

BAPTIST COLLEGE of AMERICA



Established 1993

Offering
Correspondence Study Programs

21st Printing

**BAPTIST COLLEGE OF AMERICA
& SEMINARY**

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INTRODUCTION

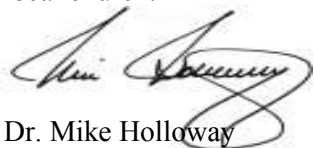
Dear Prospective Student:

In 1982, I was a Navy pilot flying A-7 Corsairs off the *U.S.S. Forrestal* and had just surrendered to full-time Christian service. My pastor asked me to pray about joining his staff as an assistant pastor. I resigned my commission in the Navy and became an assistant pastor in 1983, with no Bible training at all! Though I had a B.S. degree in Aerospace Technology from a state university, I felt somewhat at a loss teaching the Bible. As the principal of a Christian school, I was unable to attend a local Bible college because it only offered daytime classes. I began attending a Baptist seminary in the area which was supposed to be the most conservative Southern Baptist seminary in the country. I attended this seminary while working on a Master's degree and felt frustrated because the professors constantly degraded the King James Bible and ridiculed Fundamentalists. During this time of frustration, I was introduced to a Bible correspondence program that offered graduate studies. I quit the traditional seminary and enrolled in the correspondence department and was greatly impressed with the quality of its courses. I completed a Master of Theology and a Doctor of Ministry through that school and actually felt that I had earned these degrees because of the intensity of the required work. This was not the first time I had been exposed to correspondence studies. When I was undergoing Naval Pilot training, a large portion of the ground school (fuel, hydraulic, power plant systems, etc.) was conducted through correspondence materials. In 1988, I became the pastor of Temple Baptist Church in Kokomo, Indiana and once again felt the desire to expand my education. In 1990, I began driving 125 miles one way to a local Bible college. It took two years and 24,000 miles to finally walk the aisle with a diploma in hand. At the same graduation service, I also received an honorary doctorate.



Baptist College of America is the result of those frustrating days of wanting to attend a Bible college and not being able to because of my duties in the ministry and those difficult days of driving five hours round trip through snow storms and weariness, trying to further my education while pastoring a church at

the same time. BCA is a Bible college that offers courses that are applied in a soul winning, separated Baptist church while also offering the same courses and degrees through correspondence. It is my desire to help the preacher, evangelist, missionary or full-time Christian worker who is already laboring in the field to further his education without needing to leave his work. Also, it is my desire to allow Sunday school teachers, bus workers, and lay people in general to better prepare themselves for serving the Lord in the various ministries of their own local church.



Dr. Mike Holloway
President and Founder

TABLE OF CONTENTS

Our Faculty.....	4
Our Philosophy	6
Our Beliefs	8
A Word From Our Students and Graduates	9
Our Resident Program	10
Our Correspondent Program	11
Admission Procedures	14
Academic Information	19
Undergraduate Division	21
Seminary Division	26
List of Courses.....	32

OUR FACULTY

BCA offers a unique opportunity for students to glean from the works of the greatest preachers and Christian servants who ever lived! Instead of being subjected to changing philosophies and untested theories by men who have never pastored, BCA's curriculum comes from the vaults of the giants of our faith! Our unique curriculum is available through a correspondent program. Pictured below is a partial listing of our faculty:



C.H. Spurgeon



Lester Roloff



George Mueller



J. Hudson Taylor



William Carey



J. Frank Norris



Tom Malone



John R. Rice

*“I will get me
unto the
great men,
and will
speak unto
them; for
they have
known the
way of the
Lord...”*



Lee Roberson



Jack Hyles



Carl Hatch

OUR PHILOSOPHY

There is a very significant philosophical difference between BCA and other Bible colleges of which one needs to be made aware.

- (1) We offer degrees and diplomas through our correspondent division because we believe that it is the scriptural responsibility of the local church to teach and train their own people. Therefore, there is not always a need for a married couple to go away to a distant college if they are already actively involved in a vibrant, soul winning, separated church; nor is it a mandate from heaven for every solid, mature young person to leave a good local church while preparing themselves for God’s service. BCA offers the best of both worlds, depending upon the needs of the individual and the desires of the parents and pastor.
- (2) Our “Religious Education” program does not allow one to “specialize” in elementary or secondary education for the simple reason that we are training servants, not specialists! The typical graduate needs the training and flexibility to teach teenagers or first graders.
- (3) Our “Ministry” program offers all preachers the same basic preparation, with minimal emphasis on a specific major. The reason is that there is no difference between the training of a pastor and an assistant pastor! Both need to learn how to follow and to serve, and both need the same teaching in the various ministries. Missionaries also need to learn that if door-to-door soul winning worked for Paul, it will work anywhere in the world because it is God’s formula for building His church and not an “American phenomenon!”
- (4) Our Marriage and Motherhood program is geared for preparing our ladies to be good wives to husbands in the ministry. We do not encourage a lady to go to the mission field as a single person, but rather to be willing to go if and when God calls her husband! This program helps the lady understand her place in the ministry and how to be a better helpmeet to God’s man, whether he be a pastor, assistant, missionary, evangelist, deacon, Sunday school teacher, or bus captain. This program offers the most electives, thus enabling a single lady who feels drawn to the mission field to prepare herself academically in missions and Christian education without the stigma that she is going there to be a church planter.

Our philosophy concerning standards and separation is scriptural and conservative. In an attempt to stem the tide of worldliness, we would like our students to be characterized by:

A MODEST DRESS CODE

We believe in an old-fashioned dress code that some may consider too strict. Men and ladies should dress conservatively and modestly. Skirts should be below the knees for the ladies and no shorts or slacks should be worn. Men should have short haircuts.

A SOUL WINNING ATMOSPHERE

All faculty, staff, and students are required to go soul winning weekly. Students should participate in the evangelistic ministry of their church. All students are required to visit on a bus route or be faithfully involved in the soul winning program of their church.

A FUNDAMENTALIST EMPHASIS

We are fundamentalists and use the term proudly. We believe in a literal Hell which has fire and brimstone, a literal Heaven, and the premillennial coming of Jesus Christ; and we stress the fundamentals of the faith.

A SEPARATIST POSITION

Absolutely no drinking, smoking, or dancing is allowed. No student is allowed to attend Hollywood movies, play cards, or participate in other questionable amusements. We do not fellowship with liberals and take a strict separatist stand from the world and apostasy.

AN EMPHASIS ON CULTURE

We believe in students learning the arts, the classics, and practicing propriety. We oppose the paganistic, barbaric humanism that prevails on many campuses. We believe in refinement, dignity, courtesy, proper manners and Christian grace.

AN EMPHASIS ON THE PRACTICAL

We blend the finest of scholarship with the best practical teaching possible. We teach not only what to do, but how to do it. Preacher boys are taught how to start churches, how to build buildings, how to borrow money from lending institutions, how to raise money and adopt a budget, and how to organize, operate, and perpetuate a New Testament church.

