>).

Loan Type	Fees	Make payments while in school?	Interest Rate	Repayment
Direct Unsubsidized Loans	For current fees rates visit: https://studentaid.ed.gov/sa/types/loans/subsidized-unsubsidized#additional-charges	Interest accrues. Optional in- school payment	For current rates visit: https://studentaid.ed.gov/sa/types/loans/subsidized-unsubsidized#interest-rates	10 years
Direct PLUS Loans	For current fees rates visit: https://studentaid.ed.gov/sa/types/loans/plus/grad-professional#fees	Yes	For current rates visit: https://studentaid.ed.gov/sa/types/loans/plus/grad-professional#interest	10 years
Private Loans	Varies	Yes	Varies	Varies (10+ years)

What's the average student loan debt?

The average student loan debt of seminary borrowers who graduated between July 1, 2016, and June 30, 2017, was \$45,376. Assuming a 6.8% interest rate and 10 years to repay their loans, average seminary student borrowers will make monthly loan payments of about \$520. Bethel's most recent cohort default rate was 1.9% compared to the national cohort default rate of 11.5%.

This chart is based on a 10-year repayment period to see what monthly payments could look like. Payments reflect a 6.8% interest rate.

Amount Borrowed	Estimated Monthly Payment
\$3,500	\$50
\$5,500	\$63
\$7,500	\$86
\$10,500	\$121
\$15,000	\$173
\$18,500	\$213
\$23,000	\$265
\$31,000	\$357
\$40,000	\$460
\$50,000	\$575
\$60,000	\$690
\$65,500	\$754
\$80,000	\$920
\$100,000	\$1,151
\$138,500	\$1,594

Undergraduate Tuition and Finances

Payment Options

Full Payment for Traditional Undergraduate Programs

Full payment for **Fall semester** is due **August 25, 2026**.

Full payment for **Spring semester (including January session)** is due **January 25, 2027**.

Full payment for **Summer term** is due the **first day of the term**.

Full Payment for Adult Undergraduate Programs

Full Payment is due on the start date of each course.

5-Month Semester Payment Plan for Designated Programs

Students in Traditional Undergraduate and Post-Baccalaureate Nursing* programs have the option to enroll in a 5-Month Semester Payment Plan in Fall and Spring. Payment plans are not offered for summer term.

The 5-Month Semester Payment Plan is for all charges on the student account. Enrollment in the payment plan is elected online on a semester-by-semester basis, with payments spread out over the semester. The enrollment fee is \$30 per semester. The monthly payment amount is recalculated each time there is a new transaction posted to the account. Therefore, monthly payment amounts may differ each month. There will be an email notification each time the payment installment amount changes. A late payment plan installment fee of \$25 will be assessed for missing a payment deadline. If a student does not stay current on their monthly installment payment(s), they may be removed from the payment plan. If removed from the payment plan, a registration hold will be placed on the student account if the balance is at or above your program's designated threshold (\$2,000 for Traditional Undergraduate and \$500 for Adult Undergraduate), and registration may be dropped. Also, a late fee of \$10 will be assessed each month for any unpaid balance 30 days past due on the account.

Fall Semester Payment Plan

The deadline to enroll in the payment plan and pay your first installment is August 25. The remaining installment payments are due on September 25, October 25, November 25, and December 25.

Spring Semester Payment Plan

The deadline to enroll in the payment plan and pay your first installment is January 25. The remaining installment payments are due on February 25, March 25, April 25, and May 25.

*Post-Baccalaureate Nursing students: contact the Business Office at 651-638-6208 or in-person to facilitate enrollment in a payment plan.

Student Costs for 2026-27

Post traditional Undergraduate Student Cost for 2026-27 varies by program. Please see your program's page as well as the Tuition and Cost of Attendance pages (<https://www.bethel.edu/adult-undergrad/financial-aid/tuition-costs/>) to plan your finances. Further questions regarding costs can be directed to Student Accounts in the Business Office.

Traditional Undergraduate Student Cost for 2026-27

FT Fall= full-time enrollment (12-18 credits per semester)

FT Spring = full-time enrollment (12-23 credits per semester)¹

PT = part-time enrollment (fewer than 12 credits per semester)

NR = not registered

Tuition	Fall	January Session	Spring	Summer
FT Fall and FT Spring	\$13,350	No charge ¹ (up to 5 credits) ²	\$13,350	NA
PT Fall and FT Spring	\$1,120/credit	No charge	\$13,350	NA
PT Fall and PT Spring	\$1,120/credit	\$1,120/credit	\$1,120/credit	NA
FT fall and NR Spring	\$13,350	-	-	NA
NR Fall and FT Spring	-	No Charge ¹	\$13,350	NA
PT Fall and NR Spring	\$1,120/credit	-	-	NA
NR Fall and PT Spring	-	\$1,120/credit ¹	\$1,120/credit ¹	NA
Off-Campus Programs	Contact Office of International and Off-Campus Programs	Contact Office of International and Off-Campus Programs	Contact Office of International and Off-Campus Programs	Contact Office of International and Off-Campus Programs
FT Fall and PT Spring	\$13,350	\$1,120/credit ¹	\$1,120/credit ¹	NA
Teacher Licensure Rate	\$1,120/credit	\$1,120/credit	\$1,120/credit	\$672/credit
Post-baccalaureate Rate	\$1,120/credit	\$1,120/credit	\$1,120/credit	\$672/credit
Tuition Overload¹	\$1,120/credit	Credits are combined with Spring to determine if overload is met	\$1,120/credit	NA
Summer Term	NA	NA	NA	\$672/credit
Audit	\$280/credit	\$280/credit	\$280/credit	\$280/credit

¹ January Session credits are included in the determination of full time status for the Spring Semester. For example - 3 credits during January Session added to 9 credits taken in the Spring Session totals 12 credits. The student is considered FT Spring and will be billed at the banded rate of FT tuition.

² Overload tuition is charged for each credit enrolled over 23 credits in the spring semester. Overload tuition is charged for each credit enrolled over 18 credits in the fall semester. No overloads are permitted during January session. Note the eligibility requirements in the General Information section of this catalog.

Fee	Fall	January Session	Spring	Summer
Bethel Student Experience fee (full time)	\$150	NA	\$150	NA

Housing (first-time residents in Bethel Housing)

	Fall	January Session	Spring
In Bethel Housing Fall, January and Spring	\$3,600	No Charge	\$3,600
In Bethel Housing Fall and January	\$3,600	\$360 per two weeks	-
In Bethel Housing January and Spring	-	No charge	\$3,600
In Bethel Housing January Only	-	\$360 per two weeks	-

Housing (second consecutive year in Bethel Housing)

	Fall	January Session	Spring
In Bethel Housing Fall, Spring, and January	\$3,460	No Charge	\$3,460
In Bethel Housing Fall and January	\$3,460	\$346 per two weeks	-
In Bethel Housing Spring and January	-	No charge	\$3,460

Housing (third consecutive year in Bethel Housing)

	Fall	January Session	Spring
In Bethel Housing Fall, Spring, and January	\$3,145	No Charge	\$3,145
In Bethel Housing Fall and January	\$3,145	\$316 per two weeks	-
In Bethel Housing Spring and January	-	No charge	\$3,145

Housing (fourth consecutive year in Bethel Housing)

	Fall	January Session	Spring
In Bethel Housing Fall, Spring, and January	\$3,150	No Charge	\$3,150
In Bethel Housing Fall and January	\$3,150	\$316 per two weeks	-
In Bethel Housing Spring and January	-	No charge	\$3,150

Housing (fifth consecutive year in Bethel Housing)

	Fall	January Session	Spring
In Bethel Housing Fall, Spring, and January	\$3,050	No Charge	\$3,050
In Bethel Housing Fall and January	\$3,050	\$306 per two weeks	-
In Bethel Housing Spring and January	-	No charge	\$3,050

NOTE: Active Military Duty students will receive a refund of amounts paid for room and board attributable to the time period during which the students were serving in active military service and were unable to use the facilities or services for which the amounts were paid. Any refund of room and board is subject to the requirements of state and federal financial aid programs.

Meal Plan

More information regarding meal plans is available at [bethel.edu/dining-services/meal-plans](https://www.bethel.edu/dining-services/meal-plans) (<https://www.bethel.edu/dining-services/meal-plans>).

Students in first year Bethel housing will be auto-assigned the "Navy A" meal plan (\$6,548 per year) with the option to change their plan based on their housing location.

Students in second, third or fourth year housing will be auto-assigned the "Navy B" meal plan (\$5,831) with the option to change their plan based on their housing location.

To manage your meal plan: **MyBethel>Tools & Resources>My Housing and Meals**

Music Instruction

1/2 hour per week private lesson	\$480 per semester
3/4 hour per week private lesson	\$680 per semester
One hour per week private lesson	\$865 per semester

- Regular tuition is charged in addition to any the lesson fee if music instruction is taken for credit.
- No refund is given after Friday of the second week of the semester for students who withdraw from private music instruction. Copies of the complete Refund Policy for Private Instruction are available from the Department of Music and Performing Arts (<https://www.bethel.edu/undergrad/academics/music-theatre/>).

Special Fees

Enrollment Deposit (non-refundable after May 1)	\$300
Additional Course Fees (indicated in registration materials)	Amount varies
Science Lab Fee	\$180
Natural Science Education Lab Fee (NAS)	\$35
Nursing lab, equipment, malpractice insurance, clinical site placement, and computerized exam fees (Juniors and Seniors)*	\$255 per semester
Nursing lab, equipment, background check, and computerized exam fees (Sophomores)*	\$220 (spring semester)
Nursing testing fee (Seniors)*	\$748 (fall semester)
Nursing testing fee (Juniors)*	\$765 (fall semester)
Nursing testing fee (Sophomores)*	\$394 (spring semester)
Nursing Central fee (Sophomores)*	\$213 (spring semester)
Nursing Wolters Kluwer Lippincott Fee (Juniors)	\$618 (fall)
Nursing Wolters Kluwer Lippincott Fee (Seniors)	\$618 (fall)
Language Skills Test	Varies according to language
Credit by Examination	\$75 per credit
Official Transcript	Varies by format - see https://www.bethel.edu/registrar
Non-Sufficient Funds Fee (NSF)	\$25 per item
Commuter Parking Fee	\$175 per semester
Senior Resident Parking Permit	\$250 per semester
Junior Resident Parking Permit	\$250 per semester
Sophomore Resident Parking Permit (Availability restrictions apply. See Office of Security.)	\$250 per semester
Freshman Resident Parking Permit (Availability restrictions apply. See Office of Security.)	\$250 per semester

*Nursing fees are approximate and will vary depending on vendor pricing. Accurate fees will be published each semester with registration materials.

Bethel Student Activity Fee

The Bethel Student Activity fee is charged per semester when a student is enrolled full time. This fee is determined by the Bethel Student Government (BSG) (<https://www.bethel.edu/undergrad/student-life/activities/bsg>).

Transcript Fee

Official transcripts are available showing all academic work completed to date at Bethel University. Both electronic and paper versions of official transcripts are available for a fee, which varies depending on the format. Electronic transcripts are processed instantly. Paper transcripts will be printed and mailed the next business day. Some exceptions apply. Questions regarding transcripts and to order an official transcript, please reach out to the Office of the Registrar (<https://www.bethel.edu/registrar/>).

Student Health Insurance

Student athletes are required to have health insurance that meets the NCAA requirement minimum of \$90,000 and does not exclude intercollegiate sports accidents or injuries. For more information, please visit the Medical Eligibility (<https://athletics.bethel.edu/sports/2017/6/12/medical-eligibility.aspx>) page found within the Athletics website. Any questions can be directed to the Director of Athletic Training Services, by emailing athletics@bethel.edu or calling 651.638.6234.

Tuition and Payment Options

Student Financial Responsibility Agreement

Students are required to sign the Financial Responsibility Agreement at this (<https://www.bethel.edu/business-office/student-financial-responsibility-agreement>) link.

Failure to sign will place a Business Office Registration Hold on the student's account. Once signed, the hold will lift within 30 minutes.

Tuition, Fees, and Payments on Student Accounts

Tuition billing is generated through information from the Office of the Registrar. Therefore, the student account will be billed once the student has been registered for his/her course(s). Students are responsible for payment reaching the Business Office when due, regardless of the source of payment. Payment must be received in U.S. dollars. If loans are needed to help meet a financial obligation, students may apply for them through the Office of Financial Aid (<https://www.bethel.edu/financial-aid/>). Loan applications should be made well in advance of registration for funds to be disbursed at the beginning of the term. A late fee of \$10 per month will be assessed on any charges more than 30 days past due. Enrollment for subsequent courses is dependent on full payment of the previous expenses.

Online Monthly Statements

Around the 27th of each month, an email will be sent to the student's Bethel email address alerting them that the monthly statement is available to view with a link to access the statement. Monthly statements will not be mailed to the home address for active students. Students are responsible for forwarding monthly statement information to others who are helping with their account.

To view online monthly statements:

MyBethel > My Statements and Finances (<https://my.bethel.edu/home?channel=9283acd48c5865135c23fb9d31e4d738>) > Make a Payment > Statements

Authorized Users

If a student would like others to be able to speak to the Business Office about their account, view their account transactions and make payments, the student will need to add them as an Authorized User by following these steps:

1. Go to My Statements and Finances (<https://my.bethel.edu/home?channel=9283acd48c5865135c23fb9d31e4d738>) at My.Bethel.edu.
2. Click View your Bill. This will direct to the TouchNet Bill+Payment login.
3. Once logged into TouchNet Bill+Payment, click Authorized Users in the top menu and follow the prompts.

Once these steps are complete, the Authorized User will receive an email with instructions. This email will include this (https://epay.bethel.edu/C20433_tsa/web/?_gl=1*1hbu4xh*_gclaw*R0NMLjE3NzA4MjgxNTEuQ2owS0NRaUE3ckRNQmhDakFSSXNBR0RCdUVC MklHcGxyLXVLWkNINDgzQ0pEQ19ubGJ5VW9aSTV3MWdTOGowY1RGRVJUR1lhckJ6Z0hGd2F) link to the online payment system.

Important note: Do not share your Bethel account information with others.

Payment Options

Full Payment for Traditional Undergraduate Programs

Full payment for **Fall semester** is due **August 25, 2026**.

Full payment for **Spring semester** (including January session) is due **January 25, 2027**.

Full payment for **Summer term** is due the **first day of the term**.

Full Payment for Adult Undergraduate Programs

Full Payment is due on the start date of each course.

5-Month Semester Payment Plan for Designated Programs

Students in Traditional Undergraduate and Post-Baccalaureate Nursing* programs have the option to enroll in a 5-Month Semester Payment Plan in Fall and Spring. Payment plans are not offered for summer term.

The 5-Month Semester Payment Plan is for all charges on the student account. Enrollment in the payment plan is elected online on a semester-by-semester basis, with payments spread out over the semester. The enrollment fee is \$30 per semester. The monthly payment amount is recalculated each time there is a new transaction posted to the account. Therefore, monthly payment amounts may differ each month. There will be an email notification each time the payment installment amount changes. A late payment plan installment fee of \$25 will be assessed for missing a payment deadline. If a student does not stay current on their monthly installment payment(s) they may be removed from the payment plan. If removed from the payment plan, a registration hold will be placed on the student account if the balance is above your program's designated threshold (\$2,000 for Traditional Undergraduate and \$500 for Adult Undergraduate, and registration may be dropped. Also, a late fee of \$10 will be assessed each month for any unpaid balance 30 days past due on the account.

Fall Semester Payment Plan

The deadline to enroll in the payment plan and pay your first installment is August 25. The remaining installment payments are due on September 25, October 25, November 25, and December 25.

Spring Semester Payment Plan

The deadline to enroll in the payment plan and pay your first installment is January 25. The remaining installment payments are due on February 25, March 25, April 25, and May 25.

*Post-Baccalaureate Nursing students: contact the Business Office at 651-638-6208 or in-person to facilitate enrollment in a payment plan.

Ways to Make a Payment

Students can view their account, enroll in a Semester Payment Plan, and pay online through **MyBethel** > My Statements and Finances (<https://my.bethel.edu/home?channel=9283acd48c5865135c23fb9d31e4d738>) > Make a Payment. This will direct you to the TouchNet Bill+Payment site. To make a payment click "Make Payment" and follow the prompts. To enroll in a Semester Payment Plan (if available to your program) click "Enroll in payment plan" and follow the prompts.

- **Online by electronic check:** Authorize automatic withdrawal from your checking or savings account with no fee.
- **Online by credit card:** MasterCard, Visa, American Express, or Discover with a non-refundable fee of 3% or \$3 minimum, charged by PayPath (processing service)
- **Online International Transfer:** Use the TouchNet Bill+Payment site and select the "TransferMate" payment method or "Bank Wire" (processed by Convera).
- **In person:** Pay by check or money order at the Business Office (Anderson Center, 5th Level), 9 a.m. - 4:00 p.m., M-F. *Please note: credit cards are accepted online only.*
- **Drop Box:** Located near the entrance of the Campus Store (items in the drop box will be delivered to the Business Office one time per business day)
- **Mail a check:**
 - Bethel University, Business Office
 - 3900 Bethel Drive
 - St. Paul, MN, 55112-6999
 - Please include the student ID number in the memo portion of a check.**

Non-Sufficient Funds

If payment is returned from the bank for non-sufficient funds, a \$25 returned check fee will be assessed on the student account. If a payer has two checks returned due to non-sufficient funds, they will not be allowed to make future payments by personal check.

Employer Tuition Reimbursement

During the final week of each course, upon request made by the student, the Business Office will send tuition reimbursement billing invoices to the student's home address. Students may submit the invoice(s) to their employer for reimbursement.

To request tuition reimbursement billing invoices, contact the Business Office at 651.638.6208, or email business-office@bethel.edu.

The following information will be included on the invoices:

- Student name, address, and Bethel ID number
- Course number
- Course name
- Number of credits

- Beginning and ending dates of the course
- Tuition amount

Tuition and Fees Refunds

Students who withdraw from classes during the term may be eligible for a refund. There are two types of refunds: billing refunds (tuition, housing, meal plan, etc.) and financial aid refunds (see this (p. 121) page for more Financial Aid information). A billing refund credits funds to the student account, thereby decreasing the amount that is owed on the student account. A financial aid refund reduces the amount of financial aid available to pay the billing charges, thereby increasing the amount that is owed on the student's account (see example at the bottom of this page).

A Traditional Undergraduate student seeking to withdraw from all classes at Bethel must notify the Office of Student Life (<https://www.bethel.edu/undergrad/student-life/>). A Post traditional Undergraduate student seeking to withdraw from all classes at Bethel must notify their Student Success Advisor. This date of notification will serve as the student's withdrawal/stop-out date. The student will be provided with information regarding the withdrawal and stop-out process. Once the process is completed, the student account will reflect any applicable refunds.

Tuition & Fees Full Refund:

Students are entitled to a 100% refund of tuition and course fees if they drop a course before the Add-Drop deadline. The **Student Activity fee, course fees, and program fees** are refunded in full through the 100% refund period. Thereafter, there is no refund of the fees.

Pro-Rata Refund:

Students who drop a course receive a pro-rata refund of tuition up to and including 50%. The percentage of tuition and financial aid retained on the student's account is equal to the percentage of the period of enrollment that was completed.

No Refund:

Students are not eligible for any refund once 50% of a class is completed.

For more details about Refunds, see the Business Office website (<https://www.bethel.edu/business-office/>) and the Important Dates for your program to find the Add-Drop and withdrawal deadlines.

Traditional Undergraduate Housing and Meal Plan Refunds

Students with housing who officially withdraw or choose to cancel their meal plan must notify Residence Life (<https://www.bethel.edu/undergrad/student-life/residence-life/>) in the Office of Student Life. A student may receive a prorated refund of their housing.

Students with a meal plan who officially withdraw or choose to cancel their meal plan must notify Dining Services (<https://www.bethel.edu/dining-services/>) in the Office of Student Life. A student may receive a prorated refund of their meal plan.

Late Fees

A late fee of \$10 per month will be assessed on any charges more than 30 days past due if not enrolled in a payment plan. A late payment fee of \$25 will be assessed if a Payment Plan payment installment is not paid by the due date.

Registration Hold

Registration for classes in succeeding terms is dependent on meeting the financial obligation of the previous term's expenses. A student whose account is in arrears will have a registration hold on the account and will not be permitted to register for a subsequent term.

Any student who pays an outstanding balance by check will have their registration dropped if the check is returned from the bank due to non-sufficient funds. The student will not be permitted to re-register until full payment is received. If repayment is made via check, registration will be granted in ten business days.

Any student in good standing on a payment plan (current on their monthly payments) will be allowed to register for future terms. If the student fails to pay their remaining monthly installments, their registration may be removed.

