

# SCHOOL OF GRADUATE STUDIES

## General Information

### Admissions Requirements

Requirements for admission are specific to each graduate program and are described under each program.

### Applications

Application forms specific to each program may be obtained from the office of Graduate Admissions or at [www.twu.ca/applications/default.htm](http://www.twu.ca/applications/default.htm). Each application must be accompanied by the required references and by all academic transcripts issued directly from each university or college attended. References must be written by persons who are non-family members but who know the applicant well and can describe his or her personal qualifications for the desired program of study. Other program specific application requirements are described in the application forms.

### Deadlines

Described under each program.

### Admission Types

**Full Admission** - This classification requires a bachelor's degree from an accredited institution and fulfilment of all the admission requirements outlined above.

**Advanced Standing** - Students are admitted with graduate credits or graduate degrees from other programs. Applicants with advanced standing need to provide evidence of equivalence, such as a course syllabus, in order to transfer credits received at another accredited institution. All petitions for transfer credits must be sent to the relevant graduate director for approval. The maximum transfer credits into the M.A. is 30 sem. hrs. The amount of transfer credit is determined on an individual basis by the director concerned. Courses with less than a B- grade and thesis work will not be considered for transfer credit.

**Conditional Admission** - Students are admitted with the understanding that they need to make up certain deficiencies prior to full admission. The student must maintain a minimum GPA of 3.0 for these prerequisite courses.

**Unclassified Standing** - There are situations where, for various reasons, applicants may wish to take up to three graduate courses in the program. In these situations, applicants must receive approval from the director. Upon approval, they must complete the formal application procedure and meet the program admission requirements. Credits earned as an unclassified student may be transferred into the program upon formal admission.

**Qualifying Studies** - This admission process is designed for students whose undergraduate degree lacks those prerequisite courses or background

necessary for admission into their chosen area of graduate studies. This admission is through the School of Graduate Studies Faculty even though the courses taken are at the undergraduate level. Admission for Qualifying Studies does not imply admission to a specific Graduate Program. That is a separate process which the student must undertake to gain admission.

### International Students

International students should note that:

1. The Canadian immigration authorities will only grant student visas to full-time students. Further information may be acquired from a regional Canadian Consulate or by writing to:
 

*Canadian Bureau of International Education  
#408 -151 Slater Street  
Ottawa, ON  
Canada K1P 5H3*
2. An international student may be required to write an English language competency test. Proof of English language competency may be shown by completing the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). Results should be sent directly to the University. Information concerning TOEFL may be obtained from the Educational Testing Service, Box 899, Princeton, New Jersey, USA, 08540. A minimum TOEFL score of 600 or a minimum IELTS score of 6.5 is normally required.
3. Equivalence documentation is required for undergraduate degrees and for any applications for advanced standing. The applicant may obtain equivalence evaluation from the Comparative Education Service at the University of Toronto ([www.adm.utoronto.ca/ces](http://www.adm.utoronto.ca/ces)) Office of Admissions, 315 Bloor St. W., Toronto, ON M5S 1A3. Telephone: 416.978.2185
4. The University will not send a letter of acceptance until the applicant has provided evidence of sufficient funds to support himself or herself during the first full year of resident studies. In addition, all international students must be fully covered by medical insurance. A certificate of insurance must be produced at the time of registration.

### Academic Advisor

Upon admission, each student will be assigned an academic advisor. Students need to consult their advisor regarding academic matters, such as course selection. Please note that the academic advisor may be different from the thesis supervisor.

### Financial Awards

A minimum course load of 9 sem. hrs. per semester is required for student loans and most scholarships. Note: Due to the above requirement, the M.A.L. program is not eligible for financial assistance.

A list of Trinity Western University's awards and scholarships is available at [www.twu.ca/awards](http://www.twu.ca/awards).

### Graduate Student Status

**Full-time Graduate Student** - A full-time student is registered in the program for not less than 9 sem.

hrs. per semester. The student will be regularly involved in graduate student activities and discussions. *Admission priority will be given to full-time students.*

**Part-time Graduate Student** - Registration in less than 9 sem. hrs. per semester. A limited number of FTE will be allotted for part-time students.

**On-leave Status** - On-leave status may be granted, with the director's permission, to students who find it necessary to interrupt their graduate studies. Leave is limited to one year. Normally a single fee for continuation will be charged to students granted on-leave status. However, a student may apply for a waiver of the continuation fee for various reasons, such as parental leave. This application must be made in writing to the director. Failure to request leave from the director and/or failure to pay the Continuing Graduate Fee may result in suspension from the program. A leave of absence will be registered as 000 (e.g., CPSY 000).

Students may take a minimum leave of four months (one semester) without charge; this fee exemption may also apply for certain other certified medical conditions. However, students requesting subsequent terms of leave (except the summer semester) will be charged the Continuing Graduate Fee to remain registered in the program.

**Continuous Enrolment** - Students are expected to maintain continuous enrolment throughout the program. Failure to enrol for a minimum of 3 sem. hrs. or payment of a continuation fee in a given semester may result in suspension from the program. A leave of absence must be formally requested (see below). Re-enrolment will require application for re-admission to the program through the Office of the School of Graduate Studies.