OUR BELIEFS

In a day when the tendency is to seek unity at any price, BCA proudly identifies itself as an old-fashioned, Christ-honoring, sin-hating, hell-fire and damnation preaching, premillennial, soul winning institution that strongly believes the following:

1. **SCRIPTURES** - We believe in the verbal, plenary inspiration of the entire Bible, both Old and New Testaments. We further accept the Textus Receptus manuscripts from which came the King James Bible and accept the King James Bible as the divinely preserved Word of God in the English language.
2. **TRINITY** - We believe that God is a Person, eternally existing as a Trinity, manifesting Himself in three Persons: God the Father, God the Son, and God the Holy Spirit. We further believe that these three are one God, but separate in personality and work.
3. **JESUS CHRIST** - We believe that Jesus Christ is the only begotten Son of God, eternally existing yet born of a virgin. Being God, He lived a sinless life; His death on the cross was both sufficient and substitutionary for the sins of the whole world. He is both true God and true man, the Savior of the world.
4. **CREATION** - We believe in the creation of the universe and all things by a direct act of God, apart from any so-called evolutionary processes.
5. **SIN** - We believe that man was created in the image of God but fell through sin, bringing upon mankind both physical and spiritual death. Mankind is now totally depraved, incapable of personal salvation and good works before God and therefore in need of a Savior.
6. **SALVATION** - We believe that man is lost and must be born again by the Holy Spirit to enter heaven. Man is justified by faith alone and is accounted righteous before God ONLY through the merit of the Lord Jesus Christ. Salvation is by grace through faith, minus nothing and plus nothing.
7. **CHURCH** - We believe that Jesus Christ founded the local church and it consists of a group of believers baptized by immersion who have assembled together for the purpose of edification, exhortation and evangelism as commanded by Christ in His Great Commission.
8. **SECOND COMING** - We believe that the Lord Jesus Christ is coming again in the air at any moment to rapture His church and to reward its service. The unbelievers will be left behind and will go through a seven year period called the

Tribulation, after which Christ will return visibly to the earth to set up His Kingdom of one thousand years of perfect government and righteous rule. After this, the unbelievers of all ages will stand at the Great White Throne to be judged and cast into the Lake of Fire, separated from God forever, while the believers have their works judged at the Judgment Seat of Christ and will spend eternity in the fullness of joy in Heaven with the Lord.

9. CITIZENSHIP - We believe in the loyalty to country and government and the separation of church and state.
10. CHARISMATIC MOVEMENT - We believe that the Charismatic Movement and speaking in tongues is not of God, and we oppose both. We further believe that Biblical tongues was not a heavenly language, but rather an earthly language unknown to the speaker and as a gift of the Holy Spirit, speaking in tongues ceased with the completion of the Bible.

A WORD FROM OUR STUDENTS AND GRADUATES



“Baptist College of America feeds my desire to grow in the Lord. Each lesson I receive inspires me to learn more; they are very informative.”

~William E. Lamb, Crestline, OH



“Being in the military, it is really difficult to find the time to take good, fundamental Baptist college courses. Baptist College of America gives me the opportunity to receive my degree while still serving my country and preparing for the years after I retire from the Army.”

~John E. Miller, Jr., Columbus, GA



“Baptist College of America really works for me being a busy pastor in the Phoenix area. I’ve found the Doctor of Ministry program to be affordable, challenging and uncompromising. The college has been a blessing to me spiritually and academically; I highly recommend it!”

~Pastor Fidel M. Hughes, Mesa, AZ



“Without a doubt, BCA is a first class organization! The courses and curriculum were phenomenal! As a correspondence student, every time I received a course, I marveled at the work that went into creating each one. Thank you BCA.”

~Robert J. Stoodley, Ledyard, CT



“I must say Dr. Holloway was extremely flexible each time I personally talked with him in tailoring for me this particular degree. He rearranged things for me to meet my specific needs. I have only good things to say about your school and have confidently told others about your school.”

~Dr. Mark S. Smith, LaPorte, IN



“The curriculum associated with the Master of Theology program at BCA served to reinforce all that I thought I knew, clarify some issues that remained yet unclear to me, and instruct me on matters that I had yet to consider. What a blessing it was to read the works of these great men of God that had been selected as texts for the course.”

~James E. Wilson, Dowagiac, MI

OUR RESIDENT PROGRAM

- **Discounted Tuition**
- **Limited Housing Available** (Married couples or singles 21 or older)
- **Hands-on Training**
- **Day and Evening College Schedules**

**For complete information, please contact the college office
toll-free at 877-426-4222**

OUR CORRESPONDENCE PROGRAM

GENERAL INFORMATION

BCA is divided into two divisions: College and Seminary. Under each of these divisions correspondent credits and degrees are awarded for achieved learning. Our interest is not so much in the number of hours one spends in the classroom atmosphere, but rather in the quality and the ability of mastering the skills needed for performing one's service for the Lord. In a traditional Bible college, one will experience primarily two things. First, there will more than likely be an enormous amount of outside reading required which is not even tested. The student is forced to read so much so quickly that there is little or no retention of the material. Secondly, many traditional Bible colleges stress memorization of material, whereas rote memory is one of the worst forms of learning. In our Correspondent program of study, we stress the student digging into a textbook and the Bible to learn and understand the material presented which will lay a solid foundation for the rest of one's ministry! We believe that the Correspondent program provides a comparable education to the classroom.

Additionally, the Correspondent program offers the benefit of being tailored to fit the needs of every student. One may work at his own pace and when convenient. Furthermore, one may enroll at any time of the year and not just when the fall or spring semesters begin.

When a student has completed his course of study in BCA's Correspondent program, he has "earned" his diploma and has laid a solid educational foundation which can be used by God to do His work.

Discounts Available:

Please contact the college office regarding discounts offered for the following:

- Spouses enrolling at the same time.
- Pastors, assistant pastors, and missionaries in full-time Christian service
- Active-duty military personnel
- Groups of three or more from the same church

Graduation attendance:

Students are invited to attend the graduation services. Please contact the BCA office if you will be attending.

When to enroll:

All students may enroll at any time during the year and are not bound by the academic schedule.

E-mail services:

BCA does have a worldwide website on the internet (www.bca.edu) as well as an email address (bca@bca.edu). Students and prospective students may freely correspond with us using these methods. Students may complete course work and submit it through email for a fee of \$5.00 per course. Please see page 18 in this catalog for detailed information.

FINANCIAL INFORMATION

*NOTE: BCA will accept Visa, MasterCard, Discover, personal checks or money orders for all fees and tuition payments.

Explanation of fees:

Application Fee: A fee of \$35.00 must accompany each application for admission. No refund will be granted for any reason.

Registration Fee: There is a charge of \$50.00 each time a student registers for classes (every thirty-two credits).

Tuition Fee: The full-time tuition rate for a year is as follows:

Undergraduate	\$1,800.00	(per 32 credit hours)
Master's Degree	\$2,150.00	(per 32 credit hours)
Doctorate	\$2,500.00	(per 32 credit hours)

Tuition Fee for individual courses: Individual courses are available at a rate of \$150.00 per credit hour for the undergraduate level, \$170.00 per credit hour for the master's level, and \$195.00 per credit hour for the doctorate level. There is a \$5.00 registration fee for each course.

All tuition prices are subject to change. For current tuition prices, please contact the college office.

Graduation Fee: Attendance - \$50.00 (Cap and gown rental fees are separate.)
Non-Attendance - \$20.00

Life Experience Evaluation Fee: \$20.00 for evaluation, must be paid when applying.

Returned Check Fee: If a student writes a bad check to any aspect of the college, he will be charged a fee of \$25.00 for every returned check. This applies to all checks deposited to the college bank accounts.

Student Late Fee: If a student selects a payment plan which requires monthly payments, his payment is due on the first and overdue on the tenth of the month. A fee of \$10.00 per month will be charged for each month that a student's bill is past due.

Re-activation fee: If a student has not turned in a course within a six-month period, he will be charged a \$25.00 reactivation fee to reactivate his file.

