

“For what we preach is not ourselves, but Jesus Christ as Lord with ourselves as your servants for Jesus’ sake.”  
2 Corinthians 4:5

# 2016-2017 Academic Calendar

All regulations, requirements, and general information in this calendar are subject to revision at any time.



**CONCORDIA  
LUTHERAN  
SEMINARY**

**learn.grow.serve.**

## TABLE OF CONTENTS

TABLE OF CONTENTS.....	2
Academic Calendar 2016-17.....	4
Personnel.....	6
Administration.....	6
Staff.....	6
Board of Regents.....	6
General Information.....	6
Mission Statement.....	6
Theme of the Year:.....	6
Logo.....	7
Welcome from the President.....	8
Location.....	9
Accreditation.....	9
Missionary Study Centre.....	10
Faculty.....	10
Admissions.....	13
Equality Policy.....	13
Master of Divinity.....	13
Theological Diploma.....	17
Colloquy.....	17
Open Studies Program.....	17
Graduate Certificate in Theological Studies.....	18
Enrolment Policies.....	19
Admission Status.....	19
Course Load/Overload Policy.....	19
Full Time Status Definition.....	19
Course Changes After Registration.....	19
Course Withdrawals.....	19
Audit Policy.....	20
Transfer Credit Policy.....	20
Independent Study Policy.....	20
Health Care Policy.....	20
Tuition and Fees.....	21
Educational Fees.....	21
Other Fees.....	21
Time of Payment.....	21
Refund of Fees.....	22
Financial Aid and Awards.....	22
Internal Financial Aid.....	22
Adopt-A-Student.....	22
Student Life Information.....	23
Spiritual Life.....	23
Personal Growth.....	23
Community of Faith.....	23

Student Association.....	23
Student Wives .....	23
Marriage Counselling.....	24
Convocations.....	24
Food and Lodging.....	24
Student Services Policies .....	25
Library Resources Policy.....	25
Textbooks and Other Required Materials Policy .....	25
Computing and Network Use Policy for Students and Guests.....	25
Involvement in Seminary Community Policy .....	28
Student Advising Policy.....	28
Vocational Counselling and Placement Services Policy .....	29
Academic Policies .....	30
Grading System.....	30
Incompletes .....	30
Class Attendance.....	30
Progress Review.....	30
Academic Probation.....	30
Academic Integrity Policy.....	31
Academic Misconduct Policy .....	31
Withdrawal From the Seminary .....	33
Discontinuation Policy .....	33
Grievance Policy .....	33
Program Complaints Policy .....	34
Student Workload Calculator.....	35
Synchronous and Asynchronous Learning Policy.....	35
Academic Programs .....	36
Master of Divinity.....	36
Theological Diploma.....	41
Colloquy.....	41
Graduate Certificate in Theological Studies (GCTS).....	41
Open Studies Program .....	42
International Opportunities .....	42
Graduation Policies .....	42
Course Listings.....	43
Biblical Languages.....	43
Exegetical Theology .....	43
Historical Theology.....	45
Systematic Theology.....	46
Theology in Praxis .....	47
Extension Programs.....	50
Timothy Lectures .....	50
Quest .....	50
Servant Events / Mission Trips .....	50
Archaeology.....	50

## Academic Calendar 2016-17

July 1 - August 1 (Fri - Mon).....	Summer Hours - contact for appointment
August 1 (Mon).....	Civic Holiday, Seminary closed
September 1-2 (Thurs - Fri) .....	Retreat for MDiv Students
September 2 (Fri).....	Registration for all Students
September 5 (Mon) .....	Labour Day, Seminary closed

### Short Term 1

September 6-9 (Tues - Fri).....	MDiv 1st year Orientation
September 6 (Tues).....	First day of classes
September 7 (Wed).....	Last day for Short Term 1 registration/course changes
September 10 (Sat).....	Founders Day
September 12 (Mon).....	Last day to withdraw from a course without ..... assignment of grade
September 16 (Fri).....	Last day of classes, final examination

### Semester 1

September 19 (Mon).....	First day of classes ..... (Registration for Open Studies Program)
September 26 (Mon).....	Last day to transfer courses
October 10 (Mon) .....	Thanksgiving Day, Seminary closed
November 7 (Mon) .....	Last day to withdraw from a course without ..... assignment of grade
November 11 (Fri) .....	Remembrance Day, Seminary closed
November 25 (Fri) .....	Preregistration for Short Term 2 and Semester 2
December 16 (Fri).....	Last day of classes
December 19 - 21 (Mon - Wed).....	Final Examinations
December 26 – January 2 (Mon - Mon).....	Christmas Break, Seminary closed

## Short Term 2

January 4 (Wed) ..... First day of classes  
..... Registration for Short Term 2 and Semester 2  
January 5 (Thurs) ..... Last day for Short Term 2 registration/course changes  
January 10 (Tues) ..... Last day to withdraw from a course without  
..... assignment of grade  
January 17 (Tues) ..... Last day of classes, final examination

## Semester 2

January 18 (Wed) ..... Timothy Lectures  
January 19 (Thurs) ..... First day of classes  
February 2 (Thurs) ..... Last day to transfer courses  
February 20 (Mon) ..... Family Day, Seminary closed  
March 1 (Wed) ..... Application Deadline for Fall 2017 MDiv Admission  
March 9 (Thurs) ..... Last day to withdraw from a course without  
..... assignment of grade  
March 13 - 17 (Mon - Fri) ..... Spring Break  
April 7 (Fri) ..... Preregistration for summer courses  
April 14 - 17 (Fri - Mon) ..... Easter Break  
April 21 (Fri) ..... Preregistration for fall courses  
April 28 (Fri) ..... Last day of classes  
May 1 - May 3 (Mon - Wed) ..... Final Examinations

## Summer Short Term

May 8 (Mon) ..... First day of classes  
May 9 (Tues) ..... Last day for Summer Short Term registration/course changes  
May 12 (Fri) ..... Last day to withdraw from a course without  
..... assignment of grade  
May 19 (Fri) ..... Last Day of classes, final examination  
May 22 (Mon) ..... Victoria Day, Seminary closed  
May 25 (Thurs) ..... Sacred Convocation

## Personnel

### *Administration*

Rev. Dr. James Gimbel, B.A., M.Div., Ph.D., President, CFO, Director of Development, Director of Recruitment, Director of Field Work  
Rev. Dr. Stephen L. Chambers, B.A., M.Div., Ph.D., Academic Dean, Director of Library  
Rev. Dr. John Hellwege Jr., B.A., M.Div., STM, Ph.D., Dean of Student Life  
Jeffrey Nachtigall, B.A., PBCTBL, Registrar, Director of Admissions, Director of Technology Services

### *Staff*

Rhonda Buck, Administrative Assistant to the President  
Anna Yang, Librarian  
David Mitchell, Music Coordinator

### *Board of Regents*

Chairman, Rev. Daryl Solie, Regina, SK (Central District, 2020)  
Vice-Chair, Mr. Christopher Klarenbach, Calgary, AB (ABC District, 2017)  
Secretary, Mr. Ian Lande, Stony Plain, AB (ABC District, lay rep. 2020)  
Mrs. Karen Gallas, New Hamburg, ON (East District, 2017)  
Rev. Theodore Giese, Regina, SK (Central District, 2017)  
Rev. Scott Lyons, Victoria, BC (ABC District, clergy representative 2020)  
Rev. Glenn Schaeffer, (ABC District president) (ex officio)  
Rev. Rudy Pastucha, 3rd VP LCC, Presidential Appointee (2017)  
Rev. Robert Bugbee, (President, Lutheran Church–Canada) (ex officio)

## General Information

### *Mission Statement*

Concordia Lutheran Seminary, a seminary of Lutheran Church–Canada, forms servants for Jesus' sake.

### *Theme of the Year:*

“Christ, who is God over all, be blessed forever. Amen.” (Romans 9:5)

## Logo

In The Rev. Dr. W. Th. Janzow's autobiography, "Servant for Jesus' Sake", he writes about the origin of the seminary's logo. "At an early meeting the Board of Regents asked me to design a logo that could be used on seminary printed materials, on lapel buttons, and on other promotional materials. The logo that resulted included the following..."



- A *cross*: to show our rootedness in Jesus Christ.
- A *maple leaf*: to symbolize our commitment to preparing church workers for the church in Canada.
- The *letters CLS*: the abbreviation of our seminary's name.
- A *square frame*: representing our seminary's solid commitment to Scripture and the Confessions.

The current logo retains and expands on the four-fold meaning of the original.

- A *cross*: pronounced and natural, the cross comes alive where the thinly drawn and symmetrical cross once stood. It suggests a Saviour who became man, and recalls the mark of the cross applied on the forehead on Ash Wednesday, or the sign of the cross received at baptism, both upon the forehead and upon the heart, to mark us as those redeemed by Christ the crucified.
- A *maple leaf*: we are now a truly Canadian institution. The leaf design is organic; created from a photograph. A real leaf grows and changes.
- The *letters CLS* have been expanded to *Concordia Lutheran Seminary*, our full name. Its vertical stacking also helps to ground the image of the leaf.
- A *square frame* becomes a *solid line* visually supported by our name: we have a solid commitment to the Scriptures and the Confessions, under which we stand firm. The line also suggests continuity: our message has been passed on from the time of the apostles, and we carry it forward, pressing on toward the goal. The line also serves as a reminder that our education and formation are not closed to all but an elite few, but open to all who wish to learn, grow, and serve with us along this path.



CONCORDIA  
LUTHERAN  
SEMINARY

## Welcome from the President

I'm glad you are reading this Academic Calendar and are interested in our program of pastoral formation for Lutheran Church-Canada. You may be a student or one of our partners who share the vision. What we do here is a serious task, and the following pages offer a fairly comprehensive overview of who we are and what you want or need to know about the seminary, its faculty and staff, and events and services for students.

The word seminary comes from a Latin term *seminarium*, meaning a "seed-bed." In its broadest terms, the whole of faith is like life in God's garden. In Jesus' Parable of the Sower, each human heart is a seed-bed for the Gospel, but with different outcomes.

In a narrower sense, a seminary is a seed-bed where Christians grow in faith, discipleship, and vocational formation to become pastors. Our seminary education includes cognitive academic programs and experiential components, together with peer influence and mentorship, so that our graduates can serve as pastors within Lutheran Church-Canada.