**Degree completion** - A maximum of five years is allowed for degree completion from first enrolment. A limited extension may be granted upon appeal by the student and the recommendation of the thesis/project supervisor and the director.

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## Graduate Tuition and Student Fees 2002 – 2003

*Since the program and policies of the University are under continual review, the schedule of fees and charges may change without notice.*

### Tuition Fees

1-11 sem. hrs.	\$395/sem. hr.
12-15 sem. hrs.	\$4740
Auditors	\$264/sem. hr.

### Additional Fees

- Lab Fees:** \$45  
For CPSY 501 and CPSY 607
- Graduate Students Association Fee:**  
Full-time students (9 or more sem. hrs.) \$30  
Part-time students \$15
- Parking Permit (Aug. 15 – April 30)** \$135  
(plus applicable taxes)

### 4. Health and Accident Insurance

Residents of B.C. are required, by law, to enrol themselves and their dependants with the Medical Services Plan of British Columbia (MSP of B.C.). If a student attends Trinity Western University on a student visa and lives in B.C., he or she is deemed a resident of B.C. and is therefore required to enrol with MSP. A person becomes eligible for benefits after a three-month waiting period. The cost of MSP is \$54, which covers any medically required service provided by a physician or specialist (when referred by a physician) as well as diagnostic services such as X-rays and laboratory services, when medically required. Students can register for MSP when they arrive on campus. A few British Columbia residents formally 'opt out' of the province's health care programs. Details on this alternative are available through MSP of B.C. Its web site is [www.hlth.gov.bc.ca/msp/in-foben/benefits.html](http://www.hlth.gov.bc.ca/msp/in-foben/benefits.html).

### Miscellaneous Fees

- Continuing Graduate Fee** \$594.00  
Students must pay this for each semester required to complete the thesis or internship requirements beyond the 6-12 sem. hr. allotment. This fee also covers students on leave from the program, with the exception of parental leave and other certified medical leave (see above). Application for continuation needs to be made through the program director concerned. Students applying for government loans may need to fill out a form signed by the director in order to prove equivalent credit status, since no extra credit is awarded for continuation. See the Financial Awards Director for details.
- Application Fee (non-refundable)** \$35  
All applications for enrolment must be accompanied by a \$35 payment.
- Registration Deposit** \$150  
For new and re-enrolling students, this deposit will be credited toward payment of other fees. Students should check with the Director of Graduate Admissions for all deposit due dates and cancellation deadlines. All registration deposits sent by mail should be addressed as follows:

*Trinity Western University  
Graduate Admissions  
7600 Glover Road  
Langley, BC V2Y 1Y1*

*or:*

*Trinity Western University  
Graduate Admissions  
PO Box 1409  
Blaine, WA 98231-1409*

- Security Deposit** \$100  
A refundable security deposit is required of all graduate students. The deposit will be used to cover areas of student indebtedness to the University including outstanding parking and library fines, etc. It is refunded, less any outstanding charges, at the end of a student's studies at the University. Maintenance of the Security Deposit is required of all students during their attendance at the University. Should there be any charges against this deposit,

reinstatement to the full amount by the beginning of the next semester during which the student is in attendance at the University will be required.

5. **Transcripts** \$5  
Plus \$2 for each additional copy ordered at the same time. Payment by bank draft, certified cheque, money order, or credit card only.
6. **Returned Cheque** - regardless of reason \$15
7. **Late Registration Fee** \$50  
This fee is applicable to all course registrations after the first week of the semester.
8. **Late Payment Fee** \$50  
This fee is applicable for those students who do not make payments on time. This fee is over and above interest charges incurred on overdue accounts.

### Residence Fees

Student housing may be available for graduate students. Please contact the director of The Front Desk Office (Housing) for costs and availability. Telephone: 604.513.2032. E-mail: frontdesk@twu.ca.

### Payment of Fees

Graduate students may pay their fees in full when they register, or adopt one of the following plans.

Students are required to pay a minimum 50 per cent of the total fees by the end of the first week of the semester, which is usually devoted to orientation and registration. See the fee schedule below to establish the amount required.

1. **New Payment Option** – Five equal payments per semester by pre-approved credit card payment. Contact Enrolment Services 604.513.2070 for more information.
- Fee Schedule – 50 Per Cent Minimum Payment
- |                                    |         |
|------------------------------------|---------|
| Full-time Student                  | \$2,400 |
| Part-time Student - 7–11 sem. hrs. | \$2,200 |
| Part-time Student - 1–6 sem. hrs.  | \$1,185 |

Make cheque payable to:  
Trinity Western University  
(include student name and student number on the cheque)

Mail the payment to:  
*Trinity Western University*  
*Attention: Enrolment Services*

Canadian mailing address:  
*7600 Glover Rd.*  
*Langley, BC V2Y 1Y1*

U.S. mailing address:  
*PO Box 1409, Blaine, WA 98231*

2. The balance of fees is due on October 15 for the fall semester and February 15 for the spring semester.
3. The Royal Bank has created a credit line for students who need financial assistance. Application forms are available from the Enrolment Services Office.
4. Telebanking and Internet banking services are

available.

