

11/14/2023

Beulah Heights University

Spring 2024 Academic Course Schedule



Spring 2024 Semester Begins

January 8

Semester Ends

April 28

PhD & MBA Term I

January 8- March 3

PhD & MBA Term II

March 4-April 28

Beulah Heights University

892 Berne Street

Atlanta, Georgia 30316

404-627-2681

404-627-7670 Fax

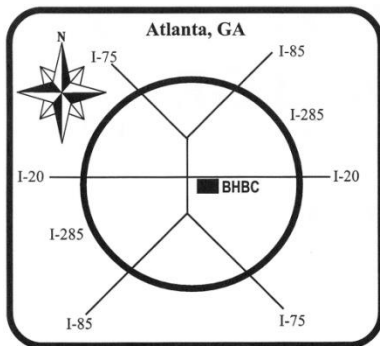
www.beulah.edu

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***This publication contains BHU Academic policy, scheduling and financial information for the 2023 – 2024 academic year. BHU reserves the right to change or update any information within at any time. Please check back frequently to review any updates.*

CAMPUS DIRECTIONS



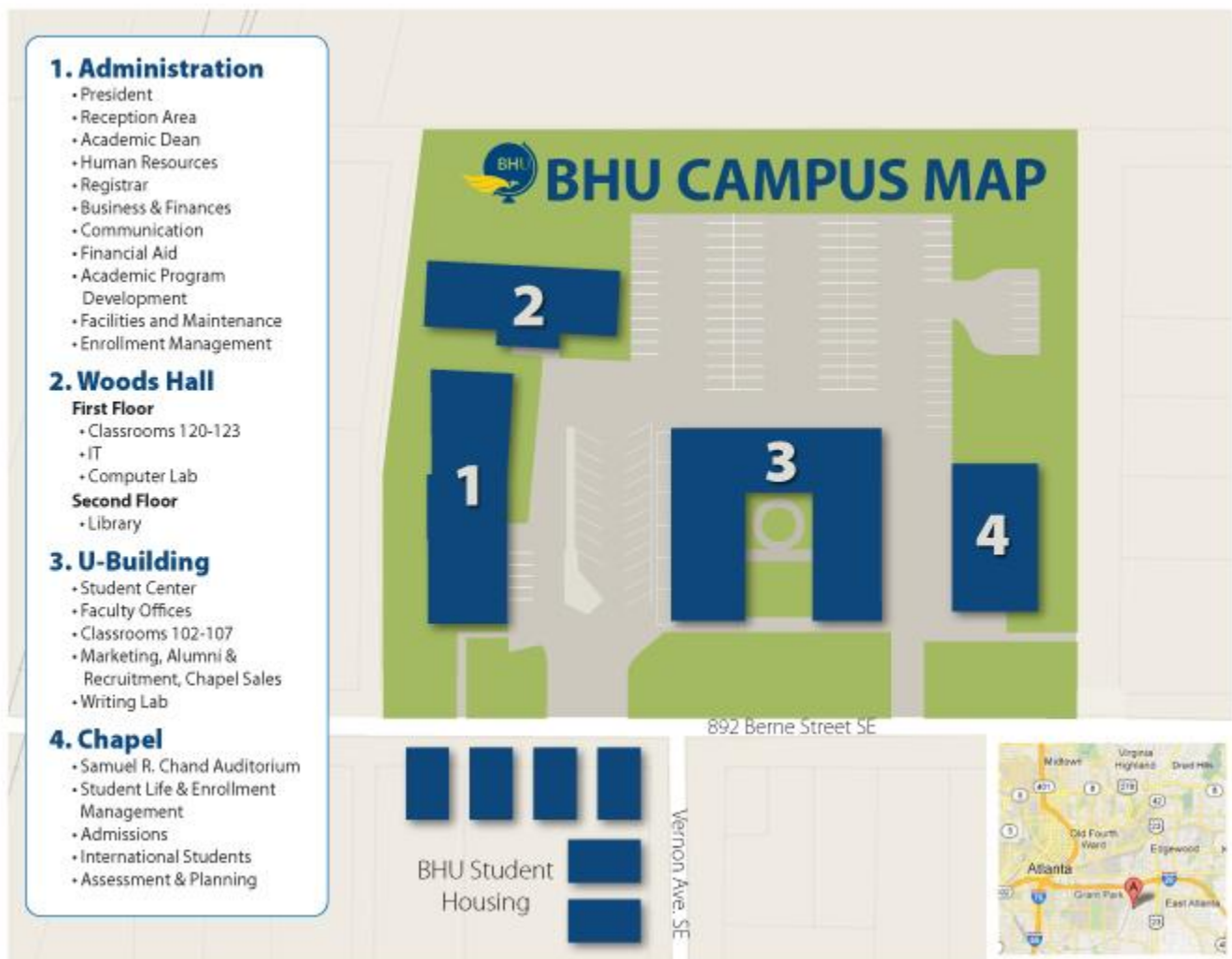
From the North: Take I - 75/85 south to I - 20 east. Exit at Cyclorama/Boulevard (exit #59A). Turn right at top of exit to 2nd traffic light, which is Berne Street. Turn left on Berne to BHU (6 blocks from Boulevard.)

From the South: Take I - 75/85 north to I - 20 east. Exit at Cyclorama/Boulevard (exit #59A). Turn right at top of exit to 2nd traffic light, which is Berne Street. Turn left on Berne Street to BHU (6 blocks from Boulevard.)

From the West: Take I - 20 east. Exit at Cyclorama/Boulevard (exit #59A). Turn right at top of exit to 2nd traffic light, which is Berne Street. Turn left on Berne Street to BHU (6 blocks from Boulevard.)

