Denver Seminary's renewal application to operate as an out-of-state institution in Maryland in accordance with COMAR 13B.02.01

MARYLAND HIGHER EDUCATION COMMISSION
Application for Renewal Approval for Out-of-State Degree-Granting Institutions to Operate in Maryland

Please Note: A separate application form must be completed and submitted with all supporting documentation for each proposed location in Maryland. If an additional, new location is being proposed, an *Application for Renewal of Approval* must be submitted for that location.

PREVIOSLY APPROVED LOCATION IN MARYLAND.
Please provide the complete mailing address.
Denver Seminary, Washington DC Extension
co/ First Baptist Church of Glenarden Ministry Center
3600 Brightseat Road, Landover, MD 20785-2414

PROPOSED START DATE OF CONTINUED OPERATION. February 28, 2020
   Applications should be submitted at least 5 months prior to the proposed start date.

NAME AND ADDRESS OF INSITUTION APPLYING FOR APPROVAL.

Name of Institution:	**Denver Seminary**
Web Address:	**denverseminary.edu**
OPEID Code:	**001352**

U.S. Department of Education, Office of Postsecondary Education, ID Code -- Title IV eligibility.

Chief Executives Officer: **Dr. Mark Young**

   Mailing Address: **6399 South Santa Fe Drive, Littleton, CO 80120**

   Telephone: **303 762-6902**
   Email: **Mark.Young@denverseminary.edu**

Institutional Liaison: Name and title of the individual who will serve as liaison to the Maryland Higher Education Commission:
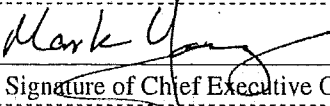   **Name:**   **Dr. Lynn Cohick**
   Title: **Provost and Academic Dean**
   Mailing Address: **6399 South Santa Fe Drive, Littleton, CO 80120**

   Telephone: 303 762-6900
   Email: **Lynn.Cohick@denverseminary.edu**

**************************** **CERTIFICATION** **************************

I hereby affirm that the answers given in this application and its attachments are accurate and complete and further agree to comply with the *Annotated Code of Maryland* and State regulations governing the operation of out-of-State degree-granting institutions (COMAR 13B.02.01).

__01/16/20__	_Mark U_____
Date	Signature of Chief Executive Officer

Please Submit All Information To:

> Maryland Higher Education Commission
> Division of Planning and Academic Affairs
> 6 N. Liberty Street, 10th Floor
> Baltimore, MD 21201 410-767-3268
> acadprop@mhec.state.md.us

A copy of these regulations can be found at the Maryland Higher Education Commission's web site www.mhec.state.md.us (under Academic Approval Process) along with an on-line application form.

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I. DURATION OF APPROVAL

Approval to operate at a previously approved location in Maryland must be <u>renewed annually</u>. However, "during of after the fifth year of operation in Maryland and during any subsequent renewal cycle, an out-ofState institution may apply for approval to operate in Maryland for an extended period of time up to 5 years." COMAR 13B.02.01.08C(1)

> **If the location for which you are applying has been annually approved for at least five years, do you wish to seek approval to operate in the State for an extended period of time of up to 5 years?**
> **[X] Yes, we wish to be approved for ___5___ years.**

II. SUPPORTING DOCUMENTATION

Only a complete application can be acted upon. While separate application forms must be completed and submitted for each approved location, the following Supporting Documentation needs to be included only once for each entire package of applications. **CHECK EACH ITEM AS ATTACHED.**

☐ Catalogs and Other Institutional Publications. COMAR 13B.02.01.20A(1)

> **Have your catalogs, other institutional publications, or awards changed since they were last submitted? [X] Yes ☐ No If yes, please submit new copies.**

☐ Application Fee. (Must accompany all renewals) COMAR 13B.02.01.08B(2)

> The institution shall submit a non-refundable application fee in the amount of (a) $7,500 for up to two degree programs and (b) an additional $850 for each degree program over two programs. The

application renewal fee will be waived for renewals of out-of-state institutions operating at Regional Maryland Higher Education Center.

☒ Accreditation. (Must accompany all renewals) COMAR 13B.02.01.08B(4)(g)

Provide a copy of the most recent letter of approval (notification) from an organization recognized as an accrediting agency by the U.S. Department of Education. Along with your most recent notification of institutional accreditation, please provide evidence that you are in compliance with that organization's policies and procedures related to off-campus educational activities. If any of your proposed programs require program accreditation provide evidence of that accreditation.

☒ Registration as an Out-of-State Corporation. (Must accompany all renewals)
   COMAR 13B.02.01.08B(4)(f)

To transact interstate business in Maryland, the institution must qualify with the State Department of Assessments and Taxation by making the certification required in the Corporations and Associations Article, §7-202, Annotated Code of Maryland. A public institution is not required to qualify as a foreign corporation. However, a business entity affiliated with a public institution or a private institution (profit or non-profit) must qualify as a foreign corporation. The Foreign Corporation Qualification Form may be obtained from the Maryland Department of Assessments and Taxation, Room 809, 301 West Preston Street, Baltimore, Maryland 21201 or on-line at: www.dat.state.md.us. Once qualified, the institution must provide a copy of the certificate of good standing issued by the State Department of Assessments and Taxation.