5. Students may also make payment of fees at any bank if the information below is provided. Request a bank wire be sent to:

*Royal Bank of Canada*  
*19888 Willowbrook Drive*  
*Langley, BC*

*Routing/Swift Codes:*

*for International funds - ROYCCAT2*

*for American funds - 021-000021*

*not needed for Canadian funds*

Bank Transit Number - 02880-003

For Canadian funds:

*Deposit to TWU Account - 100-759-0*

For US funds:

*Deposit to TWU Account - 406-730-2*

When transferring money electronically, fax a copy of the bank receipt to TWU at 604.513.2064, Attn: Laurette Kroeker. **Please enclose student's name and ID number.**

*Please note that the receiving bank may charge a bank transfer fee.*

### Withholding of Documents

If there is any outstanding indebtedness to the University, degree parchments and transcripts will not be released until such matters have been cleared with Enrolment Services.

### Refunds

Students who find it necessary to withdraw from the University after completing registration and whose withdrawal is approved by Enrolment Services will be granted refunds as outlined below.

1. **Tuition Fees:** During the first two weeks of the semester (usually devoted to orientation, registration and the beginning of lectures), full refund of tuition charges will be made less a \$150 withdrawal fee. During the third week of the semester, a 75 per cent refund will be granted. Refunds will decrease by intervals of 10 per cent per week over subsequent weeks with no refund after the eighth week.

*NB: Calculation of the refund depends upon the date of receipt of the withdrawal form in Enrolment Services.*

### Fees for Programs Involving Distance Learning (i.e. M.A. in Leadership, M.A. Teaching English as a Second or Other Language)

Since the program and policies of the University are under continual review, the schedule of fees and

charges may change without notice. The following tuition fee schedule was for 2002. Tuition fees for students entering July 2003 will most likely increase by 7 per cent.

### Tuition Fees

Like many other graduate programs requiring a mixture of residency and distance learning, tuition is set for the complete program at the date of entry and includes a course pack of readings and/or texts for each course. Payment is to be made in five instalments according to the following example.

### Payment Schedule

(Example only: based on 2002 M.A.L. tuition fees)  
 May 1- \$500 as a registration fee. Fully refundable if notice is received no later than June 1 prior to the July entry. After June 1, the entire registration fee will be forfeited if the applicant does not enrol for the July courses.

July 1 (first year)	\$3,875
Jan. 1	\$3,875
July 1 (second year)	\$3,875
Jan. 1	\$3,875

Students wishing to take individual courses in the program may do so if space is available at \$1,350 per course, payable at the beginning of the course. The fee will be non-refundable if the student withdraws for other than medical reasons.

### Additional Fees

Some courses may include an additional laboratory fee. Students are required to maintain their own health and accident insurance while in attendance at the University.

### Miscellaneous fees

- Continuation Fee** - \$425 will be charged for every six months required to complete a major project, after the completion of the course work. Application for continuation needs to be made through the program director.
- Transcripts** - \$5.00 plus \$2.00 for each additional copy ordered at the same time. Payment by certified cheque or money order is required before the University can issue the transcript. If there is any outstanding indebtedness to the University, degree parchments and transcripts will not be released until such matters have been cleared with Enrolment Services.
- Returned Cheque** - \$15 (regardless of reason).
- Refunds** - Students who find it necessary to withdraw from the program will be charged for the courses taken plus 15 per cent. There is no refund for withdrawal from a course once the course has begun. Students who do not take a course in the planned program sequence will be given credit towards the next time that course is offered.

### Grading Policy

P = Pass (not calculated into Grade Point Average (GPA))

F = Failure and 0 Grade Points (GP); no credit will be given.

Letter grade	Percentage	Grade Point
A+	90-100	4.3
A	85-89	4.0
A-	80-84	3.7
B+	77-79	3.3
B	73-76	3.0
B-	70-72	2.7
C+	67-69	2.3
C	63-66	2.0
C-	60-62	1.7
D+	57-59	1.3
D	53-56	1.0
D-	50-52	0.7
F	Below 50	0

*NB: Faculty members choosing to not adopt this system are obliged to indicate this in their course syllabus and must inform students of their alternative grading systems.*

### Graduation

Degrees for the entire Graduate Studies program will be conferred annually at the Fall (October) Convocation. Graduation requirements are described under the respective program descriptions.

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## Graduate Program in Biblical Studies (M.A.)

*Dr. Peter Flint, Director*

### Program Description

The Master of Arts (M.A.) in Biblical Studies is a specialized one-year academic program that pre-

prepares students to interpret Scripture in its original languages and to investigate with discernment and with an evangelical perspective many of the major issues that attend Biblical Studies. Students will be well prepared to gain admission into and succeed in doctoral programs in Biblical Studies in leading academic institutions or simply to engage Biblical and related primary texts in a compelling and professional manner.