A Business Office 'Official Hold' prevents registration. The Business Office will authorize registration once a signed agreement is made with the student in which the student agrees tuition charges will be paid before the start date of each course or term, as facilitated by the Business Office. If payment is not received by the agreed deadline, registration will be removed.

Be advised that students whose registration has been dropped have no guarantee that the same course(s) will be available when they attempt to re-register.

Diploma Hold

Diplomas are withheld until financial obligations are met.

Financial Suspension

Bethel reserves the right to suspend a student from a program, course(s), housing, and meal plan if there is failure to provide full payment on their student account when due. Any student who is financially suspended during a semester will be withdrawn from their classes, removed from their meal plan, and required to move out of Bethel housing.

Past Due Accounts

The following is a from the Student Financial Responsibility Agreement:

Default: I understand and agree that I will be in default of this Agreement if I fail to pay the total amount payable when due, any scheduled payment under either a semester payment plan or installment plan, or any other fee (which may include, but are not limited to, charges such as parking fines, library fees, other charges for violations of Bethel University policies, or any other amount billed to my student account) by the 25th day of the month following the month in which I am sent a Bethel billing notice.

Failure to pay due to the following situations will not exempt me from entering default:

- withdrawal from Bethel University (whether voluntary or involuntary),
- insufficient funds in an account from which my payment was drawn (or similar circumstances),
- change of address without notifying Bethel University's Business Office in advance in writing,
- providing to Bethel University any false or misleading information,
- a case under the U.S. Bankruptcy Code is started by or against me or any guarantor or cosigner.

If I am in default, Bethel University may elect, in its discretion, to defer a request for immediate payment in full and may delay enforcing any of its rights without waiving them.

Late Payments: If any payment owed by me is not paid in full by the 25th day of the month following the month in which I was sent a Bethel invoice for the amount, I agree to pay Bethel University a late fee of \$10.00. In addition, Bethel University may prohibit me from registering for courses for the current or subsequent terms; remove me from current courses; withhold course credits, academic transcripts, and my diploma without prior notice until the Obligation is paid in full along with any outstanding service or late fees. Bethel University may also exercise any other legal rights it may have, including engaging a collection agency to enforce its rights hereunder and taking legal action to collect amounts

due to it. In the event Bethel University incurs expenses to collect My Obligation, I agree to pay all of Bethel's reasonable attorneys' fees, legal expenses, and collections fees (unless prohibited by law).

Account Questions?

More student account information is available at [bethel.edu/business-office](https://www.bethel.edu/business-office/) (<https://www.bethel.edu/business-office/>).

Contact the Business Office (<https://www.bethel.edu/business-office/>) at 651.638.6208 or at business-office@bethel.edu.

Financial Aid Refunds

There are four sources of financial aid: federal government (e.g. Title IV funds or Veteran's Administration educational benefits), state governments, Bethel University, and private third-party organizations (e.g., Dollars for Scholars). Financial aid is refunded in accordance with policies established by each entity. Refunds are first calculated for federal funds, then state funds, then Bethel and third-party funds.

Students who withdraw from all classes during the 100% tuition refund period are presumed to have not attended their classes. These students will receive a full refund of all their financial aid unless they complete a Supplemental Withdrawal Form (available in the Office of Student Life), documenting their attendance at each class. Upon receipt of the Supplemental Withdrawal Form, the federal financial aid refund policy will be calculated using the last date of class attendance as the official date of withdrawal. If students receive a full (100%) refund of tuition, they are ineligible for any state, institutional, or private sources of financial aid.

1. Federal (Return of Title IV Funds – R2T4) Refund Policy: When a recipient of Title IV grant or loan assistance withdraws during a payment period or period of enrollment in which the recipient began attendance, the institution must determine the amount of Title IV grant or loan assistance that the student earned as of the student's withdrawal date (34 CFR 668.22(a)(1)).

The following Title IV financial aid programs are subject to the federal Return of Title IV Funds refund calculation: Federal Pell Grant, Iraq and Afghanistan Service Grant (IASG), TEACH Grant, Federal Supplemental Educational Opportunity Grant (FSEOG) and Federal Direct Loans. Students retain funds earned through the Federal Work Study Program prior to withdrawing from Bethel.

Only courses that count towards program completion can be included in the R2T4 calculation when determining enrollment level and institutional costs.

If a student withdraws or is expelled from Bethel after beginning classes but before completing 60 percent of their term (or period of enrollment), the school or the student may be required to return a portion of the student's Title IV aid for the semester.

For students in modular courses or modular programs the following four questions are asked to determine if an R2T4 calculation is required:

1. After beginning attendance in at least one course, did the student stop attending or fail to begin attendance in a scheduled course used to determine the student's eligibility for Title IV aid?
 - a. If Yes, proceed to question 2.
 - b. If No, R2T4 calculation is not required.
2. When the student stopped attending or failed to begin attendance in a scheduled course, was the student currently attending any other courses in the payment period or period of enrollment used to determine the student's eligibility for Title IV aid?
 - a. If Yes, student made a schedule change and Title IV aid must be recalculated, but a R2T4 calculation is not required.
 - b. If No, proceed to question 3.

3. Does the student qualify for one of the following R2T4 Exemptions?
 - a. Did the student complete all requirements for graduation?
 - i. If Yes, a R2T4 calculation is not required, although it may be necessary to recalculate aid.
 - ii. If No, proceed to question 3b.
 - b. Did the student successfully complete Title IV-eligible coursework in one module or a combination of modules that equals 49% or more of the number of countable days in the payment period or period of enrollment?
 - i. If Yes, a R2T4 calculation is not required, although it may be necessary to recalculate aid.
 - ii. If No, proceed to question 3c.
 - c. Did the student successfully complete Title IV-eligible coursework equal to or greater than what the school considers to be half-time enrollment for the payment period or period of enrollment?
 - i. If Yes, a R2T4 calculation is not required, although it may be necessary to recalculate aid.
 - ii. If No, proceed to question 4.
4. Did the student confirm attendance in writing for a Title IV-eligible course in a later module in the payment period or period of enrollment that begins no later than 45 calendar days after the end of the module he or she ceased attending?
 - a. If Yes, a R2T4 calculation is not required unless the student fails to begin attendance in later module. It may be necessary to recalculate aid.
 - b. If No, perform the R2T4 calculation. It may be necessary to first recalculate Title IV aid for courses the student never attended.

The R2T4 calculation measures the percent of the enrollment period the student completed. This ratio (number of days attended / number of days in the enrollment period or semester) is then multiplied by the "Title IV Aid that was disbursed (or could be disbursed) to determine what percent of the Title IV Aid was earned via class attendance or participation (scheduled breaks of at least five consecutive days are excluded). Students retain the *earned* portion of their Title IV Aid. The *unearned* portion of aid is subject to being returned to the government, and is allocated to Title IV programs from which students received assistance in the following order: Unsubsidized Federal Direct Stafford loans; Subsidized Federal Direct Stafford loans; Federal Direct PLUS; Federal Pell Grants; Iraq and Afghanistan Service Grants; FSEOG Program aid; TEACH Grants (34 CFR 668.22(l) (https://www.nasfaa.org/Part_668_General_Provisions#subb66822)).

If the R2T4 calculation results in a credit balance on the students account, the balance will be disbursed to the student no later than 14 days after the calculation of R2T4 (34 CFR (<https://www.ecfr.gov/current/title-34/subtitle-B/chapter-VI/part-668/subpart-K/section-668.164>)§668.164(h)).

The withdrawal date is the earlier of (a) the date the student first notified Bethel of intent to withdraw, or (b) the date the student actually began the withdrawal process. BUILD and College of Arts, Sciences, and Education students initiate the official withdrawal process in the Office of Student Life, where they can inform staff of their intent to withdraw, pick up the withdrawal forms, or schedule an appointment for an exit interview. Notification of intent to withdraw can be done in-person or by phone (651.638.6300). Students enrolled in Bethel Seminary, the Graduate School or in Post traditional Undergraduate programs initiate the official withdrawal process with the Office of Academic Advising.

Students who do not officially withdraw, but simply stop attending classes, are considered unofficially withdrawn for the purposes of R2T4 calculations. The withdrawal date used in the R2T4 calculation for unofficial withdrawals is (a) the last date of attendance (when available), or (b) the midpoint of the semester or period of enrollment. Students who do not successfully pass any of their courses, and do not officially withdraw, are also subject to the R2T4 calculation, unless they completed more than 60 percent of the semester (or enrollment period), as documented by their academic engagement.

If the amount of Title IV funds earned by the student is more than the amount disbursed as of the withdrawal date, the school must disburse, or offer to disburse, the difference in a “*post-withdrawal disbursement*.”

Post-Withdrawal Disbursement of Title IV funds.

A post-withdrawal disbursement will first be applied to the student account. Any resulting credit balance is handled according to the requirements for Title IV credit balances in 34 C.F.R. §668.22 (a)(5) and (6) (<https://www.law.cornell.edu/cfr/text/34/668.22>) and 34 C.F.R. §668.164(j) (<https://www.ecfr.gov/current/title-34/subtitle-B/chapter-VI/part-668/subpart-K/section-668.164>).

- A post-withdrawal disbursement must be made from available grant funds before available loan funds.
- Post-withdrawal disbursements consisting of loan funds must be offered to the student within 30 days, allowing the student at least 14 days to respond to accept or decline the funds. Receipt of active confirmation from the student, or parent in the case of a parent PLUS loan, is required before loan funds will be disbursed as part of a post-withdrawal disbursement.
- Within 45 days of the Date of Determination Bethel will disburse directly to the student credit balances on the student's account.
- Within 30 days of the Date of Determination Bethel will provide a written notification to the student, or parent in the case of a parent PLUS loan, that
 - a. Requests confirmation of any post-withdrawal disbursement of loan funds that the institution wishes to credit to the student's account and/or disburse to the borrower, identifying the type and amount of those loan funds and explaining that they may accept or decline some or all of those funds;
 - b. Explains that if the borrower who does not confirm that a post-withdrawal disbursement of loan funds may be credited to the student's account may not receive any of those loan funds as a direct disbursement unless the institution concurs;
 - c. Explains the obligation of the borrower to repay any loan funds he or she chooses to have disbursed; and
 - d. Advises the borrower that no post-withdrawal disbursement of loan funds will be made if the student or parent in the case of a parent PLUS loan, does not respond within 14 days of the date that the institution sent the notification, or a later deadline set by the institution.

Within 30 days of the date the school determined a student withdrew, the school must notify the student in writing of any unearned Title IV funds the student is responsible to repay, and/or notify the student and/or parent PLUS borrower of possible post-withdrawal disbursement of loan funds. The Direct Loan borrower(s) must confirm in writing their approval of any post-withdrawal loan disbursement.

Students have 45 days to repay a grant overpayment or enter into a satisfactory repayment agreement. Students who fail to repay the overpayment after 45 days, or fail to enter into a satisfactory repayment agreement, will be reported to the National Student Loan Data System (NSLDS) by the school and referred to the U.S. Department of Education's Borrower Services-Collections.

Bethel also has 45 days from the date it determined the student withdrew to return its share of unearned funds and make any post-withdrawal grant disbursements.

2. Minnesota Office of Higher Education (MOHE) Financial Aid Refund Policy: Bethel is required to use the MOHE financial aid refund policy when calculating refunds for the Minnesota Public Safety Officer's Survivor Grant Program, Minnesota GI Bill, Minnesota State Grants, Minnesota ID Grant, and Minnesota SELF loans. After applying Bethel's "billing refunds" and the "Return of Title IV Funds" refund calculations to the student's account, a proportionate share of the state aid is refunded as defined in the Office of Higher Education Refund Calculation Worksheet (Appendix 13 of the State Grant Program Manual, <http://www.ohe.state.mn.us/mPg.cfm?pageID=1538>). Students who withdraw

without attending classes, or withdraw during a 100% tuition refund period are not eligible for any Minnesota state financial aid. Students retain funds earned through the Minnesota State Work Study Program prior to withdrawing from Bethel.

3. Financial Aid Refunds for Institutional and Third-Party Funds: After calculating the federal and Minnesota financial aid refund policies, Bethel reduces institutional and third-party sources of gift aid in accordance with Bethel's Tuition and Housing Refund policy (Holds & Student Billing Policies | Bethel University (<https://www.bethel.edu/business-office/student-billing-policies>)). Institutional and third-party gift aid is reduced by the same percent as the student's tuition was reduced. Private educational loans are first used to pay any remaining balance on the student's account. If, after all refund calculations, there is a credit on the student's account, a portion of the private loan may be refunded to the lender.

Traditional Undergraduate Sample Refund Calculation (Student withdraws from all 15 credits on 10th day of classes.)

Institutional Charges	Original	Refund	Refund	Net Charges
Tuition	\$13,350.00	90%	(\$12,015.00)	\$1,335.00
Housing	\$3,600.00	90%	(\$3,240.00)	\$360.00
Meal Plan: Navy A	\$3,275.00	90%	(\$2,947.50)	\$327.50
Student Activity Fee	\$150.00	0%	0	\$150.00
Class Fee (e.g., Lab)	\$85.00	0%	0	\$85.00
Total Charges	\$20,460.00		(\$18,202.50)	\$2,257.50
Financial Aid and Cash	Original	Refund	Refund	Net Payments
Federal Direct Loan	(\$1,375.00)	-100%	\$1,375.00	\$0
Federal Pell Grant	(\$1,588.00)	-78%	\$1,238.25	(\$349.25)
Minnesota State Grant	(\$1,624.00)	-89%	\$1,445.36	(\$178.64)
Bethel Royal Merit Scholarship	(\$3,750.00)	-90%	\$3,375.00	(\$375.00)
Bethel Grant	(\$1,513.00)	-90%	\$1,361.25	(\$151.25)
Private Scholarship	(\$250.00)	-0%	\$0	(\$250.00)
Total Financial Aid	(\$10,099.00)		\$8,795.00	(\$1,304.00)
Cash Paid	(\$1,500.00)		0	(\$1,500.00)
Total Payments on Account	(\$11,599.00)		\$8,795.00	(\$2,804.14)
Summary	Original Bill	Refund	Revised Bill	
Total Charges	\$20,460.00	(\$18,202.50)	\$2,257.50	
Total Payments on Account	(\$11,599.00)	\$8,794.86	(\$2,804.14)	
Difference	\$8,861.00	(\$9,407.64)	(\$546.64)	

GradGuard Tuition Insurance

Bethel University partners with GradGuard™ to offer students tuition insurance featuring special plans and rates not available to the general public.

This coverage supplements Bethel's refund policy by ensuring reimbursement for tuition, room and board, and other fees for covered withdrawals at any time during the semester. Plans also include Student Life Assistance via a 24-hour emergency hotline. Students must purchase a GradGuard plan prior to the start of classes each term.

For more information, visit GradGuard website (<https://gradguard.com/tuition/bethel>) or call 877.794.6603.

Enrollment Deposit

A one-time Enrollment Deposit of \$300 is required of all students. The deposit allows students to register for each succeeding semester, provided all financial obligations have been met. *Enrollment Deposits are not required of students admitted on a special basis, including but not limited to:*

Postsecondary Enrollment Options (PSEO) program students, summer school students, or consortium visitors.

Enrollment Checklist

All students enrolled in the Fall term are required to complete their Enrollment Checklist by August 25, 2026. For Spring term, all incoming (new students only) are required to complete their Enrollment Checklist by January 25, 2027. If the Enrollment Checklist has not been completed by the dates above, a \$200 fine will be assessed on the student account. Enrollment for succeeding terms is dependent on payment of the previous term's expenses. To view the Enrollment Checklist, go to: My Bethel > Checklist

Off-Campus Programs

Students participating in a Bethel-sponsored fall semester or spring semester off-campus program who maintain their status as Bethel students are considered full-time. See the Office of International and Off-Campus Programs (<https://www.bethel.edu/international-studies/>) for a list of Bethel-sponsored off-campus programs.

Postsecondary Enrollment Options Program (PSEO)

Students participating in the PSEO program at Bethel are not responsible for paying the enrollment deposit, tuition for covered courses, Student Activity fee, course fees (with the exception of private music lessons), and course materials. Fees for enrollment, tuition, the Student Activity fee, and applicable course fees will appear on the student account and then the charges will be credited (reversed). PSEO students are responsible for the following, including, but not limited to: housing, meal plans, personal campus store charges, library fines, traffic fines, and trip expenses (when the trip experience is not required in order to earn credit). Specific questions regarding the PSEO program should be directed to the Office of Admissions (<https://www.bethel.edu/undergrad/admissions/>).

Graduate Tuition and Finances

Payment Options

Full Payment

Full Payment is due on the start date of each course.

5-Month Semester Payment Plan for Designated Programs

Students in Nurse Midwifery*, Physician Assistant*, and Seminary programs have the option to enroll in a 5-Month Semester Payment Plan in Fall and Spring. Payment plans are not offered for summer term.

The 5-Month Semester Payment Plan is for all charges on the student account. Enrollment in the payment plan is elected online on a semester-by-semester basis, with payments spread out over the semester. The enrollment fee is \$30 per semester. The monthly payment amount is recalculated each time there is a new transaction posted to the account. Therefore, monthly payment amounts may differ each month. There will be an email notification each time the payment installment amount changes. A late payment plan installment fee of \$25 will be assessed for a missing a payment deadline. If a student does not stay current on their monthly installment payment(s), they may be removed from the payment plan. If removed from the payment plan, a registration hold will be placed on the student account if the balance is \$500 or greater, and registration may be dropped. Also, a late fee of \$10 will be assessed each month for any unpaid balance 30 days past due on the account.

Fall Semester Payment Plan

The deadline to enroll in the payment plan and pay your first installment is August 25. The remaining installment payments are due on September 25, October 25, November 25, and December 25.

Spring Semester Payment Plan

The deadline to enroll in the payment plan and pay your first installment is January 25. The remaining installment payments are due on February 25, March 25, April 25, and May 25.

Seminary students: visit bethel.edu/business-office/seminary/account/payment-plan (<https://www.bethel.edu/business-office/seminary/account/payment-plan>) for more information about payment plans.

*Nurse Midwifery and Physician Assistant students: contact the Business Office at 651-638-6208 or in-person to facilitate enrollment in a payment plan.

Tuition and Fees Refunds

Students who withdraw from classes during the term may be eligible for a refund. There are two types of refunds: billing refunds (tuition, housing, meal plan, etc.) and financial aid refunds (see this (p. 121) page for more Financial Aid information). A billing refund credits funds to the student account, thereby decreasing the amount that is owed on the student account. A financial aid refund reduces the amount of financial aid available to pay the billing charges, thereby increasing the amount that is owed on the student's account. A Graduate student seeking to withdraw from all classes at Bethel must notify their Student Success Advisor. This date of notification will serve as the student's withdrawal/

stop-out date. The student will be provided with information regarding the withdrawal and stop-out process. Once the process is completed, the student account will reflect any applicable refunds.

Full Refund

Students are entitled to a 100% refund of tuition, program and course fees if they drop a course before the Add-Drop deadline.

Pro-Rata Refund

Students who drop a course receive a pro-rata refund of tuition up to and including 50%. The percentage of tuition and financial aid retained on the student's account is equal to the percentage of the period of enrollment that was completed.

No Refund

Students are not eligible for any refund once 50% of a class is completed.

For more details about Refunds, see the Business Office website (<https://www.bethel.edu/business-office/>) and the Important Dates for your program to find the Add-Drop and withdrawal deadlines.

Tuition

All MA and Certificate programs except Transformational Leadership	\$567/credit
MA Transformational Leadership	\$518/credit
Doctor of Ministry: Self-directed program or Cohort-based program	\$550/credit

Fees

Application fee, online application	free of charge
Community fee, all programs, per semester (Fall and Spring)	\$31.00
Intercultural Development Inventory Assessment	\$100.00
Graduate Research Seminar Fee	\$26.00
Directed study surcharge, master's and doctoral programs (in addition to course tuition)	\$255.00
Marriage and Family Therapy Supervised Clinical Experience Continuation Fee	\$357.00

Auditing

Standard Audit Rate	\$50/audit hour
Spouses of Current Seminary Students	\$0/audit hour

Assessment, Testing, and Participation Course Specific Fees

SP 001 Formation Assessments	\$705.00
SP 004 Formation Assessments	\$452.00
TL 001 Vocational Assessments	\$482.00
TL 002A Vocational Assessments	\$482.00
CF 620 Participation Fee	\$50.00
TL 005 DMin Assessment Fee	\$694.00
Extension fee per semester	\$375.00

Clinical Pastoral Education Fee

Students who take Clinical Pastoral Education (CPE) and are registered in PC 705 or PC 566A and PC 566B will pay site supervisory fees directly to the CPE center. These fees are reimbursed to students at the completion of the CPE unit. See the Director of Internship and Placement for details.