☒ Certificate of Compliance With Fire and Safety Codes (Must accompany all renewals)
   COMAR 13B.02.01.08B(4)(o)

Please provide a certificate for each approved location for indicating that the proposed facility has been inspected and is found in compliance with local and State ordinances pertaining to fire and safety.

☒ Board of Trustees Resolution of Financial Solvency (Must accompany all renewals)
   COMAR 13B.02.01.08B(4)(e)

Please provide a resolution from your Board of Trustees addressed to the Secretary of Higher Education stating that your institution is financially solvent.

☒ Advertisements   COMAR 13B.02.01.07D(3)(p)

Are there new advertisements in print format related to your programs in Maryland?
☐ **Yes** ☒ **No** **If yes, please provide copies of the new advertisements.**

☒ Enrollment Data as Prescribed by the Secretary. (Must accompany all renewals)
   COMAR 13B.02.01.08B(4)(q)
   Please provide the information requested on the **Student Enrollment Data Form** found at the end of this application.

☒ Teach-out Plan (Must accompany all renewals) COMAR 13B.02.01.08B(4)(j)(iv)

The institution must provide a copy of its teach-out plan allowing enrolled students to complete their programs if the institution decides to cease operation in Maryland.

II. APPLICATION QUESTIONAIRE

This questionnaire, properly completed with supporting documentation, shall serve as an application for approval to operate in Maryland under the *Code of Maryland Regulations* (COMAR) 13B.02.01. It must be completed for each proposed location.

1. Programs.

> **CURRENTLY OFFERED PROGRAMS.**

INSTRUCTIONS. Please enter the requested information on your **CURRENTLY OFFERED PROGRAMS** in the spaces provided below, or create an attachment (labeled "A-1: Current Programs") to this application with the required information.

(a) Provide a list of your currently offered programs at this location. For each program provide the following information: (1) the full title of the program; (2) the degree or certificate to be awarded; (3) the mode of instructional delivery; (4) the number of credit hours (semester or quarter); and (5) whether they are offered at the parent campus.

Program Title	Degree	Mode of Instruction	Total Credit Hours	Offered on Main Campus Yes / No
Example: Organizational Management	*M.S.*	*Classroom*	*36 sem*	*Yes*
Example: Business Administration	*B.S.B*	*Distance Ed.*	*120 sem*	*Yes*
Master of Divinity	MDiv	Classroom and Distance Education	78 sem	Yes
Master of Arts in Leadership	MA	Classroom and Distance Education	50 sem	Yes
Graduate Certificate in Biblical and Theological Studies		Classroom and Distance Education	24 sem	Yes

> **NEW PROGRAMS**

INSTRUCTIONS. Is the institution proposing any new programs at this location? ☐ Yes ☒ No
If yes, please enter the requested information in the spaces provided below, or create an attachment (labeled "A-1: New Programs") to this information with your responses to the following for each new program:

(a) Provide a list of the new programs at this location. For each new program provide the following information: (1) the full title of the program; (2) the degree or certificate to be awarded; (3) the mode of instructional delivery; (4) the number of credit hours (semester or quarter); and (5) whether they are offered at the parent campus.

Program Title	Degree	Mode of Instruction	Total Credit Hours	Offered on Main Campus Yes / No
Example: Organizational Management	M.S.	Classroom	36 sem	Yes
Example: Business Administration	B.S.B	Distance Ed.	120 sem	Yes

(b) If the information does not appear in the catalog or publication you submitted provide (1) a description of the curriculum; (2) the objectives of each course; and (3) a course schedule for the proposed location

N/A

(c) Please provide a brief description of the student population to be served by the proposed new programs.

N/A

2. Educational Need. Before the Commission may evaluate the readiness of an out-of-State institution to operate or award new degrees in the State, including the offering of an instructional program or a degree level not previously approved, the institution shall present evidence demonstrating the educational need to establish operations, offer programs, and award the degrees in question in the State. In addition, the out-of-State institution shall demonstrate that the proposed program, for which the institution is making application, meets a critical and compelling regional or Statewide need and is consistent with the Maryland Postsecondary Education. COMAR 13B.02.01.06A&C

INSTRUCTIONS: Please enter the requested information in the spaces provided below, or create an attachment (labeled "A-2: Educational Need") to this application and respond to the following questions for each new program:

(a) What critical and compelling Regional or Statewide (Maryland) need and demand do your proposed programs meet? In responding to this question provide documentation as indicated below:

(1) If the programs serve occupational needs, present data projecting market demand and the availability of openings in the job market to be served by the new programs for which the

institution is making application. This information may include workforce and employment projections prepared by the federal and State governments, the availability of graduates in the State or region, marketing studies done by the institution or others, and material from professional and trade associations.