Original research will receive special emphasis. Students will examine primary literature (e.g. Biblical manuscripts, the Dead Sea Scrolls, papyri, inscriptions, pseudepigrapha, early rabbinica) in their original language and will interact with the best of the scholarly literature. Students will learn from the example of the graduate faculty who are themselves well published in those fields and able to offer courses and direct theses in the Dead Sea Scrolls, the Old Testament and the ancient Near East, the new Testament and the Mediterranean world, the Gospels and the historical Jesus, and Paul and his letters. Use of Greek and Hebrew is required and is prerequisite to entry into graduate course work; the study of Aramaic is encouraged. Students will also have the opportunity to study Latin and Syriac.

The M.A. degree may be completed in one year of full-time study (30 sem. hrs.) by students who meet all requirements and prerequisites. Other students will be required to successfully complete qualifying work. The University and the Associated of Canadian Theological Schools provide courses necessary to meet these requirements and prerequisites. These prerequisites normally can be completed in a qualifying year. When these requirements and prerequisites are met, the student advances to the graduate year.

### The Dead Sea Scrolls Institute

The Dead Sea Scrolls Institute provides important additional resources and scholarly support to the University's Graduate Program in Biblical Studies. The Institute sponsors symposia in which leading scholars are invited to give lectures to students and the public on the latest results of research.

The papers read at the Institute's symposia have been published by Wm. B. Eerdmans in the series, *Studies in the Dead Sea Scrolls and Related Literature*.

### Canada Institute of Linguistics

Although not part of the Biblical Studies graduate program, the Canada Institute of Linguistics offers courses that may be of interest to some graduate students. CanIL courses taught by leading linguists from around the world are designed to teach skills necessary for learning and describing unwritten languages for literacy work and translation. The courses deal with the general principles basic to all languages.

## Admission Criteria

### 1. Academic Qualifications

- a) Applicants must have completed a Baccalaureate degree (or equivalent) in Biblical Studies. Normally applicants who will qualify for immediate entry into the graduate year will have earned an Honours B.A. in Biblical Studies (minimally 54 sem. hrs. in Biblical Studies,

including two years of Greek and one year of Hebrew for New Testament Studies. Additional Hebrew may be required for Old Testament Studies). Applicants who have completed an M.Div. (or equivalent) at an accredited institution also qualify.

- b) The minimum GPA for admission is 3.0 (or B) based on the last two years of the B.A. (at least half of these courses must be upper level), including the 12 sem. hrs. of upper level course work in the major in the final two years with a minimum GPA of 3.5 (or B+).
- c) Consideration for admission will also be given to highly motivated applicants as in (a) above but with a somewhat broader or related academic preparation or a deficiency in biblical languages. These applicants will be considered for entry into the qualifying year.
- d) Applicants must provide a written statement of objectives and academic interest in pursuing graduate work in Biblical Studies.
- e) Applicants must also submit a recent written sample of their work in the area of Biblical Studies. Normally this would be a research or term paper produced in the last two years of the B.A. program. Papers specifically prepared for application will also be accepted.

### 2. Personal Qualifications

Applications must be accompanied by one character reference and one academic reference. These will be used to evaluate the application.

### 3. Enrolment Limit

Each year is limited to 12 to 15 students (depending on continuing enrolment numbers).

### 4. Responsibilities of Membership

All students are required to familiarize themselves carefully with Trinity Western's Responsibilities of Membership and voluntarily commit themselves to fulfil them while enrolled at the University.

## Deadlines

Application for admission to the M.A. in Biblical Studies program may be submitted up to one year prior to the desired date of entry. All application materials should be sent to the Graduate Admissions Office. The deadline for September enrolment is June 15 and November 1 for January enrolment. Late applications will be dealt with on a first-come basis with acceptance dependent on available space within the program.

Applications will be processed and admissions responses forwarded, usually within three weeks of application completion, or by June 30 for fall enrolment. Admitted students are required to indicate formal acceptance by submitting a \$150 deposit to the Graduate Admissions Office prior to July 30. Applicants who fail to respond by this date risk losing their placement in the program.

## Procedure for Acceptance and Supervision of Theses

1. The program director is responsible for approving thesis proposals, establishing regulations, appointing thesis advisors and examiners, sup-

plying counsel to thesis advisors where necessary, and adjudicating student appeals.

2. General requirements and a full description of thesis information are found in the Thesis Design Syllabus. A summary of some of the data follows:
  - a) Submission of thesis proposal—by the end of the first semester of the graduate year.
  - b) Approval of thesis proposal—by the program director
  - c) Final assignment of first and second readers.
  - d) Annotated bibliography and outline is to be submitted within 45 days after approval of thesis proposed.
  - e) First draft—by February 10 prior to desired fall graduation.
  - f) Final submission—by March 20 prior to desired fall graduation.
  - g) Oral defense—in early April prior to desired fall graduation.

## Transfer Students

1. Students may seek to transfer credits received at another accredited institution toward the graduate year. If deemed equivalent to course work required in the degree program, the student may be granted advanced standing. The amount of transfer credit will be determined by the Registrar and the Admissions Committee. Courses that have less than a B- grade will not be considered for transfer.
2. Courses taken at an undergraduate level normally cannot be transferred into a graduate program but some advanced placement may be granted (i.e. course exemptions replaced by electives).
3. Normally maximum transfer into the M.A. program is 6 sem. hrs. of the final year (i.e. 600-level).