From the East: Take I - 20 west. Exit at Moreland Avenue (Exit #60A). Turn left at top of exit. Go through three traffic lights to Berne Street. Turn right on Berne to BHU (4 blocks from Moreland.)

Marta: *The bus (48 Thomasville) stops on Moreland Ave. and Glenwood (107 Glenwood). The closest bus stops at Ormewood Ave. and Vernon Ave. (32 MLK).*



Important Information

1. WITHDRAWAL POLICY

Withdrawals affect class scheduling, enrollment, and financial obligations. Therefore, if you decide to withdraw from a class, an official withdrawal notice must be submitted to the Office of the Registrar. **Modular classes are subject to the same withdrawal policy as other classes. Some modular classes start later in the semester, but a course withdrawal must be made within the first 2 weeks of any eight week term and the first 4 weeks of any 15/16 week semester in order to receive any portion of a refund.** **All classes/courses regardless of the start date or mode of delivery are subject to the Withdrawal Policy.**

2. ADMINISTRATIVE WITHDRAWAL at 61% of the Semester

- a) Students who miss **50%** of the first half of the semester and do not submit an official withdrawal notice are subject to an **Administrative Withdrawal**. The instructor reports a passing or failing grade (WP or WF). An Administrative Withdrawal is processed when a student fails to meet the Federal Government attendance requirements and who did not file an official withdrawal notice. **Students in this category are not eligible to receive a refund.**
- b) Students who do not make tuition/fee payments will be administratively withdrawn at the end of week two.

3. SELF-PAY STUDENT REQUIREMENTS

Tuition charges are due at the time of Registration. Students that are not able to pay the full tuition may be eligible for payment arrangements. If payment arrangements are needed, the student must contact the BHU Business Office prior to the first day of class to make the required deposit and discuss payment terms.

4. FINANCIAL AID DISBURSEMENT

To receive financial aid, a student must be enrolled at least **half time**. Disbursements are released 30 days after the start of the semester. Financial Aid will be disbursed **after all classes have been attended.** Students are required to attend all classes **twice** before Financial Aid can be released.

- a) Attendance is vital to the financial aid process. Students that have not met the attendance requirements prior to the disbursement period will be placed on a temporary attendance hold until the requirements have been met.
- b) If the financial aid recipient misses twelve class hours for any course (4 consecutive classes Fall/Spring – 15 week semester) or 6 class hours (2 consecutive classes Summer – 8 week term) and fails to contact the college, the college must assume that the person has unofficially withdrawn from the classes. An administrative withdrawal will be completed and filed by the Registrar on behalf of the student and reported to the Financial Aid Office.

5. TUITION/FEES COURSE WITHDRAWAL REFUND POLICY

If a Student Withdraws from a Course:	Refund Percentage Fall/Spring (15/16 week semester)	Refund Percentage Summer (8 week terms)
During Week One - Drop/Add period (before class has met)	100%	100%
During Week One (after class has met)	95%	95%
During Week Two	85%	0%
During Week Three	65%	0%

During Week Four	50%	0%
During Week Five through the end of the semester	0%	0%

NOTE: Withdrawals *are not* permitted after week 12 of a 15/16 week semester, or after week 5 of any 8 week term.
Registration and Application Fees are non-refundable.

6. FINANCIAL AID / ONLINE REGISTRATION

If you are an undergraduate or graduate financial aid student, you must enroll for at least 6 credit hours (2 courses) to be eligible for financial aid (NO EXCEPTIONS). If you are a doctoral student, you must enroll for 3 credit hours (one course) to be eligible for financial aid. If you are a recipient of Federal Financial Aid, please see the schedule of important dates for the applicable semester for the deadlines to register, drop, add, or change classes without a fee.

7. ONLINE COURSE TRAINING

Training for students enrolled in online courses will be provided by appointment. For available time slots contact onlinedepartment@beulah.edu.

8. GMAIL ACCOUNT

Please check your email account daily. Important information will be sent to your student Gmail account. If you need assistance, please contact webmailhelp@beulah.edu.

9. BOOK STORE

BHU partners with MBS – Virtual Bookstore. To order books visit <http://www.beulah.edu/bookstore>. For assistance contact 888-886-0773 8:00 a.m. and 5:00 p.m. (CST)

10. DROP/ADD POLICY

During “regular” registration, class schedules changes may be made with no penalty or fee within the BHU student portal. Changes can be made on the first day of class with no fee only if the class has not met. All other changes may be made throughout the add/drop period with a \$50.00 fee per change of schedule, payable at the time of the transaction. The add/drop period ends on the Friday of the first week of class. To officially drop/change a class after the free drop/change period: 1) Notify the Registrar Office, 2) Pay \$50 drop/change fee, 3) Review your updated schedule in the BHU student portal. *Withdrawals are required after a class has met.* See “Withdrawal Policy” for more information.

Registration Information

1. Requirements for ALL **new** students:

- 1) Attend New Student Orientation
- 2) Complete Admissions Application
- 3) Pay Application fee
- 4) Sign Statement of Faith
- 5) Sign Code of Conduct
- 6) Register online
- 7) Register for ATH 115

If returning after missing two or more semesters, you must complete the Re-entry Application and pay a \$50.00 re-entry fee.

BHU Undergraduate degree students entering a Graduate or Post-Graduate Program must complete a Graduate or Doctoral Application and obtain a BHU transcript from the Office of the Registrar.

2. All students are required to register through the Student Portal.

3. If you are unable to make full payment at registration, it may be possible for you to pay using the Monthly Payment Plan. You will be charged a finance charge of 1.5% per month on the unpaid balance. Only tuition charges are financed under the Monthly Payment Plan. All fees must be paid at registration. Fees include: application fee, registration fee, late registration fee (if applicable), technology fee, and any miscellaneous fees. The first monthly payment under the payment plan is due by the first day of class. Students who do not pay may be administratively withdrawn at the end of week two.

