

7/2/2025

Beulah Heights University

Fall 2025 Academic Course Schedule



Fall 2025 Semester Begins

August 25

Semester Ends

December 14

Accelerated & MBA Term I

August 25– October 19

Accelerated MBA Term II

October 20– December 14

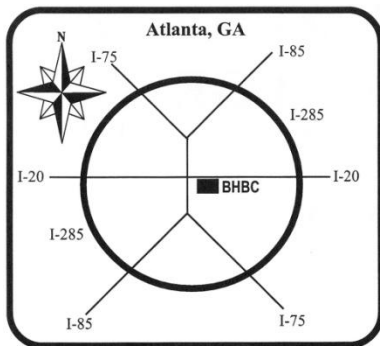
Beulah Heights University
892 Berne Street
Atlanta, Georgia 30316
404-627-2681
404-627-7670 Fax
www.beulah.edu

Table of Contents

Important Information	2
Registration Information.....	4
Academic Advising.....	7
Attendance Requirements.....	7
Fall 2025- Undergraduate Division.....	9
Fall 2025- Graduate Division.....	12
Fall 2025- MBA Division.....	14
Fall 2024- Doctoral Division	15
Fall 2025- English as a Second Language Division	17
Recognition and Accreditation	19

***This publication contains BHU Academic policy, scheduling and financial information for the 2024 – 2025 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).

1. Administration

- President
- Reception Area
- Academic Dean
- Human Resources
- Registrar
- Business & Finances
- Communication
- Financial Aid
- Academic Program Development
- Facilities and Maintenance
- Enrollment Management

2. Woods Hall

First Floor

- Classrooms 120-123
- IT
- Computer Lab

Second Floor

- Library

3. U-Building

- Student Center
- Faculty Offices
- Classrooms 102-107
- Marketing, Alumni & Recruitment, Chapel Sales
- Writing Lab

4. Chapel

- Samuel R. Chand Auditorium
- Student Life & Enrollment Management
- Admissions
- International Students
- Assessment & Planning

892 Berne Street SE

Vernon Ave. SE

BHU Student Housing

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.

Modular classes: In order to receive Financial Aid for modular classes, proof of attendance must be submitted to the Business Office. Therefore, financial aid funds are not disbursed until after the class has been attended the equivalent of two class sessions.

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%	75%

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. REGISTRATION VALIDATION

All Students are required to complete the registration validation agreement to finalize the registration process.

7. 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 can 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.

8. ONLINE COURSE TRAINING

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

9. 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.

10. BOOK STORE

BHU partners with MBS – Virtual Bookstore. To order books visit <http://www.beulah.edu/bookstore>. For assistance contact 404-627-2681 ext. 159 or 103.

11. WEEKEND MODULAR COURSE POLICY

- a. Student **must** inform all instructors if a modular course conflicts with an existing class schedule.
- b. Student is responsible for all coursework for all classes during the times the modular class is offered. Student can only register for one modular course per semester. Standard Withdrawal Policy applies to all modular courses.

12. 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 A Th 115

If returning after missing two or more semesters, you must complete the Re-entry Application and pay a \$15.00 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 at the time of registration. Students who do not pay will be administratively withdrawn at the end of week two.

Payment plan example for two undergraduate courses: Two courses with fees = \$1,968.00

Payment Breakdown for two courses:

Down payment = \$1,059 (50% of tuition plus all applicable fees)

Payment two = \$454.50 (plus 1.5% finance charge)

Payment three = \$454.50 (plus 1.5% finance charge)

Students desiring to make partial payments must:

 - 1) Authorize BHU to deduct payments directly from their VISA, MasterCard, or American Express card.
 - 2) 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.
 - 3) 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 request CASH ONLY payments on accounts where 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. Otherwise, the following methods are available for payment: credit card, check, and/or cash.
 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 2.
 9. Policy and procedure for WITHDRAWAL are located on page 3. **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 page 2 & 3 of this schedule for further details.
 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. Hy-flex- Hybrid flexible, either on-ground, synchronously online, or asynchronously

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.