## Graduation

Graduation requires that students complete the 30 sem. hr. curriculum in Biblical Studies (19 sem. hrs. of courses and 11 sem. hrs. thesis) as described in the Calendar, with a cumulative minimum GPA of 3.0. A course below 2.7 (B-) will not count toward graduation.

## More Information

Contact Graduate Admissions Office.

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# Graduate Program in Counselling Psychology (M.A.)

*Dr. Marvin McDonald, Director*

*Note: This information is current as of May 2002. For additional information, please contact the Graduate Admissions Office.*

## Purpose

The purpose of the Graduate Program in Counselling Psychology is to fulfil the mission of the University in the marketplaces of professional counselling and psychology. We nurture godly Christian leaders to serve God and people as mental health professionals and scholars. We summarize this mission as the building up of students and the advancement knowledge in counselling psychology. Graduates of the program are competent, professional counsellors, who are able to function in a pluralistic society. We encourage personal and spiritual growth, foster community spirit, and promote the integration of scholarship, practice, and faith. Graduates from the program may pursue doctoral studies in counselling or clinical psychology, counsellor education, and related fields. Although there is a wide variety of counselling approaches and research interests represented by the faculty and students, the program is known for its meaning-centred counselling and research as well as its cross-cultural emphasis.

## Perspective

Students of the program gain a unique perspective on the discipline through the training in the integration of scientific psychology and counselling skills. This synergy between research and practice is grounded in a profound recognition of biblical principles and spiritual resources in the healing process. Likewise, the personal and professional development of students emerges in the heart of integration as they strengthen their ability to make a difference in the world. The program fosters a community spirit through shared values, teamwork, ministry opportunities, and mutual support. Students entering this program bring a wide range of personal, cultural, and professional experience to their training and contribute in many ways to the growth and awareness of their colleagues in the program.

## Programs

The program offers a Master of Arts in Counselling Psychology. There are two program streams available: *Community Counselling* and *School Counselling*. The Community Counselling stream equips counsellors to function competently and professionally in community agencies and to work with an increasingly diversified and pluralistic population. Students are prepared to understand and work with a variety of counselling issues such as substance abuse, dysfunctional families, and domestic violence. The School Counselling stream trains students to be competent and professional counsellors equipped to work in a school setting with children and adolescents who experience a variety of learning and emotional difficulties. Students develop abilities to network with parents, teachers, administrators, and agency mental health professionals.

## Admission Criteria

Applicants must have completed a B.A. in Honours Psychology or an equivalent four-year program.

Consideration for admission will also be given to students with a non-psychology degree if they have demonstrated a high level of academic competence and a serious commitment to pursue counselling as a profession.

Applicants need to have completed at least

six undergraduate psychology courses covering Introductory Psychology, Introductory Statistics, Research Design, Learning or Brain and Behaviour, Abnormal Psychology, or Theories of Personality, and Social or Developmental Psychology. Normally, applicants need to have completed a course in basic counselling skills.

The minimum GPA for admission is 3.0 (or B), based on the last two years of the B.A. (presuming these include predominantly upper-level courses) and the minimum grades for four of the upper-level courses in the major must be 3.7 (or A-).

Candidates who score over 500 on each component of the Graduate Records Examination (G.R.E. – General) are preferred. Information on the G.R.E. can be obtained through the TWU Career Centre or from the GRE web site, [www.gre.org/index.html](http://www.gre.org/index.html). Applicants who have an M.A. degree in Psychology but who wish to acquire clinical skills are also encouraged to apply.

### Application Information

Applications must be accompanied by three references: one academic reference, one work-related reference, and one character reference. The references must be written by persons who know the applicant well and can describe his or her personal qualifications for the role of a counsellor.

Applicants must supply evidence of successful work or volunteer service in a counselling-related field over a two-year period. Applicants must provide a brief description (approximately two pages long) of their reasons for pursuing an M.A. degree at TWU, their view of counseling, and their career goals. They may also want to mention their spiritual journey and personal faith. All members of TWU, including faculty, staff, and students, are required to endorse the University's Responsibilities of Membership. This code of conduct reflects the shared values of the TWU community.

Each applicant is required to submit a 20-minute VHS tape of:

- a) a 10-minute session of her/himself "counseling" a friend about a real-life event (about which the friend is feeling fear, anger, sadness, guilt or worry); and
- b) a 10-minute explanation (self on camera) of what he or she believes causes depression, and what he or she hopes to learn in this program to reduce depression.

Applicants are strongly advised to set up an interview with members of the Admissions Committee. Phone interviews are acceptable for applicants who live at a distance.

Applications can be obtained from the Office of the School of Graduate Studies or at [www.twu.ca/cpsy/Admission/admiss1.htm](http://www.twu.ca/cpsy/Admission/admiss1.htm).

### Deadlines

Applications should be submitted to the Office of the School of Graduate Studies prior to **April 1**. Since enrolment is limited to 20 FTE students per year, applications from qualified applicants arriving after **April 15** will be put on a wait-list. Candidates will be notified of the committee's decision by **April 30**. A limited number of applications will be considered for the January to April (spring) semester. The application deadline for January

admission is **November 15**. Successful applicants will be required to formally accept admission offers by submitting a **\$150** deposit to the Admissions Office prior to **May 30**. Applicants who fail to respond by this date risk losing their placement in the program.

