

A photograph of a large green sign for Yellowstone Baptist College. The sign features a white cross and mountain range graphic above the text. The sign is supported by two brick pillars. In the background, a large red brick building with a gabled roof is visible, surrounded by green grass and several trees, including a prominent evergreen in the foreground.

**YELLOWSTONE**  
BAPTIST  
**COLLEGE**  
*Christian Leadership Excellence!*

*Christian Leadership Excellence*

# **Catalog 2012-2013**

**800.487.9950**

**Billings, Montana**

**[www.yellowstonebaptist.edu](http://www.yellowstonebaptist.edu)**

**YELLOWSTONE  
BAPTIST COLLEGE**

# Catalog

2012-2013

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An institution of higher education affiliated with the  
Montana Southern Baptist Convention.

Yellowstone Baptist College does not  
discriminate on the basis of race,  
age, gender, or national origin.

***"Christian Leadership Excellence"***

# Welcome to *Yellowstone Baptist College*

Welcome to a new chapter in your life – a life changing chapter if you will accept the challenge of a Christian education in the heart of the Northern Plains.

Yellowstone Baptist College, with our distinctively Montana personality, is excited to renew and enhance our formal relationship with Oklahoma Baptist University, a world class university in the buckle of the Bible belt.

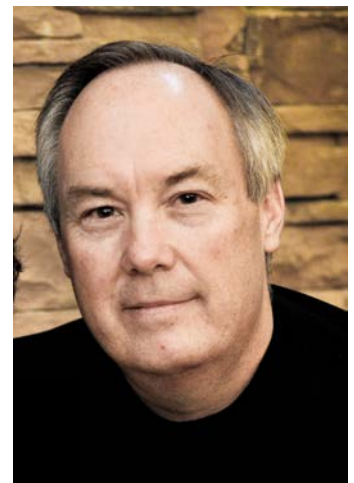
For almost 20 years YBC and OBU have worked together to bring to Montana what was difficult without sustained and qualified help. Currently our relationship is being redesigned to carry YBC to a new level of excellence. It's a great combination: Northern conservative theology in the heart of a mission setting coupled with mid-western strength and stability honed over multiple decades. The results include:

- All studies are integrated around Christ as the Truth.
- Students, faculty, and administration really get to know each other, building friendships that can last a lifetime.
- Each student's participation in a local church and personal ministry provides nurture, encouragement, and accountability necessary for individual spiritual growth.
- The 32,000 volume theological library provides excellent resources for Christian education for both students and local churches.
- YBC offers affordable tuition and multiple scholarships resulting in about 85% of our students graduating without college debt.
- The location of YBC in the heart of the Yellowstone River Valley, within sight of the Beartooth Mountains, lends itself to unique outdoor recreational activities.

At YBC, your future is bright. I am pleased that you have joined us. I promise you a rewarding personal and educational experience.

*Bruce Cannon*

Bruce Cannon  
M.Div.; M.Ed.  
Dean of Academics, Campus Administrator



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# Fall Semester 2012 Academic Calendar

## August

Application Deadline	August 1*
Residence Halls Open	August 20
Food Service Begins	August 20
Registration and Orientation New Students	August 20-22
Registration and Orientation Returning Students	August 21-22
Classes Begin	August 23
Convocation	August 29
Last Day to Register Late or Add a Class	August 29
Last Day to Change Classes (w/o appearing on transcript)	August 30

## September

Labor Day Holiday	September 3
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## October

MTSBC Annual Meeting & Mission Emphasis Days	October 2-3
Midterm Grades Due – YBC and OBU	October 11
Last Day to Withdraw from Classes with a WP	October 25

## November

January Term 2012 Registration	November 5-6
Spring 2012 Pre-registration	November 5-6
Thanksgiving Holidays	November 17-25

## December

Final Exams	December 10-13
Food Service Ends	December 13
Residence Halls Close	December 14
Final YBC and OBU Grades Due	December 17

# January Term 2013

## January

J-Term Classes Begin	January 7
Last Day to Change, Add	January 9
Last Day to Withdraw	January 15
Last Day of Classes	January 24
Final Exams	January 25
Final Grades Due	January 28

\*Late applications will be accepted on a conditional basis with one month to provide necessary paperwork.

# Spring Semester 2013 Academic Calendar

## January

Application Deadline	January 4*
Residence Halls Open	January 28
Food Service Begins	January 28
Registration	January 28-29
Classes Begin	January 30

## February

Last Day to Register Late	February 4
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## March

Midterm Grades YBC & OBU	March 25
Easter and Spring Break	March 23-31

## April

Last Day to Withdraw from Classes with a WP or a WF	April 5
Pre-Registration for Summer and Fall 2012	April 15-18

## May

Final Exam Week	May 13-16
Graduation Dinner	May 17
YBC Commencement	May 18
Food Service Ends	May 18
Residence Halls Close	May 18
Final YBC and OBU Grades Due	May 20

# Summer 2013 New Schedule for 2013

## Summer Term I

Classes Begin	May 28
Classes End/Final Exams	June 21

## Summer Term II

Classes Begin	June 24
Classes End/Final Exams	July 19

Final Grades Due	July 22
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\*Late applications can be accepted on a conditional basis with one month to provide necessary paperwork.

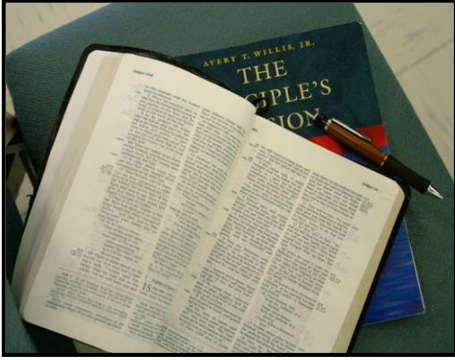




# GENERAL INFORMATION







## STATEMENT OF BELIEF

The Bible is the divinely inspired, inerrant, and revealed Word of God.

God is the Holy Trinity: God the Father, God the Son, and God the Holy Spirit.

Jesus is the Christ, the eternal Son of the living God, the Savior of men, born of a virgin, equal with the Father in every divine perfection, and the Lord of every Christian. The Lord Jesus Christ died on the cross, was buried, rose again the third day, ascended to the right hand of God the Father, where He now sits in Glory as our Mediator. The return of the Lord Jesus Christ will be visible and personal. He has taught us to live in readiness to meet Him.

The Holy Spirit is a Person, equal with the Father and the Son in every divine perfection, who convicts of sin, regenerates, enlightens, endues for service, and comforts and guides believers.

All have sinned and, therefore, are in need of salvation.

Salvation is by grace alone and is free to all who, through repentance and faith, surrender to the Lord Jesus Christ. All who have been born again are eternally secure and will persevere to the end. Salvation precedes scriptural baptism and church membership. Christ personally instituted the church, which He commissioned to make disciples of all nations, to baptize believers, and to teach them to do all things that He has commanded. There are only two scriptural ordinances: believer's baptism and the Lord's Supper.

There are only two classes of people in God's sight--the saved and the lost. The saved shall live eternally in conscious blessedness in heaven; the lost shall live eternally in conscious punishment in hell.

We accept the complete statement of the Baptist Faith and Message, revised in 1963, 1998 and 2000.

# **INTRODUCING YELLOWSTONE BAPTIST COLLEGE**

## **HISTORY**

Yellowstone Baptist College (YBC) is an exciting place with a bright and promising future. Located in Billings, Montana, in the middle of the Big Sky Country about 100 miles northeast of Yellowstone National Park, the school is the newest college in the Southern Baptist family. YBC is the only Southern Baptist college in the Northwest.

The Yellowstone Southern Baptist Association opened the school in 1974. In 1979 the Montana Southern Baptist Convention co-sponsored the school as a Bible Institute and added a junior college program in 1980. This same year generous gifts made possible the purchase of a ten acre campus with four existing buildings. In 1984 the Board of Directors added a four-year Bible college curriculum. During the 1986-87 school year the Bible Institute was discontinued. The Montana Southern Baptist Convention voted in February 1988 to support the College.

The 1987-88 school year saw the opening of the newly renovated cafeteria in Steinkuehler Hall. In the summer of 1989 the Department of Immigration and Naturalization approved YBC to accept non-immigrant international students.

In the spring of 1998, YBC and the Montana Southern Baptist Convention renewed their relationship by establishing a Covenant of Sacred Trust which mutually assures that YBC may continue to be “an educational and ministry resource for Montana Southern Baptists.”

In the summer of 1998, additional construction was completed, providing a newly renovated library and additional classroom facilities. In 2002 a generous gift made possible the construction of a chapel/music building. This new building houses the chapel as well as a prayer room, offices for the music faculty, a practice room, choir room, classroom, and the music library to which new selections are added continually. In addition, a kitchen provides service for the reception area. In 2009 YBC moved into its newest library facility, one of the most beautiful libraries in our region and mirrors the design of the chapel.

Throughout its life the College has maintained the highest academic standards possible. Today, both traditional and non-traditional students can engage in serious study of the Bible and related Christian subjects. Our Lord has graciously placed us in a strategic location at an opportune time.

## **LOCATION OF CAMPUS**

Yellowstone Baptist College is located about a half mile north of I-90. Take Shiloh Road exit 443 (Zoo Drive), turn right on Shiloh Road and proceed for approximately a half mile to campus entrance which is on the right, or east, side of the road.

## **GENERAL**

Yellowstone Baptist College reserves the right to, and does, maintain student educational and behavioral standards, employment requirements, and standards based upon religious considerations consistent with its role and mission. While this catalog was prepared on the basis of the best information available, all information, including statements of fees, academic offerings and course descriptions, admission and graduation requirements, and rules of conduct, is subject to change without notice or obligation. Notice will be given to interested parties as is practical, but in any case, statements in this catalog do not constitute a contract with any individual.

## **ACCREDITATION**

Yellowstone Baptist College is a member of the International Association of Baptist Colleges and Universities.

The Christian Studies program is currently accredited by the North Central Association of Colleges and Secondary Schools through the Joe L. Ingram School of Christian Service of Oklahoma Baptist University. The criteria for those who teach in the program is at least a master's degree and approval of YBC.

Yellowstone Baptist College offers on our Billings campus A.A. and B.A. degrees in Christian Leadership as well as A.A. and B.A. degrees in Christian Studies through Oklahoma Baptist University.

## **IDA DOCKERY OWEN LIBRARY**

The Ida Dockery Owen Library serves as a resource center for the College which provides the materials necessary to support the curriculum and offers general reading for students, faculty, and the general public. The library encourages pastors, churches, and entrusted readers to better equip themselves by taking advantage of the spiritual and educational experiences our media center offers. The open stack system allows students easy access to a collection of more than 32,000 volumes of cataloged books and 30 current periodicals. In addition, more than 2,800 audio cassettes and over 600 video cassettes, CDs, and DVDs provide multimedia support in selected areas. Other libraries in Billings cooperate with Yellowstone Baptist College; students have a wealth of resources supplementary to the collections of the College.



# WHO WE ARE



## **Our Mission**

Yellowstone Baptist College, as an undergraduate theological college, exists to teach and train our students to follow Christ's example in becoming servant leaders wherever He leads (John 13: 1-17 & Matthew 28:19-20).

## **Our Goals**

- Teaching- to communicate to our students the knowledge and principles necessary for becoming servant leaders.
- Training- to show our students how to put into practice the knowledge and principles they have been taught about servant leadership.