Handling of accounts:

The college and seminary require all fees and tuition to be paid at enrollment. However, if installments are desired, a plan is available. If a student selects one of the payment plans listed below, the student will be liable for the full amount.

Bachelor Program Tuition - \$1,800.00/yr.

OPTION (choose one)	TUITION DISCOUNT	DOWN PAYMENT	MONTHLY PAYMENTS (choose one)		
			<u>12</u>	<u>18</u>	<u>24</u>
1	0%	\$ 250.00	\$130.00	\$86.00	\$65.00
2	5%	\$ 500.00	\$101.00	\$67.00	\$50.00
3	10%	\$1,620.00	\$ 0.00	\$ 0.00	\$ 0.00

Masters Program Tuition - \$2,150.00/yr.

OPTION (choose one)	TUITION DISCOUNT	DOWN PAYMENT	MONTHLY PAYMENTS (choose one)		
			<u>12</u>	<u>18</u>	<u>24</u>
1	0%	\$ 250.00	\$158.00	\$106.00	\$79.00
2	5%	\$ 500.00	\$129.00	\$86.00	\$64.00
3	10%	\$1,935.00	\$ 0.00	\$ 0.00	\$ 0.00

Doctorate Program Tuition - \$2,500.00/yr.

OPTION (choose one)	TUITION DISCOUNT	DOWN PAYMENT	MONTHLY PAYMENTS (choose one)		
			<u>12</u>	<u>18</u>	<u>24</u>
1	0%	\$ 250.00	\$188.00	\$125.00	\$94.00
2	5%	\$ 500.00	\$156.00	\$104.00	\$78.00
3	10%	\$2,250.00	\$ 0.00	\$ 0.00	\$ 0.00

Refunds:

The application/evaluation fee, as well as the registration fee are non-refundable. Tuition refunds will be given only if the student withdraws within fifteen days after receiving the study materials. In case of involuntary call to military duty, the college and seminary will refund seventy percent of the remaining unused tuition. Remember, the signing of the application is considered the signing of a contract with BCA and the student is liable for the entire amount of the program in which he enrolls.

NOTES TO FOREIGN STUDENTS:

Currency Exchange: Payment of all fees and charges must be made in U.S. dollars. Checks must be payable through a U.S. bank in U.S. funds. Money orders must be made out in U.S. dollars. For your convenience, we do accept Visa or MasterCard, of which charges will be made in U.S. dollars.

Shipping and Handling Fees: Charges for shipping books and material to foreign addresses will be billed at an estimated U.S. rate. After the material has been sent, the student's account will be credited for any amount paid over the actual cost of shipping.

ADMISSION PROCEDURES

NOTICE OF NONDISCRIMINATORY POLICY:

Baptist College of America admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its policies.

Persons desiring to enroll in either the college or seminary division of BCA must make application to the Office of the Registrar. Application forms may be obtained by request from the Admissions Office or online at www.bca.edu. The applicant must complete the application and submit it along with a bust photo and proffer fees.

Applicants who desire to enroll may do so at any time during the year.

1. All applicants will be individually evaluated. Persons enrolling are required to give testimony of having accepted the Lord Jesus Christ as their Savior.
2. Transcripts of all previous high school, college and seminary work must be sent to the Admissions Office.

TRANSFER CREDITS:

Evaluation of transfer credits is made only from official transcripts after the student has been accepted for admission. Students from recognized schools will receive full credit for equivalent courses if the grades are “C” or better and if the content of the courses meet the requirements of the student’s program. To receive a degree, a student must earn at least 32 credits from BCA. An exception to this rule would possibly be made for someone without a degree who has accumulated more than 128 credits and is seeking to enroll in the Masters Program.

* This exception is subject to administrative approval.

CREDIT FOR LIFE EXPERIENCE:

BCA recognizes that a great deal of learning takes place outside of the traditional classroom. This learning is obtained through on-the-job training in the pastorate, in the classroom, and other areas of Christian service.

It is the philosophy of BCA that if a person has obtained the necessary skills in the field of ministry, he should be able to obtain college credit for this knowledge and skill in the appropriate subject areas and may apply for credit by evaluation.

Should one desire this type of credit, the applicant should request an application for life experience credits from the college office. He should then complete the application and submit it along with the appropriate fee and required documents. This application will result in the student being informed as to how many credits they can earn based upon their duties while in full-time Christian service as a paid staff member. Life experience credit is available in all programs including the Masters and Doctorate levels.

TEXTBOOKS AND COURSES:

Regular college textbooks are used by the college and seminary in most courses offered. In addition, books written by great men of God are also used. These books would include those written by John R. Rice, Charles Spurgeon, David Brainerd, Lester Roloff, Billy Sunday, Charles Finney, Jack Hyles, etc. Study guides and other materials are provided to aid the student in making an in-depth analysis of the subject material in each chapter of the text. Some courses include study guides, some chapter analysis, and in some cases CD’s are provided.

All courses offered in BCA’s correspondent programs are designed to be equivalent to resident work. One may find courses offered in the correspondent studies more difficult than those in the classroom, as much discipline is required in this method of study.

It is the student’s responsibility to obtain the textbook(s) for each course. They may be purchased through the BCA bookstore if needed. The BCA bookstore can accept checks, MasterCard, or Visa. In NO case will a textbook be sent until the payment has been received.

A textbook order form for the books used in the student’s first courses is included with the enrollment package. When the student is within two to three weeks of completing his first course, he should contact the college office to place an order for his next course.

In some cases, a student may wish to order a couple courses, so as to be able to work on a new course after mailing a completed course.

TEXTBOOK DISCLAIMER:

We are constantly striving to use the best books available that capture the spirit of Fundamentalism! However, there is an on-going effort by modern-day publishers to “water down” our position by making their books have a wider appeal. This is sometimes done by reprinting a classic that may be over a hundred years old, but has a new cover with testimonials given by liberals and new evangelicals (i.e. Billy Graham, Jerry Falwell, John MacArthur, etc.) that our college would in no way support! Furthermore, BCA takes a “King James Only” position while at times, is forced to use textbooks which do not use the KJV text. This dilemma is produced because of a copyright loophole. Once a publisher

owns the copyright on a book, they can change the Bible text to any version they choose, without seeking permission from the author.

COMPLETING A COURSE:

Correspondent studies are different from the classroom. In the classroom one studies several courses at a time. However, in the correspondent program the student is asked to complete one course at a time and then move on to another course until the entire program is completed.

The student who is desiring to maintain a classroom schedule will need to complete a total of four hours of credit each month (two subjects). At this pace, thirty-two credits (one year) would be completed within eight months which is slightly faster than a resident student but about the same when mailing delays are taken into account. At the rate of only one subject per month, it would take sixteen months to complete one year of college. The rate of completion is left entirely up to the student; however, if a student has not completed one course within a six month time frame, the student will be placed on an inactive list and a \$25 fee will be required to reactivate one's files. Regardless of how fast or slow a person may choose to study, he is responsible for making the monthly tuition payments providing monthly payments are being made.

WITHDRAWAL PROCEDURE:

Should a student find it necessary to withdraw from a course of study, he should contact the college office. Merely ceasing to submit lesson assignments does not constitute a withdrawal. Neither does it relieve a student of his financial obligations to the school providing the student is making monthly payments on his tuition. When an applicant signs an application, he is signing a contract with the school.

If a Correspondent student desires to withdraw from the college or drop a program of study, it must be done within fifteen days after receiving the course materials. The student should call the college and notify the school of his or her intentions, get approval, and then return the packet of materials. If this procedure is followed, all monies paid to the college will be returned except the application/evaluation fee and the registration fee. If a student withdraws without the consent of the college president or dean, or if the withdrawal is requested after the fifteen days have expired, no refund will be made.