## General Graduation Requirements Table

### I. Program Requirements

1. Foundational Courses		Sem. Hrs.
CPSY 505	Philosophy of Counselling	3
CPSY 506	Theories of Counselling	3
CPSY 590	Advanced Counselling Skills	3
		9
2. Special Courses		
CPSY 510	Group Counselling	3
CPSY 515	Career Counselling	3
CPSY 522	Basic Principles of Assessment	3
CPSY 607	Psychopathology	3
CPSY 609	Integration Seminar	3
CPSY 613	Crisis Counselling	3
CPSY 622	Psychological Assessment & Test Interpretation	3
		21
3. Research Courses		
CPSY 501	Advanced Statistics	3
CPSY 502	Research Design	3
CPSY 518	Research Seminar	3
CPSY 603, 604	Thesis I & II (3 sem. hrs. each)	6
		15
		TOTAL 45
4. Stream Options		
a) Stream One: Community Counselling		
This option focuses on marriage, family and related crisis counselling in a community or agency setting. Students graduating from the Community Counselling option will find opportunities for employment in agency settings with marriage and family therapy specialties, child abuse programs, alcohol and drug counselling programs, and other family-centred community settings.		
CPSY 508	Marriage and Family Counselling	3
CPSY 616	Family Systems: Adv. Marriage & Family Counselling	3
CPSY 591, 592	Practicum I & II (3 sem. hrs. each)	6
CPSY 691, 692	Internship I & II (3 sem. hrs. each) in community agency (600 total hours)	6
		18
		TOTAL REQUIRED 63
b) Stream Two: School Counselling		
Students graduating from this stream are prepared to counsel elementary or high school students who experience difficulties in learning and motivation, and in relationships with peers and families. Students are also trained to do behaviour and psycho-educational assessments. Graduates		

from this option will be able to manage a student services program, and find employment in a school or educational setting. (Note: Students will focus on either elementary school settings, by taking CPSY 593, or on high school settings, by taking CPSY 509.)

CPSY 509/593	Counselling Adolescents/Counselling Children (choose one)	3
CPSY 624	Counselling in the School Setting	3
CPSY 591, 592	Practicum I & II (3 sem. hrs. each)	6
CPSY 691, 692	Internship I & II (3 sem. hrs. each) in school setting and mental health agency (600 total hours)	<u>6</u>
		18

TOTAL REQUIRED 63

## Graduate Program in Leadership (M.A.L.)

*Dr. Donald M. Page, Director*

### Purpose

The purpose of the Master of Arts in Leadership program is to help professional people improve their leadership competence through enhanced commitment, capability, and practice effectiveness in six specialty areas: business, health, education, non-governmental organizations, student affairs, and Christian ministry.

The goal of the leadership program is to equip program participants in relation to:

- Developing a personal value-based biblical foundation for critical and moral evaluation of society, the church, and organizational change;
- Developing a personal philosophy of serving leadership, modeled on the life of Jesus Christ;
- Understanding leadership and its personal and corporate challenges in a world of shared power and multiple organization leadership levels;
- Appreciating leadership as the establishment of mission and vision that is expressed through service;
- Acquiring skills in the formation, direction, motivation, and evaluation of individual and team activities (negotiation, resolution, and positive use of conflict in living and employment circumstances, etc);
- Ensuring better organization performance targets through strategic planning and commitment to financial accountability; and
- Applying of leadership principles in the place of employment.

Participant performance will be evaluated through use of the Trinity Western University grading policy.

### Perspective

The program is intended to be intensely practical,

with an emphasis on developing leadership skills that can be used immediately in the participant's place of employment.

To ensure that participants learn leadership skills particular to their needs and those of the organization in which they are employed, adult learning principles and requirements are implemented:

- Balancing the instructor's information presentation with opportunities to raise leadership-based problem-solving issues;
- Providing a learning format that accommodates personal styles and rate of progress;
- Involving extensive group interaction and assignments;
- Solving practical problems faced in participant work situations;
- Promoting different perspectives towards realization of shared learning outcome expectations;
- Utilizing of instructor experiences, special readings, and case studies in understanding new concepts; and
- Participant empowerment through specification of shared learning objectives.

### Curriculum

The Master of Arts in Leadership program consists of 36 sem. hrs., including 5 core courses, 5 specialized on-line stream courses, and completion of a major paper with, potentially, some internship work experience. This is a 25-month program that begins each year on the first Monday of July.

- All participants are required to take the 15 sem. hrs. of core foundational courses during the summer. These five courses—leadership foundations; visioning and strategic leadership; financial accountability and leadership; team leadership and conflict resolution; and leadership, values and ethics—are provided on campus during three successive months of July and emphasize group learning.
- An additional 15 sem. hrs. of specialized on-line courses focus on the participant's chosen area of leadership practice: business, health, education, non-governmental organizations, student affairs, or Christian ministry. These courses emphasize more individualized learning. Most of these courses are taught by part-time faculty, many associated with other post-secondary institutions around the world.
- A final requirement is the completion of a major paper, which is worth 6 sem. hrs. The major paper will focus on a leadership-based problem or issue, most often in the participant's place of employment, though not necessarily so. In the case of the student affairs specialty area, participants may limit the scope of their major paper whenever an internship experience is arranged.