Here we focus on learning the Scriptures, the history, and the doctrines of the Church, but we also focus on the healthy *praxis* (practices) of ministry that support Christ and His Church. Seminarians engage in regular chapel participation and work with local field education congregations and mentor-pastors.

Although there is a sense in which pastors are leaders in Christ's church, our mission is counter-intuitive: we form *servants* for Jesus' sake. Servants who serve Christ, who serve His Church on earth, who serve with members of congregations, and who serve the needs of a dying world by sharing the saving message of the Gospel with all. Pastors are sinner-saints who are fully aware of the amazing Grace of God in their lives, and feel *called* to be formed by God into faithful under-shepherds of the Good Shepherd.

Jesus humbled himself to take on the form of a servant. He came "not to *be* served, but *to* serve and give His life as a ransom for many." Pastors learn to serve just as "I, your Lord and Master, have [served you]" (Jesus' words in John 13:14). One of the distinguishing marks of Christianity in our culture is shown when "greater love has no one than this, to lay down one's life for one's friends" (John 15:13). Jesus did this first and foremost; faithful pastors follow suit.

This academic calendar represents what CLS does to form "*servants for Jesus' sake*," as pastors of the Church. Our commitment includes a focus on both students and their families, for the sake of Christ who came to serve us all, and to the glory of His name.

May God bless you with His care,

**Rev. Dr. James (Jim) R. Gimbel**  
**President, Concordia Lutheran Seminary**

## ***History***

The Lutheran Church–Missouri Synod at its 1981 convention, authorized The Lutheran Church–Canada, at that time a federation of LCMS districts, to determine how it desired to handle its seminary education. The Board of Directors of The LCC determined that there was a need for two seminaries, and appointed a Board of Regents for a seminary to be located in Edmonton. That founding board first met in September 1983.

Concordia Lutheran Seminary is legally chartered under the laws of the Province of Alberta having received royal assent to its incorporation petition on May 31, 1984. The seminary began its first classes on September 10, 1984, in the historic “president’s residence” of Concordia University College. In May 1991, the present seminary facility was occupied and on September 2 of the same year it was dedicated.

## ***Location***

Concordia Lutheran Seminary is situated on the towering north bank of the North Saskatchewan River in Edmonton, the provincial capital of Alberta. The windows of the chapel afford a commanding view of the river valley which is laced with hiking and biking trails. The seminary is located across the street from Concordia University of Edmonton, and the offices of the Alberta-British Columbia District of Lutheran Church–Canada are now within our building. The setting fosters a climate of cultural integration, nourishes a sense of church history, and provides rich soil for the development of church music and the arts. The building’s worshipful chapel and computer equipped library with a capacity of 30,000 volumes are the foci of spiritual formation and academic research. Wireless internet connectivity is available throughout the seminary.

## ***Accreditation***

Concordia Lutheran Seminary is accredited by the Commission on Accrediting of the Association of Theological Schools in the United States and Canada, and the following degree programs are approved:

### **Master of Divinity**

The Commission contact information is:

The Commission on Accrediting of the Association of Theological Schools in the United States and Canada  
10 Summit Park Drive  
Pittsburgh, PA 15275, USA  
Telephone: 412-788-6505  
Fax: 412-788-6510  
Website: [www.ats.edu](http://www.ats.edu)

## ***Missionary Study Centre***

A Missionary Study Centre was established at the beginning of the 1997-98 academic year. Its purpose is to contribute to the formation of pastors and lay leaders by fostering more effective integration of biblical and confessional theology with the mission which Christ has given to His church.

The three broad objectives of the centre are:

- to help the seminary provide pastors for the church whose theological minds are coupled to pastoral attitudes and a missionary heart;
- to help ministerial candidates develop the skills and attitudes necessary for reaching across cultural, linguistic, and social barriers with the Gospel;
- to enrich the seminary through interaction with seminaries around the world, sharing our own theological strengths with others and being enriched by the presence of guests and instructors who have had overseas mission experience.

The centre was repurposed after our library fire in 2014, providing student study area and a conference atmosphere. The artifacts that were housed in the MSC are now displayed throughout the building and in a display case outside the chapel to remind us that mission moves us out of our place and puts us into the world where we live.

## ***Faculty***

### **James (Jim) Gimbel, B.A, M.Div., Ph.D.**

Concordia College, St. Paul, MN (B.A. Educational Psychology 1981); South Dakota District Youth Staffer (1977-1978); Youth Director, Gloria Dei Lutheran, Minneapolis, MN (1978-1980); Concordia Seminary, St. Louis (M.Div. 1985); Pastor, Zion and Zion Lutheran Churches, Kramer and Gardena, ND (1985-1988); Pastor, Faith Lutheran Church, Towner, ND (1987-1988), Pastor, Immanuel Lutheran Church, Fargo, ND (1988-1996); Sr. Editor of Youth, Family, and Sunday School Material, Concordia Publishing House (1996-2002); Regent University, Virginia Beach, VA (Ph.D. in Social Psychology/Organizational Leadership 2002); Professor, Concordia University, St. Paul, MN (2002-2013); President, Concordia Lutheran Seminary since January 2014.



### **Presidents Emeriti**

Milton L. Rudnick, Th.D.

**Stephen L. Chambers, B.A., M.Div., Ph.D.**  
**(New Testament Exegetical Theology)**

Concordia College, Portland, OR (B.A. 1984); Concordia Seminary, St. Louis, MO (M.Div. 1989); University of St. Michael's College, Toronto, ON (Ph.D. 2004). Pastor, Good Shepherd and Redeemer Lutheran Churches, Valleyview and High Prairie, AB (1989-1993); Pastor, Concordia Lutheran Church, Edmonton, AB (1993-1998); Interim Pastor, St. Matthew Lutheran Church, Scarborough, ON (1998-2001). Instructor, Concordia Seminary, Odessa, Ukraine (2005); Instructor, Luther Institute - Southeast Asia (2008, 2009); Guest instructor, Concordia Lutheran Seminary, Edmonton, AB, (2000) Assistant Professor of Exegetical Theology, (2002-2007) Associate Professor (2007-2012); Professor since 2012.



**John Hellwege Jr., B.A., M.Div., STM, Ph.D.**  
**(Historical Theology)**

Concordia College, Seward NE (B.A. Theology 1993); Concordia Seminary, St. Louis (M.Div. 1999); Concordia Seminary, St. Louis (S.T.M. Historical and Systematic Theology 2000); Concordia Seminary, St. Louis (Ph.D. Historical Theology, the Modern World 2009); Pastor, Grace and St. Peter Lutheran Churches, Platte Center, NE and Humphrey, NE (2000-2005); Adjunct professor of Theology, Concordia University, Nebraska (2003-2004); Pastor Emmaus Lutheran Church, St. Louis, MO (2008-2015); Adjunct professor, Concordia University, Wisconsin – St. Louis Center (2008-2015); Guest Lecturer, Concordia Seminary, St. Louis, MO (2009-2015); Freelance Editor, Concordia Publishing House (2009-2011); Assistant Professor of Theology since August 2015.



**Adjunct Faculty**

**Richard A. Beinert**, M.Div., M.A., Ph.D. (Historical Theology)

**Rod Buck**, B.Ed, M.Div., CD (Practical Theology)

**James E. Fritsche**, BA, M.Div. (Practical Theology)

**Joel Heck**, B.A., M.Div., Th.M., Th.D. (Exegetical Theology)

**Professors Emeriti**

**Edward G. Kettner**, B.A., M.Div., Th.M., Th.D. (Systematic Theology)

**Vernon A. Raaflaub**, B.Th., M.Div., M.A., D.D. (Exegetical Theology)

**Norman Threinen**, B.A, M.Div., S.T.M., Th.D. (Historical Theology)

**Partner Instructors**

**Concordia Lutheran Theological Seminary (CLTS), St. Catharines, Ontario**

Following a resolution at LCC's 2008 convention that the two seminaries of our fellowship in Canada "must work together to establish a system of complementary cost-effective, sustainable seminary education," on May 19, 2011 Concordia signed a Memorandum of Agreement and Understanding with Concordia Lutheran Theological Seminary in St. Catharines, Ontario, which commits both seminaries to offer certain courses online, with the aid of distance learning technology. Students at CLS should therefore expect to receive part of their formation from professors at our sister seminary and to interact with members of the student body in St. Catharines, particularly through courses shared between the two schools by means of distance education technology.

## Admissions

### *Equality Policy*

Concordia Lutheran Seminary admits students of any race, color and national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the seminary.

While CLS gives preference to members of Lutheran Church–Canada, it does not discriminate on the basis of race, color and national and ethnic origin in administration of its academic policies, admissions policies, enrollment policies, financial aid program and other seminary administered programs.

### *Master of Divinity*

An application is complete when the Director of Admissions has received the following:

- ✓ The Application for Enrolment - Master of Divinity Program, completed in full.
- ✓ The non-refundable Application Fee.
- ✓ Official Transcripts from all post-secondary institutions attended.
- ✓ Reference Letters. The Director of Admissions will request these on behalf of the applicant after the application has been submitted.
- ✓ Criminal Background Check.
- ✓ Graduate Record Exam Scores.
- ✓ Additional letter indicating special circumstances for consideration of application (Applicants without Bachelor's Degree only).
- ✓ TOEFL Proficiency Exam Scores (International Applicants only).
- ✓ Letter of Recommendation from home church body (International Applicants only).

### **Official Transcripts**

Applicants are normally required to have their official transcripts sent directly to the Director of Admissions from all of the post-secondary institutions that they have attended. The Director of Admissions may accept hand-delivered transcripts in envelopes that have been officially sealed by the issuing institutions; seals must be unbroken.

### **Academic Requirements**

Official Transcripts must provide proof of:

- ✓ Bachelor's Degree from an institution accredited by an agency holding membership in the Association of Universities and Colleges in Canada (AUCC), or recognized by the Council for Higher Education Accreditation (CHEA) in the United States, or its equivalent (see Bachelor's Equivalency, page 14).

- ✓ A minimum GPA of 2.000 on a 4 point scale or equivalent (Applicants with a GPA of less than 2.500 may be admitted in Academic Probation.)
- ✓ One year\* of Greek (with a minimum grade of "C")
- ✓ One year\* of Hebrew (with a minimum grade of "C")  
(\* *two semesters* or *6 credits* are considered equivalent to *one year*)

### **Biblical Languages**

Both biblical languages are required for acceptance into the Master of Divinity program. CLS offers both languages in alternating years as online/evening classes with the goal of preparing students for seminary entrance. CLS also cooperates with Concordia University College of Alberta, which offers pre-seminary courses in both languages in alternate years. Biblical language courses may also be taken by correspondence or online from other institutions.