FINANCIAL INFORMATION:

Tuition

Undergraduate (\$352 per Semester Hour)	\$1,056
Master of Arts (\$469 per Semester Hour)	\$1,405
Master of Divinity (\$469 per Semester Hour)	\$1,405
Master of Business Administration (\$469 per Semester Hour)	\$1,405
Doctor of Ministry (\$565 per Semester Hour)	\$1,695
Doctor of Philosophy (\$565 per Semester Hour)	\$1,695
ESL	\$2,490
ESL Bridge	\$2,790
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	\$230.00
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

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).

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

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.

Tuition: Tuition is refunded based on the withdrawal refund policy.

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.

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 of 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, fees, and housing charges. 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 of 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 of time.

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).

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 – Lead Faculty, Department of Religious Studies,
Academic Advisor
Ext. 149, Email: brian.hodges@beulah.edu

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

Dr. So Hee Park- Academic Coordinator, Gwinnett Site
Full-time Professor
Ext. 148, Email: sohee.park@beulah.edu

Division of Business and Leadership Studies

Dr. Salome Mbugua Wilson-Coordinator, Leadership and Business
Studies, Academic Advisor
Ext. 153, Email: Salomembugua@beulah.edu

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

Professor John Brennan- Lead Professor Business Administration
Ext. 154, Email: john.brennan@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**

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. Online faculty have authority to set their own attendance policy with respect to the published attendance policy. Deadlines for assignment submission will be posted within the class syllabi.

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

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

Class Schedules



FALL SCHEDULE 205

August 25- December 14

Registration Will Be Open on Student Portal June 24 until August 25

All courses are 3 credit hours unless otherwise noted.

FALL 2025 SEMESTER	
August 25	Classes begin
August 25	Last day to change schedule without a fee (if class has not met)
August 25	Last day to register; last day to Add/Drop classes
October 1	Deadline for submitting graduation applications
November 16	Last day to withdraw from a course
November 24-30	Fall Break & Thanksgiving Day observance
December 8-14	Last week of class – final exams
December 30	Grades available through BHU student portal

Fall 2025- Undergraduate Division

Day	Time	Mode	Class Section	Code	Course	Instructor
Monday	9:00 - 11:30	Hy-Flex	DAY	E 101	English Grammar	Fairley, H.
Monday	11:40 - 2:10	Hy-Flex	DAY	Th 203	Systematic Theology I	Berry, E.
Monday	2:20 - 4:50	Hy-Flex	DAY	Hist 228	Survey of American History	Diamond, B.
Monday	7:00-9:30	Hy-Flex	EVE	Bi 111	Life of Christ	Joe, C.
Tuesday	9:00 - 11:30	Hy-Flex	DAY	Ath 115	Foundations for University Life and Ministry	Armstrong, J
Tuesday	9:00 - 11:30	Hy-Flex	DAY	Th 307	Hermeneutics	Frazier, T.
Tuesday	11:40 - 2:10	Hy-Flex	DAY	Ath 205	Principles of Spiritual Growth	Armstrong, J.
Tuesday	11:40 - 2:10	Hy-Flex	DAY	BUS 310	Financial Stewardship	Martins, M.
Tuesday	2:20 - 4:50	Hy-Flex	DAY	LS 205	Enhancing Leadership Through Technology	Martins, M.
Tuesday	2:20 - 4:50	Hy-Flex	DAY	Th 325	Apologetics	Frazier, T.
Tuesday	7:00-9:30	Hy-Flex	EVE	BUS 305	Global Business	Oluoch, D.
Wednesday	9:00 - 11:30	Hy-Flex	DAY	Sc 260	Basic Computers and Word Processing	Johnson, M.
Wednesday	11:40 - 2:10	Hybrid	DAY	LS 101	Developing the Healthy Leader	Jackson, R.
Wednesday	2:20 - 4:50	Hy-Flex	DAY	Bi 323	New Testament Epistles	Stokes, J.
Wednesday	7:00-9:30	Hy-Flex	EVE	SS 112	Interpersonal Cross-Cultural Communication	Green, E.
Thursday	9:00 - 11:30	Hy-Flex	DAY	LS 202	Nonprofit Organization Development and Management	Jackson, R.
Thursday	11:40-2:10	Hy-Flex	DAY	SS 225	Marriage and Family	Green, E.
Thursday	11:40-2:10	Hy-Flex	DAY	LS 375	Innovative Ministries for the 21 st Century	Okeke, J.
Thursday	2:20 - 4:50	Hy-Flex	DAY	LS 339	Conflict Management	Okeke, J.
Thursday	2:20 - 4:50	Hy-Flex	DAY	Mi 435	Contextualization of the Gospel	Frazier, T.
Online	24-hours	Online	OL	Ath 473	Internship: Religious Studies	Hodges, B.
Online	24-hours	Online	OL	E 351	Literature of the Western World	Randolph, J.