N/A

(2) If the programs serve <u>societal needs</u> (include the traditional liberal arts education), provide a Description of how the proposed programs will enhance higher education in Maryland and contribute society

N/A

(b) If similar programs exist in the State, what are the similarities or differences in your program in terms of the degrees to be awarded, the areas of specialization, and the specific academic content of the programs?

N/A

(c) Is a Maryland employer sponsoring/supporting the application for the program(s) to be offered at this location?

☒ Yes ☐ No

If yes, please attach a letter of support from the employer addressed to the Assistant Secretary, Planning and Academic Affairs. The letter should outline the employer's reasons for selecting the institution and its programs and state the benefits to the employees who participate in the program

3. Administrative Staff. The out-of-State institution shall provide for an on-site administrative staff responsible for overall administrative operation of educational activities including counseling, advising, testing orientation, financial aid services, and maintenance of academic records. In addition to being responsible for the administration of the policies and procedures of the parent institution, the designated administrators are responsible for meeting the expectations set forth in this chapter [of the Regulatory Standards of the State of Maryland for Out-of-State Institutions]. The duties and size of the staff shall be adequate for the size of the educational activities offered. COMAR 13B.02.01.15

INSTRUCTIONS: Has any previously reported Administrative Staff information changed since your last approval at this location? ☒ Yes ☐ No **If yes, please enter the requested information in the spaces provided below, or create an attachment labeled (labeled "A-3: Administrative Staff Changes") to this application with <u>any changes</u> to the following questions:**

(a) How are you planning to meet the above standard on Administrative Staff?

Debora Barr is serving as the Site Director and Dr. Lynn Cohick, Provost/Dean provides leadership and oversight.

(b) Who will be assigned to carry-out each of these duties? Please include a curriculum vitae/resume for each administrator.

Debora Barr and Dr. Lynn Cohick's resumes included in section A-3

4. Faculty

(a) List all faculty that are to teach in the first year (or cycle) of the programs at this location. For each faculty member provide the following information: COMAR 13B.02.01.08(4)(m)

      (1) the course(s) the faculty might soon teach;

      (2) the degrees the individual holds

      (3) the degrees areas of specialization; and

      (4) whether or not the faculty member is full-time or part-time (adjunct) at your parent institution

> List of available faculty members who may teach at the MD site has been revised and updated as A-4 followed by CV's for faculty assigned to teach in Fall 2019 at this site.

(b) Please include a curriculum vitae/resume for each potential faculty member. For those faculty who are yet to be hired include a job description and minimal qualifications.

5. Library Resources. Out-of-State Institutions offering programs or courses, or both, in Maryland, shall provide adequate and appropriate library resources within State boundaries and within reasonable distance of the instructional site. Usage statistics shall be kept to determine to what extent these resources are available and accessible. COMAR 13B.02.01.17A

(a) How are you planning to meet this standard on Library Resources? Briefly describe the types of materials and titles that you will make available to your students and how they will access them. Will there be provision for bibliographic instruction and/or library orientation?

> 11,000+ volumes are fully catalogued and available to students in the MD site, as well as full-text online resources, ebooks and journals under the direction of Librarian Nadine Ginkel. A part time paid on-site library technician is present to assist students on class days.

6. Student Services. COMAR 13B.02.01.18 concerns student services and activities. These shall realistically reflect the stated objectives, purposes, and philosophy of the out-of-State institution. Further, an out-of-State institution shall ensure that all students have access to a well developed program of

counseling, testing, advisement, orientation, financial aid, career development, and placement. The institution may determine the specific organization of services, as well as the resources and staffing provided, as long as provision for these services are made. Student activities that complement the instructional program are particularly encouraged. COMAR Section .18 also requires that the out-of-State institutions keep complete and accurate records of admission, enrollment, grades, scholarships, transfer of credits, transcripts, graduates, and other essentials in accordance with standard practice. This includes the physical security and confidentiality of such records. The Section requires as well, a published statement of student rights, privileges, and responsibilities and the school's adherence to its student grievance procedures.

> **INSTRUCTIONS: Has any previously reported Student Services information changed since your last approval at this location?** ☐ Yes ☒ No
>
> **If yes, please enter the requested information in the spaces provided below, or create an attachment (labeled "A-6: Student Services") to this application with any changes to the following questions.**

(a) How do you plan to implement the requirements for Student Services cited above?

> N/A - No changes to Student Services have been implemented since our filing in 2018. Please see enclosed handbook.

(b) Regarding student records describe the security measures the institution takes to ensure the confidentiality, physical, and electronic security of your record-keeping system.