### **References**

Applicants should contact potential referees to request reference letters prior to submitting the application. Reference Letters are required from your Pastor and others as listed on the Application Form.

Referees are required to use the Reference Letter Forms that are provided with the Application Forms.

### **Criminal Record Check**

A Criminal Record Check must be obtained by the applicant and submitted to CLS. This can be obtained from your nearest RCMP detachment or local police service. There is usually a charge for this, and it may take several weeks to process your request. Contact your local police service or RCMP detachment for information on the request process. The website for Edmonton Police Information Checks is <http://www.edmontonpolice.ca/pics>.

### **GRE**

Consistent with the practice of other theological seminaries throughout North America, CLS requires that applicants take the Graduate Record Exam (General Test). Regular administrations of the GRE take place at most universities throughout the world. In addition, it can now be taken by computer at a number of locations throughout North America. Consult the Graduate Record Exam website (<http://www.ets.org/gre>) for current details.

If you are in the Edmonton area, you can take the computer-based test at the Prometric Testing Centre (Sylvan Learning Centre), 6715 177 Street. Phone (780) 415-4164 or go to [www.ets.org/registertoday.html](http://www.ets.org/registertoday.html) for information. GRE test results are released only to accredited academic institutions. You will need to indicate that the GRE test results are to be sent to: Director of Admissions, Concordia Lutheran Seminary, 7040 Ada Boulevard, Edmonton, AB T5B 4E3. Our GRE institution number is 2606.

## **Bachelor's Equivalency**

There are three types of education and experience that must be presented for an applicant to be considered for equivalency:

1. A minimum of one year (thirty credits) of work at an accredited university or university college. This could include courses in the biblical languages, provided they are also *for-credit* courses.
2. Other course work:
  - a. Completed programs from other post-secondary institutions (up to two years' worth). These could include programs from community colleges, technical schools, and Bible colleges. Course work from an incomplete, non-accredited program will not normally be considered.  
--and/or--
  - b. Credits from courses taken as part of continuing education for one's vocation, which are not necessarily part of a program, particularly if those courses provide advanced training needed for job promotion, and if they are from widely recognized professional associations or institutes.

*The education specified in numbers 1 and 2 above must equal a combined minimum of 3 years of full-time education.*

3. Work experience that demonstrates a high level of technical skill, organizational and administrative ability, and mental acuity. Such work must include a minimum of ten years' accumulated experience and must show significant advancement and/or increasing levels of responsibility over time. Supervisory and planning experience are highly valued.

Applicants for a baccalaureate equivalency must also be above average in other admission requirements, such as GRE scores, grades, references, and leadership in congregation and church at large. Applicants should demonstrate in-depth knowledge of the Word of God, commendable inter-personal communication skills, and a willingness to serve.

All applicants granted baccalaureate equivalency are admitted on academic probation.

## **Non-Degree Admission Policy**

Applicants without a bachelor's degree may be admitted to the Master of Divinity program, although such admission is competitive and is restricted to a maximum of 15 percent of the total M.Div. student body. A candidate ordinarily must be an active member of a Lutheran Church-Canada (LCC) congregation or a partner church, show evidence of his commitment to Christian ministry, be of good character, enjoy satisfactory health, demonstrate pastoral suitability and be prepared to demonstrate the ability to do graduate level work. In addition to the normal admission requirements, the applicant must:

- ✓ Cite in writing circumstances (age, family, finances, etc.) indicating it is unrealistic for him to obtain a bachelor's degree prior to enrolment;
- ✓ Have satisfactorily completed (minimum GPA of 2.0 or a "C" average) at least one year of university level study in liberal arts, including courses in English composition, sociology, psychology, logical or analytical thinking, early European history, religion, etc;
- ✓ Register sufficiently high on the Graduate Record Examination to give reasonable assurance that he is capable of doing satisfactory academic work at the seminary level;
- ✓ Have completed one year of Greek (two semesters or three quarters) and one year of Hebrew (two semesters or three quarters) with passing grades of C or above.

Non-degree applicants may not be fully accepted into the M.Div. program until after they have demonstrated the ability to do consistent graduate level work for at least one year. In effect, these students enter the seminary on academic probation.

## **English Language Requirement**

CLS welcomes international students and seeks to provide an academic and social climate which promotes understanding, acceptance, and personal growth through interaction among Christian people of different cultures and lands.

In addition to the general requirements for admission to the Master of Divinity program, students for whom English is a second language, and who have not completed a previous degree in English, are required to take the Test of English as a Foreign Language (TOEFL) unless this requirement is waived by the Admissions Committee. Details about where and when the test is given can be found on the TOEFL website: <http://www.ets.org/toefl>.

The minimum score required is 550 (PBT), or 80 (iBT).

Concordia Lutheran Seminary's TOEFL Institution Code is: 5020

## **Transfer Students**

Students at accredited theological seminaries who wish to transfer to CLS are urged to make early contact with the Registrar for an evaluation of their transcripts in order to identify which courses may meet a portion of the proposed program requirements. See the *Transfer Credit* section under *Enrolment Policies* for details. In the case of students transferring from another seminary of LCC or a partner church, a letter of recommendation, transcripts and biographical information from the transferring institution are required.

## **Re-Application**

Individuals who have withdrawn or been discontinued for cause, and those who have been denied admission, should contact the Director of Admissions to request information on procedures for re-application.



### **Admission Timeline**

It is advisable for a prospective student to begin early in making plans to enrol in the seminary pastoral education program. The completion of a broad liberal arts program university level is a great asset to the seminary student. This background should include courses in English, Philosophy, Psychology, Sociology, History, Education, Music, Business, and the biblical languages.

Ordinarily, application for admission should be made by March 1.

Prior to admission, the applicant is required to take the Graduate Record Examination (General Test), receive satisfactory results and have them forwarded to the seminary. Arrangements should also be made to have official transcripts sent from all post-secondary institutions as soon as possible. A criminal background check is required. In some instances a personal interview with the applicant will be requested.

### ***Theological Diploma***

Applicants who meet the criteria for admission to the Master of Divinity program, and who indicate a desire to be certified for the pastoral ministry of LCC upon graduation, shall be admitted by the faculty according to the following guidelines:

- ✓ The Ministerial Program Committee interviews all entering Master of Divinity students twice during their first year to advise the faculty regarding their suitability for pastoral ministry. Upon its favourable recommendation, the faculty may admit the student to the pastoral track leading to the Theological Diploma.
- ✓ Students admitted according to the Non-Degree Admission Policy will only be admitted to the pastoral track leading to the Theological Diploma after they have also demonstrated the ability to do consistent graduate level work for at least one year.

### ***Colloquy***

Colloquy applicants must seek admission through their LCC District President.

### ***Open Studies Program***

An application to the Open Studies program is complete when the Director of Admissions has received the following:

- The *Application for Enrolment – Open Studies Program*, completed in full.
- Official Transcripts from all post-secondary institutions attended.
- TOEFL Proficiency Exam Scores (International Applicants only).

### **Official Transcripts**

Applicants are normally required to have their official transcripts sent directly to the Director of Admissions from all of the post-secondary institutions that they have attended. The Director of Admissions may accept hand-delivered transcripts in envelopes that have been officially sealed by the issuing institutions; seals must be unbroken.

Official Transcripts must provide proof of:

- Bachelor's Degree from an institution accredited by an agency holding membership in the Association of Universities and Colleges in Canada (AUCC), or recognized by the Council for Higher Education Accreditation (CHEA) in the United States.
- A minimum GPA of 2.000 (on a 4 point scale) or equivalent.

### **Admission Timeline - Open Studies**

The Director of Admissions begins accepting applications in January prior to the Fall Semester (September); complete applications are accepted up until the first day of classes.

### ***Graduate Certificate in Theological Studies***

Students wishing to receive the Graduate Certificate in Theological Studies apply for admission to the Open Studies program.

## Enrolment Policies

### *Admission Status*

Offers of Admission are awarded with one of the following qualifications:

- Full Admission: This status signifies that the student has met all admission requirements and is a matriculated candidate for a degree.
- Conditional Admission: This status is awarded to students who have met all requirements in principle but from whom one or more official documents are still required. When the materials required are provided to the Director of Admissions, the status is changed to Full Admission. The fulfillment of the condition is the responsibility of the student.
- Probationary Admission (Academic Probation): In cases where a student with outstanding credentials in all other areas but whose Admission GPA is less than 2.500 (on a 4 point scale) may be admitted on Academic Probation.

### *Course Load/Overload Policy*

The normal full-time course load for seminary programs is 31 to 38 credits for the academic year. Normal maximum course load is 16 credits in any semester or 3 credits in any short term. Requests for permission to overload (i.e.: more than 16 credits per semester or more than 3 credits per short term) must be approved by the Registrar. Permission to overload is not normally granted to students in their first semester or students whose GPA is 3.300 or lower.

### *Full Time Status Definition*

A student is considered to be Full Time when he/she is registered in:

- a minimum of 9 credits in Semester 1 and Short Term 1 combined; or
- a minimum of 9 credits in Short Term 2 and Semester 2 combined; or
- a 12 month vicarage

### *Course Changes After Registration*

Students may *drop* one course or add another at any time during the first two weeks of the semester (or during the first two days of a short term) by seeking approval of the Registrar and filling out the proper forms.

### *Course Withdrawals*

After the first two weeks and before the ninth week (after the second day, but before the end of the sixth class day for any short term course), a student may *withdraw* from a course with the approval of the Registrar. A Course Change form obtained from the registrar's office must be filled out by the student. When this is done, a "W" is recorded on the student's transcript. A student who withdraws after the eighth week receives an "F" grade on his transcript.

### *Audit Policy*

Courses may be audited by any student who is enrolled in one of the seminary programs. The grade of "Audit" may not be changed to a letter grade. People who are not in a seminary program but have a bachelor's degree may audit a course by applying to be admitted to the Open Studies Program.