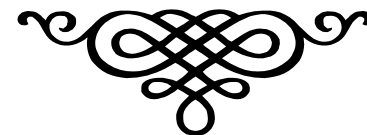
PREPARING LESSONS AND MAILING:

BCA requests of all students that they present all lesson materials to the grading office prepared on 8 ½ x 11 inch paper, written only on one side. The school prefers that all lessons be typewritten; however it is not required. All work should be neat and readable. Send completed courses with holes punched and bound in a two or three prong folder.

All work submitted to the school should contain the student's name, course title and address on the outside of the two or three prong folder. The student is asked to make a copy of all his work in case the work is lost in mailing. When answering a question on the study guide or from the text, the student must write out the question in full - and answer the question using complete sentences in an essay type of format. Each page number should be included to show where the answer was found.

The student must pay the postage on all lessons sent to the school for grading and provide a large return envelope with the proper postage for returning the graded materials. Insufficient postage will be charged to the student's account and must be reimbursed by the student. All courses should be mailed to the Administration Office as soon as completed.

If the student wishes, he may complete his course work and submit it through e-mail for a fee of \$5.00 per course. The fee can be paid at the time the course is sent in, or it may be paid after four fees have been accumulated. The course should be sent to bca@bca.edu as an attachment to the email for the college. On the course itself, the student's name, course title, and course number should be placed on the first page. The course should be sent in pdf format. When we receive the course, an email will be sent to the student to let them know we have received his course. After the course has been graded, the student will receive an email concerning the grade. The email will include the course title, course number, grade received, credits earned, total credits earned at that time, and any comments made by the grader.



ACADEMIC INFORMATION

There are five distinct fields of study that can be pursued at BCA: Church Ministry - Religious Education - Biblical Studies - Secretarial Program - Leadership Program. One year diplomas are offered on the undergraduate level (first year - General Diploma; second year - Associate Diploma; third year - Graduate Diploma). The Bachelor of Science (B.S.) degree is a four year program which leads to a Master's degree or even a Doctorate.

I. First field of study: **CHURCH MINISTRIES** (men only)

This course of study prepares one for a specific area of ministry in the local church, whether it be as pastor, missionary, evangelist, assistant, music, bus or youth director. In addition to the core curriculum, the student would need to choose electives from his major. (Ladies wanting to major in missions are encouraged to earn a degree in Biblical Studies with an emphasis in Marriage and Motherhood.)

II. Second field of study: **RELIGIOUS EDUCATION**

This line of study prepares one as a Christian school teacher (elementary and secondary), as an administrator or principal, as the wife of a full-time Christian worker or as a wife and mother.

III. Third field of study: **BIBLICAL STUDIES**

A generalized course of study on the Undergraduate level is available and designed for the student who is either undecided on a particular area of ministry or is wanting a concentration of study in Bible. Additionally, one may continue in his field of study to a more specific study of theology, yielding either a Master of Biblical Studies (M.B.S.), Master of Christian Counseling (C.C.M.), Master of Theology (Th.M.), or a Doctor of Philosophy in Religion (Ph.D.). The M.B.S., C.C.M., and Th.M. are one year programs (thirty-two credits) while the Ph.D. is a two year (sixty-four credits) program of study.

IV. Fourth field of study: **SECRETARIAL PROGRAM** (ladies only)

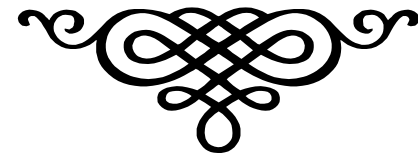
This program is designed to train secretaries for full-time Christian work. Upon completion of this program, an associate diploma will be awarded.

V. Fifth field of study: **LEADERSHIP PROGRAM**

This course of study has been formulated to bring those who complete it to a higher awareness of the needs, fundamentals, understanding, and application of leadership in all its aspects. This course is recommended to all pastors, missionaries, evangelists, and those in any form of leadership. This will count as thirty-two credits in the bachelor program, sixteen credits in the master's program, or eight credits in the doctorate program.

VI. Sixth field of study: **MISSIONS PROGRAM**

This course of study has been formulated to help missionaries preparing for the ministry. This course is recommended to all missionaries, either in preparation to go to the mission field or those who are already on the mission field. This will count as thirty-two credits in the bachelor program, sixteen credits in the master's program, or eight credits in the doctorate program.



UNDERGRADUATE DIVISION

The undergraduate program is a four year program that is the entry level into college. It is the starting point for the high school graduate who is beginning their college studies. Once a person has earned their undergraduate degree, they would then be eligible for graduate study, which would include the Master's degree followed by a Doctorate, if so desired.

Listed below are the undergraduate majors or areas of concentration which may be sought in the applicable field of study. All programs of study (undergraduate and graduate) require Baptist History I and II. Electives are to be chosen from the "List of Courses" and are left to the discretion of the student.

Degree	Major
Bachelor of Ministry (B.S.)	Pastoral/Assistant Theology
Bachelor of Ministry (B.S.)	Missions
Bachelor of Religious Education (B.R.E.)	Administrative Education
Bachelor of Religious Education (B.R.E.)	Elementary/Sec. Education*
Bachelor of Biblical Studies (B.A.)	Marriage & Motherhood**
Bachelor of Biblical Studies (B.A.)	Bible/Counseling

*This major offers a degree with the ability to teach in either elementary or secondary. It is generally easier to go from elementary to secondary, rather than vice versa. Also, due to the changing climate of Christian schools, it is best to be flexible in BOTH areas of teaching.

** Marriage and Motherhood major: This program is designed specially for ladies who are wives or prospective wives of full-time Christian workers. This program is exceptionally suited for the preacher's wife, whether she be the wife of a missionary, pastor, assistant pastor or teacher. This would also be available for any woman in the church who is desiring a well-rounded Christian education and wants to find her place in the local church and in the will of God.

If no major or area of concentration is desired or chosen, the student will automatically be enrolled in the Biblical Studies division of BCA.

DEPARTMENT OF CHURCH MINISTRIES

FIRST YEAR PROGRAM

CE 101 - Church Education.....2	CE 102 - Church Education.....2
BI 101 - Old Testament Survey.....2	BI 102 - New Testament Survey.....2
EN 134 - Biography of J. Frank Norris.....2	EN 132 - Biography of George Mueller.....2
BU 100 - Personal Finance.....2	EN 112 - Speech.....2
HI 104 - Baptist History I.....2	HI 105 - Baptist History II.....2
EN 101 - English Composition I.....2	EN 102 - English Composition II.....2
BI 103 - Personal Evangelism.....2	- Electives.....4
LS 308 - Attributes of a Leader I.....2	

SECOND YEAR PROGRAM

CE 201 - Church Education.....2	CE 202 - Church Education.....2
BI 200 - Genesis.....4	BI 202 - Romans.....2
EN 333 - Biography of D. L. Moody.....2	EN 331 - Biography of George Whitefield.....2
PM 221 - Homiletics I.....2	PM 222 - Homiletics II.....2
BI 225 - Prayer.....2	PS 201 - Applied Psychology.....2
EN 201 - Sophomore English.....2	BI 227 - Biblical Standards.....2
CE 236 - Bus Ministry.....2	- Elective.....2
LS 309 - Attributes of a Leader II.....2	