Payment Plan Information

Spring Semester

- *First payment = 1/2 of tuition and fees (due on the first day of class- January 8, 2024)*
- *Second payment = 1/4 of tuition and fees (due 30 days after 1st payment- February 7, 2024)*
- *Final payment = 1/4 of tuition and fees (due 30 days after 2nd payment-March 8, 2024)*

Term Classes

- *First payment = 1/2 of tuition and fees (due on the first day of class- January 8, 2024)*
- *Second payment = 1/2 of tuition and fees (due 30 days after 1st payment- February 7, 2024)*

Students desiring to make partial payments must:

- Authorize BHU to deduct payments directly from their VISA, MasterCard, or American Express card.
- Finance charges will be incurred after the 30th day of the semester and will incur every month thereafter until the balance is paid in full.
- Pre-approval from the Business Office is required for alternate payment methods if you are not able to make payments by credit or debit card,

BHU reserves the right to require CASH ONLY payments on accounts when deemed necessary.

4. Textbook purchases may be made through MBS direct or the bookstore of student's choice.
5. Library / Student I.D. cards will be available from the library.
6. Federal Financial Aid is available for eligible students. Application must be submitted and approved prior to registration.
7. Minimum class size: Classes will be offered on the basis of

student demand. If a class is canceled, student will be notified by email to change to another class.

8. Policy and procedure for **dropping** or **adding** a course are located on page 3.
9. Policy and procedure for WITHDRAWAL are located on page 2. **All courses are subject to the same withdrawal policy.**
10. **Payment Methods:** Cash, Money Order, checks (made payable to BHU), VISA, MasterCard, and American Express are accepted.
11. The only way to reserve a seat in a class is with payment by cash, check, Money order, or credit card. We do not reserve space in a class with anticipation of payment.
12. To register for a class, your financial account with BHU must be current. You must also be academically eligible with a GPA of 2.00 or above.
13. Withdrawal: To withdraw from a course, an official withdrawal notice must be submitted to the Registrar's Office online. Refunds for course withdrawals are calculated based on the BHU withdrawal policy. Please see the withdrawal policy listed in this schedule, in the University catalog or on our website, www.beulah.edu.
14. Class Mode:
 - a. Online: Learning that happens virtually over the Internet in most cases using a Learning Management System such as Brightspace. Online learning is mostly asynchronous using asynchronous learning tools but can feature opportunities for synchronous learning.
 - b. Hybrid: A combination of face-to-face classroom instruction with some online learning activity. The hybrid mode of learning uses both synchronous and asynchronous learning tools.
 - Undergrad: On campus once a week and assignment submissions/online discussions in Brightspace.
 - Graduate & MBA: On campus once a week and assignment submissions/online discussions in Brightspace.
 - Doctoral: Online in Brightspace and a one week on-campus intensive/residency.
 - ESL: On campus once a week and assignment submissions/online discussions in Brightspace.
 - c. Hybrid Flexible: Students have the option to choose week to week how they will attend classes, either on-ground, synchronously online, or asynchronously online.
15. Class Section
 - a. DAY- classes taught on-ground
 - b. EVE- classes taught on-ground
 - c. KOR- Classes taught in the Korean Language
 - d. ALB- Classes taught at the Albany Teaching Site
 - e. MAR- Classes taught at the Marietta Teaching Site
 - f. COL- Classes taught at the Columbus Teaching Site
 - g. OL-K- Online classes taught in the Korean Language
 - h. Hyflex- Hybrid flexible, either on-ground, synchronously online, or asynchronously

FINANCIAL INFORMATION:

Tuition

Undergraduate (\$335 per Semester Hour)	\$1,005
Master of Arts (\$446 per Semester Hour)	\$1,338
Master of Divinity (\$446 per Semester Hour)	\$1,338
Master of Business Administration (\$446 per Semester Hour)	\$1,338
Doctor of Ministry (\$538 per Semester Hour)	\$1,614
Doctor of Philosophy (\$538 per Semester Hour)	\$1,614
ESL	\$2490
ESL Bridge	\$3238
Audit courses	50%
Directed Study (additional \$10 Per Semester Hour + \$200 fee per class)	

Tuition Payment Schedule

If you choose the BHU Deferred Payment Plan for your tuition charges, your payment schedule will be:

Down payment = ½ of tuition plus all fees

Second Payment = ¼ of tuition

Final Payment = ¼ of tuition

Fees

Activity Fee	\$100.00
Administration Fee	\$50.00
F-1 Fee	\$125.00
F-1 Reinstatement Fee	\$100.00
Application Fee for Undergraduate level	\$50.00
Application Fee for Graduate level	\$75.00
Application Fee for MBA Program	\$75.00
Application Fee for DMin/PhD Program	\$100.00
Change of Major Fee	\$75.00
Change of Schedule Fee (add/drop)	\$50.00
Deferred Payment Plan Fee (per semester)	\$50.00
Directed Study Fee	\$200.00
Dissertation Fee for DMin program (one time)	\$1000.00
Dissertation Fee for PhD program (one time)	\$1000.00
Graduation Fee: (nonrefundable)	\$450.00
Re-entry Fee (<i>After absence for one year or more</i>)	\$50.00
Registration Fee (per course)	\$30.00
Late Registration Fee (per course)	\$30.00
Late Payment Fee	\$50.00
Declined Credit Card Fee	\$50.00
Payment Plan Fee	\$75.00
Returned Check Fee	\$35.00
Technology Fee (Required for all students)	\$263.00
Transcript Fee (Electronic)	\$20.00
(Printed/mailed/pick-up)	\$26.00

All fees applicable to registration must be paid at time of registration.