Undergraduate Scholarships (Special Awards)

These departmental scholarships are given to students in the spring of the year to be applied toward the coming school year. Students are selected by the faculty and the Financial Aid - Committee. Applications are distributed by the Office of Financial Aid (<https://www.bethel.edu/financial-aid/>) each fall. Further information may be obtained from the Office of Financial Aid.

Abens Family Scholarship

This scholarship is given annually to a student majoring in biblical and theological studies who wishes to be effective as a lay person in a profession of his or her choice. The recipient must be at least a junior, maintain at least a 3.0 GPA, and be recommended by a professor in his/her major. This is not a need-based scholarship. (EAA002)

Accenture Scholarship

This scholarship is awarded to a junior majoring in computer science, mathematics, physics, business, or economics who is interested in a career in business and technology consulting. (EAA007)

Accounting and Business Encouragement Scholarship

This scholarship is given to an upperclassman of good scholastic standing who exhibits a strong Christian commitment, without regard to financial need, and who is majoring in business, economics, or accounting. (EAA004)

Paul and Laura Ackerman Family Scholarship Fund

This scholarship is given annually to a Bethel student whose parent is in full-time Christian ministry, demonstrates financial need, and maintains a cumulative 3.0 GPA. The scholarship is renewable provided the recipient meets the criteria and is making satisfactory progress toward graduation. It is given out of gratitude for the positive influence Bethel has had on the Ackermans' extended family. (EAA003)

Theodore J. Adams Memorial Endowment

This award is a memorial to Theodore Adams, a business entrepreneur whose strength of faith and character were evident in all he did and in the

relationships on which his family and business were built. College of Arts & Sciences students in financial need are eligible. (EAA222)

Alumni Math Scholarship

This scholarship is given to a College of Arts & Sciences sophomore who is a math major and shows promise. (EAA005)

Alumni of the Year Scholarship Fund

This endowed scholarship was established in honor of past Alumni of the Year awardees and their families, to assist worthy students who reflect the core values of Bethel: being Christ-Followers, Character-Builders, Truth-Seekers, Learners, Reconcilers, Salt and Light, and World-Changers. This scholarship will be awarded to a junior or senior with tremendous potential, solid character and a great attitude, one who is ready to make a mark on the world. The purpose of the scholarship is to award a student who might not be the "obvious choice," but to award it to a student that needs encouragement and inspiration. Our desire is to help them continue to make contributions to their field of study, trust God on the path He has set for them, and then go on to impact their community for Christ. (EAA273)

Royal Alumni Scholarship

This scholarship is awarded to Bethel University students in the College of Arts & Sciences who demonstrate financial need. (EAR226)

Anderson-McJunkin Family Scholarship

This scholarship is awarded to students in need of financial assistance for their undergraduate education who have demonstrated a commitment to spiritual growth and community service. (EAA006)

A. Dwight and Dorothy E. Anderson Mathematics-Physics Award

This scholarship was established by Dwight and Dorothy Anderson to continue their concern for students at the College of Arts and Sciences. It is to be awarded to a student entering his or her senior year majoring in mathematics or physics (to include math education majors) with a GPA of 3.0 or greater and recommended by the Mathematics or Physics Departments. (EAA289)

Anna Anderson Memorial Scholarship

An annual scholarship is given from the estate of Anna Anderson of Topeka, Kansas, to a student

of good scholastic standing who evidences leadership in campus activities. (EAA008)

B. Laverne Anderson Memorial Scholarship

This scholarship is given in memory of Laverne - Anderson to children of Converge Worldwide (BGC) missionaries who are attending Bethel University. (EAA011)

Charlotte Anderson Nursing Scholarship

This scholarship is awarded to nursing majors who demonstrate financial need. (EAA009)

Craig D. Anderson Memorial Scholarship

In memory of Craig D. Anderson, this scholarship will assist qualified undergraduate students who are pursuing a degree in Music Education with a preference for students with the Vocal K-12 Emphasis. (EAA336)

Dr. and Mrs. Karl W. Anderson Memorial Scholarship

This scholarship is established in memory of Dr. and Mrs. Karl W. Anderson and is awarded to pre-medical students at Bethel University. (EAA010)

Ralph H. Anderson Engineering Scholarship

This scholarship, given to honor Ralph H. Anderson, is awarded to new or returning students pursuing the study of engineering and/or applied physics in the College of Arts & Sciences at Bethel University. Preference is given to students residing in Chicago, Illinois or the surrounding Illinois counties of Cook, Will, DuPage, and Lake, and to students pursuing mechanical engineering. The recipient of this scholarship will honor Anderson's memory by pursuing excellence, following Christ, and living out Christian faith. Anderson, a disabled veteran of World War II and a resident of Chicago, overcame many obstacles, trusted Christ, and provided amply for his family and many charities. He would encourage those receiving scholarships from the endowment to learn, grow, and serve in the name of Christ. (EAA236)

Thomas K. Anderson Memorial Scholarship

Established in memory of Thomas Kirk Anderson (C'73) by his family, this scholarship is awarded to business majors, based upon financial need, with preference for one female and one male recipient annually. (EAA012)

Arlander Memorial Scholarship

This scholarship is for students who demonstrate financial need and who have demonstrated

initiative in earning a portion of their college expenses. The students must also have high academic standing and a Christian purpose. (EAA014)

Robert and Violet Atkins Memorial Scholarship Fund

This scholarship is in memory of Robert and Violet Atkins and is given to students majoring in nursing who demonstrate need and Christian character. (EAA266)

J. O. and Clara M. Backlund Memorial Scholarship

This scholarship was established by Linnea M. Backlund in memory of her parents, J. O. and Clara M. Backlund. This scholarship is awarded to undergraduate students selected by the scholarship committee. (EAB015)

Reverend William G. and Ruth J. Backlund Memorial Scholarship

This scholarship is awarded to a deserving student making acceptable academic and career preparation progress while exhibiting a high level of Christian character and leadership. (EAB016)

Jay and Barbara Barnes Science Research Scholarship Fund

In recognition of their lives of service to young people, their servant-leadership in education, their recognition of the value of mentoring by faculty, their loyalty and devotion to the cause of Christ and Christ-centered higher education, this scholarship will be awarded to students in the College of Arts & Sciences with financial need who are rising juniors or students in their junior year who exhibit Christian character and who are doing research in partnership with a faculty member in physics, biology, or chemistry. (EAB308)

Marilyn H. Batterman Memorial Nursing Scholarship

The Marilyn H Batterman Memorial Nursing Scholarship is awarded to three students in the College of Arts and Sciences who are majoring in nursing and demonstrate need. Students must be accepted into the nursing department, maintain a GPA of at least 3.0. The award is renewable for up to two years providing the students provide evidence verifying satisfactory performance during the prior year as a fulltime student. (EAB309)

Gordon Bear Memorial Social Work Scholarship

This scholarship is awarded to a student majoring in social work. Preference is given for a student who demonstrates financial need. (EAB017)

August F. and Ella M. Becker Memorial Scholarship

This scholarship is given in memory of August and Ella Becker to undergraduate students who are actively growing and maturing in their walk and commitment to Jesus Christ. Preference is given to students (a) from small communities in the Dakotas and Nebraska, or (b) who are active members of a Baptist church (or churches with doctrines, ordinances, and practices similar to Baptist). (EAB018)

Steve and Kelley Bergeson Scholarship

This scholarship is awarded to students in the College of Arts & Sciences with financial need who are studying to become a medical doctor or dentist who exhibit strong academics and a vibrant faith, who also demonstrate a commitment to increasing opportunities for members of underrepresented groups, breaking down stereotypes, and enabling others to better understand persons of different races or ethnicities. (EAB0311)

Lawrence and Audrey Berglund Scholarship

These scholarships are given annually to qualified students who demonstrate both academic achievement and financial need. (EAB019)

Violet Bergquist Spanish Scholarship

This scholarship is awarded to a Spanish major who will teach Spanish or will use it in missionary work in a Spanish-speaking country. (EAB020)

Margo Bergstrom Memorial Scholarship

This award is given through the Temple Baptist Church of Portland, Oregon. Usually it is given to a student in the College of Arts & Sciences who demonstrates financial need and is recommended from the Temple Baptist Church congregation. If none recommended, it may be given to a student that attends a Converge church. (EAB002)

Fred and Retha Berndt Scholarship

In honor of Fred and Retha Berndt, this scholarship is given to worthy College of Arts & Sciences students who are studying to become teachers. (EAB256)

Terence W. Berntson Scholarship

In memory of Bethel alumnus Terence W. Berntson (C'76), this scholarship is given to worthy Bethel students in the College of Arts & Sciences who demonstrate financial need and who are studying history. (EAB022)

Hazel and George Berquist Memorial Scholarship

This scholarship is provided in memory of this loving, generous couple to provide assistance to undergraduate and seminary students from the Midwestern states of the United States (excluding Minnesota). The students must be members of a Converge Worldwide (BGC) church and demonstrate financial need. (EAB021)

Kaitlin Beske Scholarship Fund

In memory of Kaitlin Beske and her lifelong interest in helping people and education, her loyalty and devotion to the cause of Christ, this scholarship shall be awarded to assist students with financial need who are majoring in Psychology. (EAB307)

Bethel Golf Scholarship

This scholarship was endowed through funds raised through the Bethel Golf Classic and is awarded to students who demonstrate financial need regardless of their major. (EAG069)

Bethel University Scholarship Endowment (CAS)

This scholarship is awarded to Bethel University students in the College of Arts & Sciences who demonstrate financial need. (EAB001)

Donald C. and Jo G. Bishop Scholarship Fund

This scholarship is awarded to business and economics majors who are at least in their sophomore year. (EAB024)

David M. and Sadie L. Blomberg Missionary Kid (MK) Scholarship Fund

In recognition of the important contribution students from missionary families make to Bethel University, the Blomberg Missionary Kid (MK) Scholarship Fund provides an award to children of missionaries who have lived in a country other than the United States. This award is made without regard to financial need. (EAB031)

Merilyn Blomgren Memorial Scholarship

An annual scholarship established in memory of Merilyn Blomgren by her family and friends is awarded to a student who demonstrates academic achievement. (EAB025)

Gust and Dagny Bohlin Memorial Education Scholarship

This scholarship is awarded in memory of Gust and Dagny Bohlin to Bethel University students who demonstrate financial need and who are preparing to become teachers. (EAB023)

Mable Elsie and Ernest Eugene Bonar Voice Scholarship

This scholarship has been established by Alson Toavs in memory of his maternal grandfather and grandmother. It is awarded to a junior or senior vocal major to assist with the cost of lessons. (EAB026)

Dr. John D. Bower Social Work Leadership Scholarship

This endowed scholarship is established in honor of Dr. John D. Bower, chair of the Bethel social work department from 1978-2005. It is primarily funded by longtime friends Dr. J. Richard and Karen Burton, along with alumni and friends of Bethel's social work program. Recipients will be chosen based on their good standing in the social work program and their interest in developing leadership skills. Dr. Bower's varied accomplishments and recognitions include initial CSWE Accreditation of the Social Work Program, president of the National Association of Social Work (NASW-MN Chapter), and Social Worker of the Year. (EAB242)

Ray and Genevieve Brace Adult Undergraduate Nursing Scholarship

This scholarship is in memory of Ray and Genevieve Brace and will assist qualified College of Adult and Professional Studies students who are majoring in nursing. (ECB062)

Ray I. and Genevieve Brace Pre-Med Scholarship

An annual scholarship is given to a student already accepted into medical school. It may also be given to a student who by all indications will be accepted into medical school. The funds are to be used toward Bethel tuition and fees. (EAB030)

Kenneth and Ruth Brown Memorial Music Scholarship

This scholarship is given in memory of Kenneth and Ruth Brown to College of Arts & Sciences students taking private music lessons who demonstrate financial need. (EAB248)

Brushaber Leadership Awards

Given in recognition of Ralph E. and Marie C. Brushaber for their lifelong interest in young

people and education, this scholarship is given to assist worthy Bethel University students in the College of Arts & Sciences who demonstrate financial need, show high academic potential, demonstrate leadership capacity, give evidence of serious reflective Christian commitment, and who are involved in their local church. Incoming students are given priority and the scholarship is renewable if criteria continue to be met. (EAB253)

Ralph and Marie Brushaber Memorial Scholarship (Christian Service)

These awards are given to students who show high promise of future leadership and service and who give evidence of vital faith in Jesus Christ. The students must also demonstrate financial need. (EAB032)

Ralph and Marie Brushaber Memorial Scholarship (Music)

These awards are given to students in a Bethel music ensemble who show high promise of future leadership and service and who give evidence of vital faith in Jesus Christ. The students must also demonstrate financial need. (EAB027)

Rev. C. Walter and Jeanette Bunger Scholarship for Innovation

This award is given in honor of Rev. C. Walter and Jeanette Bunger. Walter, a BGC minister, taught his son to question life and be objective—creating in him a spirit of inquisitiveness and innovation. The recipients of this award will be those who are inquisitive and demonstrate a capacity for innovation to promote research-mindedness and objective thinking. It is not limited to any particular discipline; majors may be in the arts, sciences, theology, or other academic majors. (EAB221)

Vernon W and Ara W Bursch Scholarship

Ara attended Bethel for two years. Because of the meaningful and faith-filled experience she had, she bequeathed this scholarship to be given to a student in the College of Arts and Sciences.. (EAB326)

Barbara Burton Memorial Scholarship

This annual scholarship is given in loving memory of Barbara Burton's life by her friends and family to the top senior chemistry major, regardless of financial need. (EAB028)

Edith and James Calhoun Memorial Scholarship

These scholarships are available to reduce loan debt for Bethel University students who are preparing for missionary service. (EAC033)

The Carlson Family Business Scholarship

This scholarship was established by Chris and Debbie Carlson as testimony to Bethel University's impact on their family. It is to be awarded to a student with financial need in their junior or senior year who is majoring in business. Preference is given to students with entrepreneurial career aspirations who have demonstrated interest, passion, or experience in starting their own business. (EAC292)

The Rev. and Mrs. C.A. Carlson Memorial Scholarships

This scholarship is awarded to undergraduate students chosen by the scholarship committee. (EAC035)

C. Emanuel Carlson Memorial Scholarship

An annual scholarship has been established as a memorial to the life and work of Dr. Emanuel Carlson—dean of Bethel College from 1945 to 1954, professor of history and political science at Bethel Academy and College from 1928 to 1954, and executive secretary of the Baptist Joint Committee on Public Affairs from 1954 to 1971—and as an encouragement to worthy students to pursue academic excellence in service to God and mankind. (EAC036)

G. William Carlson Memorial Scholarship

This scholarship has been established in memory of the life and work of Dr. G. William Carlson – or G.W., to most. He was a 1965 graduate of Bethel, professor in the history and political science departments for 44 years (1968 to 2012), served on the St. Paul school board from 1986-1996 – and was an encouragement to students to accept Christ as Savior, cultivate a Christian spiritual journey, be lifelong learners and be deeply committed to service. Scholarships in the amount of \$1,500 per student are given annually to qualified history or political science majors with financial need and whose cumulative GPA is 3.0 or higher. (EAC034)

E. W. Ceder Memorial Fund for Music Scholarship

This scholarship is awarded to worthy students studying music in the College of Arts & Sciences at Bethel University who demonstrate need. (EAC038)

Central Baptist Scholarship

This scholarship was established by Central Baptist Church of Sioux Falls, South Dakota, to provide incentive and assistance for qualified College of Arts & Sciences students from the church. (EAC005).

CGCS Scholarship (CAPS)

This scholarship is for a student in the College of Adult & Professional Studies (ECC002).

Chemistry Student Award Endowment

This scholarship is awarded to students who are majoring in chemistry. (EAC006)

Shirley Christenson Scholarship in Elementary Education

In honor of Shirley Christenson's life which impacted many young people through her 40-year teaching career, this scholarship is given to a student with financial need in the College of Arts & Sciences studying elementary education.. (EAC333)

Dorothy Christison Memorial Nursing Scholarship

This scholarship was established by the estate of Dorothy Christison for the purpose of funding a scholarship for qualified persons enrolled in the nursing program at Bethel University. (EAC041)

Karen and Don Ciske Nursing Scholarship

The fund was established in memory of Cleo - Atkinson, mother of retired Bethel nursing professor Karen Ciske. This scholarship is awarded to worthy students in the College of Arts & Sciences who demonstrate financial need and who are enrolled in the Department of Nursing. (EAC203)

College Class of 1958 Scholarship

This award is presented on behalf of the Class of 1958 as an outward display of their loyalty, interest in educating young people, and continued devotion to the cause of Christ. An award is given to students in the College of Arts & Sciences who demonstrate financial need. (EAC215)

Class of 1963 Scholarship

This scholarship is given to a deserving Bethel - University College of Arts & Sciences student. (EAC044)

Class of 1964 Scholarship

This award is presented on behalf of the members of the Bethel University Class of '64 to an upperclassman (sophomore to senior)

who has demonstrated scholarship excellence, leadership excellence, Christian service involvement, and a financial need. The student selection is made by the Bethel Scholarship Committee. (EAC042)

CAS Class of 1967 Scholarship

The Class of 1967 gives an award to a worthy Bethel University student in the College of Arts and Sciences that demonstrates financial need. (EAC0280)

Class of 1970 Scholarship

This scholarship is sponsored by the Class of 1970 and is awarded to Bethel University College of Arts & Sciences incoming or transfer students who demonstrate need. (EAC233)

Class of 1972 Scholarship

The Class of 1972 gives an award to a worthy Bethel University student in the College of Arts and Sciences that demonstrates financial need. (EAC278)

Class of 1976 Award

The Class of '76 presents this annual award to a chemistry student who models Christian commitment, integrity, academic excellence, perseverance, a positive spirit, and mutual support. (EAC040)

Coleman-Dunkerken Scholarship

This scholarship will be awarded to qualified College of Arts and Sciences students who are planning to pursue Christian ministry vocation with first preference to students from the Southern California - San Diego geographic region. (EAC0335)

Communication Scholarship

This scholarship was established to encourage communication studies majors. It is awarded to two seniors majoring in communication studies, regardless of their need. (EAC179)

Community Life Scholarship

An annual scholarship is awarded to students who have contributed significantly to the campus through planning and participating in activities to strengthen campus spiritual life. (EAC167)

Donald M. Constable Scholarship Fund

This scholarship is in memory of Donald M. Constable and is given to worthy junior or senior Bethel University students in the College of Arts & Sciences who major in business, with

a preference for those with an emphasis first in finance, then in accounting. Students must have a GPA of 3.2 or higher on a scale of 4.0 to qualify. Students must demonstrate financial need. (EAC225)

Royden S. and Fern M. Dane Memorial Scholarship

This scholarship was given in memory of Royden S. and Fern M. Dane and financed by their estate. The Dane Fund is to supply one or more scholarships for eligible students. (EAD047)

Walter H. and Lydia Deubener Memorial Scholarships

This scholarship is awarded to undergraduate students selected by the scholarship committee. (EAD048)

Lillian Devine Memorial Biblical and Theological Studies Scholarship

This scholarship is to be given annually to deserving junior and senior students of good scholarship who demonstrate interest and proficiency in biblical and theological studies and who are preparing for full-time Christian work. (EAD049)

Dwyer Nursing Endowment

In recognition of William and Ruth Dwyer's interest in encouraging nursing as a professional career and through gifts from the Banner Health System, this fund awards worthy students who are pursuing a career in nursing. First preference is given to incoming students, then to continuing students. (EAD050)

Donald A. and Nadine F. Dye Scholarship

Awarded in honor of Donald and Nadine Dye to students with financial need who regularly attend a Converge Worldwide (BGC) church. (EAD219)

Esther V. Eastlund Memorial Scholarship

Each year a scholarship is given from the estate of Esther V. Eastlund to a worthy student studying for the ministry or for missionary work. (EAE051).

Sagrid E. Edman Adult Undergraduate Scholarship

This scholarship is awarded to College of Adult & Professional Studies (CAPS) nursing students who best exemplify the hallmark characteristics of the Bethel University nursing program. (ECE004).

Sagrid E. Edman Undergraduate Nursing Scholarship

Established in honor of Dr. Edman, founding chair of the Bethel University nursing program in 1981 and chair of the Department of Nursing until her retirement in 1997, the fund assists worthy nursing students in the undergraduate nursing program. Selected by the nursing faculty, recipients are seniors who best exemplify excellence in clinical nursing practice, Christian care, and compassion; demonstrate leadership potential; and rank high academically. (EAE052).