FALL SCHEDULE 205
August 25- December 14

Registration Will Be Open on Student Portal June 24 until August 25

All courses are 3 credit hours unless otherwise noted.

Online	24-hours	Online	OL	SP 107	Effective Oral Communication	Garlington, G.
Online	24-hours	Online	OL	BUS 300	Business Law	Mbugua, S.
Online	24-hours	Online	OL	BUS 499	Internship: Business	Sumo, J.
Online	24-hours	Online	OL	Th 313	Systematic Theology III	Berry, E.
Online	24-hours	Online	OL	Acct 102	Accounting II	Sumo, E.
Online	24-hours	Online	OL	Bi 117	Biblical Literature	Joe, C.
Online	24-hours	Online	OL	BUS 350	Organizational Behavior	Mbugua, S.
Online	24-hours	Online	OL	Econ 204	Principles of Microeconomics	Sumo, E.
Online	24-hours	Online	OL	LS 300	Dynamics of Global Leadership	Sumo, J.
Online	24-hours	Online	OL	LS 454	Leadership Coaching	Jackson, R.
Online	24-hours	Online	OL	Bi 208	Romans and Galatians	Frazier, T.
Online	24-hours	Online	OL	L 201	Introduction to Biblical Languages	Gibson, M.
Online	24-hours	Online	OL	Ph 113	Christian Ethics	May, C.
Online	24-hours	Online	OL	L 310	Elementary Hebrew	TBA
Online	24-hours	OL	OL	BUS 250	Associate of Business Practicum (for F1 students)	TBA
Online	24-hours	OL	OL	LS 250	Associate of Leadership Practicum (for F1 students)	TBA
Online	24-hours	OL	OL	BUS 425	Bachelor of Business Practicum (for F1 students)	TBA
Online	24-hours	OL	OL	LS 425	Bachelor of Leadership Practicum (for F1 students)	TBA
Online	24-hours	OL	OL	Ath 250	Ministry Experience Practicum (AA Religious Studies) (for F1 students)	TBA
Online	24-hours	OL	OL	Ath 470	Ministry Leadership Internship: BA Religious Studies (for F1 students)	TBA
Courses Taught in the Korean Language						
Monday	9:00-11:30	Hybrid	KOR	SC 366	Principles of Science	Lee, H.
Monday	11:40-2:10	Hybrid	KOR	Hist 253	Survey of World History	Kim, S.
Monday	11:40-2:10	Hybrid	KOR	Bi 326	Wisdom Literature	Kim, S.
Monday	11:40-2:10	Hybrid	KOR	E 102	English Composition	Park, S.
Monday	2:20-4:50	Hybrid	KOR	Th 307	Hermeneutics	Kim, S.
Monday	2:20-4:50	Hybrid	KOR	HRA 310	Human Resource Management	Kim, D.
Saturday	9:00-11:30	Hybrid	KOR	Acct 101	Accounting I	Lee, J.
Saturday	11:40-2:10	Hybrid	KOR	LS 205	Enhancing Leadership through Technology	Lee, H.
Saturday	2:20-4:50	Hybrid	KOR	Bus 350	Organizational Behavior	Lee, E.
Online	24-hours	Online	OL-K	Math 117	Basic Concepts of Mathematics	Lee, H.
Online	24-hours	Online	OL-K	Ed 216	Introduction to Christian Education	Park, S.
Undergraduate Teaching Sites						
Columbus Teaching Site						
6003 Veterans Parkway Columbus, GA 31901						
Monday	6:00 - 8:30	Hybrid	COL	SC 366	Principles of Science	Barker-Jackson
Monday	6:00 - 8:30	Hybrid	COL	Hist 228	Survey of American History	Small, D.
Tuesday	6:00 - 8:30	Hybrid	COL	Th 325	Apologetics	Crocker, C
Thursday	6:00 - 8:30	Hybrid	COL	Bi 105	Pentateuch	Gibson, M.
Albany Teaching Site						
2402 Roxanna Rd Albany, GA 31705						
Monday	5:00-7:30	Hybrid	ALB	Ath 248	Urban Evangelism	Glass, M.