\$30 /\$50 Registration fees are nonrefundable

Books

Estimate per course	\$133.88
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Finance Charge

A finance charge of 1.5% per month will be added to the unpaid balance.

Registration Cancellation

If the monthly payment is not made by the due date, you may be blocked/removed from classes and/or your registration will be cancelled (Reinstatement fee: \$50.00).

Withdrawal Policy

College planning and budgeting must be done for the semester based upon the number of students who register. The withdrawal policy reflects the fact that many of the fixed expenses of operating an educational program are already allocated when the student registers and are not diminished by the student's withdrawal.

1. Tuition: Tuition is refunded based on the withdrawal refund policy.
2. Disciplinary Action: A student who withdraws under disciplinary action is not entitled to an honorable dismissal and no refunds are granted for any part of the semester.

The college reserves the right to withhold refunds due to withdrawal for at least 30 days after a student has withdrawn. All refunds are subject to approval by each department involved.

Federal Financial Aid Students: Refund calculations for students receiving Federal Financial Aid will be based on the policy established by the U.S. Department of Education. Please see the Financial Aid Office for information.

NOTE: WITHDRAWAL IS NOT AUTOMATIC. *All courses are subject to the withdrawal policy.* If a student decides to stop attending class (es) for any reason, the student must officially withdraw in the Registrar's Office. Failure to officially withdraw may result in an F grade being recorded on your academic record and full payment of tuition and fees will be assessed.

A Message from the Financial Aid Office:

If you desire Financial Aid but did not apply prior to Registration, you must:

1. Pay fees and a portion of tuition at registration, as stated in the payment plan option.
2. Contact the Financial Aid office during the first week of class regarding applying for Financial Aid.

Beulah Heights University Federal Financial Aid Refund Policy

The Federal law specifies how Beulah Heights University (BHU) must determine the amount of Federal Student Aid (FSA) assistance that you earn if you withdraw from college. The FSA programs that are covered by this law are: Federal Pell Grants, Stafford Loans, PLUS Loans and Federal Supplemental Educational Opportunity Grants (FSEOGs).

When you withdraw during your period of enrollment, the Financial Aid office can define the FSA program for you and tell you which one applies. The amount of FSA program assistance that you have earned up to that point is determined by a specific formula. If you received (or BHU or your parent received on your behalf) less assistance than the amount you earned, you may be able to receive those additional funds. If you received more assistance than you earned, BHU and/or you must return the excess funds.

The amount of assistance that you have earned is determined on a pro-rata basis. For example, if you completed 30 percent of your period of enrollment, you earn 30 percent of the assistance you were originally scheduled to receive. Once you have completed more than 60 percent of the period of enrollment, you earn all the assistance that you were scheduled to receive.

If you did not receive all the funds you earned, you may be due a post-withdrawal disbursement. If the post-withdrawal disbursement includes loans funds, you may choose to decline the loans funds so that you don't incur additional debt. BHU may automatically use all or a portion of your post-withdrawal disbursement (including loan funds, if you accept them) for tuition, and fees. For all other college charges, BHU needs your permission to use the post withdrawal disbursement. If you do not give your permission, you will be offered the funds. There are

some FSA funds that you were scheduled to receive that you cannot earn once you withdraw because of other eligibility requirements. For example, if you are a first-time, first-year undergraduate student at BHU and you have not completed the first 30 days of your program before you withdraw, you will not earn any FFEL funds that you would have received had you remained enrolled past the 30th day.

If you receive (or BHU or your parent receive on your behalf) excess FSA programs funds that must be returned, BHU must return a portion of the excess funds equal to the lesser of

1. your institutional charges multiplied by the unearned percentage of your funds, or
2. the entire amount of excess funds.

BHU must return this amount even if it didn't keep this amount of your FSA program funds.

If BHU is not required to return all the excess funds, you must return the remaining amount. Any loan funds that you must return (or your parent for a PLUS Loan) can be repaid in accordance with the terms of the promissory note. That is, you make scheduled payments to the holder of the loan over a period.

Any amount of unearned grant funds that you must return is called an overpayment. The amount of a grant overpayment that you must repay is half of the unearned amount. You must make arrangement with BHU or the Department of Education to return the unearned grant funds.

The requirement for FSA program funds when you withdraw are separate from any refund policy that BHU may have. Therefore, you may still owe funds to BHU to cover unpaid institutional charges. BHU may also charge you for any FSA program funds that the college was required to return. Also, see BHU refund policy.

If you have questions about your FSA program funds, you can call the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243).

Financial Aid

Qualifying students are eligible for:
Grants: Pell and FSEOG
Loans: FFEL Stafford, FFEL PLUS, &
Federal Work Study
Contact Financial Aid Director:
404-627-2681 or Fax 404-627-0702

Academic Advising

Unsure which courses to take? Be sure that you do not unintentionally take a course that is not required for your degree program. Contact an Academic Advisor for assistance with your course selections and degree progress. Call or visit the BHU Faculty Office during normal business hours. You may also contact an advisor via email (see below).