THIRD YEAR PROGRAM

CE 301 - Church Education.....2	CE 302 - Church Education.....2
BI 316 - Proverbs.....4	EN 336 - Biography of Charles Finney.....2
EN 335 - Biography of Sam Jones.....2	BI 312 - Contemporary Theology.....2
MI 112 - Customs & Cultures.....2	BI 310 - Bible Doctrines.....2
BI 318 - Eschatology.....2	PM 301 - Second Man.....2
ED 213 - Philosophy of Christian Ed.....2	PS 310 - Marital Counseling.....4
BI 303 - Acts.....2	LS 314 - Time Management.....2

FOURTH YEAR PROGRAM

CE 401 - Church Education.....2	CE 402 - Church Education.....2
BI 302 - Gospel of Matthew.....2	BI 402 - Revelation.....2
EN 337 - Biography of David Brainerd.....2	BI 403 - The King James Controversy.....2
MU 441 - Music in a S/W Church.....2	BI 407 - Biblical Fasting.....2
PS 421 - Pastoral Counseling.....2	PS 412 - Principles of Character.....2
MI 201 - Introduction to Missions.....2	BI 111 - Concentrated Evangelism.....2
CE 307 - Youth Ministry.....2	- Elective.....4
LS 317 - Flexibility in Leadership.....2	

DEPARTMENT OF RELIGIOUS EDUCATION

FIRST YEAR PROGRAM

BI 101 - Old Testament Survey.....	2	BI 102 - New Testament Survey.....	2
ED 109 - Introduction to Education.....	2	ED 321 - Teaching Read. and Lang. Arts.....	2
BI 103 - Personal Evangelism.....	2	EN 112 - Speech.....	2
HI 104 - Baptist History I.....	2	HI 105 - Baptist History II.....	2
EN 101 - English Composition I.....	2	EN 102 - English Composition II.....	2
HI 201 - American History I.....	2	HI 202 - American History II.....	2
HI 103 - Syn. of American History.....	2	- Electives.....	6

SECOND YEAR PROGRAM

ED 301 - Teaching Math I.....	2	ED 302 - Teaching Math II.....	2
EN 301 - Literature I.....	2	EN 302 - Literature II.....	2
BI 200 - Genesis.....	4	BI 225 - Prayer.....	2
CE 211 - Christian Manhood (M).....	2	PS 201 - Applied Psychology.....	2
HO 203 - Christian Womanhood (W).....	2	BI 227 - Biblical Standards.....	2
EN 201 - Sophomore English.....	2	BI 213 - Bible & Science.....	2
ED 202 - Educational Concepts.....	2	CE 236 - Bus Ministry.....	2
- Electives.....	4		

THIRD YEAR PROGRAM

ED 311 - Teaching Science I.....	2	ED 312 - Teaching Science II.....	2
HO 306 - How to Rear Children.....	2	HO 208 - Communication in Marriage.....	4
MI 112 - Customs & Cultures.....	2	MI 201 - Introduction to Missions.....	2
PM 301 - Second Man (M).....	2	BI 310 - Bible Doctrines.....	2
HO 201 - Lady Staff Member (W).....	2	BU 100 - Personal Finance.....	2
BI 316 - Proverbs.....	4	BI 407 - Biblical Fasting.....	2
ED 213 - Philosophy of Christian Ed.....	2	LS 313 - Building Leaders for the Future.....	2
BI 204 - Biblical Character Traits I.....	2		

FOURTH YEAR PROGRAM

EN 420 - Teacher's Writing Seminar.....	2	HI 422 - History of Evangelism.....	2
PS 412 - Principles of Character.....	2	LS 310 - The Art of Overcoming.....	2
ED 402 - School Administration.....	2	BI 205 - Biblical Character Traits II.....	2
EN 311 - Bio. of Great Men.....	2	MU 101 - Fundamentals of Music.....	2
EN 321 - Bio. of Christian Ladies.....	2	PS 420 - Counseling.....	2
ED 421 - Education Seminar.....	2	ED 400 - Student Teaching.....	8
		- Elective.....	2

DEPARTMENT OF BIBLICAL STUDIES

FIRST YEAR PROGRAM

BI 101 - Old Testament Survey.....	2	BI 102 - New Testament Survey.....	2
HI 201 - American History I.....	2	HI 202 - American History II.....	2
BI 103 - Personal Evangelism.....	2	EN 112 - Speech.....	2
HI 104 - Baptist History I.....	2	HI 105 - Baptist History II.....	2
EN 101 - English Composition I.....	2	EN 102 - English Composition II.....	2
BI 121 - Parables.....	2	BI 131 - Galatians.....	2
BI 403 - The King James Controversy.....	2	- Electives.....	6

SECOND YEAR PROGRAM

BI 200 - Genesis.....	4	BI 225 - Prayer.....	2
CE 236 - Bus Ministry.....	2	BI 213 - Bible & Science.....	2
EN 301 - Literature I.....	2	EN 302 - Literature II.....	2
CE 211 - Christian Manhood (M).....	2	PS 201 - Applied Psychology.....	2
HO 203 - Christian Womanhood (W).....	2	BI 227 - Biblical Standards.....	2
EN 201 - Sophomore English.....	2	BI 305 - Gospel of Luke.....	2
BI 404 - Minor Prophets.....	2	- Electives.....	6

THIRD YEAR PROGRAM

MI 112 - Customs & Cultures.....	2	BI 303 - Acts.....	2
BI 316 - Proverbs.....	4	BI 407 - Biblical Fasting.....	2
ED 109 - Introduction to Education.....	2	HO 208 - Communication in Marriage.....	4
PM 301 - Second Man (M).....	2	MI 201 - Introduction to Missions.....	2
HO 201 - Lady Staff Member (W).....	2	BU 100 - Personal Finance.....	2
ED 213 - Philosophy of Christian Ed.....	2	BI 406 - New Age Movement.....	2
BI 443 - Paul.....	2	- Electives.....	4

FOURTH YEAR PROGRAM

BI 310 - Bible Doctrines.....	2	BI 202 - Romans.....	2
BI 312 - Contemporary Theology.....	2	BI 302 - Gospel of Matthew.....	2
PS 412 - Principles of Character.....	2	MU 101 - Fundamentals of Music.....	2
PS 420 - Counseling.....	2	EN 311 - Biographies of Great Men (M).....	2
HI 422 - History of Evangelism.....	2	EN 321 - Biographies of Christian Ladies (W).....	2
BI 204 - Biblical Character Traits I.....	2	BI 205 - Biblical Character Traits II.....	2
HO 306 - How to Rear Children.....	2	- Electives.....	8

LEADERSHIP PROGRAM

LS 306 - Preparation for Leadership.....2	LS 307 - Leadership Models.....2
LS 308 - Attributes of a Leader I.....2	LS 309 - Attributes of a Leader II.....2
LS 310 - The Art of Overcoming.....2	LS 313 - Building Leaders for the Future.....2
LS 312 - Leaders and Relationships.....2	LS 315 - Expanding a Leader's Vision.....2
LS 314 - Time Management.....2	LS 317 - Flexibility in Leadership.....2
LS 316 - Developing Leadership Skills.....2	LS 410 - Decision Making.....2
LS 406 - Principles of Leadership I.....2	LS 407 - Principles of Leadership II.....2
LS 408 - Becoming a Leader I.....2	LS 409 - Becoming a Leader II.....2