> N/A

(c) Does the institution have a published statement of rights, privileges, and responsibilities of students? ☐ Yes ☐ No How will it make this available to its students at the proposed instructional site?_____
If this statement is in the Catalog you submitted with the application, please indicate the page number:____
If not in the Catalog you submitted, please provide us with a copy of the statement.

(d) Does the institution have a published student grievance procedure? ☐ Yes ☐ No If this procedure is in the Catalog you submitted with the application, please indicate the page number _____. If not in the Catalog you submitted, please provide us with a copy of the grievance procedure.

7. Facilities. (See COMAR 13B.02.01.19).

> **INSTRUCTIONS: Has any previously reported Student Services information changed since your last approval at this location?** ☐ Yes ☒ No
>
> **If yes to either question, please enter the requested information in the spaces provided below, or create an attachment (labeled "A-7: Facilities") to this application with any changes to the following questions.**

(a) Has a specific facility been inspected and approved for use as a classroom/laboratory space and been found in compliance with local and State ordinance pertaining to fire and safety? ☒ Yes ☐ No

> (1) If yes, please provide a copy of the Certificate of Compliance.
>
> (2) If no, the Certificate of Compliance must be submitted at least 30 days prior to the start of classes.

(b) Describe any special instructional facilities and equipment (computers, audio-visual equipment, etc.) that will be used and available to students in this location.

N/A

(c) Describe what provisions are being made for periodic repair and maintenance of buildings and grounds. What measures are being taken for campus security and fire protection? If dangerous or toxic materials are being handled, what provisions are being made for safe storage, handling and disposal?

First Baptist Church of Glenarden maintains the facilities in excellent condition.

(d)Describe the office (and conference) space available to full and part-time faculty and administrators.

Office and work space is available in the library.

8. Distance Education. "Distance education" means course work for academic credit delivered by telecommunicated instruction to a physical space specifically reserved for the purpose of receiving the instruction, for example, a teleclassroom, and requires the payment of tuition or fees for the instruction. "Distance education" does not include telecommunicated instruction at the student's initiation via an individual personal computer. COMAR 13B.02.01.03(8). An institution operating in Maryland and delivering instruction in Maryland by distance education shall provide evidence to the Secretary of compliance with the standards of good practice found in COMAR 13B.02.01.21.

INSTRUCTIONS. Is the institution providing distance education as defined above? ☐ **Yes** ☒ **No**
If yes, please contact the staff at the Maryland Higher Education Commission for a copy of the Standards of Good Practice and provide evidence of compliance as an attachment (labeled "A-8: Distance Education") to this application

Accreditation

HIGHER LEARNING COMMISSION

January 7, 2019

President Mark Young
Denver Seminary
6399 S. Santa Fe Drive
Littleton, CO 80120

Dear President Young:

The interim report you submitted to our office has now been reviewed. The staff analysis of the report is attached.

On behalf of the Higher Learning Commission staff received the report on enrollment and finances.

An Interim Report is due 10/1/2019 on development and implementation of academic program review.

The institution is required to submit an additional interim report on enrollment and finances. The report, to be submitted to the HLC no later than October 15, 2020, should contain, at minimum, the following: 1) Three-year comparative enrollment data through Fall 2020; 2) Enrollment projections through AY2022-2023 (FY2023); 3) Final, approved operating budgets for AY2019-2020 and AY2020-2021, with budget projections through AY2022-2023; and 4) Statement of Financial Position sections of the FY2019 and FY2020 audited financial statements.

The institution's next reaffirmation of accreditation is scheduled for 2021 – 2022.

For more information on the interim report process contact Lil Nakutis, Accreditation Processes Manager, at lnakutis@hlcommission.org. Your HLC staff liaison is Barbara Johnson (bjohnson@hlcommission.org); (800) 621-7440 x 129.

Thank you.

HIGHER LEARNING COMMISSION

ats The Association of Theological Schools
The Commission on Accrediting

July 15, 2014

Mark Young
Denver Seminary
6399 South Santa Fe Drive
Littleton, CO 80120

Dear Dr. Young:

The Board of Commissioners met in Pittsburgh, Pennsylvania, in June 2014 and included on its agenda Denver Seminary's request for approval of a new extension site in Landover, MD (3600 Brightseat Road, Landover, MD 20758), at which the full MDiv, MA in Christian Leadership, and Certificate in Biblical and Theological Studies would be offered.

In February of 2014, the board approved the teach-out plan, teach-out agreement, and closure of the two extension sites of Bethel Seminary's Seminary of the East, one at First Baptist Church of Glenarden, 3600 Brightseat Road, Landover, Maryland 20785-2414. The board acknowledges that Denver Seminary has been in conversation for some time regarding the opening of an extension at that site. Library, faculty, student services, and facilities at the church appear appropriate to begin offering classes there on January 29, 2015.