FALL SCHEDULE 205
August 25- December 14

Registration Will Be Open on Student Portal June 24 until August 25

All courses are 3 credit hours unless otherwise noted.

Tuesday	5:00 - 7:30	Hybrid	ALB	Mi 435	Contextualization of the Gospel	Glass, M.
Thursday	5:00-7:30	Hybrid	ABL	Ath 205	Principles of Spiritual Growth	Pierce, N.
Saturday	5:00-7:30	Hybrid	ALB	Bi 117	Biblical Literature	Pierce, N.
Marietta Teaching Site						
1900 the Exchange SE, Suite 450 Atlanta GA, 30339						
Monday	6:30-9:00	Hybrid	EVE	SC 366	Principles of Science	Bolton, M.
Wednesday	5:30-8:00	Hybrid	EVE	BUS 325	Business Ethics	Ngure, F.
Wednesday	8:15-10:45	Hybrid	EVE	LS 318	Dynamics of Biblical Leadership	Ngure, F.
Friday	1:45-4:15	Hy-Flex	DAY	Math 202	Introduction to Statistics	Brennan, J.
Friday	4:30-7:00	Hybrid	DAY	Th 313	Systematic Theology III	Frazier, T.
Friday	7:15-9:45	Hy-Flex	EVE	BUS 315	Corporate Finance	Martins, M.

End of Undergraduate Schedule

FALL SCHEDULE 205

August 25- December 14

Registration Will Be Open on Student Portal June 23 until August 24

All courses are 3 credit hours unless otherwise noted.

FALL 2025 SEMESTER	
August 25	Classes begin
August 25	Last day to change schedule without a fee (if class has not met)
August 25	Last day to register; last day to Add/Drop classes
October 1	Deadline for submitting graduation applications
November 16	Last day to withdraw from a course
November 24-30	Fall Break & Thanksgiving Day observance
December 8-14	Last week of class – final exams
December 30	Grades available through BHU student portal

Fall 2025- Graduate Division

Day	Time	Mode	Class Section	Code	Course	Instructor
Monday	9:00-11:30	Hy-Flex	Day	BI 501	Old Testament	Green, A.
Monday	11:40-2:10	Hy-Flex	DAY	Th 601	History of Christian Thought I	Green, A.
Monday	7:00-9:30	Hy-Flex	EVE	Ath 613	Theological Research and Writing	Green, E.
Tuesday	7:00-9:30	Hy-Flex	EVE	Ath 625	Healthcare Chaplaincy	Green, A.
Wednesday	9:00 - 11:30	Hy-Flex	DAY	Ath 611	Ethics of Pastoral Leadership	Berry, E.
Wednesday	11:40-2:10	Hy-Flex	DAY	Th 503	Systematic Theology I	Berry, E.
Wednesday	2:20-4:50	Hy-Flex	DAY	LS 613	Case Studies in Biblical Leadership	Fairley, H.
Thursday	9:00 – 11:30	Hy-Flex	DAY	LS 627	Strategic Grand Writing for Organizational Development	TBA
Thursday	7:00-9:30	Hy-Flex	EVE	TH 608	Introduction to World Religions	TBA
Online	24-hours	Online	OL	Ath 614	Spiritual Formation	Sutton, H.
Online	24-hours	Online	OL	Ath 698	Capstone: Master of Arts Religious Studies	Green, E.
Online	24-hours	Online	OL	Ath 699	Capstone: Master of Divinity	Green, E.
Online	24-hours	Online	OL	Ath 620	Introduction to Global Chaplaincy	Green, A.
Online	24-hours	Online	OL	Bi 627	Survey of Ancient Hebrew History and Wisdom Literature	Hodges, B.
Online	24-hours	Online	OL	Bi 502	New Testament	Plant, A.
Online	24-hours	Online	OL	LS 620	Research Writing for Leadership and Business	Harvey, T.
Online	24-hours	Online	OL	LS 698	Capstone: Leadership	Tappler, M.
Online	24-hours	Online	OL	Th 606	Women in Theology	Sutton, H.
Online	24-hours	Online	OL	Ath 603	Ethics and Society	Plant, A.
Online	24-hours	Online	OL	Bi 606	Romans	Hodges, B.
Online	24-hours	Online	OL	LS 628	Advancing Diversity, Equity and Socially Just Organizations	Stewart, C.
Online	24-hours	Online	OL	LS 625	AI, Ethics, and the Future of Human Flourishing	TBA
Online	24-hours	OL	OL	Ath 695	Ministry Leadership Practicum (for F1 students)	TBA
Online	24-hours	OL	OL	Ath 697	Applied Ministry Practicum (for F1 students)	TBA
Online	24-hours	OL	OL	LS 685	Master of Leadership Practicum (for F1 students)	TBA
Courses Taught in the Korean Language						
Saturday	9:00-11:30	Hybrid	KOR	Bi 501	Old Testament	Lee, E.