Right Path Advising Center

Dr. Jacquelyn Armstrong, Director of Academic Advising
Email: jackie.armstrong@beulah.edu | 678-2648-545 | Ext. 103

Faculty Office

404-627-2681 Ext. 126

Dr. Jacquelyn Armstrong- Director of Academic Advising
Ext. 103, Email: Jackie.armstrong@beulah.edu

Division of Religious Studies

Dr. Brian Hodges – Chair, Department of Religious Studies, Academic Advisor
Ext. 149, Email: brian.hodges@beulah.edu

Dr. Alicia Plant –Associate Dean, Religious Studies Faculty, Academic Advisor
Ext. 143, Email: alicia.plant@beulah.edu

Dr. Monte Norwood- Associate Chair for the Undergraduate Religious Studies, Academic Advisor
Ext. 154, Email: monte.norwood@beulah.edu

Korean Students

Professor Kyung Jho- Vice-President for Asian Student Affairs, Religious Studies Faculty, Academic Advisor
Ext. 143, Email: kyungsoo.jho@beulah.edu

Division of Business and Leadership Studies

Dr. Wes Wilson- Vice-President for Student Success, Chair, Leadership and Business Studies, Academic Advisor
Ext. 121, Email: wes.wilson@beulah.edu

Dr. Rodney Jackson- Dean, Academic Advisor
Ext. 122, Email: Rodney.jackson@beulah.edu

Attendance Requirements

Absences are determined based on the following guidelines:

- Maximum absence allowance is four (4) class sessions (Fall/Spring) and two (2) for the summer and 8 week terms. **Accumulating the maximum absence allowance for any class constitutes failure in the course and/or the Registrar's Office may initiate the administrative withdrawal process.**
- Online classes – Maximum absence allowance is four (4) class sessions (Fall/Spring) and two (2) for the summer and 8 week terms, determined by the weekly semester units as outlined in the course syllabus. Login and completion of assignments are required. **Accumulating the maximum absence allowance for any class constitutes failure in the course and/or the Registrar's Office may initiate the administrative withdrawal process**
- Five-day modular classes – Maximum absence allowance is one (1) day. **Accumulating the maximum absence allowance for any class constitutes failure in the course and/or the Registrar's Office may initiate the administrative withdrawal process**
- Weekend modular classes – Maximum absence allowance is one (1) week-end. **Accumulating the maximum absence allowance for any class constitutes failure in the course and/or the Registrar's Office may initiate the administrative withdrawal process**

Attendance is required to be taken each week for every class (campus, online, off-campus, modular, hybrid, etc.). Once a student reaches the limit of missed classes the Office of the Registrar may initiate the administrative withdrawal process. When it becomes necessary for a student to miss a class for any reason, the student is encouraged to contact the instructor via email to make arrangement to complete missed assignments.

Online Courses

While there is no official class “date & time” for online courses, each course has fifteen “academic work weeks”. An academic work week is Monday through Sunday at 11:59 pm. Each course requires weekly log-in and assignments that serve as an attendance check – in. Deadlines for assignment submission will be posted within the class syllabus.

For further information on the BHU Attendance policy please see the University catalog.

Class Schedules



Spring 2024 Schedule

January 8- April 28

Registration Will Be Open on Student Portal November 15 until January 7

All courses are 3 credit hours unless otherwise noted.

SPRING 2024 SEMESTER	
January 8	Classes begin
January 8	Last day to change schedule without a fee (if class has not met)
January 14	Last day to register; last day to Add/Drop classes
January 15	Holiday: Martin Luther King, Jr.'s Birthday
February 19	Holiday: President's Day
March 29	Observance of Good Friday
March 31	Last day to withdraw from a course
March 31	Observance of Easter
April 1-7	Spring Break
April 22-28	Last week of class – final exams
April 27	Graduate Brunch
May 4, 2023	Commencement
May 30	Grades available through BHU student portal

Spring 2024- Undergraduate Division

Day	Time	Mode	Class Section	Code	Course	Instructor
Monday	9:00 - 11:30	Hy-Flex	DAY	E 102	English Composition	TBA
Monday	11:40 - 2:10	Hybrid	DAY	E 258	Creative Writing (Communication)	TBA
Monday	11:40 - 2:10	Hybrid	DAY	BUS 305	Global Business	Okeke, J.
Monday	2:20 - 4:50	Hybrid	DAY	BUS 310	Financial Stewardship	Sumo, J.
Monday	2:20 - 4:50	Hy-Flex	Day	Ath 115	Foundations of University Life and Ministry	Jackson, R.
Monday	6:00 - 8:30	Hy-Flex	EVE	LS 101	Developing the Healthy Leader	Mbugua, S.
Monday	8:30 - 11:00	Hy-Flex	EVE	Hist 253	Survey of World History	Diamond, B.
Tuesday	9:00 - 11:30	Hybrid	DAY	E 351	Literature of the Western World	TBA
Tuesday	11:40 - 2:10	Hy-Flex	DAY	Th 213	Systematic Theology II	Norwood, M
Tuesday	2:20 - 4:50	Hybrid	DAY	SC 260	Basic Computers and Word Processing	Johnson, M.
Tuesday	2:20 - 4:50	Hybrid	DAY	Bi 109	John and Acts	Green, A.
Tuesday	6:00 - 8:30	Hy-Flex	EVE	Sc 366	Principles of Science	Giles, D.
Tuesday	8:30 - 11:00	Hybrid	EVE	SS 325	Global Perspective	Diamond, B.
Wednesday	9:00 - 11:30	Hy-Flex	DAY	Ath 248	Urban Evangelism	Frazier, T.
Wednesday	9:00 - 11:30	Hybrid	DAY	Bi 326	Wisdom Literature	Armstrong, J.
Wednesday	11:40 - 2:10	Hy-Flex	DAY	Th 313	Systematic Theology III	Norwood, M.
Wednesday	2:20 - 4:50	Hybrid	DAY	Hist 414	Church History	Marr, L.
Thursday	9:00 – 1:00	Hy-Flex	DAY	Bi 117	Biblical Literature	Joe, C.
Thursday	6:00 - 8:30	Hybrid	EVE	Bi 105	Pentateuch	Frazier, T.
Online	24-hours	OL	OL	Acct 101	Accounting 1	Brennan, J.