## **Our Outcomes**

An Associate or Bachelor of Arts in Christian Leadership graduate will be a maturing servant leader able to demonstrate:

An appreciation for different cultures and an ability to build cross cultural relationships.

A comprehensive knowledge of the Bible and the ability to interpret and apply the scriptures to developing servant leaders.

An understanding of the Christian worldview, in relation to others, in order to communicate the gospel in a pluralistic society.

A personal mission applied in a specific ministry setting.



# ADMISSION





## ADMISSION

Applicants for admission must have graduated from high school, completed the equivalent in home school, or earned a GED. *Official* copies of high school transcripts, home school transcripts, GED scores, and transcripts from all colleges/universities must be sent directly to the YBC Admission Office. In addition, prospective students are required to take the ACT or SAT *with the writing test* and have the scores submitted to YBC. The minimum score on the ACT for acceptance is a composite of 15 or higher with no area score lower than 15. On the SAT the minimum combined score is 740.

Any student with an eagerness to learn and with the qualities necessary for living in a Christian community is encouraged to apply for admission to Yellowstone Baptist College. No student shall be denied admission, suspended, or refused readmission by reason of race, age, gender, physical handicap, or national origin. YBC, however, reserves the right to restrict or deny admission to any person otherwise eligible for reasons determined to be in the best interests of the institution by the officers thereof.

YBC presently limits its total enrollment to 100 students, ensuring a continuation of the quality, personalized education our students have come to appreciate. Acceptance is on a first-come, first-served basis for students who complete the admission process. The Admission Committee meets once a month to consider applications and a letter of acceptance will be sent if the application is approved.

### YBC/OBU Student Relationship

While a degree from Oklahoma Baptist University may be pursued in residence on the YBC campus, the student is still considered a YBC student and is subject to the same requirements and standards as YBC students.

## ADMISSION PROCEDURE

### High School Graduates Seeking Admission:

1. Complete the YBC application form (all forms will be mailed upon request or they may be downloaded from our website at [www.yellowstonebaptist.edu](http://www.yellowstonebaptist.edu)).
2. Submit a \$30.00 non-refundable application fee payable to YBC.
3. Submit an official (no copies) high school or home school transcript or GED scores.
4. Have official ACT or SAT scores with SAT or ACT writing test scores sent to YBC.
5. Request a Church Statement of Approval from your church (form provided).
6. Request your pastor to complete and send to YBC the Pastor's Recommendation for Admission (form provided).
7. Submit one additional personal reference (form provided).
8. Complete the "Student Health Record" form provided by the College.  
NOTE: Students born AFTER December 31, 1956, must provide proof of two MMR immunizations via a signed statement from a health care provider as per state law.
9. Write the required essay (topic provided).
10. Submit a **non-refundable \$50.00 room reservation fee** and housing application form if you will live in a residence hall. *(Full-time single students from outside the greater Billings area and local students not living at home who are 23 years of age and younger are required to live in a YBC residence hall during their first year as a student on the YBC campus.)*

**Transfer Students Seeking Admission:** (student seeking admission as a transfer from another college/university)

1. Complete the YBC application form.
2. Submit a \$30.00 non-refundable application fee payable to YBC.
3. Submit an official transcript (no copies) from every college attended. An applicant with fewer than 30 semester hours must also submit an official high school or home school transcript or GED scores and official ACT or SAT scores with ACT or SAT writing test scores.
4. Request a Church Statement of Approval from the church where you are currently a member (form provided).
5. Request your pastor to complete and send to YBC the Pastor's Recommendation for Admission (form provided).
6. Submit one additional personal reference (form provided).
7. Write and submit the required essay (topic provided).
8. Complete the "Student Health Record" form provided by the College.  
NOTE: Students born AFTER December 31, 1956 must provide proof of two MMR immunizations via a signed statement from a health care provider as per state law.
9. Submit a **non-refundable \$50.00 room reservation fee** and housing application form if you will live in a residence hall. *(Full-time single students from outside the greater Billings area and local students not living at home who are 23 years of age and younger are required to live in a YBC residence hall during their first year as a student on the YBC campus.)*

## REQUIREMENTS FOR ADMISSION

Acceptance to YBC is subject to recommendation by the Admission Committee. A student may be accepted conditionally by the first day of class for a given semester; however, if all conditions are not fulfilled within four weeks of that date, the student will be withdrawn from YBC.

### **Admission:**

High School Graduate - A graduate with a 2.0 or better GPA on a 4.0 scale, a score of at least 740 on the SAT or a composite score of 15 or better on the ACT (with no area score lower than 15). **Prospective students must take the optional writing test on the ACT or the optional readiness test on the SAT** as these scores will be used to place students in an English class. Satisfactory recommendations from the prospective student's home church, pastor, and friends are also required for admission. In addition, when all the application paperwork has been submitted to YBC, the student must also complete a personal interview (in person or by phone) with the Director of Enrollment.

College Transfer - A transfer student with a 2.0 or better on a 4.0 scale and satisfactory recommendations is eligible for consideration for admission. (A student with fewer than 30 hours must also submit an official copy of his ACT scores showing a composite score of 15 or higher with no area score lower than 15 or his SAT scores with a minimum composite score of 740. Students **must take the optional writing test on the ACT or the optional readiness test on the SAT** as these scores will be used to place students in an English class.) In addition, when all the application paperwork has been submitted to YBC, the student must also complete a personal interview (in person or by phone) with the Director of Enrollment. College transfer students should consult the Registrar's Office concerning the acceptability of transfer credit for the degree program before enrolling in YBC courses. No D grades will be accepted in the major, minor, or area of concentration. No F grades will be accepted for credit.

### **(A) Two Year Colleges**

No more than 64 semester hours from a two year college will be credited toward the YBC degree. Credit from a two year college will not be accepted for upper-division courses in the major/minor or area of concentration. Credit from a two year college will not be counted toward the last 33 hours before graduation. Courses transferred from a two year college must be similar in content and organization to courses offered by YBC and must be appropriate to the degree sought, as determined by YBC.

### **(B) Four Year Colleges**

Full credit will be given for work completed in all accredited four year colleges and universities provided the content and organization are similar to the YBC course and the course is appropriate to the degree sought, as determined by YBC.

### **(C) Extension and Correspondence**

Correspondence work is accepted only from institutions specifically accredited for correspondence work. All transferred extension work must be appropriate to the degree pursued as determined by YBC.

### **(D) Veteran's Education Expenses**

Veterans will be allowed transfer credit for courses taken in the armed services when the courses are appropriate to the desired degree. The standard for granting of credit will be the "Guide to the Evaluation of Education Experiences in the Armed Services," published by the American Council on Education.

**Early Admission:**

A student in his/her senior year of high school may take two classes for college credit at Yellowstone Baptist College each semester. The student must complete the general admission procedure as outlined on pages 11-13 of this catalog and in addition submit the following items:

1. Letter of approval from a parent or guardian.
2. Letter from the student's high school counselor indicating the level of the student's academic ability, emotional maturity, and social development.

**Admission on Academic Probation:**

Prospective students who are high school graduates or college transfers having a GPA below 2.0 on a 4.0 scale OR a score lower than 15 on the ACT or 740 on the SAT may be admitted on academic probation for one semester. Students accepted on academic probation will be limited to taking 12 credits and the Dean of Academics will monitor their academic progress. If a 2.0 GPA is achieved for the first semester then academic probation will be lifted. If a 2.0 GPA is not achieved, the Admission Committee will determine whether or not the student will be allowed to attend a second semester.

**Admission Denial:**

Denial may occur when a person does not qualify for admission in any of the above categories. A college transfer student may be denied admission if s/he is on academic suspension, has been dismissed from another college, or has a minimum cumulative GPA below 1.5 on a 4.0 scale. Such a student must reapply for admission after waiting one semester. Also, YBC reserves the right to deny admission to any applicant who may be deemed incompatible to the philosophy and purpose of the College.

**Appeals:**

Appeals on any decision regarding admission should be made in writing, addressed to the Dean of Academics.

**Readmission:**

Any student formerly enrolled at YBC who has not been in attendance for two or more semesters must apply for readmission under the requirements of the catalogue for the year reentering. A student formerly enrolled at YBC who has subsequently attended another college or university must submit an official transcript of all academic work attempted during his/her absence. Transfer work is evaluated on the same basis as work completed prior to first time admission.

**Duration of Application:**

After being accepted to YBC, a student's application will be kept on file for up to two years. If the student has not registered and attended classes in that time period but wishes to enroll for the next semester, s/he is required to update all personal information, health records, and references, and comply with any new requirements that may be in place since the original application.

**Non-Degree Seeking Student:**

Persons not seeking a degree but wishing to enroll in a class or classes for credit may be admitted upon approval of the Dean of Academics. These individuals will be expected to have completed high school or passed the GED prior to admission. If a non-degree seeking student elects to apply for admission to the regular degree program (see Admission Procedure), all non-degree credit will be transferred to full degree credit upon approval by the Dean of Academics.

### **Auditing a Course:**

A student may audit a course after the following requirements have been met:

1. Complete the YBC non-credit/auditing application form.
2. Submit a \$30.00 non-refundable application fee payable to YBC.
3. Pay the class fee of \$50.00 for each class audited.
4. Home School students auditing to receive a grade will pay a class fee of \$225.00.
5. Purchase the required textbook(s) and other materials required for the class.

### **International Student Admission:**

Applicants from other countries seeking admission should complete all necessary admission forms as provided by the school's Admission Office. A minimum score of 525 on the TOEFL is required for admission to YBC. The student is required to submit translated and certified documents attesting to academic performances in secondary school and university, if applicable. International students must also submit official documents certifying their ability to pay for all four years of their educational and personal living expenses. These documents must be as follows: (1) A bank letter, signed by a bank official, certifying that the student's family or sponsor has sufficient funding on deposit to cover all costs of the educational and personal living expenses; and (2) a letter from the student's family or sponsor agreeing to submit the necessary payment to YBC to cover all the student's educational expenses. Upon receiving a letter of unconditional admission, the student must transfer to YBC funds sufficient to cover one school year's expenses (tuition, room and board, all fees, and other living expenses – to be determined at that time). This must be done annually.

## **FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974**

Yellowstone Baptist College complies with the Family Education Rights and Privacy Act of 1974. The ***release of information to the public without the written consent of the student*** will be limited to categories of information designed as directory information.

The student may request that any of this information be withheld from the public by making written request to the Admission Office. Directory information includes: name, address (local and home), telephone number, parent's or guardian's name, name of spouse, marital status, dates of attendance, classification, previous institution(s) attended, degrees conferred (including dates), and date and place of birth.

## **GRADUATION AND MINISTRY INVOLVEMENT**

Yellowstone Baptist College's graduation rate of 48% of its matriculating, degree-seeking students who graduate within six years is within norms of the state's average of 43% (National Center for Higher Education Management Systems, 2008). In addition, 82% of YBC graduates are involved in vocational or avocation ministry either directly or indirectly through a spouse.



Christian Leadership Excellence



## FINANCIAL INFORMATION





## FINANCIAL INFORMATION

YBC is affiliated with the MT Southern Baptist Convention. YBC receives no federal aid.

Costs of an education are maintained as low as sound business practices permit and are among the lowest to be found in private senior colleges. The actual cost, considerably more than the student pays, is underwritten from the gifts of individual donors, churches, and other organizations.

The Vice President of Business Affairs is given the responsibility of establishing and enforcing all regulations which relate to the collection of student accounts due the College. YBC reserves the right to change fees and charges should conditions make it necessary.