### *Transfer Credit Policy*

The student is responsible for having all official transcripts sent to the seminary by all previously attended institutions. All courses transferred from another seminary must be approved by the Registrar, in consultation with the Academic Dean. Before enrolment in a program, all courses taken at other institutions for use in that program must be approved by the Registrar. Transfer credits applied toward degree requirements should be earned within ten years of the awarding of the degree. Transfer credit is only granted for courses completed at the graduate level from accredited institutions. Transfer credit is only granted for courses that are applicable to CLS programs. Transfer credit is only granted for courses that have received a grade of C or higher. A maximum of two thirds of the credits in a CLS program may be completed through transfer credit. If transfer credit is granted for courses used to complete another graduate degree program, a maximum of one-half of those credits may be applied to the CLS program. Transfer Credit is distinct from Advanced Standing.

### *Independent Study Policy*

Independent studies may be used to earn credit when regular courses in a particular area are not offered. The *Request for Independent Study Form* is available from the Registrar. A student requesting an Independent Study must negotiate the program with an instructor and submit the completed form to the Academic Dean. Independent Studies may be offered for one, two, or three credit hours, and must ordinarily be completed within a three-month period. Start dates for Independent Studies normally coincide with start dates for the regular semester. Approval for Independent Study must be granted prior to the last day to transfer courses for the relevant semester.

### *Health Care Policy*

All students who are eligible residents of Alberta must register themselves and their dependants with the Alberta Health Care Insurance Plan (AHCIP). A student who is a new or returning Alberta resident, must register for AHCIP coverage to receive insured hospital and physician services. For students who move to Alberta from another Province or Country, there may be a waiting period before they are eligible for coverage under the AHCIP. Students who are not eligible for AHCIP coverage (i.e.: for studies shorter than 12 months duration) are strongly encouraged to purchase adequate health care insurance coverage.

## Tuition and Fees

*Subject to change with advance notice.*

### **Educational Fees**

All courses offered at the seminary (includes vicarage)	\$280.00/credit hr.
All courses for members of LCC partner churches	\$308.00/credit hr. *
All courses for members of non-affiliated churches	\$350.00/credit hr. *

*\*Inasmuch as Concordia is subsidized by Lutheran Church–Canada for the primary purpose of training pastors for LCC, an educational fee surcharge of 10% will be applied to students from partner churches, and 25% to all others.*

### **Other Fees**

Application fee (M.Div. program only)	\$ 50.00
International Student Application Fee	\$100.00
Orientation fee (one-time fee for program students)	\$100.00
Late registration fee (after the registration period)	\$ 30.00
Audit fee (for students enrolled in the seminary)	\$100.00/credit hr.
Audit fee (for spouses of seminary students)	\$ 50.00/credit hr.
Audit fee (for LCC rostered churchworkers)	\$ 25.00/credit hr.
Audit Registration fee (for LCC rostered churchworkers)	\$ 25.00/course
Graduation fee (the beginning of a student's final semester)	\$100.00
Overdue account fee	\$ 30.00/month
Transcript fee (first copy is free)	\$ 10.00
Comprehensive Student Resources Fee (FT)	\$100.00/year
Comprehensive Student Resources Fee (PT)	\$ 50.00 /year
Student activity fee (each semester / full-time students)	\$ 30.00/semester

### **Time of Payment**

Tuition and other fees are payable *on or before* the day of registration. Post-dated cheques may be used. Students may not be admitted to class if fees are not paid. Students taking nine or more hours in a semester (including the short term) may pay in two instalments. For each semester, the first instalment is due on or before registration day, the second equal instalment is due 45 calendar days later. Failure to make the second instalment shall result in suspension from class. Students with special needs for aid or delay of payment must make arrangements with the Director of Financial Aid prior to registration day. Grades and transcripts are withheld from any student who has outstanding financial obligations at the end of a semester.

Vicarage fees are due the sixth and eleventh months of the vicarage.

## **Refund of Fees**

When a student fills out the proper form to drop a course at any time after the first class period and through the second Friday of the semester (through the second day of class for any short term), the student is refunded 80% of the fees in question. After the second Friday (after the second day of class in any short term), the student is assessed the entire cost of the course. When a student who has registered for a course drops that course and fills out the form before the first class session, 100% of the fees in question is refunded.

## **Financial Aid and Awards**

The purpose of financial aid is to assist students' preparation for pastoral ministry and to respond to special financial circumstances. The seminary's financial aid consists of any or all of the following: internal financial aid (Aid offered through Concordia Lutheran Seminary), recommendations for government loans, or recommendations for part-time employment (on or off campus). Further assistance may be available from a student's home congregation, District Office, or relatives.

Financial aid is intended to supplement, not replace, the student's own resources, and will be administered in such a way as to affirm the financial responsibility and integrity of both the student and the seminary.

Normally, internal financial aid will be offered only to full-time students preparing for pastoral ministry in Lutheran Church-Canada, who are not on academic probation.

### **Internal Financial Aid**

Funds for internal financial aid derive from various sources: direct gifts from congregations, groups and individuals; offerings from Seminary services; and interest from endowment funds.

Upon admission to the M.Div. program, students are welcome to apply for internal financial aid. Application forms are available from the Director of Financial Aid, [financialaid@concordiasem.ab.ca](mailto:financialaid@concordiasem.ab.ca).

### **Adopt-A-Student**

The Adopt-A-Student program exists in order to give the student regular support directly from congregations, groups, and individuals. Students participating in the program are paired with sponsors who offer to pray for them, to send them encouraging notes, and sometimes to even give financial support.

Application forms for the Adopt-A-Student program are available from the Director of Financial Aid, [financialaid@concordiasem.ab.ca](mailto:financialaid@concordiasem.ab.ca)

## **Student Life Information**

A complete and detailed Student Life Handbook is distributed to all students at the beginning of the academic year.

### ***Spiritual Life***

Concordia Lutheran Seminary's goal is not only to foster growth in a student's ability to think theologically, but also foster a student's spiritual growth. This is crucial for M.Div. students who are preparing for pastoral ministry. The President, the Dean of Student Life, the student's advisor, and the Chaplain cooperate in a ministry of pastoral care to the M.Div. student. This includes general guidance in Christian living, a program of edifying campus worship, and personal counselling as desired or needed.

### ***Personal Growth***

To further develop Christian leaders who will exhibit an attitude of openness and trust, M.Div. students are paired with faculty advisors, who under the leadership of the Dean of Student Life, provide an opportunity to address personal issues and deal with stress, as well as to encourage spiritual, social, and psychological growth.

### ***Community of Faith***

Concordia Lutheran Seminary, as a small institution, has the privilege of forming a caring and compassionate community of faith in which personal, positive relationships between students, faculty, staff, and their families are cultivated and nurtured.

### ***Student Association***

Every student at the seminary is a member of the Concordia Lutheran Seminary Student Association (CLSSA). The association, working through its elected representatives, provides a framework which allows student initiative and energy to assist in sustaining and building the seminary as a community of Christian faith, life, and learning.

### ***Student Wives***

Students' families are part of the seminary community and are invited to participate as fully as possible in seminary activities and functions. Wives and fiancées are especially encouraged to join the "Sem Wives" group, which is informally constituted and varies from year to year, not only in its membership but also in its goals and programs, according to the interests of its members.

## ***Marriage Counselling***

Upon his decision to marry, an M.Div. student should notify the Dean of Student Life who will provide or arrange for suitable pre-marriage counselling specific to the pastoral vocation. The Dean will also provide counsel and aid to students already married to encourage them to grow in their marriage relationship.

## ***Convocations***

Academic assemblies are periodically held and feature learned scholars and parish pastors speaking on subjects pertinent to pastoral education. An example is the day-long Timothy Lectures in the winter.

## ***Food and Lodging***

The seminary does not offer food service or lodging facilities. Cafeteria service is available on the campus of Concordia University of Edmonton, which is adjacent to the seminary. A food pantry is provided on campus for student use, and there is a kitchenette shared by faculty, staff, and students.

Limited information about available lodging facilities (rooms and suites) is sometimes available from the seminary. Students are, however, expected to make their own arrangements.

## Student Services Policies

### *Library Resources Policy*

**Policy:** CLS is committed to providing remote and residential students with equal access to library resources.

**Procedure:** CLS provides its library card-holders with access to online journals and databases through the CUE library webpage.

**Procedure:** CLS provides access to reference services through its Librarian.

**Procedure:** CLS provides interlibrary loan services to its library card-holders through its Librarian.

**Procedure:** CLS' library cardholders may make three interlibrary loan requests each academic year without charge. The full cost of each additional request will be billed to the cardholder.

### *Textbooks and Other Required Materials Policy*

**Policy:** Students are responsible for buying their own textbooks and for accessing required, readily available online materials. Instructors are responsible for providing access to other needed resources.

**Procedure:** A list of materials required for each course (books, articles, and other materials) will be published no later than August 1 for the September short-term, August 15 for the fall semester, November 15 for the January short-term, December 1 for the winter semester, and April 15 for the May short-term.

**Procedure:** A list of materials that each student is expected to acquire for each course that is shared with CLTS (books, articles, and other required materials) will be distributed to both schools' librarians by the Registrar of the school offering the course, no later than August 1 for the September short-term, August 15 for the fall semester, November 15 for the January short-term, December 1 for the winter semester, and April 15 for the May short-term. Librarians should make every effort to ensure that these materials are available on reserve. To meet the needs of distance-education students, instructors should further ensure that copies of these reserve materials are made available online.

### *Computing and Network Use Policy for Students and Guests*

This policy governs access and use of computing resources including computers and related equipment, as well as local area networks and connections to larger networks such as, but not limited to, the internet. It applies to Concordia Lutheran Seminary Courses (the Moodle installation maintained by the Seminary for the purpose of supporting and delivering the academic programs at CLS), the

components of systems used for distance education and video conferencing, and any other third-party services that may be required to support the curriculum or administration from time to time.

### **CLS' Commitment**

1. Access to the information technology facilities or services owned, operated, managed, or licensed by CLS imposes certain responsibilities and obligations and is granted subject to CLS policies and the applicable provincial and federal laws.
2. CLS honours and respects the privacy and academic freedom of its members, and strives to permit maximum freedom of use consistent with this policy.
  - a. In general, information stored on seminary computers is considered confidential and proprietary, whether protected or not, unless the owner communicates that such information is available to others.
  - b. The Director of Technology Services may observe but will not track or monitor internal and external electronic access and use unless there is just cause, which would likely include the administration and protection of computing and networking systems. The Director of Technology Services will hold this information confidential except in reporting to the supervisor when it becomes necessary to investigate breaches of security or policy.
  - c. CLS reserves the right to copy, remove, inspect, or otherwise alter data files, system resources, or user files to best maintain computing facilities. All individual privileges and rights to privacy will be preserved to the greatest extent possible.
3. CLS provides timely access and orientation to all necessary third-party computer accounts for all students.
4. CLS attempts to maintain a secure system that is reliable and constantly available. Scheduled maintenance times will be announced, but there will always be the chance of unforeseen system failures.
  - a. Network performance, connectivity, and data retention is not guaranteed. The Director of Technology Services at CLS will use reasonable efforts to ensure that those services over which the institution has direct control are functioning properly. CLS is not responsible for personal loss arising out of the use of network services or inability to use those services.
  - b. If a user encounters or observes a potential breach, vulnerability, or discontinuity in system or network security, the user must report the problem to the Director of Technology Services.