Edwall Memorial Music Scholarship

A scholarship is awarded to a music major who is majoring in either voice or an instrument and who demonstrates financial need. (EAE053)

Elementary Education Encouragement Scholarship

This scholarship is given to an upperclassman who is majoring in elementary education without regard to financial need. The recipient must be in good scholastic standing and exhibit a strong Christian commitment. (EAE054)

Violet Englert Scholarship

This scholarship is awarded to Bethel University College of Arts and Sciences students majoring in education who demonstrate financial need. (EAE268)

Reuben and Ethel Englund Memorial Scholarship

A scholarship is given annually in memory of Mr. and Mrs. Englund by their children. The recipient is to be a musician, with preference given to a string performer. (EAE056)

Amy M. Erickson Memorial Scholarship

These scholarships are given in memory of Amy M. Erickson to undergraduate students selected by the scholarship committee. (EAE057)

Kermit and Eunice Ericsson Scholarship

This scholarship is awarded to students in the College of Arts and Sciences majoring in one of the science programs and has a minimum 3.5 GPA. Preference to a student with financial need. (EAE0321)

Dorothy Erickson Memorial Scholarship

This scholarship is awarded to an undergraduate student selected by the scholarship committee who demonstrates financial need. (EAE058)

Evangel Baptist Foundation Scholarship

Through the generosity of Evangel Baptist Church when it closed its doors, this scholarship is awarded to a traditional undergraduate student with financial need. (EAE344)

Fair Family Scholarship

The Fair Family Scholarship is awarded in recognition of Christian stewardship to a full-time college sophomore whose cumulative GPA is 3.0 or higher and who demonstrates active involvement in church activities. Preference is given to pre-seminarians pursuing a vocation in the pastorate, missions, or youth ministry. The scholarship is renewable for up to two years provided the student maintains a cumulative GPA of 3.0 or higher. (EAF060)

Curt and Zelda Fauth Legacy Scholarship

This scholarship in memory of Curt and Zelda Fauth will assist qualified students in the College of Arts and Sciences with financial need who are pursuing a music degree and who emulate the genuine character, evangelistic faith and Christ-like integrity of Curt and Zelda. (EAF338)

Colleen M. Feldman Psychology Scholarship

This scholarship is awarded to upperclass students in the College of Arts & Sciences who are majoring in psychology and maintaining a minimum GPA of 3.0. (EAF151)

Allison Ferrin Living Legacy Scholarship

This scholarship is awarded to one first year student from Colorado. The scholarship is renewable until they graduate if a 3.0 GPA is maintained, maximum of four years per student. (EAF318)

Phil and Leta Frazier Communications Award

In recognition of the impact the Fraziers have had on their students in the Communications Studies Department during their years at Bethel University, and in recognition of students majoring in Communication Studies to encourage them to reach their full potential as Christian Scholars, this scholarship is given to a worthy Bethel University College of Arts and Sciences student. The recipient must be majoring in Communication Studies, who is junior at time of the award, has a strong academic achievement in the department (3.0 GPA or above), participates in departmental activities and demonstrated competence in Interpersonal Communication. (EAF279)

Alleen and Jefferson Fraser Music Scholarship

This renewable scholarship will be awarded to a qualified music student in the College of Arts and Sciences in recognition of Alleen's passion for music and for Bethel. (EAF341)

Foundation Governors Endowed Scholarship

This scholarship is awarded to incoming students majoring in Business with preference to first generation students (parents did not attend 4-year college/university) with financial need. The scholarship is renewable for up to three years. (EAF316)

Kirsten Frederick Fumagalli Memorial Scholarship

This scholarship is awarded to students in the College of Arts and Sciences who intend to pursue a Masters in Athletic Training once they graduate from Bethel University. Preference will be given to students who are hired by the Athletic Training department into the role of Sports Medicine Assistant (SMA) with a GPA of at least 3.3, demonstrate financial need and who exhibit Kirsten's Christ-like character and passion for others. The students must demonstrate a firm devotion to the cause of Christ as an athletic training professional and will use relationships with others as a platform for expanding the Kingdom of God. (EAF322)

Garven Family Fund Scholarships

This scholarship fund, established by David and Gayle Garven, provides multiple student scholarships. The Family Fund provides scholarships of \$1,000 each to an incoming freshman and a provisional student. (EAG064, EAG065)

Jack & Clara Geiger Nursing Scholarship

In recognition of their lifelong interest in learning and young people, their love of Bethel University and its Christ-centered mission, this scholarship shall be used to assist worthy students with financial need who have maintained a GPA of 2.75 and have been accepted in the Nursing program in the College of Arts & Sciences. (EAG303)

The Donald R. Geis Family College of Arts & Sciences Scholarship

Two scholarships are awarded to full-time Bethel University students who show high promise of future leadership and service and exhibit evidence of a strong Christian faith. Each recipient must be at least a sophomore in the year the scholarship is received and

must have at least a 3.0 cumulative GPA unless other outstanding attributes are considered worthy of making an exception to this criterion. The scholarship is renewable provided the recipient meets the scholarship criteria and is making satisfactory progress toward graduation. (EAG003)

To the Glory of God Nursing Scholarship

In recognition of their interest in nursing students and their desire to see each one be prepared to be salt and light in this world, this scholarship shall be used to assist annually one worthy junior or senior Bethel University full-time student with financial need who has been accepted into the nursing undergraduate program of the College of Arts & Sciences. (EAG304)

Bonnie E. Goodwin Memorial Scholarship

This scholarship is given to honor the memory of Bonnie Goodwin and to assist undergraduate students in great financial need. (EAG070)

Milena I. Goodwin Scholarship

In memory of Milena Goodwin, this scholarship is given to a student in the College of Arts & Sciences who is involved in Christian ministry activities. (EAG325)

Lester R. and Esther M. Granlund Encouragement Scholarship

This scholarship is awarded to a junior or senior of good scholastic standing with strong Christian commitment, regardless of financial need. (EAG071)

Gloria Grayum Nursing Scholarship

This scholarship is awarded to a nursing student who is preparing for mental health service, is in need of financial assistance, and has a GPA of 2.5 or above. (EAG072)

James B. and Christina Z. Green Scholarship Fund

This scholarship is awarded to undergraduates students with financial need. (EAG261)

Gruez Physics Scholarship

Recipients of this scholarship are selected by the faculty of the Department of Physics and must be enrolled in a calculus-based physics or pre-engineering program at Bethel. Candidates must also be involved in at least one extracurricular activity that is NOT directly connected to physics, mathematics, or computers (e.g., performing arts,

service projects, etc.). Up to three scholarships are awarded each year. (EAG073)

Charles and Marilyn Gustafson Nursing Scholarship

This scholarship is awarded to a deserving nursing student. (EAG075)

J. Alfred Gustafson Memorial Scholarship

An annual award is given from the estate of Mabel T. Danielson, J. Alfred Gustafson's daughter, as an encouragement to a worthy student. (EAG074)

Margaret-Rose Guthrie Memorial Scholarship

This is an annual scholarship established in memory of Margaret-Rose Guthrie by family and friends. The recipient will be at least a junior who demonstrates scholastic ability, expresses an interest in service to others (not necessarily in a Christian field), and is a member of a Baptist affiliation. (EAG076)

Truman and Verna Halvorsen Scholarship

This scholarship is awarded to students who are preparing for careers in Christian ministry or education, have at least a 3.0 GPA, and demonstrate financial need. (EAH078)

Elderine Byrdie Nordquist Hansen Scholarship Fund

In recognition of her lifelong interest in young people, her interests in education and nursing, her loyalty and devotion to the cause of Christ, this scholarship shall be used to assist worthy Bethel University students with financial need in the College of Arts & Sciences who major in nursing, exhibit Christian character, and have distinguished themselves academically. (EAH305)

Thor and Nancy Hansen Scholarship

This scholarship is given to worthy students who demonstrate financial need, with first preference to those students who are graduates of Hope Academy of Minneapolis, MN. (EAH285)

Irene Hanwell Memorial Nursing Scholarships

Two annual scholarships are given from the estate of Irene Hanwell to nursing students preparing for Christian mission service who demonstrate financial need. (EAH080)

Irene Hanwell Memorial Scholarship

This annual scholarship is given in memory of Irene Hanwell by Mrs. Millie Hanwell to a

student whose life exemplifies a sincere Christian commitment and who demonstrates financial need. (EAH081)

Hasselblad-Dirkes Family Scholarship

This award is given by the family of Leonard O. Hasselblad of San Jose, California, to perpetuate his long-standing relationship with Bethel University and to further his desire to help young people secure an evangelical Christian education. (EAH082)

William Randolph Hearst Endowed Scholarship Fund

This scholarship has been funded by the Hearst Foundation with the intention of providing scholarship funds for students with financial need who intend to reside in the United States after completing their studies. (EAH085)

Stacey Hunter Hecht Scholarship Fund

In recognition of her lifelong interest in young people, her interests in education and political science, her loyalty and devotion to the cause of Christ, the Stacey Hunter Hecht Scholarship was established to assist worthy students with financial need who are majoring in political science or intend to major in political science and maintaining a minimum GPA of 3.0. (EAH275)

Graydon Held Memorial Scholarship

An annual scholarship is granted to a qualified student demonstrating an interest and proficiency in business education and meeting established criteria of need and achievement. This award is given in honor of Graydon Held, who served as comptroller at Bethel University from 1968 until his death in 1978. (EAH083)

Sheloa Hanson Hillman Memorial Scholarship

Two scholarships are given in memory of Sheloa - Hanson Hillman '74 by her family and friends. These scholarships are awarded to two female students who exhibit godly character and a competitive spirit. (EAH084)

Edith Holm and Lydia Holm Memorial Scholarship

This scholarship from the estates of Edith Holm and Lydia Holm is for students who demonstrate financial need and who have demonstrated initiative in earning a portion of their college expenses. The students must also have high academic standing and a Christian purpose. (EAH087)

Edna V. Holm Nursing Scholarship

Two scholarships will be awarded each year to nursing students contemplating missionary service and showing financial need. These scholarships are given in memory of Edna V. Holm, who graduated in 1929 from Mounds Midway School of Nursing and served as a missionary with her husband in Assam, India, and Ethiopia. (EAH088)

Lydia Holm Scholarship Fund

An endowment established from the estate of Lydia Holm in appreciation of Bethel's mission of excellence and Christian ministry, the fund is available to worthy students attending the College of Arts & Sciences at Bethel University. (EAH089)

Ralph T. and Karla Calais Holman Chemistry Endowment

The Ralph T. and Karla Calais Holman Chemistry Endowment is given to worthy Bethel University students in the College of Arts & Sciences who demonstrate need. First preference will be given to incoming students with a minimum ACT score of 27 (or comparable SAT score) and an interest in majoring in chemistry. The scholarship is renewable if students maintain a 3.0 GPA and continue to major in chemistry. (EAH252)

Dr. Gordon P. and Nita B. Howell Scholarship Fund

In recognition of his lifelong interest in young people, his interest in music education, his loyalty and devotion to the cause of Christ as manifested by his service as a member of the Bethel University music faculty (1959-1993), appointed Professor of Music Emeritus, this scholarship is awarded to a worthy Bethel student in the College of Arts & Sciences who is a music major with financial need. (EAH281)

Lynn Cherie Hummel Memorial Nursing Scholarship

This scholarship was established in memory of the life of Lynn Cherie Hummel, who died while she was a nursing student at Bethel. It is awarded annually to a promising and dedicated junior nursing student based on faculty recommendation. (EAH090)

Fred and Ellen Jacobson Scholarship Fund

Established by Betty Jacobson in honor of her parents, awards are made to worthy students in the College of Arts & Sciences who are enrolled in the department of nursing or are pursuing a

pre-medicine degree. The students must also demonstrate financial need. (EAJ091)

Jacol Computer Science Encouragement Award

This scholarship is given to deserving computer science students selected by the department faculty. (EAJ092)

John and Elaine Jahnke Scholarship for Children of Missionaries

This scholarship is awarded to students who demonstrate financial need and who have acquired their basic education in schools of a foreign country and/or who have been home-schooled. Recipients' parents must be duly appointed career missionaries. (Short-term service does not qualify.) This does not include staff members of local churches and parachurch organizations. (EAJ094)

Thelma Jahnke Memorial Scholarship

An annual scholarship is given in memory of Thelma Jahnke to a junior or senior nursing student who demonstrates financial need. (EAJ093)

Janke Memorial Scholarship

An annual scholarship of \$500 is provided by friends of the Janke family for an upper-level student majoring in history or political science. The recipient is nominated by the faculty from the two departments. (EAJ095)

Albert H. and Edythe M. Jensen Memorial Scholarship

This scholarship was established to perpetuate the influence of Mr. and Mrs. Albert H. Jensen and as a memorial also to Joanne Jensen Trettien, a former Bethel student. It is to provide financial aid and encouragement to Bethel University students who show proficiency in music and meet the established requirements of need and academic achievement. (EAJ096)

Arthur B Johnson Scholarships

In recognition of his lifelong interest in young people, his interests in education, his loyalty and devotion to the cause of Christ, this scholarship shall be used to assist worthy Bethel University students with financial need who are studying in the College of Arts & Sciences. (EAJ296)

Doris Ruth Johnson Scholarship Fund

This scholarship is awarded to worthy students in the College of Arts & Sciences with proven leadership skills who demonstrate financial need.

Students must maintain a cumulative GPA of 3.0 or higher and exhibit Christian character and a well-rounded balance of scholarship, work, service, and worship. (EAJ206)

Ed and Joanne Johnson Scholarship

In recognition of their lifelong interest in young people, their interests in education, their shared love of music, their loyalty and devotion to the cause of Christ, and in consideration of gifts received, this scholarship shall be used to assist worthy Bethel University students with financial need in the College of Arts and Sciences who are studying music. (EAJ234)

Elizabeth Tobey Johnson Scholarship for Nursing Education

An annual scholarship is given in memory of - Elizabeth Tobey Johnson by her children to a junior or senior nursing student who shows a strong aptitude for patient care. (EAJ097)

James E. and Louella K. Johnson History Scholarship

This scholarship was established to perpetuate the influence of James E. Johnson and to provide financial aid and encouragement to a Bethel University history student who has indicated financial need and excellence in scholarship. (EAJ098)

Lawrence Robert Johnson Memorial Scholarship

This scholarship is established as a memorial to Lawrence Johnson, a husband, father, and successful businessman, by his family that dearly loved him and miss him. Students in the College of Arts & Sciences majoring in history are eligible, with preference to those planning to teach in secondary education or attend seminary. (EAJ224)

Linda Ostrom Johnson Memorial Scholarship

This scholarship is given to a Bethel University - student who has been accepted into the elementary education major. Preference should be given to Minnesota residents from the east-central areas around Cambridge or Mora. (EAJ101)

Lisa Marie Ohlgren Johnson Scholarship: To God Be the Glory!

In recognition of her lifelong interest in young people, her dedication to excellence in nursing, her loyalty and devotion to the cause of Christ, this scholarship is to be awarded to a worthy Bethel student in the College of Arts & Sciences with financial need. Nursing faculty will select a

senior nursing student who has demonstrated a firm commitment to his/her Christian faith and exhibits a true desire for excellence in nursing. (EAJ284)

Russell W. and Margaret Johnson Scholarship

An annual award given by alumnus William Slivka, Class of 1953, in recognition of Russell W. Johnson, biology professor at Bethel from 1951-1976, who excelled as a teacher and influenced the lives and careers of many students. It is to be awarded to the most promising junior who is a pre-medical student. (EAJ100)

William F. and Jacqueline L. Johnson College Scholarship

This scholarship is awarded to students in the College of Arts and Sciences with financial need. (EAJ313)

Ardys Jordan Memorial Music Scholarship

This scholarship is awarded to a junior College of Arts & Sciences student who is studying music at Bethel University. Preference is given to a student from North Dakota. Award can be given again for the senior year if the student continues his or her program and makes acceptable academic progress. (EAJ201)

Janice Turnblom Jorgensen Memorial Scholarship

This scholarship, given by the husband of Janice Turnblom, was originally established at Mounds Midway School of Nursing of which Mrs. Jorgensen was a graduate. The scholarship was transferred to Bethel University in 1993. Grants are given to Bethel nursing program students planning employment in the nursing home field upon graduation. (EAJ102)

Fred W. Julius Scholarship

This scholarship is given to a Bethel University - College of Arts & Sciences student who is studying either science or biblical and theological studies. (EAJ104)

Ellen Juul Nursing Scholarship

This scholarship is given in memory of Ellen Juul and is awarded to worthy Bethel University students with financial need who are pursuing a degree in the Department of Nursing in the College of Arts and Sciences. (EAJ194)

Krista L. Kaups Scholarship Fund

In recognition of her lifelong interest in young people and education, her support of medical

missions, her investment of time and treasure as a Bethel Trustee, her loyalty and devotion to the cause of Christ and His church, this scholarship shall be used to assist worthy Bethel University students in the College of Arts & Sciences with financial need who are preparing for a career in medicine. (EAK299)

Gladys Kleinsasser Memorial Scholarship for Medical Mission

This scholarship is awarded to any undergraduate upperclass student with a 2.5 GPA or higher, who has an intention and/or career goal of medical missions. (EAK108)

Harland and Pauline Knight Family Scholarship

This scholarship is awarded to sophomores, juniors, or seniors majoring in the field of education with a cumulative GPA of at least 3.75. (EAK106)

Jeff Koenigsberg Memorial Scholarship

This scholarship is established in loving memory of Jeff, who died of cancer in 1996 at the age of 13. It is intended to be awarded to a promising art student with financial need, who demonstrates exceptional and genuine talent, in recognition of Jeff's unique personality, creative nature, and promising artistic ability. This scholarship is intended for returning students majoring in visual arts, upon the recommendation and confirmation of the art department faculty, as an encouragement to students to develop their God-given gifts within a Christian environment. (EAK109)

Gunnar Kronholm Business Scholarship

In honor of former banker, Bethel administrator, and adjunct faculty member Gunnar Kronholm, whose life exemplified faithful Christian service and ethical business practice, this scholarship is awarded to students majoring in business in the College of Arts & Sciences. (EAK110)

Gunnar Kronholm Scholarship Fund in Wealth Management

The Gunnar Kronholm Scholarship Fund in Wealth Management has been established in honor of the exceptional life of Gunnar Kronholm, his leadership in establishing the Department of Business/Economics at Bethel University, his godly example to and influence on numerous business/economics students. The fund is to assist a worthy Bethel student with financial need. The preferred candidate is a third- or fourth-year business/economics/finance student with a

GPA of 3.0 or greater, seeking a career in wealth management. (EAK276)

Rholan E. Larson Scholarship

In memory of Rholan E. Larson, this scholarship is given to worthy Bethel University College of Arts & Sciences students who demonstrate financial need. (EAL246)

Rod and Gwen Larson Scholarship Fund

This scholarship is given to assist worthy Bethel University students in the College of Arts & Sciences who demonstrate financial need, exhibit spiritual maturity as recognized by the Bethel Community, are sophomore, junior, or senior standing at the time of the award, and achieve a GPA of 2.75 or above. (EAL293)

John A. and Ethel M. Lee Journalism Scholarship

An annual scholarship is given to a student who shows interest and proficiency in journalism and has financial need. Proceeds from the Martin Erickson Memorial Scholarship partially fund this scholarship. (EAL107)

Emily L. Lewis Scholarship

The fund awards worthy students who demonstrate financial need, with preference given to those pursuing a teaching career. (EAL112)

Gertrude and Harold Lidbom Memorial Scholarship

In memory of Harold and Gertrude Lidbom, this scholarship is given to students in the College of Arts and Sciences who demonstrate financial need. (EAL114)

Harry Nels and Jeannette Lindberg Scholarship

This scholarship is given by the family of Harry Nels and Jeanette Lindberg to honor their commitment to Christ. It is given to worthy College of Arts & Sciences students who demonstrate financial need. (EAL240)

Dwight Lindbloom Memorial Scholarship

This scholarship is awarded to education majors in good standing who anticipate a career in public education teaching. (EAL115)

Janet M. Lindquist M.D. Scholarship Fund

The Janet M. Lindquist, M.D. Scholarship Fund is to be awarded to worthy college of arts and sciences students at Bethel University who are pursuing a professional career in medicine and demonstrate financial need. (EAL269)

David and Richard Lissner Memorial Scholarship

An annual scholarship is given in memory of David Lissner, former president of the Bethel Foundation, and in memory of his son, Richard Lissner, to a student who demonstrates financial need, with preference given to a student from a rural area. (EAL116)

James R. Lonn Memorial Scholarship

This scholarship is awarded to a student who has a 2.0 GPA or above and who demonstrates financial need. (EAL118)

Margaret Magnuson Scholarship

Established by Dr. Warren Magnuson in memory of his wife in appreciation for kindness and care shown to her by the staff of Friendship Village of Bloomington, Minn., the scholarship is awarded to students pursuing nursing or related caring professions who have been/are/desire to be employed by Friendship Village of Bloomington. (EAM120)

Pearl B. Magnuson Memorial Scholarship

This scholarship is awarded to undergraduate students who demonstrate financial need, in remembrance of the life of Pearl Magnuson. (EAM121)

Wilbur and Ruth Marker Music Scholarship

The scholarship is available to a worthy music student in the university's College of Arts & Sciences who demonstrates financial need. (EAM122)

Katie Marriott Scholarships

Awards are made annually to undergraduate music students (preferably members of a Bethel instrumental ensemble) and to nursing students with financial need and Christian character. (EAM123, EAM124)

James and Norma Mason Speech Scholarship

This award is given annually to a deserving upper-division student in the area of speech. (EAM125)

Harold and Winifred McClure Scholarship Fund

This scholarship is given to worthy College of Arts & Sciences students who demonstrate financial need. (EAM245)

Dr. Ruth Eckert McComb Memorial Scholarship

This scholarship is awarded to an undergraduate upperclassman who demonstrates financial need and who has excellent academic performance

along with a deep commitment to Christ and His service. (EAM126)

Garvin and Lynne N. McGettrick Music Scholarship

This endowment is given by Garvin and Lynne McGettrick in memory of Lynne's parents to provide private music lessons for students of evident Christian commitment, musical ability, and financial need. (EAN138)

Elizabeth C. Miller Scholarship Fund

This scholarship is given to worthy Bethel University students in the College of Arts & Sciences who are admitted in the Fresh Start Program and are committed Christ-followers. Its purpose is to encourage and inspire a worthy student's journey towards success. (EAM262)

Minnesota Private College Fund Scholarships

The Minnesota Private College Fund provides approximately 20 annual scholarships for Bethel University students. These scholarships are funded by the generous donations of private businesses and foundations, such as Access & Equity Pooled Scholarship Fund, Buuck Family Foundation Scholarship, Cargill Diversity Scholarship, Cargill Galileo Scholarship, Carlson Foundation Scholarship, Galileo Pooled Scholarship, B.C. Gamble and P.W. Foundation Scholarship, Graco Foundation Scholarship, Medtronic Foundation Scholarship, Meslow First-Generation Scholarship, Minnesota Scholars Fund, Securian Foundation Scholarship, Tennant Company Diversity Scholarship, UPS Foundation Scholarship, US Bancorp Foundation Scholarship, Wells Fargo Foundation Scholarship, and Xcel Energy Foundation Scholarship. Recipients are selected by the Office of Financial Aid from eligible financial aid applicants.