FALL SCHEDULE 205
August 25- December 14

Registration Will Be Open on Student Portal June 23 until August 24
All courses are 3 credit hours unless otherwise noted.

Saturday	11:40-2:10	Hybrid	KOR	Th 503	Systematic Theology I	Kim, S.
Online	24-hours	Online	OL-K	LS 618	Servant Leadership	Park, S.
Graduate Teaching Sites						
Columbus Teaching Site 6003 Veterans Parkway Columbus, GA 31901						
Monday	6:00 - 8:30	Hybrid	COL	Th 608	Introduction to World Religions	Gibson, M.
Tuesday	6:00 - 8:30	Hybrid	COL	Ath 603	Ethics and Society	Small, D.
Thursday	6:00 - 8:30	Hybrid	COL	Bi 633	Apocalyptic Literature	Crocker, C.
Albany Teaching Site 2402 Roxanna Rd Albany, GA 31705						
Marietta Teaching Site 1900 the Exchange SE, Suite 450 Atlanta GA, 30339						
Tuesday	9:00-11:30	Hybrid	DAY			
Tuesday	11:30-2:00	Hybrid	DAY			

End of Graduate Schedule

FALL SCHEDULE 205

August 25- December 14

Registration Will Be Open on Student Portal June 23 until August 24

All courses are 3 credit hours unless otherwise noted.

FALL 2025 SEMESTER	
August 25	Classes begin
August 25	Last day to change schedule without a fee (if class has not met)
August 25	Last day to register; last day to Add/Drop classes
October 1	Deadline for submitting graduation applications
November 16	Last day to withdraw from a course
November 24-30	Fall Break & Thanksgiving Day observance
December 8-14	Last week of class – final exams
December 30	Grades available through BHU student portal