5. CLS maintains software licenses for software that is provided on institution-owned computing resources.
  - a. The Director of Technology Services maintains an inventory of all CLS-owned hardware and software.
  - b. The Director of Technology Services only supports software purchased by the institution.

### **User Responsibility**

1. Use of CLS's information technology resources implies that the user has agreed to comply with and be subject to this policy.
2. Computing resources are to be used to further the seminary's broad mission, including its curricular goals, research, communications, and the official work of approved external responsibilities and affiliations.
3. Users are responsible for ensuring that computing resources are used in an effective, ethical, and legal manner.
4. Users have a responsibility not to abuse the network and resources, and to respect the privacy rights of others.
5. Official CLS user accounts (Moodle, Adobe Connect, etc.) are for use only by the person to whom the account is assigned and for appropriate purposes. A user having any CLS computer account is responsible for the use made of that account.
6. Each user is expected to maintain security and confidentiality in appropriate ways such as:
  - a. selecting a strong password (i.e. alpha-numeric with upper and lower case characters) and changing it frequently;
  - b. keeping passwords and other types of authorization secure;
  - c. understanding the level of protection each computer system automatically applies to data files and supplementing it, if necessary, for sensitive information;
  - d. being aware of computer viruses and other destructive computer programs, and taking steps to avoid being a victim or carrier;
  - e. maintaining a schedule to ensure that important data is backed up securely.
7. Computing resources are provided for everyone's use. Any activity is prohibited that:
  - a. adversely affects the overall availability of these resources;
  - b. abuses these resources; or
  - c. knowingly compromises the security of the network or the security of other computers on the Internet.

8. Additions, removal, or transfer of software on CLS-owned hardware without authorization is prohibited. Intentional ownership or possession of illegal or damaging software is a violation of this policy
9. Ultimate responsibility for the security and confidentiality of programs, data, and other information rests with the users. Therefore, users must understand and be personally responsible for utilizing the security features of the computing environment. Users accessing the network on private equipment may seek recommendations and limited support from the Director of Technology Services.

### ***Involvement in Seminary Community Policy***

**Policy:** Students who are registered in a DE course through CLS and who are in residence on a seminary campus are considered to be members of that seminary community. Students who are registered in a DE course through CLS and who are not in residence on a seminary campus are considered to be members of CLS' seminary community.

**Procedure:** CLTS students who take part in CLS' courses by DE are full members of CLTS' campus community and are expected to participate fully in its activities under the direction of that school's faculty and administration. The same expectation applies to CLS' students who take part in CLTS' courses.

Wherever possible, CLS seeks to offer its distance-education students access to special speakers and presentations, live and via recordings.

CLS students are required to provide current mailing and email addresses to CLS' Administrative Assistant so they can receive official seminary communications.

Annually, CLS students are required to complete the seminary's Personal Information Form and Photo Release Form and file these with the Administrative Assistant.

### ***Student Advising Policy***

**Policy:** CLS' Registrar serves as the primary academic advisor to all CLS students, in consultation with the Academic Dean. Students are assigned to a faculty advisor for counsel and guidance in the areas of personal and spiritual growth. Where applicable, students from denominations other than LCC should provide to CLS' Dean of Student Life the contact information for their ecclesial supervisor(s) in order to facilitate proper liaison.

**Procedure:** Students in Open Studies will normally be assigned to a faculty advisor from whom they are taking a course. An effort will be made to keep the same faculty advisor throughout the duration of a student's enrollment.

### ***Vocational Counselling and Placement Services Policy***

**Policy:** Students who wish to be certified for pastoral ministry in Lutheran Church–Canada receive vocational counselling and placement services from CLS. Students seeking other vocational outcomes are encouraged to discuss their plan with the Dean of Student Life. The Dean of Student Life is responsible for liaising with ecclesial officials involved in the oversight and placement of all students seeking to serve in the pastoral ministry.

### **Academic Policies**

#### ***Grading System***

Grades are entered as follows:		Quality Points
A	Superior mastery of material	4.000
A-		
B	Commendable mastery of material	3.000
B-		
C	Satisfactory mastery of material	2.000
C-		
D	Unsatisfactory comprehension of material	1.000
D-		
F	Failure to master material	0.000
I	Incomplete	0.000
W	Withdraw	0.000

#### ***Incompletes***

The grade “I” is given for reasons of major sickness or other unusual circumstances. All incompletes must be satisfactorily removed by Friday of the sixth full week following the end of the term otherwise the grade of “F” is entered in the student’s record.

#### ***Class Attendance***

Having registered for a course, the student assumes the responsibility for completing all requirements and for regular class attendance. The process, interaction, and creative responses of the class session are vital to academic success. Absences and tardiness are the mutual concern of the student and instructor. Courtesy suggests that a student confer with his instructor if either of these becomes necessary.

#### ***Progress Review***

Because of the favourable faculty-student ratio at Concordia Lutheran Seminary, all faculty members share in the advising process. *Doors are always open* for consultation and discussion of programs and personal problems. When difficulties arise that require in-depth counselling, the Dean of Student Life either provides this service or refers the student to a counsellor.

Academic progress of every student is studied at mid-term when faculty members share academic reports with the registrar.

#### ***Academic Probation***

Any program student may be placed on Academic Probation at the time of acceptance into the program if they are admitted according to the Bachelor

Equivalency Policy or the Non-Degree Policy; or at the end of any semester, if their cumulative GPA falls below 2.500 or if they receive a failing grade.

A student placed on Academic Probation *may be* limited to nine (9) credit hours of instruction per semester, at the discretion of:

- the Admissions Committee; if the Academic Probation status is assessed prior to enrolment.
- the Registrar; if the Academic Probation status is assessed after grades have been submitted for the student's first or subsequent completed semester(s).

The purpose of a reduced load is to give those students a reasonable opportunity to clear probation at the end of the semester by improving the standard of their work.

Students remain on Academic Probation for one year. The Registrar reviews the records of students on Academic Probation at the end of each semester. Persons whose academic performance while on Academic Probation does not show clear ability to meet required standards, as indicated by a cumulative GPA of 2.500 or higher, are discontinued.

Students who are discontinued for not meeting the requirements of Academic Probation may reapply for admission after one year has passed.

### ***Academic Integrity Policy***

***Policy:*** Students have the responsibility to show integrity in the completion of their academic work. They are to clearly distinguish between their own work and the work of others. Submitting other's work as one's own is academic misconduct and is subject to severe penalties.

***Procedure:*** In order for students to show the difference between their own work and the work of others, the following standard (s) of form and style will be employed by students in all their assignments:

1. Alexander, Patrick H. et. al., ed. *The SBL Handbook of Style*. Peabody, Massachusetts: Hendrickson, Inc., 1999.
2. LeMon, Joel M., ed. *Student Supplement for the SBL Handbook of Style*. 2004.

### ***Academic Misconduct Policy***

***Policy:*** When a case of academic misconduct is suspected, the burden of proof rests with the instructor. The Academic Dean is the final judge of the matter.

In the case of a first offence, the instructor, in consultation with the Academic Dean, determines the consequence. In the case of a second offence, the Academic Dean determines the consequence.

A first offence will result in consequences which affect the student's assessment in that course. A second offence may result in consequences which affect the student's enrolment at CLS.

Since academic misconduct involves deliberate breaking of the seventh and eighth commandments, proof that students have committed this offence calls into question their suitability for pastoral or diaconal ministry.

***Procedure:*** Academic misconduct should be distinguished from co-operation and collaboration. Often, students may be permitted or expected to work on assignments collectively, and to present the results either collectively or separately. This is not a problem so long as it is clearly understood whose work is being presented, for example, by way of formal acknowledgment or by footnoting. Instructors shall clearly define their specific expectations regarding collaboration and group work.

Academic misconduct may take many forms. The following identifies academic behaviours the seminary considers inappropriate and which may lead to disciplinary procedures. This list is not comprehensive and should not be seen as complete.

#### Examinations and Tests

- Impersonation of a candidate in an examination or test.
- Copying information from another student.
- Making information available to other students.
- Use of unauthorized material.
- Submission of a take-home examination written by someone else.

#### Essays and Assignments

- Submission of an essay or assignment written in whole or in part by someone else as one's own.
- Preparing an essay or assignment for submission by another student.
- Copying an essay or assignment, or allowing one's essay or assignment to be copied by someone else.
- Using direct quotations or large sections of paraphrased material without acknowledgment.
- The buying or selling of, or contracting for, term papers or other assignments.
- The submission of the same piece of work in more than one course without the permission of the instructors.



### ***Withdrawal From the Seminary***

A student who wishes to withdraw from the seminary is asked to secure the approval of the Dean of Student Life. To be entitled to honourable dismissal from the seminary, a student must have a satisfactory conduct record and must have satisfied all his obligations as outlined on the withdrawal form. A student who wishes a leave of absence from the seminary program for a maximum of one year may do so only with the approval of the faculty. Any Master of Divinity student who withdraws from the seminary forfeits his licence to lead worship and preach.

### ***Discontinuation Policy***

Enrolment at the seminary is a privilege and not a right and may be discontinued by the Dean of Student Life or the faculty. Such action may be based upon conduct on the part of the student judged to be inconsistent with the spiritual, moral, or social character befitting a future minister of the Gospel or for academic reasons. Information provided by the student (in applications or while a student) that is inaccurate or misleading shall be considered grounds for discontinuation. The student may appeal discontinuation within ten days through the President to the faculty whose decision will be conclusive and final. Any Master of Divinity student who is discontinued loses his licence to lead worship and preach.

### ***Grievance Policy***

A grievance is a personal wrong suffered because of the action or inaction of another. Cases of abuse are addressed by the abuse policy.

If a student has been unable to personally resolve the grievance with a faculty or staff member, they have the right to have their grievance addressed and resolved in a timely manner. They also have the right to have the grievance handled by an impartial mediator.