Minnesota Society of Certified Public Accountants Endowed Scholarship Fund

This scholarship is given to an accounting major (Junior or Senior) who intends to sit for the CPA exam, maintains a 3.25 GPA or higher and demonstrates financial need. (EAM265)

Missionaries' and Pastors' Dependents Scholarship

These scholarships are awarded to dependents of missionaries and pastors who demonstrate financial need and academic potential. (EAM131)

David O. Moberg Scholarship in Reconciliation Studies

In recognition of his lifelong interest in young people, his interests in education, his loyalty and devotion to the cause of Christ, this scholarship shall be used to assist worthy Bethel University students in the College of Arts & Sciences with financial need who are majoring in Reconciliation Studies. (EAM306)

JoAnn Moberg Memorial/Friends of Bethel Nursing Scholarship

This scholarship is given in honor of the memory of JoAnn Moberg's life of dedication to God, family, and ministry through nursing to junior or senior nursing students who demonstrate financial need as well as academic excellence and service to Christ. It is funded by family, friends, and the Friends of Bethel. (Formerly known as the Bethel Auxiliary, FOB was a group of volunteers who met regularly to pray for Bethel and provide student scholarships and faculty grants.) JoAnn's life was marked by Christian love, a humble spirit, and academic excellence. JoAnn was an FOB member since its founding in 1991. (EAM133)

Oliver Mogck Vocal Scholarship

This scholarship is given in honor of Oliver Mogck and his career training and guiding students in voice instruction as the chair of the Bethel Department of Music. An award will be given to assist worthy undergraduate vocal students in the College of Arts & Sciences. (EAM210)

John and Dorothy Morley College Scholarship Fund

This scholarship is intended to assist College of Arts & Sciences students who exhibit financial need. (EAM217)

Mary Jo Monson/Mounds-Midway School of Nursing Scholarship

This scholarship is for worthy students enrolled in the undergraduate nursing program of Bethel University who demonstrate a servant's spirit, are in good academic standing with a GPA of 3.0 or above, and demonstrate financial need. (EAM254)

Mounds Midway Nursing Scholarships

Five scholarships are awarded annually to incoming freshmen who intend to major in nursing and who demonstrate financial need. These scholarships are renewable for the sophomore, junior, and senior years, provided the recipient remains a nursing student in good

standing and continues to demonstrate need.

This scholarship is intended to continue the fine tradition of educating Christian nurses who began at the Mounds Midway School of Nursing under the sponsorship of the Baptist Hospital Fund. (EAM141)

Mounds Midway School of Nursing Memorial Scholarship

Established by alumni of Mounds Midway School of Nursing in honor and in memory of its students and faculty, the fund is used to assist worthy Bethel University undergraduate nursing students who demonstrate financial need. (EAM145)

James R. Mullins Memorial Scholarship

This scholarship was established in memory of James R. Mullins '69 to assist any students who demonstrate financial need. (EAM134)

Music Alumni Scholarship

This scholarship is set up in memory of Lola Veenker, her lifelong interest in young people, her love for and support of the music program, and her loyalty and devotion to the cause of Christ. This scholarship shall be awarded to students in the College of Arts & Sciences who are studying music and is intended to cover the cost of 60-minute private music lessons. (EAM290)

Raymond and Esther Jorgenson Mullins Memorial Scholarship Fund

In memory of Raymond and Esther Jorgenson - Mullins, this scholarship will be awarded to - worthy Bethel University students in the College of Arts & Sciences who demonstrate financial need. (EAM135)

Vera Narregang Piano Scholarship

This scholarship was established in appreciation of Vera Narregang and is awarded annually to an outstanding piano emphasis music major upon the recommendation of the faculty of the Department of Music. (EAN136)

Anthony Nelson Memorial Scholarship Fund

In honor of Anthony Nelson, an outstanding student and Bethel community member who was tragically killed in an auto accident, this scholarship is given to an outstanding accounting and finance students who exemplify the character traits of Anthony Nelson. (EAN301)

Gloria (Christenson) Nelson Nursing Scholarship

In recognition of her lifelong interest in young people, her interest in nursing, and her loyalty and

devotion to the cause of Christ, this scholarship is awarded to a worthy Bethel student in the College of Arts & Sciences who demonstrates financial need. Preference will be given to junior or senior Nursing students. (EAN282)

Nels A. and Irene M. Nelson Memorial Scholarship

In recognition of their lifelong interest in young people, their interest in education, their loyalty and devotion to the cause of Christ, and in recognition of a testamentary gift, this scholarship shall be used to assist worthy students in the College of Arts and Sciences with financial need. (EAN264)

Stephen F. Nelson Science Scholarship Fund

Established in memory of Bethel alumnus Stephen Nelson who taught high school physics and had a business career at Honeywell, this fund is to encourage future generations to honor and glorify God as they pursue their studies at Bethel and their careers. To be awarded to Bethel student enrolled in College of Arts & Sciences with a preference given to junior or senior seeking a major in 5-12 Education with an emphasis in science (chemistry, life science, or physics). Second preference would be a junior or senior seeking a major in 5-12 Education with an emphasis in another science. (EAN144)

Behavioral Neuroscience Scholarship

In recognition of Adam C. Johnson's lifelong interest in learning, teaching, and research, his interests in Neuroscience and Psychology education, his love for family and his students, and his loyalty and devotion to the cause of Christ, this scholarship is given to assist worthy Bethel University students with financial need who are pursuing a degree in neuroscience. (EAJ288)

New England States Scholarship Fund

In recognition of Sonja Gullbrand's lifelong interest in young people, education, and her loyalty to the cause of Christ, this scholarship is given to worthy and needy Bethel students majoring in Biblical and Theological Studies with a GPA of 3.0 or above. Preference to students from one of the New England States. (EAN300)

Nontraditional Age Scholarship

An annual award is made to enable a student of nontraditional age who would otherwise lack sufficient funds to attend Bethel University. (EAN140)

Edwin G. and Lillian E. Nordell Memorial Scholarship Fund

Ed and Lillian Nordell were committed to the Lord and to Christian education. Because of this, their children have honored them with this scholarship to assist worthy Bethel University College of Arts & Sciences students who demonstrate financial need. (EAN231)

John Nordquist Memorial Music Scholarship

This music scholarship is awarded to a serious performer whose aim is to glorify God through his or her art. (EAN142)

Gertrude Nyborg Memorial Scholarship

This scholarship has been given in memory of Miss Gertrude Nyborg by Mrs. Carl A. Schultz of Meriden, Connecticut. The recipient must have a cumulative GPA of 3.6 or better. (EAN146)

Dr. Olaf S. Olsen Scholarship Fund

This scholarship is given to worthy Bethel University College of Arts & Sciences students who are majoring in history and demonstrate need. (EA0260)

Lloyd M. and Elsie B. Olson Memorial Scholarship

This scholarship should be awarded to worthy Bethel University students in the College of Arts & Sciences with financial need. First consideration will be to first-year students from Forest City, Iowa. Second consideration will be to CAS students pursuing a music major. (EA0148)

Pamela G. Olson Mathematics/Physics Scholarship

The fund was established to assist worthy Bethel University students who demonstrate financial need and who are majoring in mathematics or physics in the College of Arts & Sciences. The award is available to undergraduates and is renewable if an overall GPA of 3.0 or higher is maintained. (EA0200)

Karl A. Olsson Memorial Nursing Scholarship

This scholarship is awarded to Bethel University students enrolled in the nursing program. (EA0149)

Viola C. Ost Scholarship

This scholarship was given by the estate of Viola C. Ost in recognition of her lifelong interest in young people, her interests in education and preparation of students for the ministry, her loyalty and devotion to the cause of Christ, and is to be awarded to students who are pursuing a

vocation in the ministry, or mission work. Each scholarship awarded shall be \$1,000 per student annually. (EA0271)

Oscar E. and Mary Ostling Memorial Scholarship

Awards are granted to worthy Bethel undergraduate students in memory of Oscar and Mary Ostling, Swedish immigrants and active members of Salem Baptist Church of Chicago. The Ostlings were involved in establishing the world mission board of the Baptist General Conference and with women's ministries of the conference. (EA0151)

David A. Parod Memorial Scholarship

This scholarship is set up to assist worthy Bethel University students in the College of Arts & Sciences who demonstrate financial need, maintain a GPA of at least 2.0, and exhibit godly character and a competitive spirit outside the classroom. (EAP153)

Muriel Paulson Memorial Scholarship

This scholarship is awarded to any Bethel University student working toward a degree in Biblical Studies. The recipient must maintain a cumulative GPA of 3.0 or higher. (EAP154)

Leroy and Twyla Pederson Scholarship

This scholarship is given to qualified junior or senior students in the College of Arts and Sciences who major in mathematics/computer science, have a GPA of 3.0 or better and are of notable Christian character. No more than two students should be awarded. First preference is to students who are dependents of pastors or missionaries. If no students satisfy these criteria, preference is given to students with a strong relationship with Jesus Christ who have a desire to serve Him. (EAP249)

Thomas A. Perkins Memorial Music Scholarship

This scholarship is given to assist worthy music majors who demonstrate financial need. (EAP156)

Bertha Petersen Memorial Scholarship

This scholarship has been established by an endowment from Bertha Petersen's estate to assist worthy students. An annual award is made to a student who has a 3.6 cumulative GPA. (EAP157)

Peterson/Krohnolm Scholarship Fund

This scholarship is available to worthy Bethel University College of Arts & Sciences students who are majoring in nursing or modern world

languages and demonstrate financial need. (EAP239)

Bob Peterson Business Scholarship

This scholarship is awarded to a freshman who demonstrates financial need and who intends to major in business, participates in extracurricular activities, demonstrates spiritual leadership, ranks in the upper third of his or her high school class, and has a cumulative GPA of 2.5 or higher. Renewable for up to three years if recipient is a business major, involved in extracurricular activities, has a minimum cumulative GPA of 2.5, and demonstrates leadership in campus ministry activities. It may be awarded to a sophomore or junior business major who demonstrates financial need and meets the above criteria, upon recommendation of faculty or staff (if freshman not available). (EAP158)

Doraine Peterson Business Scholarship

This scholarship is awarded to a freshman who demonstrates financial need, has declared an interest to major in business, and who maintains extracurricular participation in music. The recipient should demonstrate spiritual leadership, be involved in campus activities, and have a 3.2 GPA while in high school. The scholarship may be awarded to an upperclassman if a freshman candidate is not available. This scholarship is renewable for up to three years if the student continues to meet the above listed qualifications and maintains a 3.0 overall GPA. (EAP159)

R. W. Peterson Scholarship in Physics

This scholarship is awarded to a Bethel University student in the College of Arts & Sciences who is an exceptional physics or engineering major with financial need while in the process of completing both semesters of General Physics I and II. The student will be chosen by full-time physics faculty members as based on Physics I and Physics II academic records in conjunction with recommendations of the instructor(s) of these classes. In addition to written exam performance, the student's passion for physics and engineering, lab project excellence, potential for undergraduate research at Bethel, and likelihood of future graduate work may impact the instructor's recommendations. (EAP235)

Sena Petry Memorial Scholarship

This scholarship is awarded to an undergraduate student selected by the scholarship committee. (EAP160)

Pettingell Family Scholarship

This scholarship is given to a student in the College of Arts & Sciences studying psychology or nursing who is sophomore or above. (EAP330)

Esther Phillips Nursing Scholarship

This scholarship is in honor of the life and nursing service of Mrs. Esther Zak Phillips. It shall be used to assist worthy nursing students who demonstrate financial need. (EAS229)

Pint Family Undergraduate Endowed Scholarship

This scholarship will be awarded to an undergraduate student with financial need who has a cumulative GPA of 2.75 or higher. (EAP344)

Virginia E. and Susan J. Port Memorial Scholarship

This scholarship is given annually by Dr. Wilbert Port in memory of his wife, Virginia, and his daughter, Susan. Susan graduated from Bethel in 1975 and was a member of the Bethel Choir. This award is given to a member of the Bethel Choir who is in need of financial assistance. (EAP161)

Danielle Joy Pound Memorial Scholarship

This scholarship honors the life of Danielle Joy Pound whose life was cut short on May 17, 2008, in a car accident just days from completing her junior year at Bethel. Danielle enjoyed life and lived it to the fullest. Her caring, outgoing personality and love for Jesus will be remembered by all who knew her. The award goes to a College of Arts & Sciences student with financial need. (EAP223)

President's Scholarship

Formerly known as the Pooled Endowment Scholarship, the President's Scholarship is awarded to top scholars in the College of Arts & Sciences at Bethel University. This is a non-need-based scholarship. (EAP162)

Nathan Prigge Memorial Scholarship

In loving memory of Nathan Prigge who died of osteosarcoma in 2022 in what would have been his freshman year at Bethel. This scholarship is awarded to students with financial need in the College of Arts and Sciences with a minimum 3.0 GPA majoring in Engineering who embody Nathan's core character traits: fight, faith, grit, and grace. The scholarship is renewable if the student continues to meet the criteria. (EAP324)

Professor's Restaurant Scholarship

This scholarship is set up to assist worthy Bethel University students in the College of Arts & Sciences who have demonstrated exemplary Christian character, who have made a constructive contribution to campus life and who are making academic progress. Students must also demonstrate need. (EAP163)

Kari Rasmussen Memorial Scholarship

This scholarship is given in memory of Kari Rasmussen, an alum who loved her time at Bethel and contributed much to the music department. It is given to students who show financial need and are juniors or seniors taking private music lessons at Bethel, with preference given to wind symphony members. (EAR232)

Reader's Digest Foundation Scholarship

Two annual scholarships are awarded from a fund provided by Reader's Digest to students with superior academic standing who demonstrate financial need. (EAR165)

Joyce Rekstad Scholarship

This scholarship is given to a Bethel University College of Arts & Sciences student who is studying nursing. (EAR166)

Dr. James A. Reynhout Scholarship in Biology

This scholarship is named after James K. Reynhout, who served for 28 years as professor of biological sciences. In honor of his parents, who were lifelong missionaries, the award is given to College of Arts & Sciences junior and senior biology and pre-med students who plan to be involved in missions nationally or internationally. (EAR209)

Edgar and Doris Ritchie Scholarship in Humanities

This scholarship is established in honor of the parents of Daniel Ritchie, professor of English, who founded Bethel's humanities program in 2002. It is awarded to two students who have finished the humanities program and have demonstrated a commitment to liberal arts education in the service of Christ. (EAR259)

Harold and Velma Rixe Memorial Scholarship

This scholarship is given in memory of Mr. and Mrs. Rixe to undergraduate students selected by the scholarship committee. (EAR164)

Robertson Family Scholarship Fund

This scholarship was established in recognition of Ervin H. Robertson to assist Bethel University

College of Arts & Sciences students pursuing careers in health sciences, education, or ministry. Students must demonstrate financial need. (EAR247)

Rocky Mountain Scholarship

An annual award is given to a student who represents the Rocky Mountain Baptist Conference area, possesses leadership potential in terms of Christian character, and demonstrates financial need. In the event no student from the Rocky Mountain area qualifies, it may be given to a student from another area. The award may be granted to one student or may be divided among two or more. (EAR168)

Betty Royer Memorial Piano Scholarship

This scholarship was established in appreciation of Betty Royer. It is awarded annually to an outstanding piano-emphasis music major upon the recommendation of the faculty of the Department of Music. (EAR172)

Betty Royer Memorial Voice Scholarship

This scholarship was established in appreciation of Betty Royer. It is awarded annually to an outstanding voice-emphasis music major upon the recommendation of the faculty of the Department of Music. (EAR169)

Emily Grace Rudolph Scholarship Fund

This scholarship honors the life of Emily Rudolph, a 2005 College of Arts & Sciences nursing graduate who passed away on December 31, 2007. Her life was remarkable and was characterized by her service in the inner-city, orphanages, homeless shelters, and public health clinics with which she volunteered. This award goes to College of Arts & Sciences nursing students who have financial need and are involved in a cross-cultural experience. (EAR218)

Bernard A. and Winnie L. Rust Christian Ministry Scholarship

This scholarship is awarded annually to an undergraduate student preparing for Christian ministry. (EAR170)

Bernard A. and Winnie L. Rust Music Scholarship

This scholarship is awarded annually to an undergraduate student majoring or minoring in music. (EAR171)

Alice L. Ryan Memorial Scholarship Fund

This scholarship is given in memory of Alice L. Ryan, her love for God, and commitment to

students. It is given to students in the College of Arts & Sciences in the elementary education degree program who demonstrate financial need. (EAR208)

Marie Salmonson Scholarship Fund

Marie Salmonson was an honor student and graduate of Bethel Academy, Class of 1929. She faithfully supported Bethel University and her home church, Emmanuel Baptist (Mora, Minnesota), all her life. Her life ended in 2010 just two weeks short of her 99th birthday. A tireless, dedicated servant, she served as county auditor of Kanabec County for 37 years and in various capacities in her church for more than 51 years. She was a careful investor and left a legacy that will live on in the lives of the Bethel students who benefit from the scholarship that bears her name. It is awarded to worthy College of Arts & Sciences students who demonstrate financial need. (EAS238)

Dr. Russell and Inez Sather Scholarship for Elementary Education

This scholarship is awarded to students majoring in elementary education. Recipients must be recommended by the faculty and maintain a 3.0 or better GPA. Preference will be given first to students from Polk, Red Lake, Marshall, Pennington, Norman, Kittson, Lake of the Woods, Mahnomen, and Clearwater counties in Minnesota. Awarding will commence in the sophomore year and continue through the senior year. (EAS173)

Dr. Russell and Inez Sather Scholarship for the Health Sciences

This scholarship is awarded to students majoring in a healthcare professional program. Recipients must be recommended by the faculty and maintain a 3.0 or better GPA. Preference will be given first to students from Polk, Red Lake, Marshall, Pennington, Norman, Kittson, Lake of the Woods, Mahnomen, and Clearwater counties in Minnesota. Awarding will commence in the sophomore year and continue through the senior year. (EAS175)

Lucille M. Saxon Scholarship in Missions

This scholarship is awarded annually to an upper-classman who has indicated serious interest in a missions career and is exhibiting interest through success in appropriate course work and missions-related extracurricular activities. (EAS174)

Susan K. Saxon/Mounds Midway School of Nursing Scholarship Fund

This scholarship is in memory of Susan K. Saxon, a graduate of the Mounds Midway School of Nursing, in recognition of her interest in caring for coronary patients and her devotion to the cause of Christ. An annual scholarship is awarded to College of Arts & Sciences nursing students who are interested in pursuing a career in coronary nursing and demonstrate financial need. (EAS213)

Senior Class Royal Legacy Scholarship Endowment

This scholarship is given by students of the senior class—past, present, and future—to be a blessing to fellow Royals and welcome them into this community of believers. An award is given to full-time freshmen or incoming transfer students in the College of Arts & Sciences who have financial need. (EAR214)