### TUITION AND FEES: (2012-13)

Application Fee (one-time non-refundable)	30.00
Tuition: OBU courses per semester hour	225.00
YBC courses per semester hour	175.00
Development class per course	175.00
Audit with a grade (HS)	225.00
Audit Fee, per course (no course credit earned)*	50.00
Registration Fee	25.00
Student Administration Fee (\$10 per class, \$50 maximum)	50.00
Technology Fee (\$45 if less than 7 hours)	75.00
Activity Fee (\$45 if less than 7 hours)	75.00
Independent Study Fee – additional per class	100.00
Private Music Lessons (\$25 per lesson; 14 lessons)	350.00
Graduation Fee:	75.00
Transcript Fee (per transcript)	5.00
Late Registration Fee	50.00
Deferred Payment Fee (at time of registration)	20.00
Late fee for <u>each</u> missed due date	20.00
Dishonored Check Fee	20.00
Withdrawal Fee (course or college)	5.00

### ROOM AND BOARD (per semester) (2012-2013 school year)

All of our Women's dorm rooms are double occupancy. When all rooms are filled singularly and there are additional students added, students will be asked to double up. This will be decided by asking for volunteers first and approved by the Dean of Students. If there are no volunteers, room assignment will be determined by the Dean of Students.

Room and Board Single	1,700.00 **
Room and Board Double (Women's Dorm only)	1,460.00 **
Specific Charges <b>included</b> in Room and Board:	
Board (meal plan)	700.00
Men's Dorm Single	1,000.00
Women's Dorm Single	1,000.00
Women's Dorm Double (per person)	760.00
Room and Board Pro-Rated for Commuting Students***	TBD
Reservation Fee, non-refundable after occupancy	50.00
Guests in residence halls (per night, per person)	15.00 without linens 20.00 with linens

\* Home school auditors requesting a grade for the class being audited must see the Business Office for fees.

\*\* Room rent may be paid in installments. Full time single students from outside the Billings area and local students not living at home who are 23 years of age and younger are required to live in a YBC residence hall during their first year as a student on the YBC campus.

\*\*\* Students taking six or more hours and living outside the Billings area may apply for partial room and board fees.

## **OTHER EXPENSES:**

In addition to the tuition, fees, and room and board charges, students should plan for personal expenses to cover textbooks, supplies, and/or special fees as shown in the schedule.

## **PAYMENT OF TUITION AND FEES:**

Tuition, fees, books, and room and board (if applicable) become the liability and obligation of the student. All costs associated with tuition, fees and books are due and payable at registration. If all tuition cannot be paid at registration, arrangements to pay by installments must be made with the Vice President of Business Affairs. The installment due dates for tuition payments are listed below:

The minimum tuition payment at registration is 50% of the student's tuition expenses not covered by scholarships or work studies.

Example 1: tuition expenses of \$2,400 with no scholarships or work study awarded: the student must pay \$1,240 (50%) at registration.

Example 2: tuition expenses of \$2,400 with a \$1,200 combined scholarship and work study awarded: the remaining amount due for the semester would be \$1,200 with \$600 (50%) due at registration.

The next 25% is due by the beginning of the fifth week of classes.

The remaining 25% is due by the beginning of the ninth week of classes.

If you are expecting a third party to pay part or your entire bill, it is your responsibility to see that the person, church, or other entity pays according to the timeline given. A late fee of \$50.00 for each missed due date will be incurred if tuition payments are not paid according to the payment schedule outlined by the Business Office.

If room and board fees are not paid in full at registration, they are due in three installments of \$567. The first payment is due at registration with the remaining \$567 payments due at the beginning of the 5<sup>th</sup> and 9<sup>th</sup> weeks.

Room and board fees for the Christmas break are as follows: a student remaining in the dorms for less than 50% of the Christmas break will be charged a nominal fee of \$50; a student remaining in the dorms for more than 50% of the Christmas break will be charged a nominal fee of \$100. There is no food service during the Christmas break and J-Term for those not attending J-Term. Limited food service may be available for J-Term students and, if available, may be purchased in advance by non J-Term students.

Room and Board fees for the Summer break are as follows: students remaining in the dorms during Summer Session I or II will be charged \$100 per Session; students remaining in the dorms during August will be charged \$100. There is no food service in the summer, however limited food service may be available for Summer Session students and, if available, may be purchased in advance by non Summer Session students.

Failure to make payments of indebtedness to the College is considered sufficient cause until debt is settled to: (1) prohibit future enrollment and (2) withhold grades and transcript of records. **Students will not be permitted to receive their semester's grades or any official or unofficial transcript.**

## REFUND SCHEDULE:

If a student finds it necessary to withdraw from a class or completely from the College, tuition is credited or refunded per the following schedule. All fees are non-refundable. Calculations are based upon the date the student notifies the Dean of Academics in writing. A student's outstanding balance will be credited as follows:

A. Within the first week of classes	90%
B. Within the second week of classes	80%
C. Within the third week of classes	60%
D. Within the fourth week of classes	40%

After the fourth week of the semester, no financial credit is given. If a student has no outstanding account balance at the time of withdrawal, a refund will be issued in accordance with the above schedule. Outstanding debts are charged interest by the Business Office at the rate of 1.25% per month on all unpaid balances.

Room and Board charges may be refunded upon written request to the Business Office. An immediate refund will not be made, but upon request, a check in the amount of the refund will be mailed to the address left by the student withdrawing from the College. A refund is prorated on the opening and closing dates of the residence hall in that semester, the condition of the room, and the return of room keys.

## FINANCIAL AID

**Both full-time students (12 hours or more) and part-time students (6-11 hours) will be considered for financial aid. Financial aid is for tuition only.**

Scholarships can apply to both YBC and OBU classes. Students who are on academic and/or disciplinary probation do not qualify for financial aid. A high GPA alone does not entitle a student to financial aid. The amount of financial aid awarded is at the discretion of the Financial Aid Committee and is restricted by monies available.

Three categories of financial aid are available. **Scholarships** are awarded on academic merit and require a minimum GPA of 2.5 for the previous semester. Returning YBC students must submit a financial aid application by the announced due date with recommendations from their instructors. Qualifying transfer students and recent high school graduates may request a financial aid application from the Director of Enrollment after they have been accepted in good standing. (See instructions on the application form).

YBC also offers a **Work Study Program**. A limited number of work study assignments are available; students may earn up to \$450 toward tuition per semester by working a total of 60 hours (\$7.50 per hour). Application for a Work Study Assignment is made on the financial aid form.

A limited number of full-tuition **Grants** (for 12 credit hours), through the **Raymond Cutright Scholarship Fund**, are awarded to students who meet these criteria:

- 1) Male ministerial student intending to serve in the Northern Plains/Pacific Northwest regions;
- 2) Student has earned at least 45 credits toward his degree;
- 3) Student has a solid and consistent academic record;
- 4) Student has demonstrated commitment to service in his church, as well as to YBC, and will continue to do so.

### **\$300 Presidential Grant for New Students:**

In addition to the above designated financial aid, a new student may be eligible to receive a Presidential Grant in the amount of \$300 for each of his/her first two semesters at YBC. This grant is awarded at the discretion of the President on the basis of a student's character and church involvement. After submitting an application for admission to YBC, new students may request an application for a Presidential Grant, the purpose of which is to introduce students to the educational opportunities at YBC. The Presidential Grant application must be submitted each of the first two semesters the student attends YBC. The hope is that many of the students who are awarded this grant will stay for the remainder of their degree program.

For a student to be eligible to receive a Presidential Grant, s/he must:

1. Be accepted without condition as a student at YBC.
2. Enroll as a full-time student (12 or more credit hours).
3. Maintain a minimum 2.5 GPA for each semester.
4. Work one hour a week at an assigned job on campus.

### **YBC Ambassador Program:**

The YBC Ambassador Program provides qualified students the opportunity to represent Yellowstone Baptist College by assisting in recruitment and college promotion efforts. Students must demonstrate exceptional communication skills and be willing to travel on a limited basis. Students chosen for this program are supervised by the Director of Enrollment. Application for the Ambassador Program is made on the financial aid form.

### **Possible Loss of Financial Aid:**

A student who is receiving financial aid may receive an incomplete for a class, but that incomplete must be satisfied within the time frame allotted or the student will be required to reimburse the school for financial aid received. No student will be eligible for financial aid if s/he is on academic or disciplinary probation. **If a student drops below 12 credits, does not remove an incomplete within the time limit, is placed on academic and/or disciplinary probation, or is asked to leave for any reason, the financial aid award becomes void and the student must reimburse Yellowstone Baptist College.** Students who withdraws from school in good standing will be credited any financial aid awarded on a prorated basis.

### **VETERAN BENEFITS:**

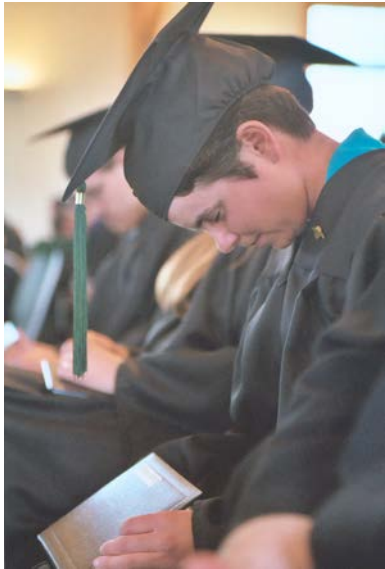
Both YBC and OBU classes are approved for Veterans Administration educational benefits and the GI Bill benefits. Students interested in VA or GI Bill benefits should verify their eligibility with the Veterans Administration and then contact the Business Office for information.

### **SOCIAL REHABILITATION SERVICES:**

Contact the Business Office for information on courses approved by the Social Rehabilitation Services for students retraining with handicap benefits.



ACADEMIC INFORMATION





# ACADEMIC INFORMATION

## DIVISION OF GENERAL EDUCATION

The General Education Division of the curriculum reflects a common core of knowledge and information that has been deemed necessary for an undergraduate education. Forty-one credit hours of General Education core courses are required for every student.

### **General Education Outcome:**

An appreciation for different cultures and an ability to build cross-cultural relationships.

## DIVISION OF BIBLICAL STUDIES

The Division of Biblical Studies complements the General Education Division in the development of disciple-making Christian leaders by giving students a worldview that is distinctively Bible-centered. Thirty-three credit hours of Biblical Studies core courses are required for every student.

### **Biblical Studies Outcomes:**

A comprehensive knowledge of the Bible and an ability to interpret and apply the scriptures to developing servant leaders.

A Christian worldview and an understanding of others in order to communicate the gospel in a pluralistic society.

## DIVISION OF PROFESSIONAL STUDIES

Professional Studies prepares students for achieving the mission of the College on a vocational level. Thirty-three hours of Professional Studies core courses are required for every student. As a part of this division of study each student will select an area of emphasis in which he or she will complete an additional twenty-one hours of study.

### **Professional Studies Outcome:**

A personal mission applied in a specific ministry setting.

### **Determining Class Standing:**

<b>Freshman Class</b>	<b>Completing 1-32 hours of course credit (year one)</b>
<b>Sophomore Class</b>	<b>Completing 33-64 hours of course credit (year two)</b>
<b>Junior Class</b>	<b>Completing 65-96 hours of course credit (year three)</b>
<b>Senior Class</b>	<b>Completing 97-128 hours of course credit (year four)</b>

In order to complete a Bachelor's degree in 4 years (8 semesters) or an Associate's degree in 2 years (4 semesters) a student must carry a course load of 16 hours or more per semester or they may participate in January Term or Summer Term during which a student may take up to 6 hours of course work.