The manner in which a grievance is addressed differs according to the type of grievance. Those academic in nature will be addressed to the Academic Dean. Those of a non-academic nature will be addressed to the Dean of Student Life. If neither dean can fulfill the role of an impartial mediator, the grievance will be referred to the president.

### **Grievance Procedure**

1. If a student has a grievance with a faculty or staff member, the student should first speak to them.
2. If the matter has not be resolved, the student should speak with:
  - a) the Academic Dean regarding grievances of an academic nature.
  - b) the Dean of Student Life for grievances of a non-academic matter.

If the grievance is with the dean himself, the student should speak to the President.

If the grievance is with the President, the student should speak to the appropriate Dean.

3. If the matter is not resolved in one of the above ways, the student should bring the matter to the President for resolution. If the unresolved matter involves the President, it will be brought to the chairman of the Board of Regents via the appropriate dean.

### ***Program Complaints Policy***

**Preamble:** Student feedback regarding the program of formation at CLS is of great value for its maintenance and improvement. While both positive and negative feedback is always welcome, students at times may want to signal the depth of their concern and desire for change by registering an official complaint. Official complaints will not only be address, but record of both the complaint and response is kept not only for institutional purposes, but also for review of the Association of Theological Schools, CLS's accrediting body.

**Policy:** Complaints related to the academic program are to be addressed through the student representative to the Academic Policy Committee and those related to student services are to be addressed through the student representative to the Student Life Committee. The respective committees will deal with the complaint and relay a response back, normally within two weeks.

### ***Procedure:***

1. When the complaint has been registered in writing and forwarded to the student representative, they are to inform the respective dean.
2. The dean will then arrange for their committee to consider the complaint, normally within two weeks of the registration of the complaint.
3. The committee will determine how best to resolve the complaint.
4. The respective dean will be responsible for communicating to the complainant how their complaint will be resolved, for seeing that that complaint is resolved according to the committee's wishes, and for communicating the resolution of the complainant.
5. The respective dean will also be responsible for keeping record of the complaint and any steps which are taken toward the resolution of the complaint. The ATS standard(s) to which the complaint relates will also be noted.

### ***Student Workload Calculator***

This standard is intended to govern the design of courses. Workload expectations are to be clearly identified, based on this standard, on each course syllabus.

Each credit hour offered is to be earned through 13 lecture hours of class time, and 26 hours of work outside of class for an average CLS student. Work outside of class time need not be evenly allocated throughout the entire semester, but should not be too intensely concentrated, either.

The work load outside of class time should be evaluated by the following standard.

Assigned reading	25 pages per hour. (15-20 for especially dense and demanding reading; 30 pages for lighter reading.)
Written research papers	½ page per hour
Non-research writing (i.e. journals, reflections)	1 page per hour
Each hour of in-class exam time requires	3 hours prep time

Other kinds of work, particularly in the biblical languages, is more difficult to quantify, and the amount of time required by different students may vary substantially, but professors are expected to make a good faith effort to make assignments for work outside of class based on standard time allocations and reasonable expectations of an average CLS student.

The margin of variance allowed for any course should be 10% on either side. The seminary understands and expects that some students will need to spend more time than this to achieve acceptable academic performance. These standards are in no way to be used to define the maximum amount of time that any individual student needs to work in order to complete a course's requirements at an acceptable level of academic performance.

### ***Synchronous and Asynchronous Learning Policy***

**Policy:** Synchronous learning takes place when instructors are present in real-time with their students, either face-to-face or at a distance. Learning activities in CLS courses involve a blend of synchronous and asynchronous elements. The ratio of synchronous and asynchronous elements varies from course to course.

**Procedure:** The balance between synchronous and asynchronous learning elements is assessed by the Academic Policy Committee, normally when it approves course syllabi.

## **Academic Programs**

### ***Master of Divinity***

The Master of Divinity program is a four-year full-time course of study primarily designed for candidates who seek to serve in the pastoral ministry of LCC. Members of other church bodies are welcome to enroll in the program, with the understanding that they will be studying Lutheran theology. A maximum of 30 credits may be taken as an Open Studies student, full time or part time, prior to entering the Master of Divinity program. Those who desire to prepare for the holy ministry in LCC must ordinarily have been active members of an LCC or partner church congregation for two years. Candidates must enjoy satisfactory health and demonstrate good character, commitment to Christian ministry, and pastoral suitability.

### **Degree Requirements**

The Master of Divinity degree requires satisfactory mastery (minimum grade of C) of 100 credit hours according to the following distribution, as well as satisfactory completion of all required Co-curricular Units (CCUs), Field Education, and a Final Overarching Exam.

Exegetical Theology (minimum 18 credits)

- Core Courses
  - EXE 100 Introduction to the Study of Scripture
- Two Old Testament Exegetical courses selected from:
  - EXE 210 The Pentateuch
  - EXE 220 The Prophets
  - EXE 230 The Writings
- Two New Testament Exegetical courses selected from:
  - EXE 250 Jesus and the Gospels
  - EXE 260 Paul and His Writings
  - EXE 270 Beyond Jesus and Paul
- Three or more additional credits in the area of Old Testament or New Testament Exegetical Theology

Systematic Theology (minimum 15 credits)

- Core Courses
  - SYS 100 Theological Method
  - SYS 110 God, Creation, and Anthropology
  - SYS 220 Christ and Salvation
  - SYS 430 Faith, Life, and Ethics
  - SYS 440 Church, Sacraments, and Hope

Historical Theology (minimum 9 credits)

- Core Courses
  - HIS 110 Apostolic Fathers through the 7th Ecumenical Council
  - HIS 120 Middle Ages and Reformation
- One or more of the following Historical Theology courses
  - HIS 250 The Rise of World Lutheranism
  - HIS 251 The Lutheran Church in North America

Theology in Praxis (minimum 49 credits)

- Core Courses
  - PRX 100 Ministering in Context
  - PRX 101 Pastor: Person and Work
  - PRX 110 Worship 1
  - PRX 120 Communicating the Gospel
  - PRX 121 Preaching 1
  - PRX 160/161/260/261/460/461 Lectionary Seminar
  - PRX 210 Worship 2
  - PRX 220 Preaching 2
  - PRX 230 Teaching the Faith
  - PRX 240 Christian Care and Counselling
  - PRX 250 Spirituality
  - PRX 251 Christianity and World Religions
  - PRX 255 Theology of Missions and Evangelism
  - PRX 400 Pastoral Ministry Seminar
- Vicarage
  - PRX 300 Vicarage

Other (minimum 9 credits)

- Free Electives
  - 9 credits in any area

### Co-curricular Units

In recognition that the Master of Divinity degree is preparation for the vocation of pastoral ministry, a practical component of the degree is required of all students. This component comprises the earning of co-curricular units (CCUs). For LCC students, CCUs also partially fulfill the requirements of the Theological Diploma.

For LCC students, CCUs are intended to foster the ability to function effectively with a Lutheran mindset and within a Lutheran context. Thus, field education and the development of pastoral skills is one component of the CCUs. It is expected that CCU experiences will also enrich and permeate each student's academic work and the collective educational atmosphere of the classroom. Students are encouraged to reflect upon every CCU experience in order to assess both the uniqueness of its context and those aspects which can be applied to other contexts.

They should be prepared to discuss their observations with the faculty, field education pastor and fellow students.

For students not seeking ordination or seeking certification in other church bodies, the total number of required CCUs are developed by the Director of Field Ed. in consultation with an appropriate representative from that particular church body.

Detailed information about CCUs will be shared with students by the Director of Field Education at the Student Orientation in September.

### Field Education

Field education integrates the theoretical and the practical. It is designed to prepare the student for vicarage and, ultimately, for pastoral ministry.

During the first and second year, the Master of Divinity student is assigned to a field education congregation. He becomes acquainted with the pastor and the congregation, attends worship, meetings, and other congregational activities, and learns more about congregational life. He also practices pastoral skills under the supervision of the field education pastor. This occurs as he assists in a limited way in preaching, and in leading worship, Bible studies, confirmation, and Sunday school classes, and in other experiential opportunities offered by the congregation.

#### Licence to Lead Worship and Preach

Upon successful completion of Worship 1, a student in the Theological Diploma program is normally granted the privilege of leading or assisting with the liturgical portions of worship services.

Upon successful completion of Preaching 1, a student in the Theological Diploma program will normally receive the privilege of preaching in congregational worship services. All sermons to be preached by a seminarian are to be submitted beforehand to an ordained pastor qualified to evaluate their proclamation of the Gospel in Christ Jesus.

### Vicarage

The vicarage, under the direct supervision of a pastor-supervisor and the seminary's Director of Vicarage, provides practical experiences for students in a congregational setting.

Each pastoral education student is required to participate in a twelve-month vicarage which ordinarily constitutes the third year of his theological education and for which he receives six hours of credit toward graduation. The registration fee (6 credit hours x the tuition fee per credit hour) is paid by the student. Successful completion of all academic requirements of first and second year seminary levels is a prerequisite for receiving a vicarage placement. Upon certification by the faculty, the student is assigned a vicarage and is officially placed by the Council of Presidents.

Vicarages that are to be supervised by the seminary must be preceded by a minimum of one semester of full-time study in residence. The term “in residence” is defined as full-time students who live close enough to the seminary to participate fully in the school’s activities.

On the basis of a spring retreat, one on-site visit, and reports received periodically from the vicar and his supervisor, the Director of Vicarage determines whether or not the student has successfully completed his vicarage.

In certain circumstances a second year of vicarage may be assigned. This vicarage earns six hours transcript credit which may not be counted toward graduation. A second fee (6 hr. x tuition rate/hr.) is required and paid by the student.

### **Clinical Pastoral Education**

The seminary recognizes the importance of Clinical Pastoral Education (CPE) not only for students pursuing specialized ministries within institutions such as hospitals and prisons, but also for those who will serve in the parish ministry. Thus it is prepared to provide academic credit to students who wish to take a unit of CPE under the auspices of an approved supervised centre in Canada. Three credit hours may be granted toward an academic degree at the seminary.

### **Student Portfolios**

Portfolios are electronic collections of web-based artifacts. Students create and manage their portfolios over the duration of their program by collecting and selecting artifacts and by reflecting on the ways in which these artifacts represent their growth toward the goals of the program. Beyond their primary purpose of giving students a means of evaluating and celebrating their own formation toward the pastoral ministry, portfolios serve as capstone collections of students’ work, and foster assessment of the entire M.Div. program. For these reasons, students are required to grant access to specific “views” of their portfolios to the faculty and to other specified persons at designated points in their program.