Marie E. Schultz Scholarship

In memory of Marie Schultz, her lifelong interest in young people, in education and her loyalty and devotion to Christ, this scholarship will assist qualified students in the College of Arts and Sciences with financial need who have demonstrated leadership in spiritual formation or Christian Formation mission trips. (EAS337)

Myrtle M. Shaver Memorial Nursing Scholarships

Several scholarships are awarded annually to Bethel University students working toward a Bachelor of Science in Nursing. (EAS176)

Eunice Singfeldt Scholarship Fund

This scholarship is given in memory of Eunice Singfeldt to Bethel University students in the College of Arts & Sciences who demonstrate need. (EAS263)

C. Howard Smith Music Scholarship Endowment

This scholarship is in honor of C. Howard Smith, professor of music at Bethel University, who was dedicated to music education and the integration of music and spiritual life. This scholarship is awarded to music majors with a preference to students who exhibit a balance of scholarship, musical ability, and service. This is renewable if recipient maintains an overall GPA of 3.3. (EAS177)

Dr. W. Robert Smith Scholarship

This scholarship will be awarded to qualified students in the College of Arts and Sciences with

a preference to students with financial need in recognition of Dr. W. Robert Smith's brilliance, humility, and compassion. (EAS340)

W. Robert Smith Memorial Scholarship

This scholarship is awarded to a student of any concentration or vocational goal who expresses serious interest in serving in a leadership capacity in an evangelical Christian church. This award is in honor of Dr. W. Robert Smith who was an interim pastor at Trinity Bible Church in Phoenix, Arizona. The recipient shall be at least a junior, attain and maintain at least a 3.0 GPA, demonstrate need, give evidence of future success, and be recommended by the major professor and department instructional personnel. (EAS178)

Wilbur and Pearl Sorley College Scholarship

This scholarship honors Wilbur and Pearl Sorley who both graduated from Bethel Seminary and served the Lord as missionaries to India. It was their desire to assist worthy and needy students who are committed to giving their lives to share the good news of Jesus Christ. (EAS227)

Bill and Becky Ann Stewart Scholarship

An annual scholarship is provided by Bill and Becky Ann Stewart for students who desire to enter a Christian field of endeavor or who wish to be effective in spreading the word of Christ as lay persons in a profession of their choice. (EAS180)

Mr. and Mrs. Sidney L. Stolte Scholarship

This scholarship is given annually in memory of Mr. and Mrs. Sidney L. Stolte to a senior who has shown leadership, character, and scholastic achievement and is preparing to serve God in world missions. (EAS181)

Student Senate Scholarship

Funded by the College of Arts & Sciences Student Senate, this annual award is given to a student who has rendered outstanding service to the Bethel Student Government. The recipient must have a 2.5 GPA or better and may not be a current Senate member. (EAS008)

Elvira M. Svard Scholarship

The fund awards worthy students who demonstrate financial need and who are pursuing a teaching career. (EAS182)

Grace Ann Larson Swanson Scholarship

This scholarship is given in memory of Grace Ann Larson Swanson to assist worthy Bethel

University CAS students who demonstrate need and are pursuing a professional career in elementary education. Preference is given to students with a GPA of 3.0 or higher. (EAS258)

Theatre Arts and Visual Arts Scholarship

This award is given to worthy and needy College of Arts & Sciences students who are majoring in theatre arts and are planning to use these talents in Christian ministry. Leslie M. Funk established this scholarship to help assist college students and to help the cause of Christ though Bethel University. (EAT220)

Theatre Arts Endowed Scholarship

This scholarship is awarded by the Department of Music and Theatre faculty to encourage outstanding drama students. (EAT009)

Larry Tilleskjor Scholarship

This scholarship is given to worthy Bethel University College of Arts & Sciences students who are pursuing a degree in chemistry with a minimum GPA of 3.0 and demonstrate financial need. (EAT205)

Treptau Family Scholarship

This scholarship is given to first year students in Bethel University College of Arts & Sciences who exhibit strong academics and a vibrant faith. (EAT312)

Ron & Nancy Tschetter Scholarship

Established in honor of Ron Tschetter by the Dain Rauscher Foundation for his years of service, the fund awards worthy junior and senior students who are pursuing a career in business. Qualified applicants will be required to demonstrate financial need. (EAT183)

Ralph E. Twite Memorial Scholarships

Two annual scholarships are awarded to third- or fourth-year students in music and business (one scholarship in each area). Recipients must be the top students in their major. (EAT184, EAT185)

Astrid and Ray Van Hoy College Scholarship

This scholarship is in honor of Astrid and Ray Van Hoy. Astrid held a long-standing appreciation for caring and capable ministers of the gospel. It was through her careful savings that this scholarship has been made possible to College of Arts & Sciences students who have financial need and are preparing for pastoral ministry. It was her hope that this scholarship would enable

recipients to study at Bethel and pursue God's call to the pastorate. (EAV228)

M. Eleanore Vogel Scholarship

In recognition of her lifelong interest in young people, her interests in education and nursing leadership, her loyalty and devotion to the cause of Christ, this scholarship is awarded to a worthy Bethel student in the College of Arts & Sciences with financial need who is majoring in nursing. (EAV283)

Frank J. and Eileen J. Voth Scholarship

This fund is established in honor of the ministry of Frank and Eileen Voth with deep gratitude to God for His provision throughout their life together. Awards are given to children of pastors or missionaries who show academic promise and who demonstrate financial need. (EAV186)

Wallendorf Scholarship Endowment

This scholarship has been established by Paul - Wallendorf '26 in loving memory of his wife, Helen, and his daughter, Barbara. It is awarded annually to students who demonstrate financial need with a cumulative GPA of at least 3.6. (EAW187)

Robert Weaver Scholarship

In honor of Dr. Weaver's 26 years of service to the University, the intended spirit of this endowment is to award a deserving student who has, by process of scholarship and application, and in consultation with the business faculty, demonstrated a passion for the furtherance of the virtues of peace, justice, equality, and the ability to view the world from the perspective of those who are themselves most in need; this within the context of a small business education. The candidate for this award must be: an upper-classman; majoring in business with preference for those in the entrepreneur program; demonstrating a passion for use of their gifts to those in need. (EAW237)

Maurice and Germaine Wessman Memorial Scholarship

This scholarship is awarded in memory of Maurice (Duff) Wessman and Germaine (Gerry) Wessman who loved the Lord and His Bethel with all their hearts. This scholarship is awarded to College of Arts & Sciences international students. (EAW190)

Wheelock Parkway Baptist Church Memorial Scholarship

Upon the dissolution of the Wheelock Parkway Baptist Church, it was decided to establish a scholarship fund to assist Bethel University students who demonstrate Christian commitment and character, maintain academic achievement, and demonstrate financial need. (EAW191)

David and Nancy Whitney Family Scholarship

This scholarship is awarded to a sophomore in the College of Arts & Sciences with financial need from any and all academic disciplines. Preference to a student who exhibits a growing Christian faith, innovation, problem solving ability and good communication skills. The student should show evidence of ability to build bridges and implement solutions to the problems faced by people of diverse cultures and viewpoints. The award is renewable for the student's junior and senior year. (EAW317)

Helen E. Widen Memorial Scholarship

This scholarship is awarded to an undergraduate student selected by the scholarship committee who demonstrates financial need. (EAW194)

Margaret E. Widen Memorial Scholarship

This scholarship is awarded in memory of Margaret E. Widen to a Bethel University student. (EAW195)

Mildred M. Widen Memorial Scholarship

This scholarship is awarded in memory of Mildred M. Widen to a Bethel University student. (EAW197)

Wilmot Road Baptist Church Scholarship

Upon the dissolution of the Wilmot Road Baptist Church, its members decided to establish a scholarship fund to assist Bethel University students. (EAW198)

Alfred J. and Rosalie Wingblade Scholarship

A scholarship is given as a memorial to Alfred and Rosalie Wingblade's 42 years of service to Bethel. A.J. Wingblade served as principal of Bethel Academy beginning in 1907 and as professor of Greek and Christian education at Bethel College. The award is given to a promising student who has demonstrated aptitude for the use of the Greek language in New Testament studies. (EAW199)

Florence Winquist Nursing Scholarship Fund

This scholarship shall be used to assist worthy Bethel University students with financial need in the College of Arts & Sciences majoring in nursing. (EAW295)

Fern Worm, Lynne Petersen Nursing Scholarship

This scholarship is given in memory of Fern A. Worm, who worked as chief nurse for Whirlpool in St. Paul, Minn., for 29 years. It is awarded to a Bethel University upperclassman majoring in nursing. (EAW192)

David F. and Vicki D. Ylkanen Scholarship Fund

This scholarship is given by the Ylkanens, recognizing their lifelong interest in young people and education. It is awarded to students majoring in business, communication, education, or nursing who demonstrate financial need and whose Christian faith and witness are evident. (EAY207)

Graduate Scholarships (Special Awards)

These departmental scholarships are given to students in the spring of the year to be applied toward the coming school year. Students are selected by the faculty and the Financial Aid Committee. Applications are distributed by the Office of Financial Aid (<https://www.bethel.edu/financial-aid/>) each fall. Further information may be obtained from the Office of Financial Aid.

The Aiton Family Mission Scholarship

This scholarship is awarded to a student who is preparing for full-time missionary service overseas (EPA002).

The Mr. and Mrs. A. Dwight Anderson Seminary Scholarship

This scholarship was established by Mr. and Mrs. A. Dwight Anderson to encourage students interested in foreign missions. This scholarship shall be awarded to a middler recommended by the faculty, with special preference given to a student committed to foreign mission service. (EPA179)

The B. Willard Anderson Memorial Scholarship

This scholarship provides an annual award to deserving students who demonstrate need (EPA003).

The Clifford E. Anderson Servant Leader Scholarship

This scholarship is created in loving memory by the family of Clifford E Anderson to assist a qualified Bethel Seminary student with financial need who demonstrates servant leadership and desires to pastor or plant churches (EPA194).

The Clifford V. and Alice M. Anderson Seminary Scholarship

This scholarship is, in honor of Clifford Anderson's devotion to Christ, his pastoral influence, and the impact he had as a Bethel Seminary dean and director, awarded to qualified Bethel Seminary students with financial need in the Master of Divinity program in pastoral or missionary service (EPA189).

The Dagmar Esther Anderson Endowment

This scholarship is awarded to seminary students who demonstrate need and are preparing for

pastoral ministry, preferably in the Midwest (EPA004).

The Vernon D. Anderson Memorial Scholarship

This scholarship was established by Mrs. Ruth Anderson, in memory of her husband Vernon D. Anderson, to assist seminary students interested in missions (EPA007).

The Walter R. Anderson Memorial Award

This scholarship was established by Walter R. Anderson, former president of Vancouver Bible College, and is awarded to a Converge Worldwide student planning to enter Christian ministry, with preference given to a student interested in camping or the chaplaincy (EPA006).

The Lawrence T. Arlander Memorial Scholarship

This scholarship is awarded to a worthy student preparing for service as a minister or missionary (EPA008).

The Rev. William G. and Ruth J. Backlund Memorial Scholarship

This scholarship is awarded to a student planning to enter ministry with Converge Worldwide (EPB011).

The Berean Scholarship

This scholarship is awarded to students who show a passion for searching the Scriptures for biblical understanding. This scholarship is not restricted to those concentrating in Old or New Testament studies. It can be given to students in any program who demonstrate a passion to know and understand the Word of God (EPB142).

The Arthur and Gloria Bergeson Scholarship

This scholarship is awarded to a second-year student preparing for ministry (EPB015).

The Jack and Gladys Bergeson Church Planting - Scholarship

This scholarship is given in memory and honor of Jack and Gladys Bergeson to any Bethel Seminary student with financial need who is planning for church planting ministries. (EPB159)

The Lawrence and Audrey Berglund Scholarship

This scholarship is awarded annually to qualified students who demonstrate both academic achievement and financial need (EPB016).

The Hazel and George Berquist Memorial Scholarship

This scholarship is awarded annually to prospective seminary students who come from

the Midwestern states (excluding Minnesota) and are members of Converge Worldwide churches (EPB017).

The Ellen M. Borden Memorial Scholarship

This scholarship is awarded to a Bethel Seminary student who is preparing for pastoral ministry (EPB019).

The Mr. and Mrs. Erik A. Borg Memorial - Scholarship

This scholarship has been established by Mr. and Mrs. Ragnar Borg. The annual income from this fund is given to one or more students of good academic standing, with demonstrated financial need, who are planning for pastoral ministry (EPB020).

Ray and Genevieve Brace Graduate Nursing Scholarship

This scholarship is in memory of Ray and Genevieve Brace and will assist qualified Graduate School students who are majoring in nursing. (EGB063)

The Gust Brobry Memorial Scholarship

This scholarship has been donated by the late Mrs. Gust Brobry in memory of her husband. The annual income from this fund is awarded to a Converge Worldwide student with high scholastic achievement who is a candidate for overseas missions (EPB021).

The Ralph and Marie Brushaber Memorial Scholarship

This scholarship is awarded to students who show high promise of future leadership and service and who give evidence of vital faith in Jesus Christ (EPB023).

The Dr. and Mrs. Carl G. Burton Memorial - Scholarship

This scholarship was established by Dr. Richard Burton in memory of Carl and Esther Burton. This scholarship shall be awarded to a Bethel Seminary student who shows leadership, character, and scholastic achievement. (EPB024).

The Floyd E. and Margaret M. Buschbom Scholarship

This scholarship is awarded to worthy seminary students with financial need. The student must be enrolled full time, have completed satisfactorily the first year of the Master of Divinity program and must be seeking a pastoral or Christian ministry vocation. The award

recipient will be asked to sign a faith statement whereby he or she must:

- proclaim agreement with all elements of the Apostle's Creed, the Nicene Creed and the Athanasian Creed; and
- must proclaim that "there is one God, and there is one mediator between God and men, the man Christ Jesus, who gave himself as a ransom for all" (1 Timothy 2: 5-6) (RPB138).

The James Cable Memorial Scholarship

This scholarship is provided annually to a student entering his or her senior year who exhibits an adequate level of spirituality, aptitude, and accomplishment to warrant scholarship assistance and who is planning to enter ministry in Converge Worldwide. Preference will be given to students from Calvary Baptist Church of Warren, Pennsylvania, and to students from the Converge MidAtlantic district of Converge Worldwide (EPC026).

The Edith and James Calhoun Memorial Scholarship

This scholarship is awarded to students preparing for missions (EPC027).

The Carlson Family Pastoral Scholarship

This scholarship is awarded annually to a student(s) who are preparing for pastoral ministry and who exemplify in their personal lives the highest example of servanthood and servant leadership (EPC028).

The Rev. and Mrs. S. Adolph Carlson Memorial Scholarship

This scholarship has been established from the estate of this couple who faithfully served Christ in Canada. It is awarded to Baptist pastors from Western Canada or the Western United States who are pursuing the Doctor of Ministry degree (EPC030).

The Alma Carlson Memorial Scholarship

This scholarship provides an annual award to a student preparing for pastoral ministry who demonstrates financial need (EPC029).

The Hanna Carlson Scholarship

This scholarship shall assist qualified Bethel Seminary students with financial need as they prepare for Christian Ministry (EPC197).

The Bengt and Alma M. Carlton Grant

This scholarship which was established in the name of the Rev. Bengt Carlton and his wife Alma M. Carlton, is given annually to assist Doctor of Ministry students. Consideration is given to students showing financial need, academic achievement, and personal qualifications (EPC031).

The Rev. Carlton G. and Marian E. Christenson Scholarship

This scholarship provides annual awards to students from American Baptist Churches with preference given to students who have chosen ministry as a second career (EPC032).

CGCS Scholarship (GRAD)

This scholarship is for a student in the Graduate School. (EGC005).

The Evelyn and Harold Christenson Scholarship in Evangelism

This scholarship is awarded to a student who has distinguished himself or herself in the ministry of prayer and/or evangelism and outreach (EPC033).

Classes of 1968-1970 Seminary Scholarship

This scholarship is established in gratitude to God by the members of the classes of 1968, 1969 and 1970 who found Bethel Seminary to be a place of growth and encouragement. It will be used to assist Bethel Seminary students pursuing ministry preparation (EPC158).

The John and Verna Clay Scholarship

This scholarship is awarded to students at Bethel Seminary who intend to enter full-time Christian work and show financial need (EPC198).

The Alphin C. Conrad Memorial Scholarship in Missions

This scholarship has been established in memory of Dr. Alphin C. Conrad, who served on the faculty of the seminary from 1950 to 1970. It is awarded annually to a qualified student preparing for missionary service (EPC035).

The Alice C. and Edwin N. Conrad Memorial - Scholarship

This scholarship provides an annual award to a student committed to Christian ministry and who comes from a Converge Worldwide background (EPC036).

The J. Ben Cording Memorial Scholarship

This scholarship is awarded to students who are preparing for church planting ministries (EPC144).

The Crystal Scholarship

This scholarship, provided by Terry and Francis Eggart, is awarded annually to a worthy Converge Worldwide student (EPC044).

The Barbara Dahl Memorial Scholarship

This scholarship is awarded to students with demonstrated interest in ministering to families, and who are in the marriage and family therapy program. Preference will be given to those with a background in the medical professions (EPD037).

The Edith A. and Simon R. Dahlberg Memorial Scholarship

The income from this fund is given to one or more Converge Worldwide students who are preparing for pastoral ministry and who are in need of financial assistance (EPD038).

The Ford and Loine Dobesh Memorial Scholarship

This scholarship is given to students preparing for ministry to the city. The scholarship honors the lives of Ford and Loine Dobesh (EPD040).

The Louis and Anne Dunlop Memorial Scholarship

This scholarship is awarded to a worthy student preparing for the ministry (EPD041).

The Ebenezer Baptist Church Scholarship

This scholarship is made possible by a special fund given to Bethel Seminary by the former Ebenezer Church in Duluth, Minnesota, and is awarded to a student preparing for pastoral ministry (EPE043).

Sagrid E. Edman Graduate Scholarship

This scholarship is awarded to Graduate School nursing students who best exemplify the hallmark characteristics of the Bethel University nursing program. (EGE003).

The Esther Ehnbon Memorial Scholarship

This scholarship has been established by the sisters and brothers of Esther Ehnbon, an alumna of the seminary who worked as a nurse in Zaire. It is given annually to a student dedicated to world missions (EPE045).

The Leland V. and Carol Eliason Scholarship

This scholarship is given to an incoming or current seminary student who embraces the

vision of the Bethel Seminary "Three Centers" philosophy of education. (EPE047).

The Dorothy Erickson Memorial Award

This scholarship provides a scholarship to incoming or continuing students who demonstrate leadership gifts and abilities as spirit-filled change agents. It is awarded by nomination from the admissions office, faculty, or deans (EPE048).

The Ellen A. Erickson Memorial Scholarship

This scholarship is awarded to a student preparing for Christian ministry (EPE049).

The Ernest and Laura Erickson Memorial Scholarship

This scholarship was given in memory of Ernest and Laura Erickson by their children and is given to a Bethel Seminary St. Paul student who demonstrates financial need (EPE160).

The C. George Ericson Memorial Scholarship

This scholarship established by the Rev. Ericson, long-time editor of *The Standard* and a Baptist General Conference leader, is given annually to a student preparing for a ministry in print or other media (EPE050).

The Thelma Esmay Memorial Scholarship

This scholarship has been established for ministerial students through the estate of Kate Esmay. Preference will be given to students who are members of Oak Hill Baptist Church of Humboldt, Iowa (EPE051).

The Wes and Gwen Forsline Scholarship

This scholarship is awarded to students preparing for service as pastors, with a preference for Baptist students who express a concern for a ministry to the disenfranchised that stresses the Baptist distinctives of justice with liberty (EPF140).

The Margareta Forssman Memorial Scholarship

This scholarship provides an annual award to a student preparing for pastoral ministry (EPF053).

The Nils and Audrey Friberg Pastoral Care Scholarship

This scholarship is awarded to a Bethel Seminary student concentrating in pastoral care (EPF054).

The Anna Anderson Frohm Memorial Scholarship

This scholarship is in honor of Clifford Anderson's devotion to Christ, his pastoral influence, and the impact he had as a Bethel Seminary dean and

director, awarded to qualified Bethel Seminary students with financial need in the Master of Divinity program in pastoral or missionary service (EPF190).

The Donald and Peggy Frost Seminary Scholarship

This scholarship is given to a worthy Bethel University student at Bethel Seminary St. Paul who is preparing for pastoral ministry (EPF165).

The Future Fund

This scholarship is awarded annually to a worthy Bethel Seminary student. (EPF055).

The Ivan and Eva Viola Geis Living Memorial Scholarship

This scholarship is awarded to deserving Seminary students (EPG154).