The board reminds the seminary that classes conducted at the site via compressed video do not count toward residency. Before classes may begin, the seminary must submit to Commission staff evidence of authorization to operate in the state of Maryland for which the seminary has applied, as well as approval from the seminary's regional accreditor, the Higher Learning Commission of North Central Association.

After reviewing the information in light of the pertinent Commission standards and procedures, the board voted:

1. To grant approval to offer the complete MDiv and MA in Christian Leadership at a new extension site in Landover, MD (3600 Brightseat Road, Landover, MD 20758).

2. To authorize a focused visit within six months of the start of classes to determine if resources are available and appropriate to offer the complete MDiv and MA in Christian Leadership at a new extension site in Landover, MD (3600 Brightseat Road, Landover, MD 20758), contingent upon submission to Commission staff of the evidence of authorization by the state of Maryland and approval by the Higher Learning Commission of North Central Association. Classes are scheduled to begin on January 29, 2015, and the board recognizes that a certificate in Biblical and Theological Studies will be offered at the site as well.

The actions of the board are effective June 20, 2014. Please contact me if you have any questions.

Sincerely,

Tisa Lewis
Senior Director, Accreditation and Institutional Evaluation

/lan
cc: The Higher Learning Commission
        CACREP

The Association of Theological Schools in the United States and Canada
10 Summit Park Drive, Pittsburgh, PA 15275-1103
Phone: 412-788-6505 • Fax: 412-788-6510 • www.ats.edu

Course descriptions from the College's catalog

Master of Arts in Leadership
Program Goal

The Master of Arts in Leadership degree program seeks to develop, equip, and encourage men and women to be effective leaders, broadening their ministries perspectives in church, parachurch, and cross-cultural ministries contexts. Students will understand and develop their own leadership styles and their own philosophies of leadership in ministry based on solid biblical, theological, philosophical, and leadership principles.

Curriculum

	Course #	Sem. Hrs.
MA core		27
Mentored Formation	TM 602	1
Theological and Theoretical Foundations for Leadership	LD 501	3
Strategy for Leadership Development	LD 511	3
Management for Leaders	LD 521	3
The Personal Life of the Christian Leader	LD 601	2
Communicating and Leading Change	LD 621	2
Negotiating Conflict & Working with Volunteers	LD 630	2
Leadership in Action	LD 794	2
Open electives		5
Total hours for degree:		**50**

SUGGESTED SEQUENCE OF COURSES
Master of Arts in Leadership
50 hours

FIRST YEAR

Fall Semester Course	Hours	Spring Semester Course	Hours	Summer Term Course	Hours
GS 500 Thinking Biblically & Theol.	2	LD 521 Management for Leaders	3	CH 500 Hist. of the Christian Movement	3
NT 511 Gospels & Acts	3	LD 601 Personal Life of the Christian Leader	2	OT 512 Kingdom of Israel & Prophets	3
LD 501 Theological & Theoretical Foundations for Leadership	3	LD 621 Communication & Leading Change	2	NT 512 Epistles & Revelation	3
TM 500 Intro. to Mentored Formation	1	OT 511 Israel's Early History & Poetry	3		9
	9	TM 501 Mentored Formation	1		
			11		

SECOND YEAR

Fall Semester Course	Hours	Spring Semester Course	Hours
LD 511 Strategy for Leadership Dev.	3	LD 630 Negotiating Conflict & Working with Volunteers	2
TH 501 Survey of Christian Doctrine I	3	LD 794 Leadership in Action	2
ELECT Open Electives	3	TH 502 Survey of Christian Doctrine II	3
TM 601 Mentored Formation	1	TM 604 Mentored Formation Summative Experience	1
TM 602 Mentored Formation	1	ELECT Open Electives	2
	11	EX CM Comprehensive Exam	0
			10

MASTER OF DIVINITY (MDIV) CURRICULUM

The Master of Divinity degree program is designed primarily to prepare students for church ministries requiring ordination. It also prepares students for doctoral-level studies in many theological schools. As the standard ministerial degree program, its scope is sufficiently broad to equip students for varied church or mission vocations.

The MDiv degree program consists of sixty hours of core courses (with some flexibility built into that core), and the balance of the hours are either open electives or a combination of an optional concentration and open electives for a total of seventy-eight semester hours.

Program Goal

The Master of Divinity degree program prepares students to serve Christ and others in a wide range of vocational ministry contexts. The extensive study of Scripture, systematic and historical theology, and practical ministry, including a strong emphasis on training and mentoring, characterize the breadth and depth of the program. It is intended to fulfill the academic requirements for ordination as well as providing a solid theological foundation for ministry in either church or parachurch contexts. Upon graduation, MDiv graduates will possess the necessary knowledge, character, and skills to make a positive impact for Christ in a rapidly changing world.

Core Curriculum

These courses are required of all MDiv students (except where noted) regardless of the concentration selected.