### **Final Overarching Examination (FOE)**

The FOE is administered by the faculty in the final year of studies and is designed to assess a student’s progress towards becoming a competent servant leader. This examination is a means of assessing a student’s readiness for ministry, and for LCC students is thus a requirement for the awarding of the Theological Diploma. Students of other denominations are subject to the requirements of their church bodies, which may or may not require the FOE. Designed to assess a student’s ability to respond to a range of ministry situations, the FOE is an oral examination for which no special preparation is required.

### **Placement Process**

Master of Divinity candidates must normally have completed a minimum of one year of full-time study in residence immediately prior to graduation to be considered for placement in the pastoral ministry of LCC.

Upon certification by the faculty through the reception of the Theological Diploma, the student is assigned his first call and is officially placed by the church body’s Council of Presidents. The student becomes eligible for ordination and installation after he has satisfactorily completed all requirements for graduation and has accepted his call.

### **Limit on Credits Earned By Distance Education Policy**

**Preamble:** Distance education (DE) is a mode of education in which a course is offered without students and instructors being in the same location. Instruction may be synchronous or asynchronous, and employs the use of technology. Many of the DE courses offered at CLS are shared with its sister-seminary, Concordia Lutheran Theological Seminary in St. Catharines, ON.

**Policy:** A maximum of two-thirds of the credit hours required for CLS’ Master of Divinity degree (67 of 100 hours) may be earned by DE. The rate at which credits may be earned by DE normally decreases as a student’s program progresses.

**Procedure:** Normally, a full year’s worth of courses (32 credits) may be earned by DE at the start of a student’s program. Because of CLS’ residency requirements, this decreases to 22 of 31 credits in second year, and 13 of 31 credits in fourth year. The 6 credits earned on vicarage are not considered DE.

### **Residency Policy**

**Preamble:** Because pastoral formation best occurs within a community context, CLS requires MDiv students to be in residence for a significant portion of their program. The term “in residence” describes full-time students who live close enough to the seminary to participate fully in the school’s activities on its Edmonton campus.

**Policy:** Candidates for the Master of Divinity degree must normally complete a minimum of one year of full-time study in residence immediately prior to graduation. In addition, vicarages, which normally take place during the third year of a full-time student’s program, should normally be preceded by a minimum of one semester of full-time study in residence.

### ***Theological Diploma***

All Master of Divinity candidates who register their intention to seek placement in the ministerium of LCC are eligible for the Theological Diploma. The Theological Diploma certifies that the candidate has demonstrated his doctrinal commitment and personal suitability for the public ministry of LCC through satisfactory academic, practical, and personal development.

The faculty grants Theological Diplomas upon the recommendation of the Standing Committee on Certification for Placement. CLS reserves the right to request that additional course work or reading assignments be completed before a Theological Diploma is awarded.

Completion of the Master of Divinity degree does not guarantee that the student will receive a Theological Diploma.

### ***Colloquy***

Admission to the pastoral ministry in LCC through the Colloquy Program of the synod is under the direction of the Colloquy Committee of the church in accord with the regulations adopted by the church body and published in its handbook.

Contact your District President for admission.

Further information on the colloquy program may be obtained by contacting the Academic Dean, who serves as the Colloquy Advisor.

Colloquy students may enrol on a full-time or part-time basis.

### ***Graduate Certificate in Theological Studies (GCTS)***

The GCTS is awarded after successful completion of 24 credits in the Open Studies program. A minimum of 18 credits must be completed at CLS. Courses must be completed in at least three of the four theological disciplines (Exegetical, Systematic, Historical, and Practical). The GCTS can be completed in one year, or up to eight years, and can serve as a bridge between Open Studies and a Master's degree program at CLS or another ATS-accredited seminary. Contact the Registrar for program planning advice.

Graduate Certificates in Theological Studies are awarded at the first Sacred Convocation following the semester in which the requirements are completed.

### ***Open Studies Program***

The Open Studies Program provides learning opportunities for those who do not wish to enter a seminary degree program, or do not qualify for a seminary degree program for non-academic reasons. Open Studies students are permitted to register in credit courses, but are not admitted to a program leading to a degree or diploma. Though credits taken while admitted to the Open Studies program *may* be counted toward a subsequent degree program, Open Studies students are not considered to be on the 'ordination track' in LCC. Students whose ultimate goal is to obtain a degree are encouraged to contact the seminary Registrar or an advisor at the appropriate institution for detailed program advice.

The selection of courses available to Open Studies students includes courses in all disciplines. Check the course listings for courses with enrolment limitations. All students must meet all prerequisites (including biblical languages for exegetical courses).

Open Studies students are subject to the Academic Probation Policy.

### ***International Opportunities***

As student interest merits, the seminary provides opportunities to acquire knowledge and skills pertinent to the pastoral ministry in geographical settings outside of Canada, for example, Westfield House in Cambridge, England and Jerusalem University College, Jerusalem, Israel. Students may participate in exchange programs with partner church seminaries in other lands. They are also invited to join professors on archaeological digs or on special international seminars. These experiences are designed to (1) broaden the students' pastoral vision, (2) sharpen academic skills through new learning experiences, (3) enrich the appreciation of our Christian and Lutheran heritage, and (4) sensitize to world mission opportunities through experiencing other cultures and religions.

### ***Graduation Policies***

All degrees are granted with the approval of the faculty upon the recommendation of the Registrar. Normally degrees are formally conferred once each year during The Sacred Convocation at the end of the academic year.

## Course Listings

Prior to Fall of 2009 a different curriculum and associated course numbering system was in place. For courses taken in the original curriculum, please refer to the appropriate calendar year.

### *Biblical Languages*

BL-090 Biblical Hebrew I 0 cr.  
The basics of Hebrew morphology, syntax and vocabulary, and translation of simplified Hebrew texts.

BL-091 Biblical Hebrew II 0 cr.  
A continuation of the basic elements of biblical Hebrew, a reading of the Book of Ruth and other selected passages of the Hebrew Bible, and an introduction to the use of Hebrew lexicons and other linguistic tools used in exegesis.

BL-092 New Testament Greek I 0 cr.  
A study of the fundamentals of New Testament Greek. Morphology, syntax, and vocabulary for reading simple New Testament passages.

BL-093 New Testament Greek II 0 cr.  
A continuation of BL-092 with an emphasis upon increasing translation skills and managing irregular verbs.

### *Exegetical Theology*

EXE 100 Introduction to the Study of Scripture 3 cr.  
An introduction to the reading of Scripture from distinctively Lutheran perspective and also to the various ways in which Scripture has been read in history as well as today. Students will gain a broad understanding of the nature and content of Scripture as well as the theory and practice of interpretation so that they become equipped to be skilful life-long students of the Word of God.  
Prerequisite: Greek

EXE 210 The Pentateuch 3 cr.  
A study of the first major division of the Old Testament: The Pentateuch. The Pentateuch or five books of Moses (Genesis, Exodus, Leviticus, Numbers, Deuteronomy) will be studied including content, structure, theology and a consideration of the socio-historical context. Significant sections of the Pentateuch will be translated from the Biblical Hebrew text.  
Prerequisite: EXE 100 and Hebrew

EXE 220 The Prophets 3 cr.  
A study of the second major division of the Old Testament: The Prophets. The Former (Joshua, Judges, 1-2 Samuel, 1-2 Kings) and Latter Prophets (Isaiah, Jeremiah, Ezekiel, Hosea, Joel, Amos, Obadiah, Jonah, Micah, Nahum, Habakkuk, Zephaniah, Haggai, Zechariah, Malachi) will be studied including content, structure, theology and a consideration of the socio-historical context. Significant sections of the Prophets will be translated from the Biblical Hebrew text.  
Prerequisite: EXE 100 and Hebrew

EXE 230 The Writings 3 cr.  
A study of the third major division of the Old Testament: The Writings. The Writings (Psalms, Job, Proverbs, Ruth, Song of Songs, Ecclesiastes, Lamentations, Esther, Daniel, Ezra, Nehemiah, and Chronicles) will be studied including content, structure, theology and a consideration of the socio-historical context. Significant sections of the Writings will be translated from the Biblical Hebrew text. This course will also include a brief overview of the Apocrypha.  
Prerequisite: EXE 100 and Hebrew

EXE 250 Jesus and the Gospels 3 cr.  
A study of the life of Jesus as it is related in the Gospels. Major emphases include reading, translating, interpreting, and memorizing key texts in the Gospels. Special topics include the outline of Jesus' life, the fourfold Gospel canon, non-canonical and non-literary witnesses to Jesus, quests for the historical Jesus, and the socio-historical context of Jesus' life.  
Prerequisite: EXE 100

EXE 260 Paul and His Writings 3 cr.  
A study of the life, ministry, and writings of Paul as presented in the New Testament. Major emphases include reading, translating, interpreting, and memorizing key texts in the Pauline corpus. Special topics include Paul's missional and pastoral work, the genre, structure, and content of particular Pauline letters and the book of Acts, and the history of interpretation of Paul and his epistles.  
Prerequisite: EXE 100

EXE 270 Beyond Jesus and Paul 3 cr.  
A survey of the final third of the New Testament (Hebrews-Revelation). Major emphases include reading, translating, interpreting, and memorizing key texts in these writings. Special topics include the breadth and boundaries of early Christianity, the authorship, genre, structure, and content of each of these writings, and the distinctive features of apocalyptic literature.  
Prerequisite: EXE 100

EXE 29X/49X Independent Study 1, 2, or 3 cr.  
A self-directed study of a particular topic, chosen by the student to supplement his/her development as a theologian. The study is supervised by a member of the faculty or a qualified individual approved by the faculty.

### ***Historical Theology***

HIS 110 Apostolic Fathers through the 7th Ecumenical Council 3 cr.  
A study of the early church's theological controversies and the work of the church fathers from the close of the apostolic era to the close of the Second Council of Nicaea in 787 A.D. Topics include the Trinitarian and Christological controversies, the iconoclastic controversy, Caesaropapism, and the development of the ecumenical creeds. People discussed include Ignatius, Irenaeus, Tertullian, Athanasius, the Cappodocian Fathers, Augustine, and Jerome.