Note: The maximum number of hours a student may take each **semester without special consent from the Vice President for Academic Affairs is 18.**

# OBU BACHELOR OF ARTS IN CHRISTIAN STUDIES

<b>BASIC CORE CURRICULUM (OBU 45/ YBC 47 Hours)</b>		<b>Credit</b>
REL 1013	Old Testament History and Literature	3
REL 1023	New Testament History and Literature	3
CMAR 1092	Communication = COM 103 Public Speaking (3)	2
PHIL 1043	Intro to Philosophy = PHI 101 Intro to Philosophy (3)	2
ENGL 1153	English Composition = ENG 151 College Composition	3
ENGL 1163	Composition/Literature = ENG 102 Research Paper/Advanced Comp	3
ENGL 2013	European Literature = ENG 201 Intro to Literature I	3
ENGL 2023	Modern Literature = ENG 201 Intro to Literature II	3
	Foreign Language I	3
	Foreign Language II	3
HIST 2013	European Civilization = HIS 201 History of Western Civilization	3
HIST 2023	Modern West: History = HIS 202 Foundations of American Gov't	3
FNAR 2063	Fine Arts = AMIN 1999 Fundamentals of Church Music	3
GNSC 1114	Issues in Physical Science (4) = SCI 301 Intro to Natural Science I	3
GNSC 1124	Issues in Biology (4) = SCI 302 Intro to Natural Science II	3
PHED 1001	Physical Education Concepts = PE 100 Fitness	1
<b>TOTAL HOURS OF BASIC CORE COMPLETED</b>		

<b>DEGREE CORE CURRICULUM (17 Hours)</b>		<b>Credit</b>
PSYC 1223	General Psychology = PSY 101 General Psychology	3
MATH 1033	Intro to Contemporary Math	3
ECON 1203	Intro to Economics OR = ECO 201 Intro to Economics	3
POLI 1223	American Government OR SOCI 1223 Intro to Sociology	
<b>REL 303-304 (ELEMENTARY GREEK I AND II can be substituted for two of the above courses.)</b>		
PHIL 2363	Philosophy of Religion (also REL 2363)	3
REL 3073	Biblical Ethics	3
AMIN 1002	Intro to Ministry OR MTI 1142 Foundations of Ministry	2
<b>TOTAL HOURS OF DEGREE CORE COMPLETED</b>		

<b>AREA OF CONCENTRATION (54 Hours)</b>		<b>Credit</b>
<i>(Of the following at least 27 hours must be OBU courses and at least 21 elective hours must be 300 or 400 level courses)</i>		
<b>Biblical Studies Requirements (18 hours needed)</b>		
	Biblical Studies Elective -	3
	Biblical Studies Elective -	3
	Biblical Studies Elective -	3
	Biblical Studies Elective -	3
	Biblical Studies Elective -	3
	Biblical Studies Elective -	3
<b>Theology/Church History Requirements (15 hours needed)</b>		
REL 3563	Baptist History and Theology	3
	Church History Elective -	3
REL 3413	Christian Doctrines	3
	Theology / Church History Elective-	3
	Theology / Church History Elective -	3
<b>Applied Ministry Requirements (21 hours needed)</b>		
AMIN 2223	Educational Ministry in the Church	3
AMIN 3503	Church Administration / Leadership-	3
	Applied Ministry Elective -	3
	Applied Ministry Elective -	3
	Applied Ministry Elective -	3
	Applied Ministry Elective -	3
	Applied Ministry Elective -	3
<b>TOTAL HOURS OF AREA OF CONCENTRATION COMPLETED</b>		

<b>FREE ELECTIVES (12 Hours)</b>		<b>Credit</b>
	Free Elective:	3
	Free Elective:	3
	Free Elective:	3
	Free Elective:	3
<b>TOTAL HOURS FOR DEGREE 128</b>		

ADDITIONAL REQUIREMENTS FOR THE BACHELOR DEGREE:  
 Overall 2.0 grade point average is required for graduation.  
 A grade of C or better is required on all courses in the areas of Religion or Applied Ministry.  
 At least 60 hours must be OBU courses.  
 39 hours must be upper division classes: 3000 and 4000 level.

## OBU ASSOCIATE OF ARTS IN CHRISTIAN STUDIES

<b>GENERAL EDUCATION REQUIRED COURSES</b>		<b>Credit</b>
CMAR 1092	Communication (2)	2
PHIL 1043	Intro to Philosophy	3
PSYC 1223	General Psychology	3
ENGL 1153	English Composition	3
ENGL 1163	Composition/Literature	3
ECON 1203	Intro to Economics OR	3
POLI 1223	American Government OR	
SOCI 1223	Intro to Sociology	
	Ancient History	3
	Modern History	
<b>TOTAL HOURS OF GENERAL EDUCATION COMPLETED</b>		<b>20</b>

<b>CHRISTIAN STUDIES REQUIREMENTS (39 Hours)</b>		<b>Credit</b>
REL 1013	Old Testament History and Literature	3
REL 1023	New Testament History and Literature	3
REL 3073	Biblical Ethics	3
REL 3563	Baptist History and Theology	3
REL 3413	Christian Doctrines	3
	Biblical Studies Elective -	3
	Biblical Studies Elective -	3
	Biblical Studies Elective -	3
	Church History Elective -	3
	Applied Ministry Elective -	3
	Applied Ministry Elective -	3
	Applied Ministry Elective -	3
	Religion or Applied Ministry Elective -	3
<b>TOTAL HOURS OF CHRISTIAN STUDIES COMPLETED</b>		<b>39</b>

<b>FREE ELECTIVES (6 Hours)</b>		<b>Credit</b>
Free Elective:	3	3
Free Elective:	3	3
<b>TOTAL HOURS OF ELECTIVES</b>		<b>6</b>
<b>TOTAL HOURS FOR DEGREE 64</b>		<b>128</b>

ADDITIONAL REQUIREMENTS:  
 Overall 2.0 grade point average is required for graduation.  
 A grade of C or better is required on all courses in the areas of Religion or Applied Ministry.  
 At least 30 hours must be OBU courses.

**GENERAL REQUIREMENTS:**

Fulfillment of all general and specific academic requirements and formal approval by the Faculty and Board of Directors are the essential conditions for receiving any of the degrees listed above.

**FILING A DEGREE PLAN:**

During the fall semester of his/her junior year, each student must complete a degree check sheet which certifies the courses which the student has completed and the courses s/he must complete to fulfill all degree requirements.

## GRADUATION REQUIREMENTS

During the fall semester of his/her junior year, each student, in coordination with the Academic Affairs office, must complete a degree flow sheet which certifies the courses which the student has completed and the courses s/he must complete to fulfill all degree requirements. The degree flow sheet may be obtained from the Registrar's Office.

The degree flow sheet must be signed by the student and the Registrar. All changes in the official degree program approved on the degree flow sheet must be agreed upon by the student and approved by the Registrar.

### **All candidates for degrees will be expected to meet the following requirements:**

1. Completion of an approved degree program. An application form obtained from the Registrar's Office must be approved during or before the fall semester of the junior year. The form is signed by the student and approved by the Dean of Academics. A grade point average of 2.0 is required for all courses attempted. No grade less than a C will be accepted in the area of concentration. Students who have not corrected all irregularities in their degree programs by the beginning of their final term will not be permitted to become candidates during that term.
2. Maintenance of acceptable standards of ethical conduct. The College reserves the right to withhold or deny the award of a degree to any student who, although having completed the academic requirements, has consistently violated the College Code of Conduct as delineated in the Student Handbook.
3. Completion of all special examinations required for degree. All students are required to satisfy the English Proficiency Examination requirements. This is given at fall orientation before beginning the student's junior year.
4. Fulfillment of all financial obligations to the College.
5. Approval of the Dean of Academics. Formal action is taken on all candidates for baccalaureate degrees.
6. Participation in annual commencement ceremonies. All students completing graduation requirements, including those who finish at the end of the fall semester or summer semester, are expected to participate in spring commencement exercises of that academic year. A student unavoidably prevented from participation must submit to the Dean of Academics, prior to commencement, a letter requesting that his/her degree be conferred in absentia. The reason for the request should be outlined in the letter.
7. A student who lacks not more than 3 semester hours and who has completed all the rest of the graduation requirements may participate in graduation ceremonies. The student is expected to take the final three hours within the subsequent school year.

## GRADUATION UNDER A PARTICULAR CATALOG

A student may choose to graduate under the regulations of the catalog in force at the time of his/her initial registration or that of any subsequent catalog. There is a seven year time limit for completing a degree under a particular catalog. If the degree requirements are not fulfilled within seven years, the student must graduate under the degree requirements of the current catalog.

## GRADING STANDARDS

All grades are filed and become a part of the permanent record of the student. Successful completion of any course depends on fulfilling the specific requirements of the course as dictated by the teacher at the level of competency which s/he requires. Maintenance of acceptable standards of ethical conduct as a student is also required for successful course completion. The grades and quality points given are in descending order of excellence:

A	Excellent	Each credit hour of A	4.0 points
B	Good	Each credit hour of B	3.0 points
C	Average	Each credit hour of C	2.0 points
D	Minimally Passing	Each credit hour of D	1.0 points
F	Failing	Each credit hour of F	0.0 points

**I – Incomplete, a neutral mark.** The I is given at the discretion of a teacher with approval of the Dean of Academics when, for a legitimate reason, a student is not able to complete course requirements within a given semester. Typical instances might be absence from a final because of illness or inability to complete a project because of extenuating circumstances.

1. A student may qualify for a maximum of four incompletes during his or her enrollment at Yellowstone Baptist College.
2. A student may apply for only one incomplete during a semester, unless some extraordinary circumstance deems it fitting to grant more than one.
3. A student must request permission from the teacher to apply for an incomplete in that class; if permission is granted, s/he must next go to the Dean of Academics to request the proper application. A conference will then be set up between the student, the teacher of the class, and the Dean of Academics to determine the legitimacy of the application. The application for an incomplete will be granted only if both the Dean of Academics and the teacher agree to the incomplete.
4. All work for the incomplete must be finished within four (4) weeks from the date of the final exam of the class in question; otherwise the grade will be changed to a failing grade (F) on the transcript.
5. Following the granting of an incomplete, the student shall be advised to take less course hours the following semester. Following the granting of incompletes any two consecutive semesters, the student will be required to reduce the academic load for the next semester.
6. All conditions and requirements for finishing the incomplete will be set down in writing as achievable objectives in an I-contract signed by the teacher and the Dean of Academics.
7. A student who is receiving financial aid may receive an incomplete, but that incomplete must be finished according to the above guidelines or the student will be required to reimburse the College for financial aid received for that course.

**W - Withdrawal.** No grade points. A student who officially withdraws from a course will receive a grade of W if the withdrawal occurs prior to the date specified in the academic calendar. A student who withdraws or is withdrawn after the last date for a W as specified in the academic calendar will receive a grade of WP if judged by the teacher to be passing or a WF if judged by the teacher to be failing.

**WP - Withdrawn Passing.** No grade points.

**WF - Withdrawn Failing.** No grade points.

It is the responsibility of a candidate for graduation to see that all incomplete courses have been completed and grades reported to the office one month prior to the end of the semester of graduation.

**GPA - Grade point average.** To determine the GPA, total all of the grade points from all courses in which grades are given and divide the total by the number of semester hours represented by those courses.

When courses are repeated, only the most recent grade will be used to calculate grade points and semester hours.