Fall 2025- MBA Division

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

Day	Time	Mode	Class Section	Code	Course	Instructor
15 Week Term						
Online	24-hours	OL	OL	MBA 685	Master of Business Practicum (for F1 students)	TBA
Term I						
August 25-October 19						
Monday	8:00-12:00	Hy-Flex	DAY	MBA 625	Professional Communication Development	Stewart, C.
Tuesday	8:00-12:00	Hy-Flex	DAY	MBA 644	Managerial Economics	Brennan, J.
Online	24-Hours	Online	OL	MBA 601	Servant Leadership	Wilson, W.
Online	24-Hours	Online	OL	MBA 600	MBA Orientation	Sumo, J.
Online	24-Hours	Online	OL	MBA 627	Introduction to Artificial Intelligence	TBA
Term II						
October 20-December 14						
Monday	8:00-12:00	Hy-Flex	DAY	MBA 635	Organizational Behavior	Okeke, J.
Monday	1:00 - 5:00	Hy-Flex	DAY	MBA 637	Human Resource Management	Okeke, J.
Tuesday	1:00-5:00	Hy-Flex	DAY	MBA 680	Entrepreneurship	Wilson, W.
Online	24-Hours	OL	OL	MBA 690	Strategic Management	Faulk, M.
Online	24-Hours	OL	OL	MBA 630	Foundations of Artificial Intelligence	Faulk, M.
Marietta Teaching Site						
1900 the Exchange SE, Suite 450 Atlanta GA, 30339						
Term I						
August 25-October 19						
Friday	5:30-9:30	Hybrid	EVE	MBA 671	Corporate Finance	Brennan, J.
Term II						
October 20-December 14						
Friday	5:30-9:30	Hybrid	EVE	MBA 678	International Business	Brennan, J.
Courses Taught in the Korean Language						
Saturday	9:00–11:30	Hybrid	KOR	MBA 678	International Business	Chung, S.
Saturday	11:40-2:10	Hybrid	KOR	MBA 662	Marketing	Cha, J.
Saturday	11:40-2:10	Hybrid	KOR	MBA 640	The Legality of Business	Kim, M.
Saturday	2:20-4:50	Hybrid	KOR	MBA 637	Human Resources Management	Kim, D.
Online	24-hours	Online	OL-K	MBA 650	Business Accounting	Lee, J.
Online	24-hours	Online	OL-K	MBA 671	Corporate Finance	Kim, H.

End of MBA Schedule

FALL SCHEDULE 205

August 25- December 14

Registration Will Be Open on Student Portal June 23 until August 24

All courses are 3 credit hours unless otherwise noted.

FALL 2025 SEMESTER	
August 25	Classes begin
August 25	Last day to change schedule without a fee (if class has not met)
August 25	Last day to register; last day to Add/Drop classes
October 1	Deadline for submitting graduation applications
November 16	Last day to withdraw from a course
November 24-30	Fall Break & Thanksgiving Day observance
December 8-14	Last week of class – final exams
December 30	Grades available through BHU student portal

Fall 2024- Doctoral Division

Day	Time	Mode	Class Section	Code	Course	Instructor
Doctor of Ministry						
Residency Week :						
Thursday	11:40-2:10	Hy-Flex	DAY	DM 900	Introduction to Doctoral Studies	Sutton, H.
Online	24 Hours	Hybrid	OL	DM 901	Doctor of Ministry Orientation	Hodges, B.
Online	24 Hours	Hybrid	OL	DM 902	Foundations for Ministry Leadership: Scripture, History and Theology	Plant, A.
Online	24 Hours	Hybrid	OL	DM 903	Executive Coaching for Transformational Ministry	Garlington, G.
Online	24 Hours	Hybrid	OL	DM 906	Leading Worship and Discipleship	May, C.
Online	24 Hours	Hybrid	OL	DM 933	Doctor of Ministry Project/Dissertation	Joe, C.
Online	24 Hours	Hybrid	OL	DM 933 E	Doctor of Ministry Project/Dissertation Extension	Joe, C.
Online	24-hours	OL	OL	DM 947	Teaching and Research Practicum (for F1 students)	TBA
Doctor of Philosophy						
Residency Week: TBA						
15 Week Semester						
August 25-December 14						
Wednesday	9:00-11:30	Hy-Flex	Day	LEAD 700	Introduction to Doctoral Studies	Jackson, R.
Online	24-hours	OL	OL	LEAD 904	Research Proposal	Harvey, T.
Online	24-hours	OL	OL	LEAD 900	PhD Practicum (for F1 students)	TBA
Term I						
August 25-October 19						
Monday	8:00-12:00	Hy-Flex	DAY	LEAD 704	The Leaders's Role in the 21 Century	Greggy, A.
Tuesday	8:00-12:00	Hy-Flex	DAY	LEAD 801	Research Design II	Stewart, C.
Tuesday	6:00-10:00	Hy-Flex	EVE	LEAD 702	Research Design I	Harvey, T.
Wednesday	6:00-10:00	Hy-Flex	EVE	LEAD 805	Contemporary Issues in Leadership	Gregory, A
Online	24-hours	OL	OL	LEAD 901	Research Design III	Tappler, M.
Term II						
October 20-December 14						
Monday	8:00-12:00	Hy-Flex	DAY	LEAD 705	Organizational Development	Stewart, C.
Online	24-hours	OL	OL	LEAD 701	Foundations in Leadership	Wilson, W.
Online	24-hours	OL	OL	LEAD 802	Strategic Planning	Mbugua, S.
Online	24-hours	OL	OL	LEAD 703	Biblical Leadership	Kawata, D.
Online	24-hours	OL	OL	LEAD 807	Contemporary Issues in Leadership	Kawata, D.
Online	24-hours	OL	OL	LEAD 903	Doctoral Comprehensive	Tappler, M.