HIS 120 Middle Ages and Reformation 3 cr.  
An examination of the events and theological movements affecting the church in the years between the seventh ecumenical council and the end of the Thirty Years War (787-1648). Topics include The East-West schism, philosophical movements, monasticism, the Crusades, the Reformation in Europe, and the significant people involved in these movements

HIS 250 The Rise of World Lutheranism 3 cr.  
An overview of events and trends within Lutheranism, and the spread of Lutheranism throughout the world. Topics include the development and growth of Pietism, the Confessional Awakening; mission work in Africa, Asia, and the Americas; and ecumenical endeavours such as the Lutheran World Federation and International Lutheran Council.

HIS 251 The Lutheran Church in North America 3 cr.  
An overview of the development of Lutheranism in North America from the time of earliest immigration from Europe to the present. Topics include early synodical organizations, mission work among aboriginal peoples, dialogues and union movements, and interaction between Lutherans and the North American culture.

HIS 29X/49X Independent Study 1, 2, or 3 cr.  
A self-directed study of a particular topic, chosen by the student to supplement his/her development as a theologian. The study is supervised by a member of the faculty or a qualified individual approved by the faculty.

### ***Systematic Theology***

SYS 100 Theological Method 3 cr.  
An introduction to doing confessional Lutheran theology, this course covers such topics as theology as habitus, the nature and properties of Scripture and its place in the theological task, and issues surrounding confessional subscription.

SYS 110 God, Creation, and Anthropology 3 cr.  
A study of the articles of the Christian faith concerning God as Trinity, His nature and attributes, creation and divine providence, man as created in the image of God, and man as sinner. The approach of this course will include exegetical, historical, systematic, and confessional perspectives.  
Prerequisite: SYS 100

SYS 220 Christ and Salvation 3 cr.  
A study of the articles of the Christian faith covering the subjects of the grace of God as favor Dei, the person and work of Christ, His humiliation and exaltation, and his threefold office and official acts. The approach of this course will include exegetical, historical, systematic, and confessional perspectives.  
Prerequisite: SYS 100

SYS 430 Faith, Life, and Ethics 3 cr.  
A study of the doctrine of Sanctification, its internal movements, effective cause, means, and relation to justification. The subject will lead to the biblical and philosophical foundation of Christian Ethics, with a study of practical issues regarding Christian life. The approach of this course will include exegetical, historical, systematic, and confessional perspectives.  
Prerequisite: SYS 100

SYS 440 Church, Sacraments, and Hope 3 cr.  
A study of the Christian Church, the Means of Grace in general and the Sacraments in particular. The subject will lead to the concept of perseverance in faith, hope, and eschatology. The approach of this course will include exegetical, historical, systematic, and confessional perspectives.  
Prerequisite: SYS 100

SYS 29X/49X Independent Study 1, 2, or 3 cr.  
A self-directed study of a particular topic, chosen by the student to supplement his/her development as a theologian. The study is supervised by a member of the faculty or a qualified individual approved by the faculty.

## *Theology in Praxis*

- PRX 100 Ministering in Context 1 cr.  
An introductory consideration of contextual ministry in which students gain an understanding of the task of interpreting the various contexts in which ministry occurs. Ministry requires not only the interpretation of the Biblical text, but also of the contemporary context to which it is to be proclaimed. This course is in preparation for the Co-Curricular Units.
- PRX 101 Pastor: Person and Work 3 cr.  
An introduction to the pastoral ministry with the particular emphasis on the pastor as a person as well as his work. The approach is interdisciplinary, and starts with the doctrine of Holy Ministry from systematic, historic and confessional perspectives. The emphasis will be upon wholeness (shalom) in the relationship of the pastor to God, himself, his family, his congregation, his community and the wider church even as he serves in the particular office of the public ministry. The task of the office as the cure of souls will be an important aspect of this introductory course.
- PRX 110 Worship 1 3 cr.  
An introduction to worship, focusing on its theological foundations and practical aspects. Special emphases on the leading and planning of worship using the settings of the Divine Service in Lutheran Service Book.
- PRX 120 Communicating the Gospel 1 cr.  
An introduction to the art of Christian proclamation, emphasizing the development of practical skills in written and spoken communication and the goal of using these skills to communicate Law and Gospel in a variety of settings, within and beyond the parish.
- PRX 121 Preaching 1 3 cr.  
Students learn and practice an orderly method of preaching doctrinally sound, contextually relevant sermons. Major emphases on the sermon-writing process, sermon delivery, and distinguishing Law and Gospel.  
Prerequisite: PRX 120
- PRX 210 Worship 2 3 cr.  
An advanced study of the history and practice of Christian worship. Major topics include the development of worship since Biblical times, the use of music and other arts, architectural considerations, worship committees and teams, and advanced skills for worship leaders.  
Prerequisites: PRX 110

- PRX 220 Preaching 2 3 cr.  
Refinement and expansion of students' preaching skills, including further study of Law and Gospel and ongoing practice at sermon-writing and delivery. Special emphases include different types of texts, occasions, and sermon structures, and a range of contextual considerations.  
Prerequisite: PRX 121
- PRX 160/161/260/261/460/461 Lectionary Seminar 1 cr.  
A collaborative weekly study of readings assigned in the Lutheran Service Book for liturgical use. Major focus on the practice of translating and interpreting Scriptural texts, particularly with a view toward preaching.
- PRX 230 Teaching the Faith 3 cr.  
An examination of principles and methods by which the content of the Christian faith is conveyed, both to those in the church and those being prepared for church membership. This includes a look at Luther's understanding of education by means of the catechisms.
- PRX 240 Pastoral Care and Counselling 3 cr.  
A study of the biblical-theological foundation, theoretical framework, and practical techniques involved in providing pastoral care and pastoral counselling in the parish and other ministry settings.
- PRX 250 Spirituality 3 cr.  
A general introduction to spirituality, approached from various perspectives (historic, biblical, practical, doctrinal), studying human spirituality in general, going through important marks in history (fathers, mystics, Luther, etc.), emphasizing Christian and Lutheran spirituality in comparison with other protestant and Catholic spirituality, in its various aspects as personal life of Bible study, lectio continua, prayer, liturgy, sacraments and the spiritual life of the congregation. The course will be offered by different instructors in modules.
- PRX 251 Christianity and World Religions 3 cr.  
An overview of the central teachings and worldviews of the major religions of the world, and methods used in past and present to bring the Gospel to the adherents of these religions.
- PRX 255 Theology of Missions and Evangelism 3 cr.  
An introduction to evangelism and missions including its biblical roots and theological foundations, and a study of contemporary strategies, movements, and trends with a focus on their practical application.
- PRX 300 Vicarage 6 cr.  
A twelve-month internship in a parish setting under the direct supervision of a pastor.



PRX 400 Pastoral Ministry Seminar 5 cr.  
An integrative study of the ministry of Word and Sacrament, focusing on the relationship between theology and practice in a range of pastoral settings. Major emphases include the pastoral office, parish administration, the history and practice of pastoral care, the public rites of the church, occasions in congregational life, and a pastor's relationship to congregation, synod, wider church, and the world. This is the final course in the Master of Divinity degree.

PRX 420 Parish Administration 3 cr.  
An inquiry into the nature and mission of the local congregation on the basis of Holy Scripture, and a study of the administrative concepts and principles that can enable the pastor and people of God to accomplish their purposes as church. Special attention will be given to leadership styles, organizational and planning models, and ways of enabling God's people to do the work of their service. Also considered will be the management of time and meetings.

PRX 440 Caring for People with Addictions 3 cr.  
A study of the nature of addictions within our society, their destructive powers and current theories of their root causes as well as recovery models. A presentation of Biblical insights and theological perspectives that provides the pastor and congregation a unique opportunity to provide healing through Christ.

PRX 29X/49X Independent Study 1, 2, or 3 cr.  
A self-directed study of a particular topic, chosen by the student to supplement his/her development as a theologian. The study is supervised by a member of the faculty or a qualified individual approved by the faculty.

PRX 571 Field Archaeology 3 cr.  
Immersion in the methods of field archaeology at a site in the Middle East, incorporating lectures, reading, and writing, along with the practice of excavation.

## Extension Programs

### *Timothy Lectures*

The Timothy Lectures are presented to the Seminary students and open to the community. Each year a seasoned and effective pastor shares his experience from pastoral life for the benefit of students. The Lectures provide sound, challenging, practical insight to ministers-in-the-making. Pastors speak in personal and candid ways about their lives in the parish.

Each Timothy Lecture takes place over one or two days giving participants the opportunity to focus on one topic quickly and in-depth. Generous anonymous donations have made it possible to offer the Lectures free of charge.

### *Quest*

*Quest* is a continuing education program presented by Concordia Lutheran Seminary. Each series offers lifelong learning classes especially for lay people. The topics address every follower who needs to better understand his or her personal faith and religion. Seminary faculty and guest speakers present a short series of classes on subjects relevant to the day-to-day faith living of contemporary Christians. The classes are designed to be informative, enlivening, comprehensible, and relevant.

Evening non-credit classes are scheduled in the Fall and the Spring.

### *Servant Events / Mission Trips*

Opportunities to participate in servant events and mission trips may be arranged for seminarians as part of their formation. Servant events and mission trips have been in partnership with organizations such as the B.C. Mission Boat or Ysleta Lutheran Mission Human Care (LCMS), in El Paso, Texas and Juarez, Mexico.

### *Archaeology*

The archaeological program of CLS, in partnership with Concordia University (St. Paul, MN, USA), introduces participants to the science of archaeology in the Middle East through hands-on experience with the techniques of the discipline. Broadly speaking, this includes experience in the excavation, recovery, documentation, and preservation of material remains, and – as opportunity presents – acquaintance with the use of material remains in the interpretation of Biblical and early Christian writings.

In 2006, 2008, 2010, 2012, 2014, and 2016 the team continued excavating and preserving a Byzantine church complex in the ancient city of Hippos, Israel. Field experiences are typically supplemented with touring, lectures, and recommended reading, in order to provide a comprehensive introduction to the land and its material remains.

May be combined with PRX 571 Field Archaeology for 3 credits.



**CONCORDIA  
LUTHERAN  
SEMINARY**

7040 ADA BOULEVARD  
EDMONTON, AB T5B 4E3  
Telephone: (780) 474-1468  
Fax: (780) 479-3067  
[info@concordiasem.ab.ca](mailto:info@concordiasem.ab.ca)  
[www.learngrowserve.ca](http://www.learngrowserve.ca)