## **ACADEMIC PROBATION, SUSPENSION, DISCIPLINARY PROBATION**

Students are expected to maintain a 2.0 GPA, which is the minimum required for graduation. If a student falls below a GPA of 2.0 for any semester, s/he will be placed on academic probation for the following semester and notified in writing by the Dean of Academics. If a student falls below a 2.0 GPA for two consecutive semesters, s/he will be placed on academic suspension from the College for the following (spring or fall term) semester. Any student who is subject to suspension under the guidelines for academic probation and suspension will be informed in writing by the Dean of Academics. The student has ten days from the date of the letter to provide the VPAA with relevant information (change of grade, verifiable medical condition, or other extenuating circumstances) that might affect the Dean of Academics' decision. After reviewing the student's academic records and other relevant information supplied to the Dean of Academics by the student or by others, the Dean of Academics, in Academic Committee, will decide whether to place the student on academic suspension or to extend the student's period of academic probation. The student will be notified in writing of the decision.

Students under academic suspension may apply to the Office of Academic Affairs for reinstatement. Reinstatement is not automatic but depends on the quality of evidence submitted to the Dean of Academics, in writing and in personal interview, to justify belief that normal progress may be made toward satisfaction of degree requirements. A student who is reinstated following his/her first academic suspension is on academic probation and must meet the terms of academic probation to avoid a second academic suspension. A student who is reinstated following his/her second academic suspension is on academic probation and must meet the terms of academic probation to avoid dismissal from Yellowstone Baptist College.

If a student is placed on **disciplinary probation** for a current semester, the disciplinary probation applies through the next semester and can only be removed upon recommendation and approval of the Dean of Academics, based on acceptable change in behavior. Two consecutive semesters of disciplinary probation will result in the student being placed on academic suspension from the college for the following semester.

A student on academic or disciplinary probation is subject to the following policy:

1. A student on probation may not represent the College in activities for which s/he is not registered for credit.
2. A student on probation is not eligible for grants or scholarships administered by the College.
3. A student on probation may not hold any office in student organizations.
4. A student on academic probation may take no more than 13 semester hours during one semester.

### **CLASS STANDING:**

Students who have earned fewer than 24 semester hours are classified as freshmen; 24-55 semester hours, sophomores; 56-87 semester hours, juniors; 88 semester hours and over, seniors.

### **SPECIAL RECOGNITION IN A SEMESTER:**

Special recognition is given for academic excellence in the following rosters:

- The President's List - composed of students completing at least 12 semester hours with a minimum grade point average of 3.75 and no grade lower than a B.
- The Dean's List - composed of students completing at least 12 semester hours with a minimum grade point average of 3.45 and no grade lower than a C.
- Part-time students may be listed on a Special Honor Roll if they complete 6-11 hours in one semester and meet the above criteria.

### **SPECIAL RECOGNITION FOR GRADUATION:**

Special recognition is given to a graduate whose cumulative GPA falls into one of the following categories:

- 3.50-3.66 *cum laude* (with honors)
- 3.67-3.83 *magna cum laude* (with high honors)
- 3.84-4.00 *summa cum laude* (with highest honors)

### **SPECIAL STUDIES:**

The College may offer independent study on a limited basis. The student requesting the independent study will be charged, in addition to the course per hour charge, an additional \$100. for each independent study. Only juniors and seniors with a 3.0 or higher GPA are eligible for independent study, and no more than three credit hours of independent study may be taken per semester. The request for independent study must first be initiated with the Registrar; approval of the independent study rests with the teacher and the Dean of Academics.

### **ATTENDANCE REGULATIONS:**

Students are expected to be faithful in class attendance. Persistent failure to attend class will be reported by teachers to the Dean of Academics, and the student may be requested to withdraw from the College. When a student fails to attend class for any reason for as much as 20 percent of the total number of class meetings/hours of instruction (the teacher may round percentages to the next whole number), the student may be given a grade of F in the course regardless of the quality of his/her work. Other penalties for class absences may be assessed at the discretion of the teacher.

### **EXAMINATION POLICY:**

Students are expected to take all scheduled tests, mid-term exams, and final exams at the time and on the day specified by the teacher and coordinated by the Dean of Academics. A final exam schedule will be posted by the Dean of Academics early in the semester. The teacher's prerogative determines whether or not a student will be allowed to re-schedule or make up an exam.

### **CELL PHONES / TEXTING:**

Cell phone usage, texting, and/or any other electronics (i-pods, etc.) are prohibited for any reason while class is in progress or during chapel. Please do not show disrespect to your instructors by using such devices in class or chapel.

### **FOOD IN CLASSROOMS**

Students are permitted to bring drinks and small snacks into the classrooms, but eating of meals in the class is not allowed. All plated food must be consumed in the cafeteria or student center. Please plan your schedule to allow ample time to eat your meals prior to class.

### **CAMPUS DECORUM:**

Since our students may interact informally with YBC faculty, staff, and administrators in their churches or at non-YBC events, students may also feel the freedom in using first names while on campus. However, students are expected while on campus or at YBC functions to use a formal address with faculty, staff, and administration (example: Mr., Mrs., Dr.).

### **WITHDRAWAL FROM CLASS/COLLEGE:**

If a student is unable to continue with a course, it is imperative that the student withdraw from the class. A drop card may be obtained from the Registrar's Office. Refunds will be made according to the refund schedule posted by the Business Office. See "Grading Standards" for grade assignment under this condition. If a student must withdraw from all classes, s/he must write a letter to the Dean of Academics requesting that the complete withdrawal be processed.

The effective date of withdrawal is the postmark date if mailed. See "Grading Standards" for grade assignment under this condition. Students who leave the College without following proper withdrawal procedure will receive grades of F in all courses, be responsible for all charges incurred, and will not be considered for readmission.

### **REGISTRATION:**

Yellowstone Baptist College operates on a semester calendar with a four-month fall semester, a four-month spring semester, and optional January and summer terms. Each student is responsible for monitoring his/her own course of study toward a college degree. An academic advisor assigned by the Registrar is available for counsel.

All students are expected to register during the designated registration periods. A \$50 late fee is charged for registration after the designated time. No registration will be accepted after the deadlines designated in the official academic calendar. All registrations must conform to the policies in force at the time of registration in order for any course work to be credited toward fulfillment of degree requirements.

### **ORIENTATION:**

Orientation is an important part of college life and participation is mandatory for all new and all transfer students. This program assists students in successfully adjusting to college community life and study.

**All students, new and returning, must participate** in the scheduled registration process. Semester registration involves final enrollment for the semester, any needed financial actions, purchasing of texts, and any needed training/planning for work-study students. Also included in the registration schedule are social activities designed to enhance networking among students, faculty, and staff. **Participation in fall semester orientation is required of all YBC students. Failure to participate will result in a monetary fine.** (See Student Handbook, page 30)

### **PROFICIENCY REQUIREMENTS**

#### **English Skills Requirement:**

Students taking College Composition (ENG 101) are required to earn a grade of at least a C; those students earning a grade of D or below must re-take College Composition the next semester it is offered.

Christian Leadership Excellence



## COURSE DESCRIPTIONS





# **COURSE DESCRIPTIONS**

## **AMIN 2113 PASTORAL MINISTRY**

A study of the nature of the pastoral calling, the multiple roles of the pastor in the light of Biblical teaching, and the distinctive challenges confronting the contemporary church. Special attention to the pastor's preaching ministry. (3 hours). BOOKS REQUIRED: Pastoral Leadership by Dale; Abingdon Press. ISBN: 0-687-30349-4

## **AMIN 2183 INTRODUCTION TO EVANGELISM**

A study in Biblical, historical and practical concepts of evangelism with special emphasis upon the motives and methods of personal evangelism and programs in the local church. (3 hours). BOOKS REQUIRED: Introduction to Evangelism by Reid; Broadman & Holman. ISBN: 080541143-7; The Master Plan of Evangelism by Coleman, Graham, and Fish; Baker Publishing. ISBN: 0-8007-3122-0

## **AMIN 2223 THE EDUCATIONAL MINISTRY OF THE CHURCH**

General survey of the educational ministry of the local church. Attention to the development and implementation of educational programs for pre-school, childhood, youth, and adult groups. Consideration of the duties and relationships of Christian education workers within the local church program. (3 hours). BOOK REQUIRED: Christian Education Handbook by Bruce Powers, Broadman Holman. ISBN: 0-8054-1060-0; Bible Study in the Blended Ministry Churches by Robert Dawson, printed locally (Shawnee). ISBN: 1-57910-741-9

## **AMIN 2303 YOUTH MINISTRY IN THE CHURCH**

Provides informational background for youth ministry in the local church, studying methods and principles for establishing and conducting a youth ministry. Attention is given to the role of the youth leader or minister as a church staff member. (3 hours). BOOK REQUIRED: An Introduction to Youth Ministry by Black; Broadman Press. ISBN: 080541869-5

## **AMIN 2753 SURVEY OF CROSS-CULTURAL MINISTRY**

An introductory study of the Biblical, historical, and theological foundations for cross-cultural ministry. (3 hours) BOOKS REQUIRED: Perspectives on the Christian World Movement- The Notebook, 1999 edition. ED. Ralph D. Winter and Steven C. Hawthorne. ISBN-0878082913 William Carey Library, Pasadena, CA. (626) 798-0891.

## **AMIN 3103 PREACHING: PREPARATION AND DELIVERY OF SERMONS**

Background of Christian preaching in the development of Christianity; sermon preparation and delivery. (3 hours). BOOK REQUIRED: Steps to the Sermon (revised) by Brown, Clinard, Northcutt, Fasol; Broadman. ISBN: 0-8054-1238-7

## **AMIN 3153 SUPERVISED FIELD EDUCATION: LOCAL CHURCH**

Supervised field work in one or more local church ministries; pastoral, educational, music, youth recreation. Provides 50-100 hours of practical experience under competent professional supervision. (3 hours). BOOK REQUIRED: A choice of books depending on the type of internship.

## **\*AMIN 3213 ADMINISTRATION OF EDUCATIONAL PROGRAMS FOR CHILDREN**

Welcome to a study of children's ministry. This course will introduce you to the development and administration of educational programs for preschool and elementary children in the church. The course is designed to provide very practical guidance and assistance for you as you carry out the responsibilities involved in leading your church's children's ministry.

## **\*AMIN 3763 BASIC COUNSELING SKILLS**

(3 hours) REQUIRED BOOK: Helping Skills: Facilitating Exploration, Insight, and Action (Second Edition) by Clara E. Hill

**AMIN 3503 CHURCH ADMINISTRATION**

Concepts of leadership applied to the organization of the local church, with special emphasis given to the work and relationships of the pastor and church staff, and to the administrative structure and functions of the church. (3 hours). BOOK REQUIRED: Church Administration Handbook by Bruce P. Powers, ed/comp.; Broadman Press. ISBN: 0-8054-4490-4

**MTI 1142 FOUNDATIONS OF MINISTRY**

An introduction to Christian ministry with emphasis on ministries through the local church. This course is required in the Bachelor of Arts in Christian Studies degree core. (2 hours). BOOKS REQUIRED: Ministerial Ethics by Trull & Carter; Broadman & Holman. ISBN: 0-8010-2755-1; Celebration of Discipline by Foster; Harper Collins. ISBN: 0-06-062839-1

**MTI 1152 MASTERLIFE I**

A study in personal discipleship and evangelism. The first half of a two course sequence designed to assist the student with personal spiritual growth. (2 hours). Books ordered by each MTI.