	Course #	Sem. Hrs.
Thinking biblically/theologically	GS 500	2
Old Testament	OT 511, 512	6
New Testament	NT 511, 512	6
Church history	CH 500	3
Theology	TH 501, 502	6
Apologetics and ethics	AE 500	3
Homiletics	HOM 500	3
Relational ministry	CO 500	3
Biblical languages[1]		
Hebrew grammar	OT 501, 502	6
Greek grammar	NT 501, 502	6
Additional Bible/language[2,3]	NT 611, NT 635, OT 701, OT 640, OT 648, or OT 649	6
Ministry leadership electives[4]	CF 602, EM 604, IM 610, LD 501, PME 601, PME 603, or PME 604	4
Mentored formation	TM 500, 501, 601, 602, 603, 604	6
Open electives[5]		18
MDiv Oral Exam	EXMDIV	0
Total hours required for degree:		**78**

[1] *Students with a Chaplaincy concentration complete six hours of Greek OR Hebrew.*
[2] *One New Testament and one Old Testament course must be selected. Additional courses may be taken as electives*
[3] *Students in the Biblical Preaching, Biblical Studies, New Testament or Old Testament concentrations must take NT 611 Using Greek in NT Exegesis and OT 701 Hebrew Exegesis of OT Texts, OT 640 Book of Joshua: Analysis, Hermeneutics and Theology, OT 648 Book of Genesis, OR OT 649 Reading the Psalms for Today as their additional bible/language requirement.*
[4] *Students with a Chaplaincy concentration must complete PME 604 as one of their ministry leadership electives.*
[5] *Students who opt for a concentration complete a certain number of open electives.*

Degree Requirements

1. Note the following sequence requirements in the MDiv program:
   a. OT 501, 502 Hebrew I and II must be taken in sequence (or by passing the Hebrew proficiency examinations detailed in the Advanced Standing policy) are required as a foundation for those who elect to take OT 701 and OT 640 or any other Old Testament exegesis courses.
   b. NT 501, 502 New Testament Greek I and II must be taken in sequence (or by passing the Greek proficiency examination detailed in the Advanced Standing policy) are required as a foundation for those who elect to take NT 611 and NT 635 or any other New Testament exegesis courses.
   c. GS 500 Thinking Biblically and Theologically is a pre-or co-requisite to NT 511 and 512, the two New Testament survey courses, and TH 501 and 502, the two theology survey courses.
2. All MDiv students are required to prepare and defend a paper on doctrine and ministry similar to one prepared for an ordination council. Registration for the no-credit course, MDiv Orals, is required. Completion of TH 501 and 502 are required for MDiv orals registration. Students may drop the MDiv oral exam but if the drop occurs after the add/drop period, it will count as one of the three attempts a student has to pass the exam.
3. All international students with an F-1 visa status are required to enroll in the courses GS 597 and GS 697 International Student Orientation and Reentry. These are noncredit and no tuition is charged, but a passing grade in both is required for graduation.
4. A minimum of seventy-eight semester hours is required for the degree.

Graduation Requirements

1. Satisfactory completion of a minimum of seventy-eight semester hours. A minimum cumulative grade point average of 2.00 is required for graduation.
2. Satisfactory completion of oral exams in doctrine and ministry, including:
   a. The preparation of a doctrinal paper similar to one prepared for ordination council.
   b. A satisfactory defense of the doctrinal paper in front of an oral exam committee.
3. Completion of a biblical/theological knowledge survey. For students graduating in the fall, this must be completed by November 30 of the semester of graduation; for those graduating in the spring, by April 30, and for those graduating in the summer, by July 30.
4. Approval of an application for graduation. Application must be made in writing on the appropriate form secured online or from the Registrar's Office by the deadline posted for the semester in which the student expects to graduate (refer to the Application for Graduation form for more information).
5. The fulfillment of all financial obligations to Denver Seminary.
6. Completion of all course work that is applying to the degree within the timeframe specified in the Program Completion Time Limits policy (this includes any transfer credit or advanced standing that applies to the degree program).
7. Faculty determination that the student is theologically, psychologically, spiritually, morally, and academically fit as a candidate for some phase of evangelical ministry. This evaluation is based on the student's total Seminary experience. Note that the term "evangelical" is used to designate the theological position set forth in the National Association of Evangelicals' *Statement of Faith* with an interpretation that is in keeping with the historic confession of the Christian church.
8. Submission of a signed statement of agreement with the National Association of Evangelicals' *Statement of Faith*.