Participants are also provided with extensive additional resource materials, to assist them with further learning applications upon completion of the program.

### Admission Criteria

To be admitted into the M.A. in Leadership program, participants are expected to meet the fol-

lowing requirements:

- Completion of an undergraduate degree. In the case of the education and health streams, a degree relevant to the field is required. In special cases, a combination of education and work experience will be considered.
- Every applicant is expected to have an undergraduate GPA of 3.0 or better. Consideration may be given to a lower GPA whenever extenuating circumstances prevail and the applicant can demonstrate ability to study at the graduate level.
- Applicants are expected to have at least three years of professional employment experience before applying to the program, thereby
- ensuring a high level of interest and learning motivation.
- Whenever an applicant is admitted on the basis of special consideration, the participant will be on probation for the first year of studies.
- All applicants to the program must indicate their acceptance and comfort with the Christian world view perspective in the program, though they may personally hold another view compatible with servant leadership practice.

## Application

Consists of an application form, two references (one professional and one personal), all post-secondary education transcripts, and a personal statement that illustrates an applicant's readiness to study in the leadership program.

## Deadlines

All application materials should be submitted by February 15, if they are to be considered for the coming July enrolment. Admission occurs on the basis of 'first come, first qualified', provided applicants meet all admission criteria. Responses are usually issued within three weeks of all application materials being received. Successful applicants are required to formally accept admission offers by submitting a \$500 deposit to the Graduate Admissions Office by May 1. Applicants who fail to respond by this date risk losing their placement in the program.

## General Graduation Requirements

A participant who completes all requirements described below is permitted to graduate. Graduation occurs during the first October after completion of all required course work and the final project. These must be completed by the end of August to be a full participant in the October graduation.

### Requirements

Leadership Core Courses: 15 Sem. hrs. in total (July Sessions)

Leadership Streams: 15 Sem. hrs. in total (Offerings cycled over two years)

Major Project: 6 Sem. Hrs. (Or Internship 690P/691P in special circumstances. Arranged with the Director to a total of 6 sem. hrs. with a major project of no less than 3 sem. hrs. Directed Studies 680D)

*Notes:*

1. All students must take the core courses beginning with the first July session.
2. To have degrees designated with a specialty, students must choose one of the five streams and complete 15 semester hours in that stream. If no specialty is required, students may select any five courses outside of Health Care and Education courses.
3. Education courses will also be offered in a classroom setting at TWU each summer. Students in this stream need to check with the Education stream co-ordinator regarding the summer offerings. Students choosing this option will not be bound by the 25-month completion date.
4. Directed Studies may also be available through arrangements with the Director.
5. Cohort A students begin on even-numbered years. Cohort B students begin on odd-numbered years.

## Course Timetable

### Summer One

**July:**

Leadership Foundations (500)

Vision & Strategic Planning (501)

### Year One

**September – November:**

Business: Leadership Across Cultures (615B)

Education: Legal, Political and Social Issues (626E)

Health Care: Culture, Health & Leadership (635H)

Ministry: Communicating with a Post-Modern Culture (644M)

Non Govt. Organizations: Contemporary Issues in Development (654N)

Student Affairs: Communicating with a Post-Modern Culture (644S)

**December – February:**

Business: Leadership & Change (612B)

Education: Instructional Leadership & the Dynamics of Change (625E)

Health Care: Leadership & Change (623H)

Ministry: Leadership Across Cultures (645M)

Non Govt. Organizations: Leadership Across Cultures (656N)

Student Affairs: Contemporary Issues in Student Affairs (665S)

**March- May:**

Business: Mission, Marketing & Quality

Education: Begin Major Project (690P/691P)

Health Care: Issues & Theories in Providing Health Care (634H)

Ministry: Begin Major Project (690P/691P)

Non Govt. Organizations: International Management

Student Affairs: Begin Major Project (690P/691P)

### Summer Two

**July:**

Financial Planning & Management (503)  
 Team Leadership & Conflict Resolution (502)  
 Education: Leadership in Educational Organizations (502)

#### Year Two

##### September – November:

Business: Organizational Behavior (611B)  
 Education: Worldview Foundations for Schooling (621E)  
 Health Care: Program Management in Health Care (631H)  
 Ministry: Theology of Christian Leadership (641M)  
 Non Govt. Organizations: Theory & Practice (653N)  
 Student Affairs: History of Higher Education (661S)

##### December – February:

Business: Management Knowledge Systems (613B)  
 Education: Instructional Leadership & Supervision (624E)  
 Health Care: Health Care Ethics (633H)  
 Ministry: Leadership & Change (642M)  
 Non Govt. Organizations: Evaluation & Research (655N)  
 Student Affairs: Theory & Practice in Student Affairs (662S)

##### March – May:

Business: Begin Major Project (690P/691P)  
 Education: Developing Educational Programs (623E)  
 Health Care: Begin Major Project (690P/691P)  
 Ministry: Leadership in Spiritual Formation (643M)  
 Non Govt. Organizations: Begin Major Project (690P/691P)  
 Student Affairs: Leadership in Spiritual Formation (663S)

##### Summer Three:

Leadership, Values & Ethics (504)

##### All Streams:

Completion of Project if Necessary

## Student Fees

### 1. Tuition Fees

Refer to Graduate Studies: General Information - Fees for Programs Involving Distance Learning.