**MTI 1162 MASTERLIFE II**

A study in personal discipleship and evangelism. The second half of a two course sequence designed to assist the student with personal spiritual growth. A continuation of Masterlife I..

**MTI 1173 FUNDAMENTALS OF CHURCH MUSIC**

Basic fundamentals of music, introductory directing techniques, and formation of Christian music.

**MTI 1181 TOPICS: EXPERIENCING GOD**

This course explores a Biblical approach to knowing and experiencing the will of God. (1 hour). BOOK REQUIRED: Experiencing God: Knowing and Doing the Will of God by Blackaby & King; Lifeway. ISBN: 0-8054-9954-7

**MTI 2011 NEHEMIAH**

(1 hour) An exegetical study of the book of Nehemiah. The course addresses the historical and literary context of the book, the book's teachings in context and its application to the church today.

**MTI 2021 Mark**

(1 hour) An exegetical study of the Gospel of Mark. The course addresses the historical and literary context of the gospel, its teachings in context and its application to the church today. BOOK REQUIRED: The New American Commentary for Mark by Brooks; Broadman. ISBN: 0-8054-0123-7

**MTI 2031 1 & 2 Timothy**

(1 hour) An exegetical study of the books of 1 & 2 Timothy. The course addresses the historical and literary context of the books, their teachings in context and application to the church today. BOOK REQUIRED: The New American Commentary by Lea & Griffin; Broadman Press. ISBN: 0-8054-0134-2

**MTI 2041 1 Corinthians**

(1 hour) An exegetical study of 1 Corinthians. The course addresses the historical and literary context of the letter, its teachings in context and its application to the church today. BOOK REQUIRED: The NIV Application Commentary by Craig Blomberg; Zondervan Press. ISBN: 0-310-48490-1

**MTI 2051 Genesis 1-12**

(1 hour) An exegetical study of the first 12 chapters of Genesis. The course addresses the historical and literary context of the book, the book's teachings in context and its application to the church today. BOOKS REQUIRED: What's Life All About?, Lifeway; Tyndale Commentary for Genesis, Inter-Varsity Press. ISBN: 0-87784-251-5

**MTI 2069 Joshua**

(1 or 2 hours). An exegetical study of the book of Joshua. The course addresses the historical and literary context of the book, the book's teachings in context and its application to the church today. BOOKS REQUIRED: Joshua: An Introduction & Commentary by Richard Hess; InterVarsity Press. ISBN: 0-87784-256-6. For 2 hours add: Southwestern Journal of Theology, Vol. 41 No.1

**MTI 2071 THESSALONIANS**

(1 hour). An exegetical study of the books of 1 & 2 Thessalonians. The course addresses the historical and literary context of Paul's Thessalonian correspondence, the letters' teachings in context and their application to the church today. BOOK REQUIRED: Tyndale Commentaries for 1 & 2 Thessalonians by Leon Morris; Eerdmans Press. ISBN: 0-8028-0034-3

**MTI 2081 JAMES**

(1 hour). An exegetical study of the book of James. The course addresses the historical and literary context of the book, the book's teachings in context and its application to the church today. BOOK REQUIRED: Tyndale Commentaries for James by R. G. V. Tasker; Eerdmans Press. ISBN: 0-8028-0079-3

**MTI 2091 GALATIANS**

(1 hour). An exegetical study of the book of Galatians. The course addresses the historical and literary context of Paul's letter, the letter's teachings in context and its application to the church today.

**MTI 2092 EPHESIANS**

This course is designed as an inductive study of the book of Ephesians. It not only teaches the biblical material but also gives a pattern for doing inductive Bible study. (2 hours). The texts are MasterDesign: Your Calling as a Christian by Curtis Vaughan and Thomas D. Lea; Life. ISBN: 0-89693-775-5; and Be Rich by Warren Wiersby; Victor Books. ISBN: 0-7673-2671-7. This course is part of the Lay Institute for Equipping (LIFE).

**MTI 2103 SURVEY OF CHRISTIAN HISTORY**

A survey of the historical development of Christianity from its inception to the present. Attention is given to major characters and movements and to the relationship of the Church in various ages to its culture. (3 hours). BOOK REQUIRED: A Summary of Christian History by Robert A. Baker - Revised Edition by John M. Landus, Broadman/Holman Publisher. ASIN: 0805410643

**MTI 2121 THE DOCTRINE OF PRAYER**

This course examines the doctrinal and practical teachings concerning prayer. (1 hour). BOOK REQUIRED: The Life-Changing Power of Prayer by T. W. Hunt, Convention Press. ISBN: 0633019801

**MTI 2133 CHRISTIAN WORSHIP**

A study of worship from Biblical time to present. Comparison of liturgies and orders of worship. Planning worship services for various occasions. (3 hours). BOOK REQUIRED: Christian Worship: It's Theology and Practice, 3rd edition, by Franklin M. Segler and Randall Bradley; Broadman & Holman Publishers. ISBN: 0-8054-4067-4

### **MTI 2193 PLANTING AND GROWING CHURCHES**

(3 hours). A course designed to prepare students for a ministry of planting and growing churches. BOOKS REQUIRED: Planting Growing Churches for the 21st Century: A Comprehensive Guide for New Churches and Those desiring Renewal, 3rd edition, by Aubrey Malphurs; Baker Press. ISBN: 0-8010-6514-3; The Purpose Driven Church by Rick Warren; Zondervan . ISBN: 0-3102-0106-3

### **MTI 2203 TEACHING AND LEARNING IN CHURCHES**

(3 hours) An introduction to principles of teaching and learning in the local church. Attention given to the dynamic interaction of the teacher, learner, and curriculum. Emphasis on teaching to produce change in knowledge, attitude, and lifestyle. BOOKS REQUIRED: The Teaching Ministry of the Church by Eldridge; Broadman Press. ISBN: 0-8054-1087-2; and Teaching to Change Lives by Hendricks; Multnomah Press. ISBN: 1-5905-2138-2

### **MTI 2213 PASTORAL CARE**

A survey of clinical methods of pastoral care and counseling is presented to equip persons for effective personal and crisis ministry. (3 hours). BOOK REQUIRED: Basic Types of Pastoral Care and Counseling by Clinebell; Abingdon Press. ISBN: 0-687-02492-7

### **MTI 2223 ADVANCED PREACHING**

This course is a continuation of AMIN 3103, "Preaching, Preparation and Delivery of Sermons." The course seeks to sharpen the student's skills in sermon preparation and delivery in a preaching laboratory setting. (3 hours). Prerequisite: AMIN 3103. BOOK REQUIRED: Biblical Preaching: The Development and Delivery of Expository Messages by Haddon W. Robinson; Baker Press. ISBN: 0-8010-2262-2

### **PHIL 2363 PHILOSOPHY OF RELIGION (ALSO REL 2363)**

An introduction to the concepts, problems and schools of Western philosophy in the areas of metaphysics, epistemology and ethics. BOOK REQUIRED: Reason and Religious Belief, 4th ed. Edited by Peterson, Hasker, Reichenback, and Basinger, Oxford Press. ISBN: 0-1953-3599-6

### **REL 1013 OLD TESTAMENT HISTORY AND LITERATURE**

Survey of Old Testament writings within the context of the history of Israel. Attention to Israel's identity as the covenant people of God, the development of Israel's national and political consciousness, and her relationships with other nations. Special emphasis on the principles of Biblical interpretation and the major theological themes of the Old Testament. (3 hours) BOOK REQUIRED: Encountering the Old Testament by Arnold & Beyer; Baker Press ISBN 0-8010-3170-2

### **REL 1023 NEW TESTAMENT HISTORY AND LITERATURE**

Exploration of New Testament writings within the context of the historical development of the church in the first century. Attention to the types of literature appearing in the New Testament, the order and manner of composition of these writings, and the questions of authorship and purpose. Discussion of central figures, major issues, and dominant theological themes, and study of the development of these writings into a body of canonical literature. (3 hours) BOOK REQUIRED: New Testament Survey by Tenney; Eerdmann Press. ISBN: 0-8028-3611-9

### **REL 2013 THE LIFE OF CHRIST**

Study of the life and teachings of Christ with emphasis on the historical and religious background of His life and the major themes of His teachings. (3 hours). BOOK REQUIRED: Jesus and the Gospels by Craig L. Blomberg. Broadman & Holman. ISBN: 0-8054-1058-9.

### **REL 2043 LIFE AND LITERATURE OF PAUL**

Study of the ministry of Paul in the spread of Christianity including his relationship to the ministry of Christ and to Jewish and Greco-Roman thought. (3 hours). BOOK REQUIRED: Paul, Apostle of the Heart Set Free by F. F. Bruce; Eerdmann Press. ISBN: 0-8028-4778-1

### **REL 2533 HISTORY OF CHRISTIANITY: EARLY AND MEDIEVAL**

Survey of the historical development of Christianity from inception to the sixteenth century with attention to the origins, missionary advance, institutional and theological development, significant literature, notable personalities, and daily life of the church. Attention to the reciprocal influence of Christianity and culture. (3 hours). BOOK REQUIRED: History of Christianity Vol. 1 by Latourette; Harper Collins Press. ISBN: 0-06-063315-8

### **REL 2543 HISTORY OF CHRISTIANITY: REFORMATION AND MODERN**

Examination of the historical development of Christianity from the sixteenth century to the present. Special attention to the causes, character, and consequences of the Protestant Reformation; the nature and varieties of Protestantism; the impact of modern secular culture on the church, and contemporary trends in Christianity. (3 hours). BOOK REQUIRED: History of Christianity Vol. II by Latourette; Harper Collins Press. ISBN: 0-06-063316-6

### **REL 2703 BIBLICAL HERMENEUTICS**

This course is designed to help the student discover principles of biblical interpretation and develop exegetical skills. It will cover the history of biblical interpretation, an introduction to the various genres of the Bible, a survey of contemporary interpretive methodologies, and case studies in the methodologies, using biblical texts. BOOKS REQUIRED: How to Read the Bible for All It's Worth by Fee, Gordon, and Stuart; Zondervan Press. ISBN: 0-310-24604-0; Christian History magazine, ISSUE 43 (Vol. XIII, No. 3) Christianity Today, Inc.