The Donald R. Geis Family Seminary Scholarship

This scholarship provides an annual award to a graduating Bethel University student enrolling at Bethel Seminary or to a current Bethel Seminary student. It is awarded to students who show significant evidence of leadership, academic excellence, and a desire to enter Christian ministry (EPG003).

The Paul Goddard Scholarship

This scholarship is in memory of Paul Goddard, is awarded to worthy Bethel Seminary students with financial need (EPG182).

The Bonnie E. Goodwin Memorial Scholarship

This scholarship provides an annual award to needy and deserving students (EPG078).

The Gordh Memorial Scholarship Fund

This scholarship has been raised by friends of Dr. G. Arvid Gordh, dean of Bethel Theological Seminary from 1922 to 1925, as a memorial to him. The income from this fund is distributed annually to the student who has made the best progress in New Testament Greek during the year (EPG056).

The Charles and Pearl Grayum Missions Scholarship

This scholarship is awarded to a student preparing for ministry within the Christian and Missionary Alliance (EPG057).

The Irene Hanwell Memorial Scholarship

This scholarship provides awards to deserving students preparing for pastoral ministry (EPH059).

The John and Millie Hasselblad Scholarship

This scholarship is given in honor of John Hasselblad and his wife Millie to incoming students at Bethel Seminary St. Paul who show exceptional ability and promise for ministry (EPH060).

The Lowell E and Marceline D Hendrickson Scholarship

This scholarship is awarded to Bethel Seminary students who are pursuing a pastorate with a Baptist General Conference Church or an appointment as a Baptist General Conference missionary. It is for students who demonstrate financial need. If no students meet the aforementioned criteria, the award will be distributed according to the guidelines set forth by the Trustees of Bethel University (EPH200).

The Albert and Ethel Horst Memorial Scholarship

This scholarship is awarded to incoming students showing exceptional ability and promise in ministry (EPH064).

The Bethel Seminary Israel / Middle East Study Scholarship

This scholarship is in recognition of the tremendous benefits realized from study trips and field experiences in Israel. This scholarship will assist qualified Bethel Seminary students with financial need who are participating in a research study program in Israel or other nearby Middle East region approved by Bethel Seminary. Up to \$2,000 will be awarded each year and students, by accepting this scholarship, agree to write a reflection paper as part of their study experience that will be shared with the founder of this scholarship (EPI195).

The Virgil and Norma Jean Iverson Family Scholarship

This scholarship is given by Virgil and Norma Jean Iverson and is awarded to Bethel Seminary St. Paul students who have the potential to best exemplify the Bethel Seminary mission to graduate students of competence and character in order to engage the culture and change the world (EPI161).

The Rev. Layton N. and Ruth J. Jackson Memorial Scholarship

This scholarship has been established in memory of the Rev. Jackson by his wife. The income from this fund is awarded annually to a student preparing for pastoral ministry (EPJ066).

The John and Elaine Jahnke Missionary Scholarship

This scholarship provides annual awards to students committed to multicultural ministry (EPJ067).

The Johnson-Norman Memorial Scholarship

This scholarship is awarded to a student preparing for ministry who demonstrates financial need and also shows good scholastic attainment (EPJ068).

The Gordon and Alta Johnson Scholarship in Expository Preaching

This scholarship is awarded to qualified Bethel Seminary students who show promise of developing excellence in relevant, expository preaching of the Scriptures. These funds will be distributed through the selection process of the Omark Preaching Awards (EPJ069).

The Bob and Gina Johnson Endowed Seminary Scholarship

This scholarship is given to worthy Bethel Seminary St. Paul students who demonstrate financial need (EPJ153).

The Gordon and Alta Johnson Scholarship for Full-time Christian Ministry Scholarship

This scholarship is given by friends of Dr. and Mrs. Johnson in honor of their 50th wedding anniversary, and is awarded to a Bethel Seminary student planning to enter full-time Christian ministry (EPJ070).

The Gordon G. Johnson Scholarship

This scholarship is awarded in recognition and appreciation for the contribution Dr. Johnson has made to the local church through his book, *My Church*. This award is made to a Bethel Seminary student, who demonstrates qualities desired in a pastor-teacher and gives evidence of commitment to the educational ministries of the local church (EPJ071).

The Paul D and Darla R Johnson Scholarship

This scholarship has been established in recognition of Paul and Darla's experience and to encourage more young leaders to

dream a God-shaped dream for the church. The scholarship shall be awarded to Bethel Seminary students who plan to serve as pastors of local churches and who demonstrate leadership and innovation (EPJ183).

The L. Ted and Eloise Johnson Scholarship

This scholarship is awarded to students preparing for pastoral ministry with a love for preaching and teaching God's Word, with a preference given to members of Converge Worldwide (EPJ073).

The William F. & Jacqueline L. Johnson Seminary Scholarship

This scholarship is awarded to students attending Bethel Seminary with financial need (EPJ186).

The William and Helen Johnstone Scholarship

This scholarship is awarded to students preparing for missionary service (EPJ074).

The Dr. Karl J. Karlson and Dr. Karl E. Karlson Memorial Scholarship

This scholarship has been established by the families of Karl J. Karlson and Karl E. Karlson. Karl J. was dean of Bethel Seminary from 1925-48. His son, Karl E., was a renowned - physician. The scholarship is awarded annually to assist qualified students who are interested in pursuing graduate work in addition to theological education in preparation for service in Converge Worldwide (EPK075).

The Elsie Knox Memorial Scholarship

This scholarship provides an annual award to a deserving student preparing for pastoral ministry (EPK076).

The Oliver C. Kronholm Family Scholarship

This scholarship is awarded to students who are preparing for careers in pastoral ministry and who demonstrate financial need (EPK077).

The Carl Gustaf Lagergren Memorial Scholarship

This scholarship has been established by the Lagergren family in memory of their father, Carl Gustaf Lagergren, D.B., dean of Bethel Theological Seminary from 1889 to 1922. An annual scholarship is presented to the Converge Worldwide student who attains the highest scholastic achievement in systematic theology (EPL079).

The Clifford E. Larson and Adda Mary Larson Memorial Scholarship

This scholarship has been established for scholarships and programming assistance related to ministries of social welfare, social justice, and concern for the poor (EPL080).

The Victor and Elna Larson Memorial Scholarship

This scholarship is provided by the family and designated for a student preparing for pastoral ministry in Converge Worldwide (EPL081).

Paul and Charlotte Leafblad Scholarship Fund

This scholarship is given to second year Physician Assistant students who maintain a 3.5 GPA and demonstrate a strong connection to faith and medicine. (EGL008).

The Andrew Liliemark Memorial Scholarship

This scholarship is awarded to a student preparing for ministry (EPL082).

The Rev. Edwin Lindholm Memorial Scholarship for Rural and Small Town Pastoral Ministry

This scholarship is established in recognition of a life dedicated to rural ministry and shall be awarded to students interested in and who have been called by the Lord to serve in pastoral ministry in a rural or small town setting, or to an aviation ministry to remote areas. (EPL184).

The Rev. E. "Fritz" Lindquist Scholarship

This scholarship is established in honor of Rev. E. "Fritz" Lindquist and is awarded to Seminary St. Paul students who demonstrate financial need (EPL164).

The Chester R. and Cecile E. Lindsey Memorial Scholarship

This scholarship is awarded annually to a student preparing for ministry (EPL083).

The Maynard L. Linngren Memorial Scholarship

This scholarship provides an annual award to a student preparing for pastoral ministry (EPL084).

Rick and JoAnn McNamara Seminary Scholarship

This scholarship is given in appreciation for the seminary faculty and shall be awarded to worthy students in the Master of Arts in Theological Studies (M.A.T.S.) program with a preference to students who intend to pursue a Ph.D. program after graduation (EPM172).

The D. Wilbur and Pearl B. Magnuson Scholarship

This scholarship provides an annual award to a worthy and needy student (EPM091).

The Edwin Magnuson Memorial Scholarship

This scholarship has been established by the family in memory of this faithful, active layman of Bethlehem Baptist Church of Minneapolis, Minnesota. The award is given to a worthy student preparing for pastoral ministry in Converge Worldwide (EPM085).

The George and Esther Magnuson Memorial Scholarship

This scholarship has been established by the family in memory of their parents, who pastored in Converge Worldwide for four decades. The award is given to a deserving conference student preparing for pastoral ministry or for world missions service (EPM088).

The Norris and Beverly Magnuson Church History Scholarship

This scholarship is awarded to an outstanding student who has done work in church history, to encourage further study related to prayer, the devotional life, revivalism, and Christian social work (EPM092).

The Gordon Martin and Ruth Martin Scholarship

This scholarship is awarded to a second or third year Master of Divinity student who is preparing for pastoral ministry in the American Baptist Denomination (EPM086).

The Samuel C. and Eva Gertrude McClure Memorial Scholarship

This scholarship is given by the McClure family to a student who demonstrates an interest in Jewish evangelism. First preference would be someone engaged in doing research in Jewish - evangelism. However, if no suitable student is found, the award can be made to students engaged in or preparing for careers in cross-cultural evangelism either in the United States or abroad. (EPM089).

The Garvin and Lynne McGettrick Pastoral Ministry Scholarship

This scholarship is awarded in memory of Garvin's parents, Peter and Jessie McGettrick, to a student who gives evidence of a vital faith in Christ and call to pastoral ministry (EPM090).

The Berkeley Mickelsen Memorial Scholarship

This scholarship is given in memory of the parents of the late Berkeley Mickelsen, is awarded annually to a student who shows ability and skill in biblical theology (historical theology of the Old and New Testaments). The student receiving this scholarship will seek to make full use of biblical theology in preaching and teaching (EPM093).

The Frank and Ethel Miller Memorial Scholarship

This scholarship is in honor and devotion to the cause of Christ, awarded to qualified Bethel Seminary students with financial need to complete their final year of training for ministry (EPM191).

The Nicholas Severin Miller Memorial Scholarship

This scholarship provides an annual sum that is given to a deserving senior who has taken all his or her theological work at Bethel (EPM094).

The Mora Presbyterian Scholarship

This scholarship has been established to assist Presbyterian students seeking ordination in that denomination, with priority given to seniors who have financial need (EPM095).

The John and Dorothy Morley Seminary - Scholarship

This scholarship is awarded to worthy Bethel Seminary students who demonstrate financial need (EPM151).

The Judith Sandberg Mortensen Memorial Scholarship

This scholarship is awarded to a worthy student preparing for ministry who demonstrates financial need (EPM096).

The Hilmer and Ethel Nelson Endowed Scholarship

This scholarship is established in memory of Hilmer and Ethel Nelson as a continuation of a lifetime of ministry in the name of Jesus Christ and because of their particular interest in assisting the students of Bethel Seminary St Paul. This scholarship shall be awarded to a Bethel Seminary St Paul student who demonstrates commitment to evangelism, and to a Bethel Seminary St Paul student who demonstrates commitment to church planting (EPN180).

The Signie Johnson and Lorraine Norman Scholarship

This scholarship is given to incoming Bethel Seminary students who show exceptional ability and promise in ministry and who intend to prepare for pastoral ministry (EPJ072).

The Edwin and Marie Omark Memorial Scholarship

This scholarship has been established in memory of the Rev. Omark, the sixth dean of Bethel Seminary, to assist Converge Worldwide students showing promise in pastoral ministry and preaching (EPO101).

The Oscar E. and Mary Ostling Memorial - Scholarship

This scholarship is awarded to a student of exceptional promise and ability (EPO102).

The Larry and Linda Perkins Seminary Scholarship

This scholarship is established in recognition of their lifelong interest in young people, their interests in education and evangelism, their loyalty and devotion to the cause of Christ and shall be awarded with preference to students with 41 credits or more who are pursuing the pastorate or a vocation in missions ministry. (EPP173).

The Peterson Family Seminary Scholarship

This scholarship has been established as a need-based scholarship to help men and women who might not otherwise be able to afford a Bethel Seminary education. (EPP157).

The John and Lois Petersen Scholarship

This scholarship has been established in recognition of their lifelong interest in young people, their interests in education, their loyalty and devotion to the cause of Christ, their heart and investment of prayer, encouragement and financial support for those who make the sacrifice to go into full-time ministry and missions. This scholarship is awarded to a worthy seminary student with financial need with preference given to students who plan to go into full-time ministry or missions (EPP178).

The Rev. and Mrs. L.E. Petersen Scholarship

This scholarship has been established to assist qualified students in the seminary. The income from the fund is awarded annually to a middler student whose work merits recognition (EPP107).

The F. Curtis and Margaret A. Peterson - Scholarship

This scholarship has been established to assist a seminary student on the basis of need and potential to succeed in the pastoral ministry of the Baptist General Conference (now Converge Worldwide) (EPP104).

The Rev. John E. Peterson Memorial Scholarship

This scholarship is awarded to students determined by need and ministry promise (EPP105).

The Karl Y. and Esther H. Peterson Memorial Scholarship

This scholarship has been established by Mrs. Esther Peterson in memory of her husband and is given annually to a student in financial need (EPP106).

The David and Mary Ann Price Scholarship

This scholarship assists qualified Bethel Seminary students who are studying for a degree in ministry and have leadership abilities and future potential as pastors, chaplains, missionaries or teachers (EPP193).

The Norma R. and Robert F. Pint Seminary Scholarship

Through gifts from God, given by Norma and Robert Pint, this scholarship is given to Bethel Seminary students who desire the Lord's equipping through seminary training and demonstrate financial need (EPP167).

The Rev. John Probert Scholarship

This scholarship is awarded to incoming students of exceptional ability and promise in ministry (EPP108).

Fred and Anita Prinzing Scholarship

This scholarship was established to assist a second career seminary student who is preparing for pastoral ministry (EPP004).

The Rev. Milton D. Quiggle Scholarship

This scholarship is awarded to students whose country of origin is the Cameroon and who intend to return to minister in that country (EPQ110).

The Jim and Doris Rehnberg Scholarship

This scholarship is awarded to Bethel Seminary students who are preparing to more effectively counsel in areas of marriage and the family and who are pursuing a career in Christian counseling

or in pastoral ministry with a counseling emphasis (EPR199).

The J. Stanley and Lillian Rendahl Scholarship

This scholarship is awarded to a Bethel Seminary St. Paul student, preference to the child of a Converge Worldwide (BGC) pastor or missionary, who intends to serve in ministry. Student must demonstrate financial need. (EPR162).

The Paula Rietz Memorial Missions Scholarship

This scholarship provides an annual award to a needy student preparing for missionary service. A secondary preference is for students who are children of pastors or students who have young children (EPR111).

The Yvonne V. Rietz Memorial Missions - Scholarship

This scholarship provides an annual award to a needy student preparing for missionary service (EPR112).

The H. J. Robertson Memorial Ministerial - Scholarship

This scholarship provides an annual award to a student preparing for pastoral ministry (EPR113).

The Bernard A. and Winnie L. Rust Memorial Scholarship

This scholarship is awarded to a student preparing for ministry (EPR115).

The Chaplain James (Jim) M. Schonberg Memorial Scholarship

This scholarship is awarded to a deserving student (EPS148).

The Edna Schultz Scholarship in Urban Ministries

This scholarship is given to assist students preparing for ministry in an urban environment in North America or overseas (EPS139).

The Augusta M. Seaholm Memorial Scholarship

This scholarship has been established to assist seminary students in preparing for possible overseas missionary service. Income from the fund is awarded annually (EPS116).

The Lawrence and Mariette Seiffert Seminary Scholarship

This scholarship has been established in honor and recognition of their lifelong devotion to the cause of Christ, their interest in seminary training and church planting, and in consideration of the blessings God bestowed on them and shall be used to assist worthy Seminary students with

financial need who intend to plant a Converge church. (EPS185).

The Chaplain Lawrence L. and Mabel E. Selin Memorial Scholarship

This scholarship is given by Mr. and Mrs. John Blomgren and Mr. and Mrs. Jack Newell in memory of their parents to a student on the basis of need and achievement (EPS117).

The Dr. Adair and Carmen Sherbeck Scholarship

This scholarship is awarded to a deserving seminary student (EPS149).

The Christopher Silene Scholarship

This scholarship is awarded to incoming students of exceptional ability and promise (EPS118).

The August & Nellie Forsman Sjoberg Memorial Scholarship

This scholarship is in honor of Clifford Anderson's devotion to Christ, his pastoral influence, and the impact he had as a Bethel Seminary dean and director, awarded to qualified Bethel Seminary students with financial need in the Master of Divinity program in pastoral or missionary service (EPS192).

The Seminary Christian Leadership Scholarship

This scholarship is given to worthy Seminary St. Paul students who show strong leadership abilities and demonstrates financial need (EPS163).

The Wilbur and Pearl Sorley Memorial Scholarship

This scholarship is awarded with a preference for students preparing for rural ministries (EPS147).

The James L. and Carole L. Spickelmier Seminary Scholarship

This scholarship is given in memory of James L. Spickelmier in recognition of his lifelong interest in young people, his interests in theological education and pastoral ministry, his loyalty and devotion to the cause of Christ, in recognition of his service as a humble leader, an engaging fundraiser, and a devoted chronicler of the history of both Bethel University and the Baptist General Conference (BGC), now Converge Worldwide, to assist worthy and needy Bethel University students in Bethel Seminary who are preparing for ministry as senior pastors (EPS171).

The St. George Family Seminary Scholarship

This scholarship was established in memory of Philomena St. George and is awarded to Seminary students with a minimum 3.0 GPA with preference to students focusing on Marriage and Family Therapy, Missions, or Pastoral Care. The scholarship is renewable if the student maintains a 3.0 GPA (EPS187).

The Pastor Doug and June Stimers Scholarship

This scholarship is awarded to a promising Canadian student who wishes to pursue pastoral or missionary ministry in Canada. If no such student is available, this scholarship may be given to a student planning to be a rural pastor or a church planting pastor (EPS143).

The Cliff and Clara Strom Scholarship

This scholarship is awarded to Bethel Seminary students who demonstrate financial need (EPS201).

The Sylvania Heights Baptist Church Scholarship

This scholarship provides an annual award to a Baptist student preparing for Christian ministry (EPS121).

The Town and Country Ministry Scholarship

This scholarship is awarded annually to Doctor of Ministry students serving in town and country ministries, and may be used by such persons to support research in issues of significance to town and country ministries (EPT124).

The Malcolm and Benetah VanAntwerp - Scholarship for the Study of Dynamic Church Growth

This scholarship provides an annual award to a student who has engaged in significant study of the characteristics and causes of dynamic church growth (EPV127).

The Malcolm and Benetah VanAntwerp "Spurgeon" Scholarship in Preaching

This scholarship is awarded to a student demonstrating ability and excellence in preaching combined with readings from Charles Haddon Spurgeon (EPV128).

The VanAntwerp Exceptional Student Scholarship

This scholarship is awarded to incoming students of exceptional ability and promise for ministry (EPV125).

The Astrid and Ray Van Hoy Seminary Scholarship

This scholarship is given for their long-standing appreciation for caring and capable ministers of the Gospel. It was through Astrid's careful savings that this scholarship has been made possible to Bethel Seminary St. Paul students who have financial need and are preparing for pastoral ministry. It was Astrid's hope that this scholarship would enable recipients to study at Bethel and pursue God's call to the pastorate (EPV156).

The Jack and Hanna VanMark Rural Ministry Scholarship

This scholarship is awarded to a student preparing for pastoral ministry in a rural or small town setting (EPV129).

Dr. Carl and Julia Wall & Melvin and Charlotte (Wall) Koshiol Scholarship

This scholarship shall be awarded to Bethel Seminary Saint Paul students with financial need. Preference is given to students pursuing a pastoral ministry within Converge Worldwide (BGC). (EPW132).

The Maurice A. (Duff) Wessman Memorial Scholarship in Pastoral Ministry

This scholarship is awarded to a middler student who demonstrates faithfulness and concern for the outcast, and is a dynamic witness for the Savior to those in all walks of life (EPW130).

The Vern A. Wessman Memorial Scholarship in Pastoral Ministry

This scholarship has been established by the family and friends of this alumnus who served in meaningful pastoral ministries for 40 years in various churches of Converge Worldwide. The income from the fund is given to a student who is preparing for pastoral ministry and who has financial need (EPW133).

The Erhard and Alma Westerberg Continuing Education Scholarship

This scholarship provides assistance for pastors, missionaries, and other church workers to continue their education through Bethel Seminary (EPW134).

The Wilmot Road Baptist Church Scholarship

This scholarship provides annual awards to students preparing for ministry in Converge Worldwide (EPW135).

The Fred and Ellen Wolf Memorial Pastoral Scholarship

This scholarship is awarded to a student preparing for pastoral ministry (EPW137).

The Reverend Roger E. Youngquist Memorial Scholarship

This scholarship is awarded to qualified Bethel Seminary students with financial need who demonstrate leadership qualities and are preparing for full-time Christian Service (EPY196).