SUGGESTED SEQUENCE OF COURSES
Master of Divinity (MDiv)
78 hours

FIRST YEAR

Fall Semester Course	Hours	Spring Semester Course	Hours	Summer Term Course	Hours
GS 500 Thinking Biblically & Theol.	2	NT 502 New Testament Greek II	3	CH 500 Hist. of the Christian Movement	3
NT 501 New Testament Greek I	3	OT 512 Kingdom of Israel & Prophets	3	NT NT Exegesis[1]	3
OT 511 Israel's Early Hist. & Poetry	3	TM 501 Mentored Formation	1	NT 511 Gospels & Acts	3
TM 500 Intro. to Mentored Formation	1	ELECT Open Electives	3		9
	9		10		

SECOND YEAR

Fall Semester Course	Hours	Spring Semester Course	Hours	Summer Term Course	Hours
HOM500 Intro to Expository Preaching	3	NT 512 Epistles & Revelation	3	OT OT Exegesis [1]	3
OT 501 Hebrew I	3	OT 502 Hebrew II	3	ELECT Open Electives	3
TH 501 Survey of Christian Doctrine I	3	TH 502 Survey of Christian Doctrine II	3		6
ELECT Open Electives	2	ELECT Ministry Leadership Elective[2]	2		
TM 601 Mentored Formation	1	TM 602 Mentored Formation	1		
	12		12		

THIRD YEAR

Fall Semester Course	Hours	Spring Semester Course	Hours
CO 500 Pastoral Care & Counseling Relationships	3	TM 604 Mentored Formation Summative Experience	1
AE 500 Apologetics & Ethics	3	ELECT Ministry Leadership Elective[2]	2
TM 603 Mentored Formation	1	ELECT Open Electives	5
ELECT Open Electives	5	EXMDIV MDiv Oral Exam	0
	12		8

[1] All MDiv students must take one Old Testament and one New Testament language course. Students in the following concentrations have these Old and New Testament course options:
(1) Students in the biblical preaching, biblical studies, New Testament or Old Testament concentrations must take NT 611 Using Greek in NT Exegesis and OT 701 Hebrew Exegesis of OT Texts, OT 640 Book of Joshua: Analysis, Hermeneutics and Theology, OT 648 Book of Genesis, OR OT 649 Reading the Psalms for Today as their additional bible/language requirement.
(2) Students in the chaplaincy concentration who choose to complete NT 501 and NT 502 can choose either NT 611 Using Greek in NT Exegesis OR NT 635 Letter to the Romans AND must complete OT 661 Old Testament Theology and Religion. Students in the chaplaincy concentration who choose to complete OT 501 and OT 502 can choose either OT 701 Hebrew Exegesis of OT Texts, OT 640 Book of Joshua: Analysis, Hermeneutics and Theology OT 648 Book of Genesis, OR OT 649 Reading the Psalms for Today AND must complete a NT English Bible course OR NT 601 New Testament Theology (see Registrar's Office for recommendations).
(3) Students in any other concentration that is not listed above can choose either NT 611 Using Greek in NT Exegesis OR NT 635 Letter to the Romans as their New Testament language course and either OT 701 Hebrew Exegesis of OT Texts, OT 640 Book of Joshua: Analysis, Hermeneutics and Theology OT 648 Book of Genesis, OR OT 649 Reading the Psalms for Today as their Old Testament language course.

[2] Choose from the following (note that courses exceeding the four hour ministry leadership requirement can apply as electives):
CF 602 Spiritual Formation for Life and Ministry (2)
EM 604 Teaching for Life Change (2)
IM 610 Mission and Culture (2)
LD 501.2 Theological and Theoretical Foundations for Leadership (2)
PME601 Pastoral Theology and the Practice of Ministry (2)
PME603 Evangelism and the Mission of God (2)
PME604 Worship Theory and Practice (2)[required for Chaplaincy concentration]

Optional Concentrations

Master of Divinity students may opt to concentrate in one the following areas: Apologetics and Ethics, Biblical Preaching, Biblical Studies, Chaplaincy, Christian Formation and Soul Care, Leadership, New Testament, Old Testament, Pastoral Care and Counseling, or Theology. Unless otherwise noted, concentrations require ten hours of course work.

Apologetics and Ethics	Course #	Sem. Hrs.
Advanced Apologetics	AE 610	2
Advanced Christian Ethics	AE 620	2
Christianity and Alternate Religions OR	AE 640	
Writing for Publication	AE 694	2
Religious Pluralism	AE 664	3
Academic Teaching	AE 670	1
		10

Biblical Preaching[1]	Course #	Sem. Hrs.
Expository Preaching of Old Testament Texts	HOM 701	3
Advanced Expository Preaching I	HOM 743	2
Advanced Expository Preaching II	HOM 744	2
Interpreting and Preaching Difficult Texts and Topics	HOM 750	3
		10

[1] *Students in the Biblical Preaching concentration must take NT 611 Using Greek in NT Exegesis and OT 701 Hebrew Exegesis of OT Texts, OT 640 Book of Joshua: Analysis, Hermeneutics and Theology, OT 648 Book of Genesis, OR OT 649 Reading the Psalms for Today as their additional bible/language requirement.*

Biblical Studies[1]	Course #	Sem. Hrs.
Choose any Old Testament (OT), New Testament (NT), or Biblical Studies (BI) electives		10