### **REL 2903 ELEMENTARY GREEK I**

A study of the fundamentals of the common and cultural language of the Greco-Roman world with emphasis on the Greek New Testament. (3 hours). BOOKS REQUIRED: Essentials of New Testament Greek (revised) by Summers; Broadman. ISBN: 0805410015; Essentials of New Testament Greek, A Student's Guide (revised) by Steven Cox; Broadman. ISBN: 0805420290

### **REL 2913 ELEMENTARY GREEK II**

A continuation of Elementary Greek I. (3 hours). Prerequisite: REL 303. BOOKS REQUIRED: Greek New Testament by Kurt Aland, et.al., United Bible Societies. ISBN: 3438051133; Shorter Lexicon of the Greek New Testament by F. Wilbur Gingrich, University of Chicago Press. ASIN: 0226136132

### **REL 3053 THE GENERAL EPISTLES**

Study of the letters of Hebrews, James, Peter, John and Jude with particular reference to their historical setting and major themes. (3 hours). BOOKS REQUIRED: The Expositor's Bible Commentary, Vol. 12, Zondervan. ISBN: 0-310-36540-6

### **REL 3063 APOCALYPTIC LITERATURE**

A study of biblical and intertestamental apocalyptic literature with major attention given to Daniel, Ezekiel, and Revelation. (3 hours). BOOK REQUIRED: The Lion and the Lamb by John Newport; Broadman Press. ISBN: 080541868-7

### **REL 3073 BIBLICAL ETHICS**

A study of the major ethical teachings of the Bible with attention to their practical and contemporary application. Addresses the theme of Christian responsibility in today's world, based on the premise that Biblical interpretation is not complete until the teachings of the Bible inform the life situation of the student. Discussion of the nature of Christian citizenship and political involvement, race relations and the structures of prejudice, the Christian and ecological crisis. (3 hours) BOOKS REQUIRED: An Introduction to Biblical Ethics by McQuilkin; Tyndale Press; ISBN: 0-8423-1731-7  
Biblical Ethics by Maston; Mercer Press. ISBN: 0-86554-312-7

### **REL 3113 PROPHETS**

Study of the work of the Hebrew Prophets. (3 hours). BOOK REQUIRED: Interpreting the Prophetic Word by Vangemeren, Zondervan Press. ISBN: 0-3102-1138-7

### **REL 3413 CHRISTIAN DOCTRINES**

Analysis of the basic concepts of Christian thought from the Biblical to contemporary eras. Major emphasis on the consideration of the essential doctrines of the Christian faith under such categories as God, Man, Sin, Redemption, Christian Life, and Eschatology. (3 hours). BOOK REQUIRED: Introducing Christian Doctrine (Second Edition), by M. Erickson: Baker Academic. ISBN: 0-8010-2250-9

### **REL 3423 WORLD RELIGIONS**

Historical and comparative study of the religious beliefs of man from ancient to contemporary times. Examination of common characteristics of primitive religious and progression through tribal, national, and universal states. Emphasis on the major religious and philosophical expressions of Hinduism, Buddhism, Judaism, and Islam. (3 hours). BOOK REQUIRED: Neighboring Faiths by Corduan; Intersity Press. ISBN: 0-8308-1524-4

### **REL 3433 CONTEMPORARY THEOLOGY**

A survey of the major movements of 20th century Christian theology, beginning with the neo-orthodox reaction to 19th century Protestant liberalism. Major attention given to Protestant theologians in Europe and America such as Barth, Tillich, Bultmann, the radical theologians, and the theologians of hope, as well as to process theology. (3 hours). BOOKS REQUIRED: A Handbook of Contemporary Theology by David L. Smith; Victor Press. ISBN: 0-8010-2253-3; Revisioning Evangelical Theology by Stanley Grenz; Intersity Press. ISBN: 0-8308-1772-7

### **REL 3563 BAPTIST HISTORY AND THEOLOGY**

A study of the history and theology of Baptists from their seventeenth-century origins to the present with primary emphasis on developments in England and North America. (3 hours). BOOK REQUIRED: The Baptist Heritage by Leon McBeth, Broadman Press. ISBN: 0-8054-6569-3

### **REL 3903 INTERMEDIATE GREEK I**

Exegetical study from selected passages from the Gospels and Epistles of the Greek New Testament. Includes advanced syntactical, grammatical and historical research. (3 hours)

### **REL 3913 INTERMEDIATE GREEK II**

A continuation of the advanced level of 3903, Intermediate Greek I. (3 hours)

### **REL 4153 PENTATEUCH**

A study of the background and content of the first five books of the Old Testament. Emphasis will be given to the historical setting and literary background of this portion of Scripture. (3 hours) BOOK REQUIRED: Handbook on the Pentateuch by Hamilton; Baker Press. ISBN: 0-8010-4259-3

Christian Leadership Excellence



# STUDENT LIFE





## Student Community Covenant

Embracing the community Covenant marks the beginning of your personal Yellowstone Baptist College experience. Each student affirms his or her support for this Covenant at the beginning of each academic year. While the Covenant is not a complete expression of all College rules and guidelines, it is a concise summary of many of the things that we deem most important to spiritual development and community.

*We covenant together to express our love for God through our obedience to the authority of His Word, our practice of spiritual disciplines, and regular expressions of worship and Christian service.*

*We covenant together to express our love for others through acts of kindness, wholesome and uplifting speech, redemptive expressions of confrontation and forgiveness, merciful acts to those in need, and loving proclamation of the gospel.*

*We covenant together to be people of integrity and self-control, truthful in our speech, honest in our conduct, and morally pure in both thought and action.*

*We covenant together to pursue excellence in all that we do as an expression of our gratitude to God and our desire to be good stewards of all God's gifts, including our talents, time, and resources.*

### What does it mean to agree to a Community Covenant?

- This is a promise that Yellowstone Baptist College students make to each other to help every member of this community develop qualities that reflect the character of Jesus Christ. Both words are important.
- “**Community**” reminds us that this is something that we do together in the context of loving relationships. An important part of the Yellowstone Baptist experience is the mutual support and accountability we extend to each other as brothers and sisters in Christ.
- “**Covenant**” reminds us of the spiritual significance of this commitment. These are not matters of mere convenience or personal preference. They are essential marks of lives transformed by God's grace. As a community, we commit ourselves to the pursuit of these marks of spiritual maturity so that God may be glorified on our campus.

All students are expected not only to honor the Covenant, but also to promote it by providing accountability and, when necessary, correction to their friends and peers.

# **STUDENT LIFE**

## **STANDARDS OF CONDUCT**

In the application process, each student at Yellowstone Baptist College has given evidence of above-average dedication to the Christian ethic presented in the New Testament. The practice of going beyond what is expected, in spirit as well as in service, should characterize every student's activity in and outside the classroom, on and off the campus. Anything less than personal honesty, integrity, industry, morality, and sensitivity is out of character for anyone preparing for Christian ministry and will be a factor in evaluating a student's continuance in study as a part of the YBC family.

The College community is expected to uphold the laws of the United States, the State of Montana, Yellowstone County, and the City of Billings. Guns, ammunition, fireworks, and other explosives or weapons are prohibited on campus. No initiation or hazing of any kind is permitted.

Students are expected to refrain from profanity, drunkenness, dishonesty, theft, sexual promiscuity, homosexuality, adultery, and occult practices. The College discourages the use of tobacco products and alcoholic beverages as a danger to one's health and prohibits their use on campus. The possession and use of illegal narcotics, hallucinogenic drugs, and controlled medications without a doctor's prescription are strictly forbidden, on or off campus.

Students are to accept individual responsibility for appropriate dress. Dress should be in good taste and reflect the atmosphere of the College whether in or out of class. Modesty, cleanliness, and appropriateness are expected at all times. Shoes are to be worn in all public facilities. Walking shorts are permitted for casual wear.

Yellowstone Baptist College reserves the right to deal with behavior. At the time of registration, each matriculating student is asked to sign a Statement of Commitment that expresses his/her knowledge of and intent to comply with the requirements of the Student Handbook.

## **CHAPEL SERVICES**

Chapel offers a unique opportunity to bring the college community together for participation in the process of personal and corporate transformation through experiences with God. The program regularly involves students as both participants and leaders in worship of God. The desired results are spiritual formation on the YBC campus, an increased commitment to the Lord, a great sense of campus community, the integration of faith and learning as preparation for service, and openness to an understanding of various forms of worship. Chapel programs are presented Wednesday mornings at 11:00 am.

Your assistance is necessary as we strive to promote a spirit of worship and unity. Therefore, we ask that students proceed to their seats in an orderly and timely fashion, that talking is kept to a minimum, and that dress is appropriate for a worship setting.

- 1) All students, faculty, and staff are encouraged to participate.
- 2) Participation is required for non-degree seeking students enrolled for nine (9) or more hours AND ALL degree seeking students. Off campus work schedules must accommodate the chapel and small group schedule.

- 3) It is the responsibility of each student to sign into chapel. Note: The expectation is that the student will be present for the entire worship time, both large and small group, in order to receive credit for attendance. If a student arrives after the sign in time (10 minutes past the announced starting time) or leaves before the conclusion of chapel she/he is counted absent.
- 4) No more than three (3) absences are permitted per semester.
- 5) A fourth (4) absence from chapel will result in the student being placed on disciplinary probation for the following semester, and a \$50 fine (see page 44 of the catalog for details regarding disciplinary probation).
- 6) Chapel Conduct: It is expected that students will give respect by refraining from talking and remaining until the program is dismissed. Headphones, newspapers, food and drink are not allowed in the chapel. Hats are not permitted to be worn by male students and must be removed before entering the building. Cell phones must be in the off position during chapel. Students who fail to comply with standards of good conduct will be asked to leave and no credit will be given for that chapel.
- 7) Students will be given the opportunity to participate in chapel in the following areas:
  - Operation of PowerPoint
  - Run Sound
  - Give Announcements
  - Testimonies/Preaching

## **STUDENT MINISTRIES PROGRAM**

Because of YBC's strong commitment to the Christian faith, each student (see page 11 Student Handbook, #2) is required to become actively involved in a local evangelical church. The college desires to see each student become consistent in church attendance, serve in a ministry of a local church, live by faith, and mature as a Christian. This is tracked through the Student Ministries Program.

The purpose of this program is to provide opportunities to combine the student's classroom learning experiences with practical ministry application in the local evangelical church setting. This program provides a supervised opportunity for the student:

1. To become a servant leader
2. To develop skills in the practice of Christian ministry
3. To use the student's service in the local church to solidify what s/he has perceived as the call of God into professional Christian ministry
4. To help clarify the area of ministry into which the student has been called

Additional Objectives:

1. allow participating churches to become training ground for future leaders
2. offer ministry assistance to a local church

## **Program Requirements:**

1. Students must actively serve in a local evangelical church under the supervision of an approved church ministry coach
2. Church ministry must be a minimum of one hour per week not including preparation time.
3. Students must report weekly through the system established by the College for accountability
4. Evaluation of student's ministry will be completed once a year with church ministry coach
5. If a student changes churches s/he must be active in new church within (4) weeks of the change.
6. New students may take up to one semester to identify a local church and place of ministry. During this time the student will meet weekly with the Dean of Students to evaluate progress.

Students who are not committed to a church and a ministry within the required time frame will be placed under the supervision of the Student Ministries Program Director for a period of two weeks. During this time the director will assign a four page paper and work with the student to find a place to serve. Further failure to acquire a ministry by the end of the two weeks will result in suspension (see page 44 of the Student Handbook).

## **SPIRITUAL EMPHASIS**

Each semester, YBC sponsors Spiritual Emphasis Days. Students are expected to participate. In the events related to this emphasis.

## **RESIDENCE LIFE**

Yellowstone Baptist College provides separate residence halls for single male and female students. YBC encourages single students to live on campus during their years of attendance. Living on the YBC campus, while financially beneficial to the student, also provides unique opportunities not available in other residence communities.

## **RESIDENCE HALLS**

Laundry facilities are available in each residence hall. Single students from outside the greater Billings area and local students not living with family who are 23 years of age and younger are required to live in a YBC residence hall during their first year as a student on the YBC campus.

Since YBC is a residence college, certain responsibilities fall to each resident. When these responsibilities are not accepted and one infringes upon the rights of others within the community, the College administration will support the rights of all and will take appropriate action to ensure these rights.