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Online	24-hours	OL	OL	Ath 473	Internship	Hodges, B.
Online	24-hours	OL	OL	BUS 121	Business Writing and Communication	Stewart, C.
Online	24-hours	OL	OL	Bus 300	Business Law	Berry, E.
Online	24-hours	OL	OL	BUS 315	Corporate Finance	Kushano, K.
Online	24-hours	OL	OL	BUS 499	Internship: Business Administration	Mbugua, S.
Online	24-hours	OL	OL	E 351	Literature of the Western World	Randolph, J.
Online	24-hours	OL	OL	Econ 204	Principles of Microeconomics	Brennan, J.
Online	24-hours	OL	OL	Hist 253	Survey of World History	Diamond, B.
Online	24-hours	OL	OL	HRA 440	Employee Labor Relations and Compensation	Stewart, C.
Online	24-hours	OL	OL	LS 300	Dynamics of Global Leadership	Okeke, J.
Online	24-hours	OL	OL	LS 375	Innovative Ministry for the 21 st Century	Stewart, C.
Online	24-hours	OL	OL	Math 117	Basic Concepts of Mathematics	Jones, M.
Online	24-hours	OL	OL	SC 260	Basic Computers and Word Processing	Johnson, M.
Online	24-hours	OL	OL	SS 112	Interpersonal Cross-Cultural Communication	Green, E.
Online	24-hours	OL	OL	SS 225	Marriage and Family	Green, E.
Online	24-hours	OL	OL	Th 325	Apologetics	Hodges, B.
Courses Taught in the Korean Language						
Monday	9:00-11:30	Hybrid	KOR	Bi 117	Biblical Literature	Jho, K
Monday	11:40-2:10	Hybrid	KOR	Hist 253	Survey of World History	Kim, S.
Monday	2:20-4:50	Hybrid	KOR	Th 203	Systematic Theology I	Jho, K
Saturday	9:00-11:30	Hybrid	KOR	Math 117	Basic Concepts of Mathematics	Lee, H.
Saturday	11:40-2:10	Hybrid	KOR	BUS 310	Financial Stewardship	Lee, E.
Saturday	11:40-2:10	Hybrid	KOR	Bi 117	Biblical Literature	Jho, K
Saturday	2:20-4:50	Hybrid	KOR	Sc 366	Principles of Science	Lee, H.
Saturday	2:20-4:50	Hybrid	KOR	LS 202	Nonprofit Organization Development and Management	Lee, E.
Online	24-hours	OL	OL-K	Th 325	Apologetics	Jho, K
Online	24-hours	OL	OL-K	Bus 300	Business Law	Lee, J.
Undergraduate Teaching Sites						
Columbus Teaching Site						
6003 Veterans Parkway Columbus, GA 31901						
Monday	6:00 - 8:30	Hybrid	COL			
Monday	6:00 - 8:30	Hybrid	COL	Hist 253	Survey of World History	TBA
Tuesday	6:00 - 8:30	Hybrid	COL	BI 240	Biblical Typology	Crocker, C.
Thursday	6:00 - 8:30	Hybrid	COL	Th 213	Systematic Theology II	Huling, R.
Thursday	6:00 - 8:30	Hybrid	COL			
Albany Teaching Site						
2402 Roxanna Rd Albany, GA 31705						
Wednesday	5:00-7:30	Hybrid	ALB			
Thursday	5:00 - 7:30	Hybrid	ALB			
Saturday	9:00-11:30am	Hybrid	ALB	Hist 414	Church History	Pierce, N.
Marietta Teaching Site						

Spring 2024 Schedule

January 8- April 28

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1900 the Exchange SE, Suite 450 Atlanta GA, 30339						
Friday	6:00 - 8:30	Hybrid	EVE	Mkt 220	Introduction to Marketing	Kushano, K.
Friday	8:30-11:00	Hybrid	EVE	BUS 400	Strategy: Innovation and Global Competition	Kushano, K.
Saturday	8:30-11:00	Hy-Flex	DAY	Math 117	Basic Concepts of Mathematics	TBA

End of Undergraduate Schedule

Spring 2024 Schedule

January 8- April 28

Registration Will Be Open on Student Portal November 15 until January 7

All courses are 3 credit hours unless otherwise noted.

SPRING 2024 SEMESTER	
January 8	Classes begin
January 8	Last day to change schedule without a fee (if class has not met)
January 14	Last day to register; last day to Add/Drop classes
January 15	Holiday: Martin Luther King, Jr.'s Birthday
February 19	Holiday: President's Day
March 29	Observance of Good Friday
March 31	Last day to withdraw from a course
March 31	Observance of Easter
April 1-7	Spring Break
April 22-28	Last week of class – final exams
April 27	Graduate Brunch
May 4, 2023	Commencement
May 30	Grades available through BHU student portal

Spring 2024- Graduate Division

Day	Time	Mode	Class Section	Code	Course	Instructor
Monday	9:00 - 11:30	Hy-Flex	DAY	Ath 698/699	Capstone: Religious Studies and Master of Divinity	Marr, L.
Monday	6:00 - 8:30	Hybrid	EVE	LS 610	Financial Administration	Sumo, J.
Tuesday	9:00 - 11:30	Hybrid	DAY	Th 607	Hermeneutics	Green, A.
Tuesday	11:40- 2:10	Hybrid	DAY	LS 601	Ethical Considerations of Leadership	Berry, E.
Tuesday	6:00 - 8:30	Hy-Flex	EVE	Th 513	Systematic Theology II	Norwood, M
Thursday	9:00 – 1:00	Hybrid	DAY	Ath 613	Theological Research Writing	Green, A.
Thursday	9:00 – 1:00	Hy-Flex	DAY	Th 602	History of Christian Thought II	Norwood, M.
Thursday	6:00 - 8:30	Hybrid	EVE	Bi 502	New Testament	
Online	24-hours	OL	OL	Ath 614	Spiritual Growth	Hodges, B.
Online	24-hours	OL	OL	Ath 647	Homiletics	Plant, A.
Online	24-hours	OL	OL	Ath 620	Introduction to Global Chaplaincy	Plant, A.
Online	24-hours	OL	OL	LS 698	Capstone: Leadership Studies	Harvey, T
Online	24-hours	OL	OL	LS 607	Managing Organizational Change	Miller, K.
Online	24-hours	OL	OL	LS 610	Financial Administration	Sumo, J.
Courses Taught in the Korean Language						
Monday	9:00-11:30	Hybrid	KOR	LS 698	Capstone: Leadership Studies	Park, S.
Saturday	9:00-11:30	Hybrid	KOR	Ath 601	Introduction to Pastoral Care	Kim, S.
Saturday	11:40-2:10	Hybrid	KOR	Ath 613	Theological Research & Writing	Park, S.
Online	24-hours	OL	OL-K	Ath 611	Ethics of Pastoral Care	Hong, H.
Graduate Teaching Sites						