[1] *Students in Biblical Studies concentration must take NT 611 Using Greek in NT Exegesis and OT 701 Hebrew Exegesis of OT Texts, OT 640 Book of Joshua: Analysis, Hermeneutics and Theology, OT 648 Book of Genesis, OR OT 649 Reading the Psalms for Today as their additional bible/language requirement.*

Chaplaincy[1,2,3]	Course #	Sem. Hrs.
Religious Pluralism	AE 664	3
The Many Faces of Chaplaincy	CHP 550	2
Community-based Clinical Pastoral Education	CHP 775	6
Therapeutic Communication	CO 526	2
Crisis Counseling OR	CO 551	
Counseling Responses in Crises and Disasters	CO 657	2
Brief Counseling	CO 560	2
Brief Counseling Practicum	CO 570	1
Social and Cultural Foundations of Counseling	CO 621	3
		21

[1] *Students in the Chaplaincy concentration complete three hours of open electives rather than eighteen. Students also complete six hours of Greek OR Hebrew rather than six hours of both.*
[2] *PME 604 Worship Theory and Practice is a required ministry leadership elective.*
[3] *This degree will prepare students for any form of ministry in chaplaincy, church, parachurch or missions settings. It is especially applicable to all forms of chaplaincy, but especially those requiring ordination, national faith group endorsement, and/or rigorous credentialing. These types of settings include military, healthcare, Veterans Association, and federal prison placements. This program includes a unit of ACPE certified Clinical Pastoral Education in a community setting. Although the M.Div. classes are available online, the chaplaincy concentration courses are currently not available in that format. Chaplaincy students should be aware of any denominational or military restrictions on the allowed number of online courses.*

Master's-level Certificates

CERTIFICATE IN BIBLICAL AND THEOLOGICAL STUDIES (24 HOURS)

Developed for those who want to know more about the Christian faith, this certificate requires a twenty-hour theological core consisting of GS 500 Thinking Biblically and Theologically (2); NT 511 Gospels and Acts (3); NT 512 Epistles and Revelation (3); OT 511 Israel's Early History and Poetry (3); OT 512 Kingdom of Israel and Prophets (3); TH 501 Survey of Christian Doctrine I (3); and TH 502 Survey of Christian Doctrine II (3). The remaining four hours are open electives and may come from any department.

CERTIFICATE IN PROFESSIONAL CHAPLAINCY (15 HOURS)

The Certificate in Chaplaincy is intended for students who wish to explore the vocation of chaplaincy through 15 semester hours of courses needed in a chaplaincy profession. This program includes a unit of ACPE certified Clinical Pastoral Education in a community setting. This certificate is especially suited for students who either desire specific training in this area without a degree, who want to explore the chaplaincy vocation before enrolling in an MDiv Chaplaincy or who wish to expand their learning from a previous degree.

This certificate requires the following courses: CHP 550 The Many Faces of Chaplaincy (2) [1]; CHP 775 Community-based Clinical Pastoral Education (6); CO 526 Therapeutic Communication (2) [1]; CO 560 Brief Counseling (2) [1]; CO 570 Brief Counseling Practicum (1) [1]; and PME 604 Worship Theory and Practice (2).

[1] *Prerequisites to CHP 775 Community-based Clinical Pastoral Education.*

Recent Approval Letter
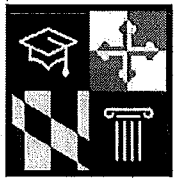
MHEC
Creating a state of achievement

April 1, 2019

Dr. Mark Young
President
Denver Seminary
6399 South Sante Fe Drive
Littleton, CO 80120

Dear President Young:

The Maryland Higher Education Commission has received a renewal application from Denver Seminary to offer three programs at the First Baptist Church of Glenarden Ministry Center, located at 3600 Brightseat Road in Landover, Maryland, 20785. I am pleased to inform you that Denver Seminary is authorized to offer the programs as listed below until February 28, 2020.

Approved programs:

I.   Master of Divinity
II.   Master of Arts in Leadership
III. Graduate Certificate in Biblical and Theological Studies

An electronic renewal form and the regulations for out-of-state institutions are available on the Commission's website under "Academic Approval Process" at www.mhec.maryland.gov. In order to operate the program in Maryland after the stated expiration date, the renewal application should be completed and submitted to this office no later than five months before the institution proposes to commence operation for the academic year 2020-2021. If applicable, the use of VA benefits for these programs should be coordinated through Ms. Trish Gordon-McCown, Associate Director of Veterans Affairs. She can be reached at 410-767-3098.

Please keep us informed of any changes contemplated in your offerings in Maryland. We look forward to continuing the cooperative relationship developed between your institution and the Maryland Higher Education Commission.

Sincerely,

Dr. James D. Fielder
Secretary

JDF/MJK/KKS/jmc

C: Dr. Ralph MacFarland, Provost & Academic Dean, Denver Seminary
File 18519