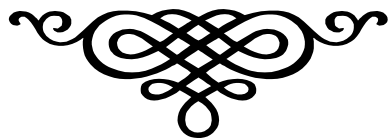
SECRETARIAL PROGRAM

FIRST YEAR PROGRAM

BI 101 - Old Testament Survey.....2	BI 102 - New Testament Survey.....2
EN 101 - English Composition I.....2	EN 102 - English Composition II.....2
BI 103 - Personal Evangelism.....2	MA 101 - General Mathematics.....2
BU 201 - Business Communication.....2	BU 100 - Personal Finance.....2
HO 203 - Christian Womanhood.....2	HO 201 - Lady Staff Member.....2
EN 112 - Speech.....2	BI 227 - Biblical Standards.....2
BU 102 - Beginning Computer.....2	BU 105 - Administrative Assistant I.....2
HO 323 - Christian Ladies' Attitude & Appearance.....2	BU 103 - Introduction to Computers I.....2

SECOND YEAR PROGRAM

BI 204 - Biblical Character Traits I.....2	BI 205 - Biblical Character Traits.....2
BU 202 - Record Management.....2	BU 212 - Church Communication.....2
BU 205 - Secretarial Accounting I.....2	BU 204 - Introduction to Computers II.....2
BU 206 - Secretarial Accounting II.....2	EN 201 - Sophomore English.....2
BU 106 - Administrative Assistant II.....2	EN 205 - Secretary's Writing Seminar.....2
EN 321 - Biography of Christian Ladies.....2	BI 310 - Bible Doctrines.....2
BU 210 - Financial Management.....2	BI 407 - Biblical Fasting.....2
HI 104 - Baptist History I.....2	HI 105 - Baptist History II.....2



SEMINARY DIVISION

Baptist College of America and Seminary is the graduate division of BCA and shares the same general aims of the college. The degrees offered through the seminary may be earned in the correspondent program. BCA's correspondent (home study) program provides the student an opportunity through advanced studies to earn either the Master's or Doctorate degree.

Applicants must be mature Christian adults and hold a Bachelor's degree from BCA or an acceptable college before being allowed to enroll in one of the graduate programs. At seminary level, only certain life credits are available. Enrollment for all Master and Doctorate degrees requires acceptance by the administration.

The thesis can be used as an elective, however, for the Doctor of Philosophy, it is part of the core requirements and counts as six credits. Three areas of choice will be sent by the student to the college. The college will choose one and let the student know. If a special subject is requested within the degree range, it first must be approved prior to commencing. Once a thesis has been decided, change is only possible with the permission of the administration.

MASTER OF BIBLICAL STUDIES (M.B.S.)

The Master of Biblical Studies is a thirty-two credit hour program established for those who enter the Bible program at the Masters level. Its concentration is Bible knowledge and not a specialized area of ministry. To enroll in the Master of Biblical Studies, the applicant must hold a Bachelor's degree from BCA or an acceptable college or its equivalent. The following program is a suggested course of study:

BI 525 - Prayer.....2	BI 511 - Holy Spirit.....2
BI 540 - Life of Christ I.....2	BI 541 - Life of Christ II.....2
BI 501 - Topical Bible Studies.....2	BI 522 - Genesis.....2
BI 512 - Bible Characters I.....2	BI 513 - Bible Characters II.....2
HI 504 - Baptist History I.....2	HI 505 - Baptist History II.....2
BI 503 - Acts.....2	BI 545 - I & II Peter.....2
TH 583 - Eschatology I.....2	TH 584 - Eschatology II.....2
BI 544 - Gospel of John.....2	- Elective.....2

MASTER OF CHRISTIAN COUNSELING (C.C.M.)

The Master of Christian Counseling is for the professional in his field who wants a deeper training in Christian counseling. To enroll in the Master of Christian Counseling degree program, the applicant must hold a Bachelor's degree from BCA or an acceptable college or its equivalent. The student must satisfactorily complete thirty-two credits beyond the Bachelor's level. The following program is a suggested course of study:

Men

HI 504 - Baptist History I.....2	HI 505 - Baptist History II.....2
BI 540 - Life of Christ I.....2	BI 541 - Life of Christ II.....2
BI 512 - Bible Characters I.....2	BI 513 - Bible Characters II.....2
PM 520 - Pastoral Leadership.....2	PS 520 - Pastoral Counseling II.....2
PM 544 - Ministering to the Membership.....2	PS 539 - Basic Principles of Counseling.....2
PS 519 - Pastoral Counseling I.....2	PS 521 - Pastoral Counseling III.....2
PS 501 - Counseling Men.....2	PS 510 - Marital Counseling.....2
LS 510 - Leadership Principles.....2	- Elective.....2

Ladies

HI 504 - Baptist History I.....2	HI 505 - Baptist History II.....2
BI 540 - Life of Christ I.....2	BI 541 - Life of Christ II.....2
BI 512 - Bible Characters I.....2	BI 513 - Bible Characters II.....2
PS 522 - Counseling I.....2	PS 524 - Counseling III.....2
PS 523 - Counseling II.....2	PS 541- Counseling Social Issues II.....2
PS 540 - Counseling Social Issues.....2	PS 539 - Basic Principles of Counseling.....2
LS 510 - Leadership Principles2	PS 510 - Marital Counseling.....2
- Elective2	- Elective.....2

MASTER OF MINISTRY (M.Min.)

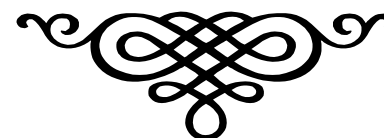
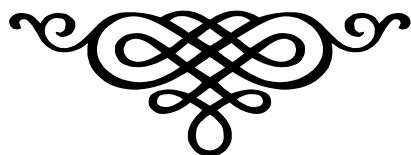
The prerequisite for entering the Master of Ministry program is for the applicant to hold a Bachelor's degree from BCA or an acceptable college or its equivalent. The student must satisfactorily complete thirty-two credits beyond the Bachelor's level. The following program is a suggested course of study:

BI 507 - Biblical Fasting.....2	BI 511 - Holy Spirit.....2
PM 521 - Homiletics I.....2	PM 522 - Homiletics II.....2
BI 540 - Life of Christ I.....2	BI 541 - Life of Christ II.....2
CE 501 - Church Education.....2	PS 519 - Pastoral Counseling I.....2
TH 583 - Eschatology I.....2	TH 584 - Eschatology II.....2
PM 541 - Church Ministry I.....2	PM 542 - Church Ministry II2
HI 504 - Baptist History I.....2	HI 505 - Baptist History2
LS 510 - Leadership Principles.....2	- Elective.....2

MASTER OF RELIGIOUS EDUCATION (M.R.E.)

To enroll in the Master of Religious Education degree program, the applicant must hold a Bachelor's degree from BCA or an acceptable college or its equivalent. The student must satisfactorily complete thirty-two credits beyond the Bachelor's level. The following program is a suggested course of study:

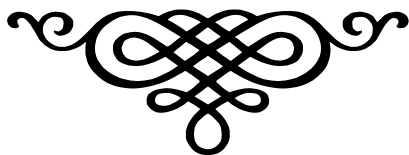
EN 501 - Literature.....2	RE 543 - History of Christian Education.....2
RE 541 - Introduction to Christian Ed. I.....2	RE 542 - Introduction to Christian Ed. II.....2
HI 504 - Baptist History I.....2	HI 505 - Baptist History II.....2
BI 540 - Life of Christ I.....2	BI 541 - Life of Christ II.....2
RE 544 - Theology of Christian Ed.....2	REL 541- History of Christianity.....2
BI 542 - History of Israel.....2	BI 505 - Bible Versions.....2
LS 510 - Leadership Principles.....2	- Electives.....6



MASTER OF THEOLOGY (Th.M.)