Administration

Office of the President

Ross Allen

President

President's Cabinet

Joel Costa	Chief Financial Officer and Vice President of Operations
Jessica Daniels, Ph.D.	Vice President of Strategy, Innovation, & Partnerships
Rahn Franklin Jr., Ph.D.	Vice President of Inclusive Excellence
Michael Freer, M.B.A., M.M.	Chief Human Resources Officer
Paul McGinnis, M.B.A.	Vice President of Marketing and Enrollment
Jeanne Osgood, M.B.A.	Vice President of Advancement
Miranda Powers, Ed.D., LPC	Vice President of Student Experience
Robin Rylaarsdam, Ph.D.	University Provost

Academic Administration

Julie Finner, Ed.D.	Associate Provost of Teaching & Learning
Todd Harmening, Ed.D.	Associate Provost of Academic Systems & Planning
Ray VanArragon, Ph.D.	Assistant Provost of Faculty Affairs
Tom Brown, Ph.D.	Dean of the School of Business
Sherryse Corrow, Ph.D.	Dean of the College of Arts, Sciences, & Education
Peter Vogt, Ph.D.	Dean of the School of Theology & Bethel Seminary
Sarah Westberg, Pharm.D.	Dean of the Anderson Family College of Health Sciences
Julie De Haan, Ed.D., R.N.	Associate Dean of Nursing & Public & Community Health, Chief Nursing Administrator
Jonell Pacyga, Ed.D.	Associate Dean of Education
Leah Smith	Director of Early College
Meg Hintz	Director of Student Success

Academic Design

Kara Wicklund, Ed.D.	Director of Instructional & Media Design, Academic Design
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Academic Resource Center

Lisa D. Bekemeyer, M.Ed.	Director of the Academic Resource Center
Ruth Nelson, Ph.D.	Co-director of the Academic Enrichment & Support Center
Sam Mulberry, M.A.	Co-director of the Academic Enrichment & Support Center

Admissions

Mitch Fisk, M.A.O.L.	Director of Admissions: Traditional Undergraduate
Kasin Lewicki, M.A.	Director of Admissions: Post-traditional Programs
Katie Ferrin	Assistant Director of Admissions (Traditional Undergraduate Programs)
Aimee Roddel	Assistant Director (Admissions, Graduate, & Continuing Education)
Sadie Schwarz	Assistant Director of Admissions (Traditional Undergraduate Programs)

Kelly Westlund	Assistant Director of Operations & First Impressions (Traditional Undergraduate Programs)
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Advising

Kathleen Sipprell, M.A.	Director of Advising
Alyssa Hamre Kontak, M.S.	Director of Undergraduate Advising

Campus Ministries

Nick Cocalis, M.Div.	Lead Campus Pastor
Sara Richards	Campus Pastor of Discipleship
Matthew C. Runion, M.Div.	Campus Pastor for Spiritual Formation & Care

Center for Access and Integration

Liz Burd, M.B.A.	Senior Director of Accessibility Resources & Services
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Financial Aid

Jessica Crotty, M.B.A.	Director of Financial Aid
Debra Cordova	Associate Director of Financial Aid
Dawn Reed	Associate Director of Financial Aid
Marla Rupp	Associate Director of Financial Aid
Lisa Xiong	Assistant Director of Financial Aid - Scholarships
Melissa Zugschwert	Assistant Director of Financial Aid - V.A. Benefits

Inclusive Excellence

Mauvalyn Bowen, Ph.D.	Associate Dean for Academic Inclusive Excellence
Gabriela Ortega	Assistant Director, Student Leadership & Mentoring Programs
Amanda Flowers Peterson, Ed.D.	Director of Inclusive Excellence

International and Off-Campus Programs

Virginija Wilcox, M.A.	Associate Dean of International & Off-Campus Programs
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Library

Matthew Thiesen, M.A., M.S.	University Library Director
Rhonda E. Gilbraith, M.L.I.S.	Associate Director & Collection Development Librarian
Brooke Ballantine, M.A.Ed., M.L.I.S.	Instructional Services Librarian
Lyndi Fabbrini, M.L.I.S.	Public Services Librarian
Kari Jagusch, M.L.I.S.	Digital Initiatives Librarian
Rebekah Lopez, M.A., M.L.I.S.	Archivist/Research Librarian
Sandra Oslund, M.A., M.L.I.S.	Resource Sharing Librarian
Amy L. Reinhold, M.L.I.S.	Materials Services Librarian
Kimberly Wilson, M.L.I.S.	Metadata & Acquisitions Librarian

Registrar

Cheryl Fisk, Ed.D.	University Registrar
Lori Beyer	Associate Registrar - Operations

Rachel Ford, M.A.	Associate Registrar - Technology & Systems
Lydia Wurdemann	Associate Registrar - Records & Student Services

Seminary Administration

Jeff Sanders, M.Div.	Associate Dean of Spiritual Formation & Professional Development
Jeannine Brown, Ph.D.	Director of Online Programs
Denise Kjesbo, Ph.D.	Director of the Cory Center
Sara Heacox Sosa, D.Min.	Associate Director of the Cory Center
Deb Moncauskas, D.Min.	Assistant Director of the Cory Center

Student Experience

Erica Lynch, M.A.	Associate Vice President of Student Life
Alica Ochs, M.A.	Associate Dean for Student Care
Greg Peterson, M.A.	Director of Athletics
Miriam Hill, Ph.D., L.M.F.T.	Director of Counseling Services
Rick Meyer, M.A.	Wellness Center Director
Stacy Utrecht	Director of Campus Engagement
Cory Wilder	Director of Residence and Community Life
Daniel Parkin, M.Div.	Assistant Director of Residence Life

FACULTY

A

Yuniah Abere, 2025. Adjunct Instructor of Nursing. B.S.N., Metropolitan State University, 2006. M.S.N., Grand Canyon University, 2017. Ed.D. in Organizational Leadership, St. Mary's University of Minnesota, 2013.

Brent Adams, 1999. Associate Professor of Theatre Arts Emeritus. B.A. in Theatre, University of Kentucky, 1985. M.F.A. in Acting, University of Minnesota, 1991.

Leigh Anne Adams, 2007. Adjunct Assistant Professor of Theatre. B.A. in Theatre, Speech, English Education, University of Kentucky, 1981. M.A. in Theatre, University of Kentucky, 1983. M.F.A. in Directing, University of North Carolina at Greensboro, 1985.

Joshua Agrimson, 2023. Adjunct Instructor of General Studies. B.S. in Education, North Central University, 2019.

Donald Alexander, 1987. Professor of Biblical Studies Emeritus. B.A., Seattle Pacific College, 1959. M.A., Chicago Graduate School, 1964. M.Div., Bethel Theological Seminary, 1965. M.A., University of California, 1975. Ph.D., University of California, 1980.

Shyla Allard, 2021. Assistant Professor of Business. B.S. in Computer Science, Speech Communications, Iowa State University, 1989. M.B.A. in Marketing,

Organizational Behavior, Northwestern University, 1994.

Tonya Allen, 2022. Adjunct Instructor of Education. B.A. in History, Drake University, 1995. M.S.W., University of Minnesota, 1999. Ed.D. in Educational Leadership, Minnesota State University, 2023.

Elizabeth Allison, 2024. Adjunct Instructor of Music. B.Mus. in Piano Performance, Kent State University, 1983. M.F.A. in Piano Performance, University of Iowa, 1993. D.M.A. in Piano Performance, University of Kansas, 2002.

Phyllis Alsdurf, 2003. Professor of English Emerita. B.A. in Journalism, Evangel College, 1969. M.A. in Journalism, Kansas State University, 1974. M.A. in Humanities, Western Kentucky University, 1977. Ph.D. in Mass Communication, University of Minnesota, 2003.

Betsy Anderson, 2021. Associate Professor of Communication Studies. B.A. in Media Communication, Bethel University, 1996. M.A. in Journalism and Mass Communication, University of Minnesota, 2003. Ph.D. in Mass Communication, University of Minnesota, 2008.

Bryan Anderson, 1991. Associate Professor of Biological Sciences Emeritus. B.S. in Environmental Studies, Northland College, 1981. M.S. in Forestry, University of Minnesota, 1989

Linda Anderson, 1990. Professor of Nursing Emerita. B.S. in Nursing, University of Minnesota, 1981. M.P.H. in

Public Health Nursing, University of Minnesota, 1989. D.N.P., University of Minnesota, 2010.

Peter Anderson, 2009. Adjunct Instructor of Art and Design. B.F.A., Bethel University, 1993.

Rachel Anderson, 2019. Associate Professor of Psychological Sciences. B.A. in Psychology, Biology, Hamline University, 2012. Ph.D. in Psychology, University of Iowa, 2018.

Tucker Anderson, 2021. Adjunct Instructor of Ministry. B.A. in Biblical and Theological Studies, Bethel University, 2011. M.Div., Bethel Seminary, 2015. D.Min. in New Testament Exposition, The Southern Baptist Theological Seminary, 2020.

Kate Andresen Dammann, 2026. Adjunct Instructor of Play Therapy. B.A. in Studio Art, Gustavus Adolphus College, 2002. M.A. in English as a Second Language, Hamline University, 2011. M.A. in Counseling, Bethel University, 2020.

Tanner Auch, 2017. Associate Professor of Mathematics. B.A. in Mathematics, MidAmerica Nazarene University, 2004. M.S. in Mathematics, University of Nebraska, 2010. Ph.D. in Mathematics, University of Nebraska, 2013.

B

Diane Banigo, 2022. Clinical Associate Professor of Nurse Midwifery. B.A.N., St. Scholastica, 2001. M.S., University of Minnesota, 2005. D.N.P., St. Catherine's University, 2019.

Brad Beale, 2023. Affiliate Adjunct Instructor of Music. B.A. in Music, K-12 Music Education, Luther College, 2014. M.M. in Choral Conducting, Northern Arizona University, 2018.

Thomas Becknell, 1984. Professor of English Emeritus. B.A. in Chemistry, Literature, Wheaton College, 1974. Ph.D. in English, University of Iowa, 1983.

Brian Beecken, 1988. Professor of Physics and Engineering Emeritus. B.A. in Mathematics and Physics, Elmhurst College, 1980. M.S. in Physics, University of Minnesota, 1984. Ph.D. in Physics, University of Minnesota, 1986.

James K. Beilby, 2001. Professor of Biblical and Theological Studies. B.S. in Biblical Studies, Social Science, Northwestern College, 1991. M.A.T.S. in Systematic Theology, Bethel Theological Seminary, 1994. Ph.D. in Theology and Philosophy, Marquette University, 2002.

Lisa Bekemeyer, 2001. Adjunct Instructor of Education. B.A. in French, University of Notre Dame, 1994. M.Ed. in Second Language and Cultures, University of Minnesota, 1996.

Chris Bellmont, 2023. Adjunct Instructor of Education. B.A. in Secondary Teaching in Social Studies: Sociology, University of St. Thomas, 2001. M.A., Saint Mary's University, 2005. Ed.D., Bethel University, 2019.

John Bergeland, 2005. Adjunct Instructor of Teaching. B.A. in Elementary Education, French, Concordia College, 1991. M.Ed. in Middle School Education, Bethel University, 1997.

Randy Bergen, 2013. Professor of Education. B.A., Greenville College, 1984. A.M., University of Illinois at Urbana/Champaign, 1988. Ph.D., University of Illinois at Urbana/Champaign, 1991.

Neil Best, 2021. Adjunct Instructor of Education. Ph.D., Azusa Pacific University, 2017.

Amy Bianchi-Ross, 2024. Adjunct Instructor of Psychological Sciences. M.A. in Counseling Psychology, Bethel University, 2012.

Emily Blackmer, 2021. Assistant Professor of Social Work. B.S.W. in Social Work, Azusa Pacific University, 2007. M.S.W. in Social Work, Azusa Pacific University, 2013.

Cheryl Bostrom, 1995. Adjunct Assistant Professor of Education. B.S., Northwestern University-Saint Paul, 1997. M.A., Bethel University, 2005. Ed.D., Bethel University, 2007. Ph.D. in Educational Psychology, Regent University, 2020.

Greg Bourland, 2006. Adjunct Instructor of Business. M.B.A., University of St. Thomas, 2001.

Kevin Bovitz, 2024. Affiliate Adjunct Instructor of Biological Sciences. B.S., University of Minnesota, 1995. M.B.A., University of Phoenix, 2006. D.C., Northwestern Health Science University, 1998.

Mauvalyn Bowen, 2017. Professor of Business. B.Ed. in Business Studies, University of Technology, Jamaica, 1994. M.S. in Workforce Education and

Development, Southern Illinois University, 1998. Ph.D. in Business and Industry Education, University of Minnesota, 2008.

John Bower, 1978. Professor of Social Work Emeritus. B.A., Northwestern College, 1961. M.S.W., University of Minnesota, 1963. Ph.D., Kansas State University, 1983.

Andrew Bramsen, 2013. Associate Professor of Political Science. B.A. in Political Science, University of South Carolina Aiken, 2002. M.A. in International Relations, Baylor University, 2004. M.A. in Political Science, University of Notre Dame, 2009. Ph.D. in Political Science, University of Notre Dame, 2012. M.A. in Theological Studies, Bethel Seminary, 2024.

Tim Bredow, 1998. Professor of Nursing Emeritus. B.S. in Biology, University of Iowa, 1974. B.S.N. in Nursing, University of Iowa, 1976. M.A.N. in Public Health Nursing, University of Iowa, 1980. Ph.D. in Educational Administration, University of Iowa, 1988.

Debbie Britt, 2011. Adjunct Instructor of Nursing. B.S. in Nursing, Bethel University, 2008. M.A. in Nursing Education, Bethel University, 2011.

Robert Brock, 2019. Adjunct Instructor of Business. B.S. in Biochemistry, University of Minnesota, 1999. M.B.A. in Marketing, University of Minnesota, 2013.

Susan Brooks, 1998. Professor of English Emerita. B.A. in Language Arts/Secondary Education, Bethel College, 1986. M.S. in Curriculum and

Instruction in Language Arts, Mankato State University, 1994. Ph.D. in Education/Curriculum and Instruction, University of Minnesota, 2010.

Jeannine Brown, 2000. Professor of New Testament. B.A. in Music, University of Wisconsin, 1984. M.Div., Bethel Seminary, 1991. Ph.D., Luther Seminary, 2001

Scott Brown, 1996. Professor of Mathematics Education Emeritus. B.S. in Mathematics Education, University of Wyoming, 1978. M.S.T. in Mathematics, University of Wyoming, 1985. Ed.D. in Mathematics Education, Montana State University, 1996.

Abigail Brubaker, 2025. Clinical Assistant Professor of Physician Assistant Studies. B.S. in Human Biology, Biola University, 2017. M.S. in Physician Assistant, Bethel University, 2019.

Nancy Brule, 2004. Professor of Communication Studies. B.S. in Speech Communication, Moorhead State University, 1994. M.S. in Speech Communication, Mankato State University, 1996. Ph.D. in Communication Studies, University of Nebraska, 2002.

Don Brushaber, 2026. Associate Professor of Business. B.S. in Business, Bethel University, 1997. M.B.A., University of Minnesota, 2003.

Michael Bumann, 2023. Adjunct Instructor of History. B.A. in History, Bethel University, 2006. M.A. in Asian Studies, University of Michigan, 2018.

Joni Burgin-Hartshorn, 2008. Adjunct Instructor of Education. B.A., Luther College, 1979. M.S., St. Cloud State University, 1988. Ed.D. in Educational Policy and Administration, University of Minnesota, 2001.

Ben Butters, 2008. Adjunct Instructor of General Studies. B.A. in Physical Education K-12, Bethel College, 1999. M.S. in Applied Kinesiology, University of Minnesota, 2003.

Justin Byers, 2004. Adjunct Associate Professor of Applied Health Sciences. B.S. in Athletic Training, University of Wisconsin, 1998. M.S. in Human Performance-Athletic Training, University of Wisconsin, 2002.

C

Becky Carlson, 2003. Adjunct Assistant Professor of Education. B.A. in Elementary Education, Psychology, Bethel University, 1993. M.S. in Education, Winona State University, 1994. Ed.D., Bethel University, 2023.

Sarah Carlson, 2012. Adjunct Instructor of Nursing. B.S. in Nursing, Bethel University, 2005. M.A. in Nursing Education, Bethel University, 2009.

Christopher Carroll, 2010. Associate Professor of Applied Health Sciences. B.A. in Business, Bethel College, 2004. M.Ed. in Exercise Science, University of Minnesota, 2007. Ph.D. in Kinesiology-Exercise Physiology, University of Minnesota, 2013.

Joshua O. Carroll, 2021. Assistant Professor of Pastoral Care Formation. B.S. in Criminal Justice, Wayland Baptist

University, 2002. M.A. in Theology; Spiritual Formation, Talbot School of Theology, 2012. Ph.D. in New Testament, University of Aberdeen (Scotland) 2017.

Ruth Cartagena-Marz, 2026. Adjunct Instructor of Social Work. B.A. in Social Work, Bethel University, 2022. M.S.W., Bethel University, 2023.

Craig Case, 2006. Adjunct Instructor of General Education. B.A. in English Literature, University of Minnesota, 1992. M.Div. in Theology, Bethel Seminary, 2000. M.A. in Christian Thought, Bethel Seminary, 2014

Meg Cavalier, 2017. Adjunct Instructor of Education. B.A. in Elementary and Middle School Science, Bethel University, 2005. M.A. in K-12 Education, Bethel University, 2008. Ed.D. in Education Administration, Bethel University, 2013

Brad Cawyer, 2025. Assistant Professor of Music. B.A. in Mathematics, Texas A&M University, 2003. Specialist's Diploma in Conducting Opera and Symphonic Orchestra (eq. B.Mus., M.Mus., Saint Petersburg State Conservatory, 2011. D.M.A. in Orchestral Conducting, Texas Tech University, 2024.

Nicole Centanni, 2005. Adjunct Instructor of Psychological Sciences. B.A. in Elementary Education, Judson University, 2003. M.A. in Counseling Psychology, Bethel University, 2009.

Tara Cheath, MSN, RN, 2018. Clinical Assistant Professor of Nursing. B.S.N. in Nursing, Metropolitan State University,

2008. M.S.N. in Nursing Education, Bethel University, 2022.

James Christenson, 2017. Associate Professor of Chemistry and Biochemistry. B.S. in Biochemistry/Molecular Biology, Chemistry, Bethel University, 2012. Ph.D. in Biochemistry, University of Minnesota, 2017.

Kurt Christenson, 2025. Adjunct Instructor of Physics and Engineering. M.S. in Physics, University of Illinois, 1983. Ph.D. in Physics, University of Illinois, 1989.

Cassie Clabaugh, MSN, RNC-OB, 2020. Clinical Assistant Professor of Nursing. B.S. in Nursing, Bethel University, 2016. M.A. in Nursing Education, Western Governors University, 2020.

Connie Clark, 2009. Professor of Nursing Emerita. B.A. in Nursing, College of St. Catherine, 1974. M.S.N. in Nursing Education, Drake University, 1991. Ph.D. in Higher Education, Iowa State University, 2001.

David Clark, 1988. Professor of Theology Emeritus. B.A., Houghton College, 1974. M.A., Trinity Evangelical Divinity School, 1976. Ph.D., Northwestern University, 1982.

Emily Conrad, 2019. Clinical Assistant Professor of Nursing. B.S. in Nursing, Bethel University, 2002. M.A. in Nursing Education, Bethel University, 2007.

Patrice Conrath, 1988. Associate Professor of Mathematics Emerita. B.S. in Mathematics, Bethel College, 1986. M.S. in Mathematics, University of

Oklahoma, 1988. M.S. in Transportation Engineering, University of Minnesota, 1990.

Melissa Cordes, 2015. Professor of Biological Sciences. B.S. in Biology, Wisconsin Lutheran College, 2007. Ph.D. in Zoology, University of Wisconsin, 2015.

Brittaney Corso, 2025. Adjunct Instructor of Nurse Midwifery. B.S.N., Louisiana State University, 2014. M.S. in Midwifery, Bethel University, 2024.

David Crittenden, 1988. Private Lesson Instructor in Guitar. B.M. in Music, University of Georgia, 1974. M.M. in Music, Ball State University, 1982. D.M.A. in Music, University of Georgia, 1996.

D

Dawn Dahlgren-Roemmich, 2017. Clinical Associate Professor of Nursing. B.S.N., Concordia College, 1999. M.S., University of Minnesota, 2003. D.N.P., Bethel University, 2023.

David Danforth, 1988. Associate Professor of Business Emeritus. B.S.E.E., Northeastern University, 1964. M.B.A., Harvard Business School, 1967.

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Nikki Daniels, 1989. Associate Professor of Organizational Leadership Emerita. B.A. in Sociology, Trinity College, 1973. M.A. in Organizational Leadership, Bethel University, 1997.

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