Spring 2024 Schedule

January 8- April 28

Registration Will Be Open on Student Portal November 15 until January 7

All courses are 3 credit hours unless otherwise noted.

Columbus Teaching Site						
6003 Veterans Parkway Columbus, GA 31901						
Monday	6:00 - 8:30	Hybrid	COL	Th 607	Hermeneutics	Huling, R.
Tuesday	6:00 - 8:30	Hybrid	COL	Th 513	Systematic Theology II	Huling, R.
Thursday	6:00 - 8:30	Hybrid	COL	Bi 627	Survey of Ancient Hebrew History and Wisdom Literature	Gibson, M.
Albany Teaching Site						
2402 Roxanna Rd Albany, GA 31705						
Monday	5:00 - 7:30	Hybrid	ALB			
Tuesday	5:00 - 7:30	Hybrid	ALB			
Thursday	5:00 - 7:30	Hybrid	ALB			
Marietta Teaching Site						
1900 the Exchange SE, Suite 450 Atlanta GA, 30339						
Friday	6:00 - 8:30	Hybrid	MAR	LS 600	Introduction to Leadership	Braga, R.
Friday	8:30-11:00	Hybrid	MAR	Bi 502	New Testament	TBA

Spring 2024 Schedule

January 8- April 28

Registration Will Be Open on Student Portal November 15 until January 7

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SPRING 2024 SEMESTER	
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January 14	Last day to register; last day to Add/Drop classes
January 15	Holiday: Martin Luther King, Jr.'s Birthday
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March 29	Observance of Good Friday
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March 31	Observance of Easter
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April 22-28	Last week of class – final exams
April 27	Graduate Brunch
May 4, 2023	Commencement
May 30	Grades available through BHU student portal

Spring 2024- MBA Division

(Only for students enrolled in the Master of Business Administration Program)

Day	Time	Mode	Class Section	Code	Course	Instructor
Term I						
January 8-March 3						
Monday	11:40-2:10	Hybrid	Day	MBA 601	Servant Leadership	Wilson, W.
Tuesday	11:40 -2:10	Hybrid	Day	MBA 637	Human Resource Management	Sumo, J.
Online	24-Hours	OL	OL	MBA 600	Orientation	Sumo, J
Online	24-Hours	OL	OL	MBA 655	Decision Analysis Systems	Miller, K.
Online	24-Hours	OL	OL	MBA 625	Professional Communication Development	Faulk, M.
Term II						
March 4-April 28						
Monday	11:40-2:10	Hybrid	DAY	MBA 671	Corporate Finance	TBA
Thursday	2:20-4:50	Hybrid	DAY	MBA 680	Entrepreneurship	Miller, K.
Wednesday	9:00 – 11:30	Hybrid	Day	MBA 635	Organizational Behavior	TBA
Online	24-Hours	OL	OL	MBA 678	International Business	Faulk, M.
Online	24-Hours	OL	OL	MBA 690	Strategic Management	Faulk, M.
Online	24-Hours	OL	OL	MBA 635	Organizational Behavior	TBA
Marietta Teaching Site						
1900 the Exchange SE, Suite 450 Atlanta GA, 30339						
Term I						
January 8-March 3						
Friday	5:00-7:30	HYB	MBA	MBA 644	Managerial Economics	Brennan, J
Friday	7:30-10:00	HYB	MBA	MBA 640	The Legality of Business	Brennan, J.
Term II						
March 4-April 28						
Saturday	9:00-11:30	HYB	MBA	MBA 655	Decision Analysis Systems	Miller, K.
Saturday	8:30-11:00a	HYB				
Courses Taught in the Korean Language						

Spring 2024 Schedule

January 8- April 28

Registration Will Be Open on Student Portal November 15 until January 7

All courses are 3 credit hours unless otherwise noted.

Saturday	9:00–11:30	Hybrid	KOR	MBA 655	Decision Analysis Systems	Cha, J.
Saturday	11:40-2:10	Hybrid	KOR	MBA 690	Strategic Management	Lee, J.
Saturday	2:20-4:50	Hybrid	KOR	MBA 640	The Legality of Business	Okeke, J.
Online	24-hours	Online	OL-K	MBA 662	Marketing	Kim, H.
Online	24-hours	Online	OL-K	MBA 637	Human Resource Management	Kim, H.

End of MBA Schedule

Spring 2024 Schedule

January 8- April 28

Registration Will Be Open on Student Portal November 15 until January 7

All courses are 3 credit hours unless otherwise noted.