The Master of Theology degree is designed for the student who wants to major in Bible but does not desire a degree in Ministry. To enter this program, the applicant must hold a Bachelor's degree from BCA or an acceptable college or its equivalent. The student must satisfactorily complete thirty-two credits beyond the Bachelor's level. The following program is a suggested course of study:

BI 542 - History of Israel.....2	TH 521 - Advanced Theology I.....2
TH 510 - Systematic Theology.....2	TH 522 - Advanced Theology II.....2
TH 541 - Hermeneutics.....2	TH 523 - Advanced Theology III.....2
TH 583 - Eschatology I.....2	TH 584 - Eschatology II.....2
REL 545- Comparative Religions I.....2	REL 546- Comparative Religions II.....2
BI 525 - Prayer.....2	BI 511 - Holy Spirit.....2
HI 504 - Baptist History I.....2	HI 505 - Baptist History II.....2
LS 510 - Leadership Principles.....2	- Elective.....2



DOCTOR OF MINISTRY (D.Min.)

The Doctor of Ministry degree is a professional degree designed for the practitioner of ministry, just as one would study for a doctorate in dentistry, chiropractic, or jurisprudence. However, the Doctor of Ministry is designed for those engaged in the Pastoral Ministry or other avenues of Christian service. To enroll in the Doctor of Ministry program, the applicant must hold a Masters degree from BCA or an acceptable college or its equivalent before being allowed to enter the program.

PM 621 - Pastoral Leadership.....2	BI 601 - Typology.....2
BI 611 - Bible Characters I.....2	BI 612 - Bible Characters II.....2
HI 601 - Martyrs.....2	HI 611 - Church History.....2
RE 678 - Advanced Apologetics I.....2	RE 679 - Advanced Apologetics II.....2
BI 621 - Proverbs I.....2	BI 622 - Proverbs II.....2
HI 621 - History of the Jews.....2	HI 702 - Baptist History II.....2
HI 701 - Baptist History I.....2	- Electives.....6

DOCTOR OF RELIGIOUS EDUCATION (D.R.E.)

The Doctor of Religious Education is for the professional in his field who wants to excel above the norm and become involved in the administration, evaluation, and development of Christian Education. To enroll in the Doctor of Religious Education program, the applicant must hold a Masters degree from BCA or an acceptable college or its equivalent.

HI 701 - Baptist History I.....2	HI 702 - Baptist History II.....2
BI 621 - Proverbs I.....2	BI 622 - Proverbs II.....2
RE 614 - Administration I.....2	RE 615 - Administration II.....2
LS 610 - Decision Making.....2	LS 614 - Time Management.....2
RE 628 - The Art of Teaching I.....2	PS 610 - Student Counseling I.....2
RE 632 - Curriculum Development I.....2	RE 633 - Curriculum Development II.....2
BI 655 - Thesis(20,000 words).....6	RE 640 - School Finances.....2

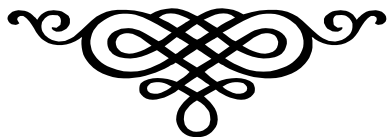
The alternative to taking the thesis is

ED650- Speed Reading.....2
BI 701- The King James Bible.....2
- Elective.....2

DOCTOR OF PHILOSOPHY (Ph.D.)

The Ph.D. is an extremely intensive study majoring in world religions. It is also the most widely recognized degree in existence. The degree is a two year program (sixty-four credits) of study that can be accomplished through correspondence. Either of our Doctorate degrees, which are one year programs, is used for the first year of requirements, with the Ph.D. being earned at the completion of the second year of required study. The electives can be taken from the 600 or 700 level courses.

REL 721 - Eastern Religion.....	3	REL 701 - Pagan Religions I.....	3
REL 711 - World Religions.....	2	REL 702 - Pagan Religions II.....	3
BI 641-646 - OT Exegesis Elective.....	2	REL 703 - Pagan Religions III.....	3
BI 741-746 - NT Exegesis Elective.....	2	BI 755 - Thesis (25,000 words).....	6
- Leadership Elective.....	2	- Bible Elective.....	2
- Psychology Elective.....	2	- General Elective.....	2



LIST OF COURSES

* A separate listing of all courses offered with their complete description can be obtained by contacting the college office and requesting the "Description of Courses."

DEPARTMENT OF BIBLE

BI 101 - Old Testament Survey	BI 511 - Holy Spirit
BI 102 - New Testament Survey	BI 512 - Bible Characters I
BI 103 - Personal Evangelism	BI 513 - Bible Characters II
BI 111 - Concentrated Evangelism	BI 517 - Gospel of Mark
BI 121 - Parables	BI 521 - Parables
BI 131 - Galatians	BI 522 - Genesis
BI 141 - I & II Peter	BI 525 - Prayer
BI 200 - Genesis	BI 526 - Christ in the Old Testament
BI 202 - Romans	BI 540 - Life of Christ I
BI 203 - I Corinthians	BI 541 - Life of Christ II
BI 204 - Biblical Character Traits I	BI 542 - History of Israel
BI 205 - Biblical Character Traits II	BI 543 - Romans
BI 211 - Holy Spirit	BI 544 - Gospel of John
BI 213 - Bible and Science	BI 545 - I & II Peter
BI 225 - Prayer	BI 601 - Typology
BI 227 - Biblical Standards	BI 602 - Paul
BI 301 - Gospel of John	BI 607 - Biblical Fasting
BI 302 - Gospel of Matthew	BI 611 - Bible Characters I
BI 303 - Acts I	BI 612 - Bible Characters II
BI 304 - Acts II	BI 613 - Psalms I
BI 305 - Gospel of Luke	BI 614 - Psalms II
BI 310 - Bible Doctrines	BI 621 - Proverbs I
BI 311 - Hebrews	BI 622 - Proverbs II
BI 312 - Contemporary Theology	BI 641 - OT Exegesis (Genesis - Deut.)
BI 316 - Proverbs	BI 642 - OT Exegesis (Joshua - II Kings)
BI 318 - Eschatology	BI 643 - OT Exegesis (I Chron. - Esther)
BI 325 - Christ in the Old Testament	BI 644 - OT Exegesis (Job - Song of Solomon)
BI 401 - Isaiah	BI 645 - OT Exegesis (Isaiah - Ezekiel)
BI 402 - Revelation	BI 646 - OT Exegesis (Daniel - Malachi)
BI 403 - The King James Controversy	BI 655 - Thesis
BI 404 - Minor Prophets	BI 681 - Internship
BI 405 - Bible Versions	BI 701 - The King James Bible
BI 406 - New Age Movement	BI 741 - NT Exegesis (Matthew - Mark)
BI 407 - Biblical Fasting	BI 742 - NT Exegesis (Luke - John)
BI 410 - David: His Journey to Brokenness	BI 743 - NT Exegesis (Acts, James, Galatians, & Philippians)
BI 411 - David: His Journey to Greatness	BI 744 - NT Exegesis (Romans - II Corinthians)
BI 421 - Pastoral Epistles	BI 745 - NT Exegesis (Ephesians, Colossians, I Timothy - Hebrews, I - III John)
BI 443 - Paul	BI 746 - NT Exegesis (I & II Thessalonians, I & II Peter, Jude - Revelation)
BI 501 - Topical Bible Studies	BI 755 - Thesis
BI 503 - Acts	
BI 505 - Bible Versions	
BI 507 - Biblical Fasting	

