

## 2015-2016 Community Handbook Addenda

### ADVANCED PLACEMENT POLICY

*Effective October 15, 2015*

Students admitted to Saint Paul School of Theology masters programs with a prior theological or religious studies program of study may request advanced placement in the areas of Bible, Church History, Theology and Ethics. The purpose of advanced placement is to waive the introductory course in a particular discipline so that student can take an advanced elective in that discipline instead. Note: the waiver of an introductory course does not reduce the total number of graduate credits a student must complete for his or her degree. Students seeking advanced placement must petition the VPAAD within the first 30 credit hours of study. A maximum of 4 courses (regardless of credit hours) can be approved for advanced placement.

#### **Eligibility**

Prior courses must meet the following eligibility requirements to be considered for Advanced Placement

1. Course must be an upper division undergraduate course.
2. Course in which the student attained a grade of at least 3.7 (= A-)
2. Course for which the student can provide a syllabus with evidence of readings and assignments.
3. Course must have been taken within five years before admission to SPST.

#### **Procedure**

1. Upon admission to a degree program, a student may petition the VPAAD for permission to waive the introductory degree requirement in a field in order to take an advanced elective in that field.
2. The VPAAD in consultation with the Registrar will determine that all eligibility requirements have been met.
3. If eligibility criteria are not met, the Registrar notifies the student that advanced placement is denied.
4. If eligibility criteria are met, the VPAAD contacts the student to provide relevant syllabus.
5. In addition, the VPAAD contacts the faculty member in that field to make a determination on advanced placement. This determination is normally made by the faculty member through examination of the relevant syllabus and personal interview of the student.
6. If the faculty member approves the student for advanced placement, the faculty writes a letter (email is sufficient) to this effect to the Dean.
7. The VPAAD notifies in writing the student, the student's academic advisor, and the Registrar of this advanced placement.
8. The student may register for an upper level (400 level) course in that field.
9. A specific approval for advanced placement for a student in one field expires after 3 years.
10. If the faculty member does not approve the student for advanced placement, the faculty writes a letter to this effect to the VPAAD.
11. The VPAAD notifies in writing the student, the student's academic advisor that the petition for advanced placement was denied. This decision is final.

## ASSESSMENT SEMINARS

*Effective November 9, 2015*

### **ASR 401 Mid-Degree Seminar**

The Mid-Degree Seminar is designed to help students reflect on their progress in formation for ministry, especially their ability to integrate theory and practice. In the Mid-Degree Seminar students review their completed ministry studies and begin to articulate their own theological convictions in preparation for professional processes, such as ordination interviews.

### **ASR 420 Summative Seminar**

The Summative Seminar is an intensive engagement with theology and ministry designed to help students develop their ability to integrate theory and practice. In this class students articulate their theology in relation to their ministry setting or intended ministry setting. This course is designed to help students prepare for ordination/commissioning processes. Each version of the Summative Seminar course attends to a particular doctrine in conversation with one of the following curricular area: leadership, pastoral care, preaching, worship, evangelism, Christian religious education, church and society, or spiritual formation.