FALL SCHEDULE 205

August 25- December 14

Registration Will Be Open on Student Portal June 23 until August 24

All courses are 3 credit hours unless otherwise noted.

Online	24-hours	OL	OL	LEAD 905	Dissertation II	Dissertation Chairs
Courses Taught in the Korean Language						
Monday	9:00-11:30	Hybrid	KOR	LEAD 703	Biblical Leadership	Park, S.
Saturday	9:00-11:30	Hybrid	KOR	LEAD 802	Strategic Planning	Cha, J.
Saturday	9:00-11:30	Hybrid	KOR	LEAD 704	The Leader's Role in the 21 st Century	Kim, D.
Saturday	11:40-2:10	Hybrid	KOR	LEAD 701	Foundations of Leadership	Lee, E.
Saturday	11:40-2:10	Hybrid	KOR	LEAD 903	Doctoral Comprehensive	Park, S.
Online	24-hours	OL	OL-K	LEAD 702	Research Design	Park, S.
Online	24-hours	OL	OL-K	LEAD 801	Research Design II	Lee, E.
Online	24-hours	OL	OL-K	LEAD 904E	Dissertation Proposal Extension	Dissertation Chair
Online	24-hours	OL	OL-K	LEAD 905	Dissertation II: Research	Dissertation Chair
Online	24-hours	OL	OL-K	LEAD 907	Dissertation III: Extension	Dissertation Chair
Doctoral Teaching Sites						

End of Doctoral Schedule

FALL SCHEDULE 205

August 25- December 14

Registration Will Be Open on Student Portal June 23 until August 24

All courses are 3 credit hours unless otherwise noted.

FALL 2025 SEMESTER	
August 25	Classes begin
August 25	Last day to change schedule without a fee (if class has not met)
August 25	Last day to register; last day to Add/Drop classes
October 1	Deadline for submitting graduation applications
November 16	Last day to withdraw from a course
November 24-30	Fall Break & Thanksgiving Day observance
December 8-14	Last week of class – final exams
December 30	Grades available through BHU student portal

Fall 2025- 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						
DAY						
Tuesday & Thursday	8:30-1:00	HYB	DAY	ESL SL 082	Speaking and Listening	
Tuesday & Thursday	8:30-1:00	HYB	DAY	ESL SL 083	Speaking and Listening	
Tuesday & Thursday	8:30-1:00	HYB	DAY	ESL SL 085	Speaking and Listening	
Monday & Wednesday	8:30-1:00	HYB	DAY	ESL RW 082	Reading and Writing	
Monday & Wednesday	8:30-1:00	HYB	DAY	ESL RW 083	Reading and Writing	
Monday & Wednesday	8:30-1:00	HYB	DAY	ESL RW 085	Reading and Writing	
Evening						
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 081	Speaking and Listening	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 082 A	Speaking and Listening	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 082 B	Speaking and Listening	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 082 C	Speaking and Listening	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 083 A	Speaking and Listening	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 083 B	Speaking and Listening	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 084 A	Speaking and Listening	
Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 084 B	Speaking and Listening	

FALL SCHEDULE 205

August 25- December 14

Registration Will Be Open on Student Portal June 23 until August 24

All courses are 3 credit hours unless otherwise noted.

Tuesday & Thursday	6:00 – 10:30	HYB	EVE	ESL SL 085	Speaking and Listening	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 081	Reading and Writing	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 082 A	Reading and Writing	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 082 B	Reading and Writing	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 082 C	Reading and Writing	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 083 A	Reading and Writing	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 083 B	Reading and Writing	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 084 A	Reading and Writing	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 084 B	Reading and Writing	
Monday & Wednesday	6:00 – 10:30	HYB	EVE	ESL RW 085	Reading and Writing	

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.