If a student is expelled from a residence hall, no refund of fees will be granted. All students living on campus must observe housing and campus regulations and respect College property, in accordance with the signed housing contract and YBC student handbook. To successfully implement the College's principles of student life, the following guidelines have been established regarding life in the residence halls:

## RESIDENT HALL REGULATIONS

- 1) Room assignments for men and women are made by the Dean of Students or the Resident Assistants upon the student's arrival. Students who are not enrolled for at least 12 semester hours will be eligible for campus housing only on a space available basis. Full-time students will receive priority.
- 2) A non-refundable fee of \$50.00 is required to reserve a room. This fee helps YBC with general upkeep and maintenance of the residence halls. Any damage (not including normal wear and tear) to campus property will be the responsibility of the student.
- 3) No heating appliances, hot plates, coffee makers, or outside antenna wires are allowed in the rooms.
- 4) No cooking is allowed in rooms, and microwave cooking should be confined to the lounge areas.
- 5) Trash containers are provided for each room. No food trash is to be placed in these containers. Such containers should be regularly emptied in the outside dumpster.
- 6) Common area containers are for trash collected as students study, watch television, or socialize in the fellowship room and are **not for disposal of room trash**.
- 7) Residents are responsible for keeping (day by day as a way of life) their own rooms neat (habitually orderly in appearance) and clean (free from dirt, unsoiled, and unstained). Inspection dates and times will be posted at the beginning of each month. Inspections will be done as frequently as necessary to maintain the residence hall buildings. Failure to pass inspection results in disciplinary action. Residents whose rooms are consistently slovenly and dirty between inspections are also subject to disciplinary action, including revocation of the privilege of living on campus.

### Fine Schedule

#### Individuals:

First violation = Warning

Second violation = \$25.00 fine

Three fines in a semester = Disciplinary Probation

#### Dorm Teams: Working together to clean common areas

First violation = Warning

Second violation = \$25.00 each person on team

Discipleship means discipline and a resident's determination to become a disciplined person begins with the simple things: hanging up clothes, making a bed, and putting shoes in their place. These "trifles" are the very essence of a disciplined character and a disciplined character produces a disciplined mind and body.

- 8) The common areas of the residence halls are the joint responsibility of all the residents.
- 9) The residence halls are not only places of living but also studying. Sound levels from music, movies, discussions, games, etc. must be confined to your own room so as not to disturb other residents. Quiet hours are from 10:30 p.m. to 6:00 a.m. every night except for Friday and Saturday when quiet hours begin at 11:30 p.m. At that time, all lounge and room noises cease (i.e. radio, television, computer, movies, music devices, loud conversations, etc.) along with any activity that may disturb others.
- 10) Heating (in the men's residence hall) should not be adjusted by anyone except the Resident Assistant. Heating (in the women's residence hall) can be adjusted in each individual room; however, special attention needs to be given to turning heaters down when not in the room.
- 11) Occupants will furnish all personal supplies such as towels, washcloths, linens, bath soap, toilet paper, facial tissue, and bathroom cleaning supplies. Please see the 'what to bring' list.
- 12) Residents of the residence halls are not permitted to alter the physical structure or paint of the rooms in any way. College owned furnishings will not be moved into or out of a room without permission from the Dean of Students. Beds must be used as designed. Small items of sports equipment may be kept in a room but not bicycles or similar large items. Bicycles may be kept in the storage shed. The walls and doors will not be defaced in any way.
- 13) No posters or pictures may be hung in the common rooms, hallways, or outside residence hall doors. Only a nameplate holder and a small message board may be affixed to the outside of the residence hall room door.
- 14) Common areas in the residence halls are for the benefit of all the residence hall residents. The décor of the room shall not be altered without permission from the Dean of Students.
- 15) Television is provided in each resident hall, located in the lounge. Installation of room telephones must have written approval from the Business Office. The student is responsible for room installation fees and associated monthly billings.
- 16) Relatives and friends of students are always welcome to make visits to the campus and be a part of college life for a brief period. A student may have guests overnight in the residence hall. The first two nights per semester are free and subsequent nights will be charged at \$12 per night. **Guests must always be registered with the Resident Assistant and the Administration Office.** Students who abuse the overnight guest policy may lose the privilege. Fees must be paid at the Business Office. All guests are expected to abide by all college rules while on campus. Those hosting guest should assume responsibility for sharing these expectations

with their guests. Yellowstone Baptist College desires to make visits of all guests pleasant and the entire staff desires to assist in every way possible. Empty rooms and apartments on campus may be reserved for a small fee on a space available basis with the Administrative Assistant.

- 17) Unassigned residence hall rooms are off limits.
- 18) For security reasons, the women's and the men's residence halls are equipped with code locked doors. These entrance doors are to remain closed and locked at all times. It is important to make sure that the doors close behind you. **The entry codes are not to be shared with anyone.**
- 19) All residents are encouraged to lock their rooms when leaving even for a short time. The College does not assume responsibility for money, valuables, or other personal property left in apartments, rooms, or elsewhere on campus.
- 20) The College retains the right to enter and inspect rooms at any time, with reasonable cause, for purposes related to maintenance, security, and the upholding of College regulations.
- 21). A student who falls behind for two months in his/her financial obligations for room and board fees will be required to move out of the residence hall.
- 22) If a current residence hall student chooses not to enroll for classes the upcoming semester, that student may remain in the residence hall for one additional month, if his/her bill is paid and up-to-date, and if space is available. The student must pay in full for the additional month, and must pay no later than the 5<sup>th</sup> day of the month of the additional month requested.
- 23) Residence halls will close each semester on the first Monday following final exams. The last night of lodging will be Sunday with check out required on this first Monday. Final room inspections at check out must be completed by the Resident Assistant or the Dean of Students.
- 24) A current student may reside in the residence halls over Christmas break, January Term or summer break whether or not they are enrolled in classes for these times. However, their bill must be paid and up-to-date, and space must be available. If the student is not enrolled in classes at these times, the fee for each month's room rent must be paid in full, and in advance on or before the 5<sup>th</sup> day of the month.
- 25) Any student, who chooses not to rent a room over Christmas break, must check out by the residence hall closing date for that semester. Personal items may remain in the room if the student has registered for Spring classes. However, check out must be completed with the Resident Assistant or the Dean of Students and room keys must be returned. A student may rent the room for the complete break only.
- 26) By the Spring Semester closing date/checkout, all items must be removed from your room. Limited storage space is available for a fee to those students whose home residence is outside the state of Montana. See the Business Office for details on storage.

- 27) Students exhibiting inappropriate behavior in the residence halls or on the campus in general, will be addressed according to the disciplinary procedures in the student handbook.

### **BOOKSTORE:**

The campus bookstore, located in Warren Hall, sells textbooks, school supplies, Bibles, books, and gifts. The hours of operation are posted outside the bookstore. However, admittance may be obtained anytime the office is open (8:00 a.m.–5:00 p.m.). Bookstore purchases can be made by cash, check, or credit card (Visa, MasterCard, Discover).

### **FOOD SERVICE:**

The YBC cafeteria is in the basement of Steinkuehler Hall. Meals are served three times a day, Monday through Friday when classes are in session. For students living in the residence halls the meal plan is included in room and board. Other students may purchase meal tickets in the Business Office.

A request for a special diet may be submitted in writing to the Director of Food Services for approval and will incur an extra charge. A physician's recommendation must accompany each request. The cafeteria is located in the basement of Steinkuehler Hall.

### **STUDENT HEALTH SERVICES:**

Yellowstone Baptist College does not have on-site health facilities. Parents and students are encouraged to arrange in advance for a personal physician services in the Billings area. The physician's name should be filed with the Resident Assistant and the administration office. (The College cannot assume responsibility for medical care. While disclaiming responsibility, the College, in emergencies, reserves the right to call any physician who may be available.) In the event of serious illness, the student may require hospitalization. The expenses for any transportation and any medical or hospital care shall be the responsibility of the student. Parents will be notified of serious illness. Students diagnosed with a contagious disease must make arrangements to leave the residence hall until recovered. When a student leaves the residence hall due to a contagious disease, s/he must obtain a statement from a physician certifying that s/he is free of the disease and present that statement to the Dean of Academics before returning to the residence hall.

All students (full-time or part-time) born after December 31, 1956, are required by the State of Montana to provide proof of Measles, Mumps, and Rubella immunization. Furthermore, all students are required to complete a student health form which includes personal health history, insurance data, and authorization for medical treatment.

### **STUDENT CENTER**

This Student Center is a place for students to relax and enjoy fellowship with others. Students are expected to take responsibility for their actions and behave in a Christ-like manner. Failure to do so will not only remove the privilege for the student, but for the entire student body.

<b>Hours of Operation:</b>	Sunday – Thursday	8:00 am – 11:00 pm
	Friday – Saturday	8:00 am – 12:00 am





LEADERSHIP & FACULTY



## BOARD OF DIRECTORS

Bill Tinsley	Rockwall, TX	Member At Large
Faye Good	Circle, MT	Big Sky Association
Lee Jackson	Miles City, MT	Big Sky Association
Cameron Foote	Troy, MT	Glacier Association
Craig Liscom	Missoula, MT	Glacier Association
Vance Thomas	Poplar, MT	Hi-Line Association
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Mona Rutter	East Helena, MT	Treasure State Association
Joseph Moyer	Great Falls, MT	Triangle Association
Greg Peterson	Malta, MT	Triangle Association
Gerald Ackerman	Columbus, MT	Yellowstone Association
Jeff Thomas	Billings, MT	Yellowstone Association
B.J. Hallmark	Great Falls, MT	MTSBC President (Ex Officio)
Fred Hewett	Billings, MT	MTSBC Executive Director (Ex Officio)
Bruce Cannon	Billings, MT	YBC Interim President (Ex Officio)

## ADMINISTRATION

**\*Bruce R. Cannon**, Dean of Academics, College Administrator; Interim President  
B.A., Criswell College, 1985  
M.Div., Mid America Baptist Theological Seminary, 1988  
M. Ed., Montana State University, 2005

**Alesia Fowler**, Director of Enrollment  
B.A., College of the Ozarks, 1984

**Cherryl Hewett**, Dean of Students  
B.S., Palm Beach Atlantic University, 2004

**\*Robert Workman**, Business Administrator  
B.S. Montana State University, 1970  
M.Div., Phoenix Seminary, 2005

\* Denotes serving as faculty in addition to administrative positions

## **FACULTY**

### **Roger Hill**

B.A., University of Corpus Christi, 1959  
M.Div., Southwestern Baptist Theological Seminary, 1963

**Professional Studies**

### **Mark Langley**

B.A., Wayland Baptist University, 1969  
M.RE., Southwestern Baptist Theological Seminary, 1976  
M.M., Central Oklahoma State University, 1984  
D.R.S. Candidate, Trinity Seminary

**Church Music**

### **William S. Phillips**

B.A., Grand Canyon University, 1962  
B.D., Southwestern Baptist Theological Seminary, 1965  
M.A., Texas Christian University, 1967  
Ph.D., Louisiana State University, 1986

**Bible/Theology**

### **Max Soft**

B.S., Indiana Wesleyan University, 1992  
Th.M., Dallas Theological Seminary, 2001

**Bible/Theology**

### **Dennis Thomason**

B.S., Montana State University, 1981  
M.Div., Golden Gate Baptist Theological Seminary, 1985

**Bible/Theology**

### **William Tinsley**

B.A., Baylor University, 1970  
M.Div., Southwestern Baptist Theological Seminary, 1972  
D.Min., Southwestern Baptist Theological Seminary, 1975

**Professional Studies**

## **SUPPORT STAFF**

### **Harriet Snodgrass**

B.A., Southwest Baptist College, 1974  
M.M., Covington Theological Seminary, 1992

**Bookkeeper**

### **Cyndi Bendt**

**Administrative Assistant**

## **LIBRARY**

### **Jeannie Ferriss**

B.A., Colorado State University, 1980

**Head Librarian**