### 2. Additional Laboratory Fees

- a) \$75 for use of the Challenge Course when ALDR 502 is taken, normally in the second July.
- b) \$35 for Media Laboratory when ALDR 504 is

taken, normally in the third July.

Students are required to maintain their own health and accident insurance while in attendance at the University.

## Graduate Program Teaching English as a Second or Other Language

*Dr. William Acton, Director*

*Note: Subject to approval by the British Columbia Ministry of Advanced Education. Some programming and requirements may change. The program tuition fee has yet to be established.*

### Purpose

The primary mission of the TWU Master of Arts in Teaching English as a Second or Other Language (TESOL) is to provide the training that will prepare English Language teachers for excellence as practitioners and leaders in the field.

### Perspective

The program focuses on personal and professional development from two perspectives. First, the emphasis is on an approach to language instruction that acknowledges the importance of this discipline to the service of others around the world—especially as it pertains to spiritual development. Although the methods and materials utilized are not necessarily Christian in content or process, the overall framework presented is always tied closely to the mission of the University: to teach with a Christian worldview. Second, the curriculum is forward-looking, preparing instructors who are competent and experienced in educational technology, state-of-the-art teaching strategies, course design, and program implementation.

### Program Structure

The program has been designed to be accessible to a wide range of students, in a wide range of contexts. The format is based on a unique combination of face-to-face and collaborative on-line instruction. Each July, for two years, students begin with a one-month intensive course-set on campus that sets up the coming year's course work. Throughout the academic year, students work through two-week modules which are mediated by a combination of on-line discussions, readings, video, collaborative project work, and face-to-face meetings with each other and the instructors.

### Admission

A bachelor's degree is normally required for entry into the M.A. TESOL program. Teaching experience (typically one to two years) and/or completion of a TESL Certificate similar to that offered by TWU is also required. If necessary, students lacking that background may be allowed to take certificate-level courses such as Phonetics, English Grammar, and Introduction to TESL concurrently, during their first year of the master's program.

There is one entry point into the program: July. Other factors that may enhance a candidate's application include teaching experience, other languages studied, and a clear statement of purpose for entering the program.

### Application

Consists of an application form, two references (one professional and one personal), all post-secondary education transcripts, and a personal statement that illustrates the applicant's readiness to study in the TESOL program.

#### Deadlines

All application materials should be submitted by February 15, if they are to be considered for the coming July enrolment. Admission occurs on the basis of 'first come, first qualified,' provided students meet all admission criteria. Responses are usually issued within three weeks of all application materials being received. Successful applicants are required to formally accept admission offers by submitting a \$500 deposit to the Graduate Admissions Office by May 1. Applicants who fail to respond by this date risk losing their placement in the program.

### General Graduation Requirements

#### Core Requirements

Applied Phonology for TESOL	3
TESOL Methodology	3
Materials Evaluation and Design	3
Curriculum and Program Design	3
or	
MAL Leadership course: ALDR 500	
MAL Integration Course (TBA)	3
Psycholinguistics and SLA	3
Sociolinguistics	3
Research Methods in Applied Linguistics	3
Evaluation and Measurement in TESOL	3
Integrating the Four Skills	3
Classroom Observation	2
Internship and Research Project (1+3)	4
	<b>36</b>
Elective options (6 sem. hrs. hours required)	
Issues in Applied Linguistics	1
Teaching Young Children	1
Teaching English Grammar	1
CALL	1
Teaching Beginners	1
Issues in TESOL and Missions	1
Drama and TESOL	1
Workplace and English for Business Purposes	3 *
<b>3 sem. hrs.</b>	
<b>Other Elective Possibilities</b>	
English for Academic Purposes	3
Readings in Teacher Training	
Culture, Gender, and the ESL Classroom	1

## OF THEOLOGICAL STUDIES

### ACTS Seminars

The Associated Canadian Theological Schools (ACTS) is an association of five seminaries (Canadian Baptist Seminary, Canadian Theological Seminary, Mennonite Brethren Biblical Seminary, Northwest Baptist Seminary, and Trinity Western Seminary) working together, an arrangement often called a cluster or a consortium. As a whole, the ACTS consortium constitutes the Graduate School of Theological Studies of Trinity Western University. Degrees in the consortium are offered conjointly, that is, by the University and the participating seminary together. In this way ACTS students receive the best of University education and professional seminary training. TWU maintains membership in the Association of Universities and Colleges of Canada (AUCC) and in June 1997, ACTS became an accredited member in the

## GRADUATE SCHOOL