SPRING 2024 SEMESTER	
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January 15	Holiday: Martin Luther King, Jr.'s Birthday
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Spring 2024- Doctoral Division

Day	Time	Mode	Class Section	Code	Course	Instructor
Doctor of Ministry						
Residency Week :						
Online	24 Hours	Hybrid	HYB	DM 904	Leadership and Peacemaking: Conflict and Reconciliation	Hodges, B.
Online	24 Hours	Hybrid	HYB	DM 931	Advanced Research Methodologies	Green, E.
Online	24 Hours	Hybrid	HYB	DM 909	Holistic Mission: Evangelism, Justice and Mercy Ministries with Global Awareness	Hodges, B.
Online	24 Hours	Hybrid	HYB	DM 933	Doctor of Ministry Project	
Doctor of Philosophy						
Residency Week: TBA						
15 Week Semester						
January 8-April 28						
Online	24-hours	OL	OL	LEAD 904	Dissertation Proposal	Harvey, T.
Term I						
January 8-March 3						
Online	24-hours	OL	OL	LEAD 702	Research and Design	Adebiyi, M
Online	24-hours	OL	OL	LEAD 703	Biblical Leadership	Okeke, J.
Online	24-hours	OL	OL	LEAD 705	Organizational Development	Jackson, R.
Online	24-hours	OL	OL	LEAD 707	Organizational Change	Jackson, R.
Online	24-hours	OL	OL	LEAD 903	Comprehensive Exam	Tappler, M
Online	24-hours	OL	OL	LEAD 906	Dissertation III. Defense	Chairs
Online	24-hours	OL	OL	LEAD 804	Leadership Policy & Culture	Gregory, A.
Term II						
March 4-April 28						
Online	24-hours	OL	OL	LEAD 701	Foundations of Leadership	Wilson, W.
Online	24-hours	OL	OL	LEAD 704	The Role of the Leader in the 21st Century	Gregory, A.
Online	24-hours	OL	OL	LEAD 706	Organizational Communication	Harvey, T.
Online	24-hours	OL	OL	LEAD 806	Contemporary Issues in Leadership	Tappler, M.
Online	24-hours	OL	OL	LEAD 807	Contemporary Issues in Global Leadership	Kawata, D.
Courses Taught in the Korean Language						
Monday	9:00-11:30	Hybrid	KOR	LEAD 703	Biblical Leadership	Lee, D.

Spring 2024 Schedule

January 8- April 28

Registration Will Be Open on Student Portal November 15 until January 7

All courses are 3 credit hours unless otherwise noted.

Saturday	9:00-11:30	Hybrid	KOR	LEAD 804	Leadership Policy & Culture	Park, S.
Saturday	9:00-11:30	Hybrid	KOR	LEAD 902	Contemporary Issues in Leadership IV	Lee, D.
Online	24-hours	OL	OL-K	LEAD 704	The Leader's Role in the 21 st Century	Park, S
Online	24-hours	OL	OL-K	LEAD 805	Contemporary Issues in Leadership I	Cha, J.
Online	24-hours	OL	OL-K	LEAD 903	Doctoral Comprehensive	Lee, T.
Online	24-hours	OL	OL-K	LEAD 905 E	Dissertation II Research- Extension	Park, S
Online	24-hours	OL	OL-K	LEAD 906	Dissertation III Defense	Chairs
Online	24-hours	OL	OL-K	LEAD 907	Dissertation III Defense-Extension	Lee, T.

End of Doctoral Schedule

Spring 2024 Schedule

January 8- April 28

Registration Will Be Open on Student Portal November 15 until January 7

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Spring 2024- English as a Second Language Division

Day	Time	Mode	Class Section	Code	Course	Instructor
Marietta Teaching Site						
1900 the Exchange SE, Suite 450 Atlanta GA, 30339						
Monday & Wednesday	8:30am-1:00pm	HYB	Day	ESL RW 083	Speaking and Listening	
Tuesday & Thursday	8:30am-1:00pm	HYB	Day	ESL SL 083	Reading and Writing	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 081	Speaking and Listening	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 082-A	Speaking and Listening	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 082-B	Speaking and Listening	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 083-A	Speaking and Listening	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 083-B	Speaking and Listening	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 084-A	Speaking and Listening	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 084-B	Speaking and Listening	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 085	Speaking and Listening	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 085-Bridge	Speaking and Listening	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 081	Reading and Writing	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 082-A	Reading and Writing	

Spring 2024 Schedule

January 8- April 28

Registration Will Be Open on Student Portal November 15 until January 7

All courses are 3 credit hours unless otherwise noted.

Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 082-B	Reading and Writing	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 083-A	Reading and Writing	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 083-B	Reading and Writing	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 084-A	Reading and Writing	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 084-B	Reading and Writing	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL RW 085	Reading and Writing	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL RW 085-Bridge	Reading and Writing	

Atlanta Campus

892 Berne Street, SE Atlanta, GA 30316

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End of ESL Schedule

RECOGNITION and ACCREDITATION

BHU is accredited with two (2) national accrediting agencies, namely, the **Transnational Association of Christian Colleges and Schools (TRACS)** and the **Commission on Accreditation of the Association for Biblical Education (ABHE)**. Both agencies are approved by the U.S Department of Education, listing BHU in the U.S. Higher Education Directory, and are recognized agencies of the **Council on Higher Education Accreditation (CHEA)**, a private, nonprofit "Umbrella organization" that coordinates accreditation activity of the voluntary accrediting agencies in the United States. (www.chea.org).

BHU is approved by the State of Georgia Non-Public Post-Secondary Education Commission for the granting of A.A. and B.A. Degrees.

BHU accepts Veterans' Benefits

BHU is approved by the U.S. Justice Department, Immigration, and Naturalization Service for the training of international students.

BHU is approved by the State of Georgia, Department of Education, and Division of Vocational Rehabilitation for the training of students with disability handicaps.

BHU is a member of National Association of Evangelicals Commission for Higher Education.

BHU is listed in the Directory of Post-Secondary Institutions published by the U.S. Department of Education.

BHU is Atlanta's oldest Bible College, founded in 1918.