DEPARTMENT OF BUSINESS

BU 100 - Personal Finance
BU 102 - Beginning Computer
BU 103 - Introduction to Computers I
BU 105 - Administrative Assistant I
BU 106 - Administrative Assistant II
BU 201 - Business Communication
BU 202 - Record Management
BU 204 - Introduction to Computers II
BU 205 - Secretarial Accounting I
BU 206 - Secretarial Accounting II
BU 207 - Secretarial Management
BU 210 - Financial Management I
BU 211 - Financial Management II
BU 212 - Church Communication
BU 213 - Finance I
BU 214 - Finance II
BU 301 - Windows
BU 402 - Budget and Banking
BU 407 - Tax Law
BU 500 - Personal Finance
BU 600 - Personal Finance
BU 620 - Record Management

DEPARTMENT OF CHURCH EDUCATION

CE 101 - Church Education
CE 102 - Church Education
CE 103 - Church Education
CE 104 - Church Education
CE 201 - Church Education
CE 202 - Church Education
CE 211 - Christian Manhood
CE 212 - Church Education
CE 236 - Bus Ministry
CE 241 - Applied Bus Work I
CE 242 - Applied Bus Work II
CE 243 - Applied Bus Work III
CE 244 - Church Education
CE 301 - Church Education
CE 302 - Church Education
CE 307 - Youth Ministry
CE 401 - Church Education
CE 402 - Church Education
CE 501 - Church Education

DEPARTMENT OF EDUCATION

ED 107 - Bible Study Aids
ED 109 - Introduction to Education
ED 202 - Education Concepts
ED 209 - General Teaching Methods
ED 213 - Philosophy of Christian Education
ED 301 - Teaching Math I
ED 302 - Teaching Math II
ED 311 - Teaching Science I
ED 312 - Teaching Science II
ED 321 - Teaching Reading and Language Arts
ED 331 - Teaching History
ED 400 - Student Teaching
ED 402 - School Administration
ED 404 - Special Teaching Methods
ED 421 - Education Seminar
ED 502 - School Administration
ED 550 - Economics
ED 650 - Speed Reading

DEPARTMENT OF ENGLISH

EN 101 - English Composition I
EN 102 - English Composition II
EN 112 - Speech
EN 130 - Biography of Jonathan Goforth
EN 132 - Biography of George Mueller
EN 134 - Biography of J. Frank Norris
EN 144 - Biography of John Bunyan
EN 201 - Sophomore English
EN 205 - Secretary's Writing Seminar
EN 243 - Biography of William Carey
EN 301 - Literature I
EN 302 - Literature II
EN 311 - Biographies of Great Men
EN 321 - Biographies of Christian Ladies
EN 331 - Biography of George Whitefield
EN 333 - Biography of D.L. Moody
EN 335 - Biography of Sam Jones
EN 336 - Biography of Charles Finney
EN 337 - Biography of David Brainerd
EN 401 - Children's Literature
EN 420 - Teacher's Writing Seminar
EN 422 - Preacher's Writing Seminar
EN 501 - Literature
EN 604 - Biography of Isaac Watts

DEPARTMENT OF HISTORY

HI 101 - History of Civilization I
HI 102 - History of Civilization II
HI 103 - Synopsis of American History
HI 104 - Baptist History I
HI 105 - Baptist History II
HI 201 - American History I
HI 202 - American History II
HI 303 - Martyrs
HI 422 - History of Evangelism
HI 504 - Baptist History I
HI 505 - Baptist History II
HI 601 - Martyrs
HI 611 - Church History
HI 621 - History of the Jews
HI 701 - Baptist History I
HI 702 - Baptist History II

DEPARTMENT OF HOMEMAKING

HO 102 - Home Economics
HO 201 - Lady Staff Member
HO 203 - Christian Womanhood I
HO 204 - Women Used of God
HO 205 - The Christian Wife
HO 208 - Communication in Marriage
HO 211 - Family I
HO 212 - Family II
HO 303 - Christian Womanhood II
HO 306 - How to Rear Children
HO 323 - Christian Ladies' Attitude & Appearance

DEPARTMENT OF LEADERSHIP TRAINING

LS 203 - Thinking by Priorities
LS 207 - Growth Principles
LS 215 - Communications
LS 306 - Preparation for Leadership
LS 307 - Leadership Models
LS 308 - Attributes of a Leader I
LS 309 - Attributes of a Leader II
LS 310 - The Art of Overcoming
LS 311 - The Servant Leader
LS 312 - Leaders and Relationships
LS 313 - Building Leaders for the Future
LS 314 - Time Management
LS 315 - Expanding Your Leadership

LS 316 - Developing Leadership Skills
LS 317 - Flexibility in Leadership
LS 406 - Principles of Leadership I
LS 407 - Principles of Leadership II
LS 408 - Becoming a Leader I
LS 409 - Becoming a Leader II
LS 410 - Decision Making
LS 411 - Mentoring
LS 510 - Leadership Principles
LS 610 - Decision Making
LS 614 - Time Management
LS 701 - Understanding Conversations

DEPARTMENT OF MATHEMATICS

MA 101 - General Mathematics
MA 119 - Beginning Accounting
MA 120 - Beginning Bookkeeping

MA 201 - Fundamentals of Math
MA 401 - Business Mathematics

DEPARTMENT OF MISSIONS

MI 101 - Mission Education I
MI 102 - Mission Education II
MI 112 - Customs and Culture
MI 201 - Introduction to Missions
MI 202 - History of Missions
MI 203 - Mission Education III
MI 204 - Mission Education IV
MI 211 - Spanish I
MI 212 - Spanish II

MI 301 - Mission Education V
MI 302 - Mission Education VI
MI 303 - Preparing Family for Missions
MI 340 - Basic Electrical, Mechanical, & Building
MI 345 - Starting a Church I
MI 346 - Starting a Church II
MI 401 - Mission Education VII
MI 402 - Mission Education VIII
MI 445 - A Theology of Missions

DEPARTMENT OF MUSIC

MU 101 - Fundamentals of Music
MU 102 - Congregational Directing
MU 201 - Organizing and Directing Church Choir

MU 341 - History of Music I
MU 342 - History of Music II
MU 441 - Music in a Soulwinning Church

DEPARTMENT OF PASTORAL MINISTRIES

PM 221 - Homiletics I
PM 222 - Homiletics II
PM 301 - Second Man
PM 441 - Church Administration
PM 520 - Pastoral Leadership
PM 521 - Homiletics I
PM 522 - Homiletics II
PM 531 - Pastoral Ministry
PM 541 - Church Ministry I

PM 542 - Church Ministry II
PM 544 - Ministering to the Membership
PM 621 - Pastoral Leadership I
PM 622 - Pastoral Leadership II
PM 632 - Pastoral Care
PM 644 - Ministering to the Membership
PM 645 - Pastoral Administration
PM 741 - Pastoral Theology

DEPARTMENT OF PSYCHOLOGY

PS 101 - Discipleship I
PS 102 - Discipleship II
PS 201 - Applied Psychology
PS 301 - Educational Psychology
PS 310 - Marital Counseling
PS 312 - Family Relationships
PS 412 - Principles of Character
PS 420 - Counseling
PS 421 - Pastoral Counseling
PS 501 - Counseling Men
PS 510 - Marital Counseling
PS 519 - Pastoral Counseling I
PS 520 - Pastoral Counseling I
PS 521 - Pastoral Counseling III
PS 522 - Counseling I
PS 523 - Counseling II

PS 524 - Counseling III
PS 530 - Counseling on Practical Issues
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